

To: Office of the Continuing Education Fund

Address: Rm 916, 9/F., Kwai Hing Government Offices, 166-174 Hing Fong Road, Kwai Chung, N.T.
Fax: 21529898, 21529899

The Continuing Education Fund – Extension of Validity Period
Reply Slip

I _____ (Name), _____ (CEF application number) would like to confirm the following choice regarding the extension of validity period from 2 to 4 years (Please tick one of the options below. No change is allowed once the choice is submitted.):

Option (1) *Not applicable now.*

Option (2) I started a course after the original reimbursement deadline, or I am going to pursue a new reimbursable course or enrol in a specified benchmark test [#]. I understand that I must notify the Office of the Continuing Education Fund about the commencement date/benchmark test date of the reimbursable course that I wish to enrol in **on or before 31 December 2009**. Otherwise, I will be regarded as forfeiting the right of making reimbursement claim and my CEF account will be closed notwithstanding any unclaimed balance in it.

Course Commencement date / benchmark test date [#] :

_____ (year) _____ (month) _____ (date).

(If more than one new CEF courses will be enrolled, please fill in the commencement date of the first commencing course)

Extra 2-year validity period: course commencement date plus 2 years. (Please refer to Appendix 1 for 'Notes on Choosing the Extension of Validity Period')

[#] Please return this reply slip only after confirming the course commencement date or benchmark test date. Documentary proof of course commencement date or the benchmark test date must also be provided.

Signature: _____

Date: _____

Name of applicant: _____

HKID No.: _____

Daytime Contact Phone

No.: _____

(Please retain a copy of this reply slip for your own reference. OCEF will notify you in writing within 4 weeks from the date of receipt of the reply slip.)