

The Chinese University of Hong Kong
5th Head & Neck Dissection and Reconstruction Hands-on Course
25-28 November 2017

REGISTRATION FORM

Complete this registration form in **BLOCK LETTERS** and return it with the appropriate registration fee to the Secretariat (we accept fax and on-line registration for credit card payment). Places will be confirmed on receipt of completed registration form and full payment.

Salutation Prof Dr Mr Mrs Ms

First Name _____ Last Name _____

Institution _____

Mailing Address _____

Tel _____ Fax _____ Email _____ @ _____

REGISTRATION

	2 Days Resection Only (25-26 Nov)	4 Days Resection and Reconstruction (25-28 Nov)
Hands-on *	<input type="checkbox"/> HKD 12,000	<input type="checkbox"/> HKD 20,000
Observer	<input type="checkbox"/> HKD 3,000	<input type="checkbox"/> HKD 5,000

Dietary Preference: Regular Vegetarian Others (please specify _____)

Join free Course dinner (evening on 26 November 2017) Yes No

Join free shuttle bus service MTR University Station Exit A and Course venue: Yes No

* Course manual will be included for registered hands-on participants only.

PAYMENT METHOD

- A bank draft for Hong Kong Dollar (HKD) made out to "The Chinese University of Hong Kong" is enclosed.
(Personal cheques are acceptable for Hong Kong residents ONLY)
- Please debit my credit card: Visa / Master * (**delete as appropriate*)

Name of card holder _____

Card no.

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 Expiry date ____ / ____

Amount (HKD) _____

Signature _____

Date ____ / ____ / ____

PROTECTION OF PERSONAL DATA

The Department of Otorhinolaryngology, Head and Neck Surgery of The Chinese University of Hong Kong ("Department") organizes academic and educational activities. The Department intends to use the personal data (i.e. your name, email and mailing addresses and contact number) you provided in this form for the purpose of sending you the Department's promotional and educational information.

Please tick the box to indicate your consent.

- I agree that "Department" uses my name, email address and contact number (if applicable) for the purpose of sending me Department's promotional and educational information.
- I do not wish that "Department" uses my name, email address and contact number (if applicable) for the purpose of sending me Department's promotional and educational information.

Course participants have the right to request access to and correction of their personal data held by the "Department". Please send the request to Course Secretariat by fax (852) 2145 8876, by email at hncourse2017@ent.cuhk.edu.hk, or by mail to the Department of Otorhinolaryngology, Head and Neck Surgery, Prince of Wales Hospital, Shatin, Hong Kong.

QUESTIONNAIRE

Please indicate how you heard about this course. More than one choice is fine.

- At past The Chinese University of Hong Kong events such as conferences, workshops or courses.
- In publication "ENT and Audiology News".
- By word of mouth from colleagues who previously attended the head and neck dissection course.
- Other (e.g.: IFOS webpage) _____

PAYMENT, CANCELLATION AND REFUND POLICY

- Please note that full payment must be received with the completed registration form.
- All cancellation requests must be made in writing to the Secretariat. The following refund policy will be applied:

Postmarked, faxed or email on or before 9 October 2017	Refund of registration fee less an administration charge of HKD 450
Postmarked, faxed or email on or after 10 October 2017	No refund

Should the Course scheduled have to be cancelled due to unforeseeable circumstances, the organizer will try and reschedule the programme whenever possible. There will be no refund if a delegate cannot attend the re-scheduled programme. If, for reasons beyond the control of the Organizing Committee, the Conference/Course is cancelled, registration fees will be refunded after deduction of course expenses already incurred.

REMARKS TO PARTICIPANTS OF DISSECTION COURSE

- Instruments will be provided.
- Two hands-on participants will share one cadaver.
- There will be some video clips at the end of the course. Please bring an external storage device to save the video if you want to have.
- Please bring your own loupes (magnifying glasses, 2.5-3x recommended). It will be used in the course.
- Space on the course is limited and enrolment is considered only after receipt of registration form with payment.

COURSE SECRETARIAT

Department of Otorhinolaryngology, Head and Neck Surgery, The Chinese University of Hong Kong
Room 84026, 6/F, Lui Che Woo Clinical Sciences Building, Prince of Wales Hospital, Shatin, Hong Kong

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