

HONG KONG OCCUPATIONAL THERAPY ASSOCIATION
APPLICATION OF MEMBERSHIP (2018 – 2019)



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

HK I.D. : XXX(X)

Other I.D. No(if applicable): _____

Name of Working Place: _____

Nature of Work: Hospital Authority Non-Government Organization Civil Servant: SWD / DH / _____
 Private Practice Academic Institute Others, Please Specify: _____

(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 ✓ in the appropriate box)

Category of Membership ^[note 3]	Type	Subscription fee (Membership year starts from 1 May 2016)			
		New	✓	Renewal	✓
Full member ^[note 2]	1 Year	\$ 350		\$ 300	
	3 Years	\$ 770		\$ 720	
	5 Years	\$ 1,220		\$ 1,170	

Previous membership No. _____

Student Member	New / Renewal	1 Year	\$ 100	
Associate Member	New / Renewal	1 Year	\$ 200	

I enclose herewith:

- Graduation certificate (for new or associate member application)
 Student ID card (for student member application)

Payment Procedure

Please choose either method below : -

- By mail:
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.
1126 Sui Fai Factory Estate, 5-13 Shan Mei Street, Sha Tin, Hong Kong.

- By fax or by email:
Copy of bank in slip together with application form can be faxed to 25587099 or email to infomail.hkota@gmail.com Please call 54066878 to confirm after fax or email.

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 : _____

Relevant notes on Membership

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	-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)
Associate/student member	-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 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 information and relevant meeting information, etc. can be seen in the website: <http://www.hkota.org.hk>