

To: Seafarers' Certification Section, Marine Dept

(傳真 Fax: 852-3101 0143)

致: 海事處海員發證組

(電郵 Email: local\_crt@mardep.gov.hk)

### 申請更改考試時間

### Application for Rescheduling of Examination

考生姓名(英文) \_\_\_\_\_ (中文)  
Name of Candidate (Eng) \_\_\_\_\_ (Chi)

身份證明文件(類別) \_\_\_\_\_ (編號)  
Identity Document (Type) \_\_\_\_\_ (Number)

考試種類  遊樂船隻操作人\*一級/二級 Pleasure Vessel Operator Grade \*I / II  
Type of Examination  其他(請註明) Other (please specify) \_\_\_\_\_

原定考試日期 \_\_\_\_\_ 時間 \_\_\_\_\_  
Scheduled Examination Date \_\_\_\_\_ Time \_\_\_\_\_

要求更改日期 \_\_\_\_\_ 時間 \_\_\_\_\_  
Requested Examination Date \_\_\_\_\_ Time \_\_\_\_\_

收取回覆途徑  傳真 Fax (號碼 Number) \_\_\_\_\_  
Way to receive reply  電郵 Email (地址 Address) \_\_\_\_\_  
 電話 Tel (號碼 Number) \_\_\_\_\_ (不需書面回覆 No written reply required)

\*\* If you cannot receive the official reply within two working days after your submission of this application, please contact Seafarers' Certification Section (Tel: 2852 4896).

若於遞交此申請表後的兩個工作天內仍未接獲本處回覆，請致電聯絡海員發證組(電話 2852 4896)。

\_\_\_\_\_  
(考生簽署 Signature of Candidate)

\_\_\_\_\_  
(日期 Date)

### 正式回覆 Official Reply

就閣下要求更改之考期，本處現覆如下：

According to your application for rescheduling of examination, our reply as below:

已更改後之考試日期 \_\_\_\_\_ 時間 \_\_\_\_\_  
Revised Examination Date \_\_\_\_\_ Time \_\_\_\_\_

\*\*Candidate must bring along this letter (with official reply) when attending the examination.

\*\*考生必須携同此通知書 (具正式回覆) 出席上述考試。

未能按閣下之要求更改考期，請依原定考期應考，原因為：  
Examination date cannot be revised as requested, please attend the examination according to the original schedule, it is because: -

要求的考期已滿

the requested examination session is full

考試只允許改期一次，並曾於較早前更改過

only one rescheduling of examination is permitted and it had been rescheduled previously

申請改期必須於不少於五個工作天前提出 (2013 年內的考試申請為三個工作天)

application must be made by at least 5 working days before (3 working days for application made in 2013)

不合格考生如希望再次報考同級證明書，兩次考試須相距最少 28 天

the request date for re-sitting the examination is earlier than 28 days from previous attempt

其他

Others \_\_\_\_\_

\_\_\_\_\_  
(職員簽署 Official Signature)

\_\_\_\_\_  
(日期 Date)

在適當之方格內加✓號 Tick where appropriate

\* 將不適用者刪去 Delete as appropriate