



HONG KONG INSTITUTE OF LANDSCAPE ARCHITECTS **PROFESSIONAL PRACTICE EXAMINATION 2024 - REGISTRATION FORM**

Please complete this form and submit it together with other application materials via email to secretary1@hkila.com before **17 September 2024**.

Please submit the registration package (including the Registration Form, payment record of Registration and Examination Fees and Practical Training Record) in **ONE SINGLE PDF file**. Separate files submission will **NOT** be accepted.

Part I.

Name of Applicant: (in English) _____ (in Chinese) _____

E-mail: _____ (must be given) Mobile: _____

Associate Membership No.: _____ Date of Election: _____
(dd/mm/yy)

Note: For advance information, applicants are required to have obtained at least **24 months Associate membership by 15 September of the year taking the examination, with effect from the application for admission to **PPE 2024**.*

Part II. Registration Types and Fee

<u>Registration Types</u>	<u>Registration Fee</u>
<input type="checkbox"/> Written Examination	HK \$2,200
<input type="checkbox"/> Retaking Written Examination	HK \$2,200
<input type="checkbox"/> Retaking Oral Examination _____ Retake (For example, 1 st retake/ 2 nd retake)	HK \$2,200

**Note: Please attach last exemption notification for written examination*

Part III. Summary of Professional Practice Experience:

(Please list below in chronological order, the names and addresses of employers, duration and lengths of employment, including 'year out' if applicable. Continue on a separate sheet if necessary.)

	Name of Employer: (Current to past)	Position:	Date: from (dd/mm/yy)	Date: to (dd/mm/yy)	Total length: (months)
1.					
2.					
				Total	

Applicant's Signature: _____

Date: _____
(dd/mm/yy)

PAYMENT METHOD

1. Payme



2. PayPal



Steps:

1. Scan either paycode (Payme or PayPal)
2. Confirm payment is made to 'The Hong Kong Institute of Landscape Architects'.
3. Enter the payment amount with your name and member no. in the remarks according to the format below.

[Name + membership no. (PPE)]

4. Email the renewal form and CPD record to secretary1@hkila.com. A screen capture of payment is an option, but this will help us verify earlier.

3. FPS / ATM

Please email us (secretary1@hkila.com) the deposit confirmation with your name and member no. after you make the transfer.

Payee:	The Hong Kong Institute of Landscape Architects
Bank name:	The Hongkong & Shanghai Banking Corporation
Bank code:	004
Bank account:	033-211459-838

4. Cheque

Please make a cheque payable to 'The Hong Kong Institute of Landscape Architects' and send it to **West Wing 2/F, 822 Lai Chi Kok Road, Cheung Sha Wan, Kowloon, Hong Kong.**

Email secretary1@hkila.com to help verify.

1. Deposit confirmation
2. Screen capture of payment with name and membership no.

For a membership payment enquiry, please contact us using the information below.

Email: secretary1@hkila.com

Tel.: 2896 2299

Whatsapp: 6504 2702

