

To: Manager, School Examinations and Assessment Division  
Hong Kong Examinations and Assessment Authority  
12/F, Southorn Centre  
130 Hennessy Road, Wan Chai  
Hong Kong

**Hong Kong Diploma of Secondary Education Examination 2019**  
**Request for Amendment of Personal Data on the Certificate**  
(Amendment requests will NOT be accepted after 31 March 2020)

1. I found the following error(s) in respect of my personal particulars on the 2019 HKDSE certificate:  
(Please '✓' as appropriate)

Name in English

Identification Document No.

Name in Chinese

**Points to Note**

- (1) *The original certificate must be returned.*
- (2) *Applicants are required to produce their identification document for inspection. If the application is submitted through an authorised person, a copy of the applicant's identification document should be produced for verification against the data listed below.*
- (3) *Amendment of personal data on the certificate will be made by the Authority free of charge if the request is received on or before 31 December 2019. For requests made between 1 January 2020 and 31 March 2020, a fee of \$258 will be charged. No amendment of personal data on the certificate will be accepted after 31 March 2020.*

2. I enclose my original certificate. Please make the following amendment(s) :

	<b>Error Detected</b>	<b>Correct Information (in BLOCK Letters)</b>
<b>Name in English</b>		
<b>Name in Chinese</b>		
<b>Identification Document No.</b>		

Address: \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_  
Name : \_\_\_\_\_  
(in BLOCK letters)

Tel. No.: \_\_\_\_\_

Date : \_\_\_\_\_ Candidate No. : \_\_\_\_\_

*For office use*

Handled by \_\_\_\_\_

Checked by \_\_\_\_\_



HONG KONG EXAMINATIONS AND ASSESSMENT AUTHORITY

HKDSE 2019 – Amendment of personal data on the certificate

The applicant will be notified of the date for the collection of the amended certificate  
around two weeks after the submission of the form.