

Form F.1 APPLICATION FOR FELLOW MEMBERSHIP

PHOTOGRAPH OF
THE
APPLICANT/APPLICANT
(to be affixed by the
applicant)

OFFICE USE

Date Received _____

Category _____ Reg No. _____

Registration Fee _____ Annual Fee _____

Registration Office _____ Rec / Not Rec

Council _____ App / Not App

Letter Required _____

Dear Secretary, HKILA

I am a Professional Member of the HKILA since _____(year), I would like to submit my following application for Fellow Member of the Institute for the Council's consideration.

(Full name of applicant)

(Date)

PART A. PERSONAL INFORMATION

Name : (Prof. /Dr /Mr /Mrs /Ms) : _____

HKILA Membership No : _____

Home / Office address : _____

Current Employer /Title : _____

Contact Tel. : _____ Office Tel. : _____

Contact Email : _____

PART B. PROFESSIONAL QUALIFICATION

(Please provide details of your current membership qualification including HKILA, RLA, LI, AILA. etc.)

<u>Name of Institution</u>	<u>Membership No.</u>	<u>Grade</u>	<u>Date Obtained (Mo/Yr)</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____

PART C. PROFESSIONAL / EMPLOYMENT DETAILS

(Please provide details of your professional practice for the past 15 years, also see *Notes to applicant below)

<u>Employer's Name</u>	<u>Position</u>	<u>Date (Mo/Yr)</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

PART D. CONTRIBUTIONS AND ACHIEVEMENTS IN THE FIELD OF LANDSCAPE ARCHITECTURE IN HONG KONG & OTHER COUNTRIES

(Please provide a brief description of your contributions and achievements in the field of landscape architecture in HK and other places, and any previous services to the HKILA. Use separate sheets if necessary)

PART E. DECLARATION

1. I declare that all information provided is true and correct to the best of my knowledge.
2. I undertake that in the event of a change in any of my personal particulars, I will make known the changes within 28 days of their occurrence in writing to the HKILA.
3. I declare that I have not been convicted in Hong Kong, or elsewhere of any offence which may bring the profession into dispute, whether membership was suspended or not, and I further declare that I have not committed misconduct, or neglect in a professional respect.
4. I consent to the personal data contained here in being used for processing my new membership category and for this information being part of which will be used by the HKILA for all administrative purposes, as described in the Declaration on Collection of Personal Data of HKILA (below).

Signature of Applicant

Date

**The Hong Kong Institute of Landscape Architects
Declaration on collection of Personal Data**

1. HKILA will use the personal data you provide for the processing of the Application Form, membership renewal and all matters related including the administration of the HKILA.
2. The personal data provided by means of the Application and/or Membership Renewal Forms, may be disclosed and/or transferred to government bodies or other agencies for lawful purpose.
3. You have voluntarily provided the information to the HKILA and you understand that failing to provide adequate or accurate information may delay or suspend the processing of the membership.
4. You have a right of access and correction with respect to personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 to the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided in the Membership Application and/or renewal forms.
5. You, or any authorized person with a written statement, may request in writing to the HKILA for accessing and correcting the personal data provided in the Membership Application and/or membership renewal forms.

*** Notes to Applicant / Nominee for Fellow Membership**

1. In accordance with HKILA Constitutions & Bye-laws paragraph 1.4, advancement to Fellow Membership shall be effected solely by favorable action of the Council of Fellows on nomination, or by self-nomination of Professional Member, submitted to the Secretary of the Council with appropriate documentation by the Council. Nominees for Fellowship shall be Professional Members of the Institute, have had minimum fifteen (15) years of professional practice with at least seven (7) years' practice in Hong Kong and have made contributions in one or more of the following areas ; landscape research works, education, publications, and; services to the Institute.
2. No application fee will be charged for application / nomination to Fellow Membership.
3. Please send the completed Form to the HKILA Secretary by post to the following listed P.O. Box address.

Form F.2 NORMINATION FOR FELLOW MEMBERSHIP

Dear _____,

On behalf of the HKILA Council of Fellows, I have great pleasure to invite you to become a Fellow Member of the Institute in recognition of your long term commitment / contribution / achievements in the field of landscape architecture in Hong Kong, and services to the Institute.

Please complete the following information for our process of your Fellow Membership, and send to the Secretary of HKILA by post to the following listed P.O. Box.

Convenor, Council of Fellows

Date

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(Full name of applicant)

(Date)

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HKILA Membership No : _____

Home / Office address : _____

Current Employer /Title : _____

Contact Tel. : _____ Office Tel. : _____

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<u>Name of Institution</u>	<u>Membership No.</u>	<u>Grade</u>	<u>Date Obtained (Mo/Yr)</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____

PART C. PROFESSIONAL QUALIFICATION / EMPLOYMENT DETAILS

(Please provide details of your professional practice for the past 5 years, also see *Note to applicant below)

<u>Employer's Name</u>	<u>Position</u>	<u>Date Obtained (Mo/Yr)</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

PART D. DECLARATION

1. I declare that all information provided is true and correct to the best of my knowledge.
2. I undertake that in the event of a change in any of my personal particulars, I will make known the changes within 28 days of their occurrence in writing to the HKILA.
3. I declare that I have not been convicted in Hong Kong, or elsewhere of any offence which may bring the profession into dispute, whether membership was suspended or not, and I further declare that I have not committed misconduct, or neglect in a professional respect.
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The Hong Kong Institute of Landscape Architects

Declaration on collection of Personal Data

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