

**THEi Graduation Ceremony 2023**  
**二〇二三年度香港高等教育科技學院畢業典禮**  
**28 and 29 November 2023**  
二〇二三年十一月廿八日及十一月廿九日

Letter of Authorisation

**授權書**

To : Technological and Higher Education Institute of Hong Kong

I hereby authorise \*Mr / Miss / Ms \_\_\_\_\_ (HK Identity Card No. \_\_\_\_\_ ) to collect the admission ticket(s) \*and / or THEi graduation items \*and / or documents related to graduation \*and / or hire / purchase the academic gown on my behalf and understand that \*he / she will be required to produce \*his / her identity card for checking. A photocopy of my identity card and reply confirmation are also provided for your verification.

本人現授權 \_\_\_\_\_ \*先生 / 小姐 / 女士 ( 香港身份證號碼 \_\_\_\_\_ ) 代表本人領取典禮入場券\*及 / 或 THEi 高科技院畢業物品\*及 / 或其他相關畢業文件\*及 / 或 租借 / 購買畢業禮袍一件，亦明白受託人須出示其身份證明文件以供查核。隨函並附上本人的身份證副本及回覆確認以供查閱。

Please note that the representative must be at least 18 years old.

請注意受託人必須年滿十八歲。

Signature of Graduand:

畢業生簽署：

\_\_\_\_\_

Name of Graduand:

畢業生姓名：

\_\_\_\_\_

Graduand's HKID Card No.:

畢業生香港身份證號碼：

\_\_\_\_\_

Graduated Programme Code:

畢業課程編號：

\_\_\_\_\_

Date:

日期：

\_\_\_\_\_

\* Please delete where inappropriate.

請劃去不適用者。

For Registry use only  
此欄由教務處填寫

The identities of the graduand and \*his / her representative have been verified.

已核對畢業生及其受託人的身份證明。

\_\_\_\_\_  
Date  
日期

\_\_\_\_\_  
Signature of Responsible Staff  
負責職員簽署