

HONG KONG OCCUPATIONAL THERAPY ASSOCIATION LTD.

APPLICATION OF MEMBERSHIP (2024-2025)



Name: Dr. / Mrs. / Miss / Ms. / Mr.* (English) _____ (Chinese) _____

HK I.D.: XXX(X) _____

online
application



Name of Working Place: _____ Not applicable (N/A)

Nature of Work: Hospital Authority Non-Government Organization Civil Servant / SWD / DH / _____
 Private Practice Academic Institute HKPolyU / TWC OT Student
 Others, Please Specify: _____ (Year ___)

(Please use block letters)

Mailing Address: _____

E-mail address*: _____

*(*Please make sure the email address is clearly stated as it will be the major mode for communication)*

Tel. No.: (Office) _____ **(Home):** _____ **(Mobile):** _____

PROFESSIONAL QUALIFICATIONS:

Basic Qualification: _____ Year of graduation: _____

Name of Academic Institution: _____

Highest academic qualification: _____ Year obtained: _____

Name of Academic Institution: _____

APPLICATION OF MEMBERSHIP: (please \checkmark in the appropriate box)

Category of Membership <small>[note 3]</small>	Type	Subscription fee <i>(Membership year starts from 1 May 2024)</i>			
		New	\checkmark	Renewal	\checkmark
Full member <small>[note 2]</small>	1 Year	\$ 390		\$ 350	
	3 Years	\$ 1,050		\$ 940	
	5 Years	\$ 1,650		\$ 1,480	

Previous membership No. _____

Student Member	New / Renewal	1 Year	\$ 100	
Associate Member <small>*(For the applicants who are not living in HK)</small>	New / Renewal	1 Year	\$ 390	

I enclose herewith:

- Copy of * OT graduation certificate/ valid OT practicing certificate (for new or associate member application)
 Student ID card (for student member application)

Payment Procedure

Please choose either method below:

By Cheque:

Crossed cheque No.: _____ Bank: _____

Cheque should be made payable to **Hong Kong Occupational Therapy Association Ltd.**

Send cheque and application form to:

Hong Kong Occupational Therapy Association Ltd.

Workshop D, 13/F., Haribest Industrial Building, No.45-47 Au Pui Wan Street, Shatin, N.T.

By Bank Transfer or FPS:

Copy of bank in slip together with application form email to hkotamember@gmail.com or fax to 21209266

Bank : DBS Bank
A/C no. : 016-494-470610085
A/C name : Hong Kong Occupational Therapy Association Ltd.

Signature : _____

Date : _____

For Official Use Only

Credential Checked: _____ Membership Card No. : _____ Date : _____

1. **Membership year**

- 1.1 A membership year will subsist from **1st May to 30th April** of the subsequent year.
- 1.2 To facilitate renewal of membership of existing members, there is a discretionary grace period of around 3 months, i.e. **from 1st May to 31st July** of the year of expiry of membership, for existing members to complete renewing their memberships. Failing to comply with such time limits will be treated as New application of membership and New membership fee will be applied.

2. **Membership Tenures**

Memberships	Tenures
Full member	1 or 3 or 5 years
Associate / Student member	1 year

3. **Benefits of members**

Memberships	Benefits
Full member	<ul style="list-style-type: none">- having voting rights- receiving newsletters and journals of HKOTA (if any)- having priorities in attending course organized by HKOTA and may enjoy discount in relevant course fees- enjoying most of the benefits of the Association of Hong Kong Nursing Staff (visit www.nurse.org.hk for details) - eligible to join professional indemnity insurance scheme for HKOTA members
Associate/Student member	<ul style="list-style-type: none">- receiving newsletters of HKOTA (if any)- enjoying priorities in attending course organized by HKOTA and may enjoy discount in relevant course fees

4. **Members' responsibilities**

Member shall

- 4.1 comply to the Constitution of the Hong Kong Occupational Therapy Association
- 4.2 update HKOTA on his/her current particulars, i.e. e-mail address and telephone number, etc. whenever there is/are change(s), to facilitate effective communication
- 4.3 keep the membership card in good condition and return the same to HKOTA forthwith whenever it is requested
- 4.4 show to HKOTA's representative(s) his/her membership card or membership information on the website: https://hkota.org.hk/member_login for identity of membership in any event.

5. **Mode of communication**

- 5.1 HKOTA will communicate with its members by e-mail.
- 5.2 Relevant information including constitution of HKOTA, course announcement and relevant meeting information, etc. can be seen on the website: <http://www.hkota.org.hk>
- 5.3 HKOTA will disseminate OT news and course information to all members through HKOTA website, Facebook page "Hong Kong Occupational Therapy Association 香港職業治療學會" and Instagram "hongkongota".