

# Chinese Language Professional

They teach you to speak Mandarin, we help you to communicate with business partners!

Tel: (852) 3165 5191 Fax: (852) 2287 5239 Website: <http://clprof.com>

Address: 2/F, Dah Sing Life Bldg., 99-105 Des Voeux Road Central, HK



## Registration Form

### Part I. Learner Information

First name:	Last Name:	Client No.:
Name in Chinese:	Nationality:	(photo)
Sex*: F / M	DOB: (dd/mm/yy)	
<i>(For Chinese Speakers)</i> Conversation*: Cant. / Man. / Other	<i>(For Non-Chinese Speakers)</i> First Language:	
Reading/Writing*: Trad. / Simp.		
Company:		
Profession:	Contact No. (Office)	(Mobile)
Fax No.:	Email:	
Address:		

### Part II. Course Information

Target Language: <input type="checkbox"/> Mandarin <input type="checkbox"/> Cantonese <input type="checkbox"/> Shanghainese	Proficiency in target language: <input type="checkbox"/> Elementary <input type="checkbox"/> Intermediate <input type="checkbox"/> Advance
<i>(For Private Lesson)</i> Total: (hrs) (Hrs/session) Day*: M/T/W/T/F/S/S Time:	<i>(For Group Lesson)</i> Course code: Course commencement date:
Where did you find us: <input type="checkbox"/> referral _____ <input type="checkbox"/> email _____ <input type="checkbox"/> internet _____ <input type="checkbox"/> others _____	
Remarks:	

\* Please circle to select

### Part III. Important Notes

1. Payment by  Cheque – payable to “**Chinese Language Professional**”.  
 Direct deposit – account no.: HSBC808-2-000251
2. Full payment must be made in advance to course commencement.
3. Except the case stated in clause 4, any payment made is non-refundable and non-transferable.
4. We reserve the right to change, postpone or cancel a course. In and only in the case where the course is cancelled by us, the payment made regarding such course will be refund in full to the student within 14 working days of the scheduled commencement date.
5. Cancellation or change of any booked private lesson must be notified to and confirmed by us by email at least 24 hours prior to such lesson; otherwise, the booked lesson will be charged.
6. Any unused course hours will be expired and forfeited upon the expiration of 2 years from the date of this registration form or the date of actual course commencement, whichever is earlier.
7. The Client agrees not to make any private arrangement with the training consultant for similar services provided by us without our knowledge.

Date:  _____	Signature:  _____
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