

**The Pilot Apprenticeship Programme for  
Private Wealth Management**

**Jointly-organised by  
The Hong Kong Monetary Authority  
and  
The Private Wealth Management Association**

**Application Form**

**Part A**

**Personal Particulars** *(Please use block letters for completion of the information requested below and the name should match your HKID/passport record)*

<b>Family Name</b> <i>(as printed on HKID/ Passport)</i>	<input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs.				
<b>Given Name</b> <i>(as printed on HKID/ Passport)</i>					
<b>Name in Chinese</b>					
<b>Home Address</b>					
<b>Email address</b>					
<b>Contact Telephone Number</b>	<b>Mobile</b>	<b>Home</b>			
<b>Are you a full-time University Student?</b>	<table border="1" style="display: inline-table;"> <tr> <td style="width: 50px; text-align: center;">Yes</td> <td style="width: 50px; text-align: center;">No</td> </tr> </table>			Yes	No
Yes	No				
<b>Current local University and Major that you are studying now?</b>	<b>Name of University</b> _____	<b>Major</b> _____			
<b>Year of Study</b>		<b>Expected Graduation Year</b>			
<b>GPA</b>	_____/_____				

## Part B

### Language Skills

<b>Language Skills: Please indicate your language proficiency (1 to 5) (1 as lowest level of proficiency, 5 as highest level of proficiency)</b>	<b>Written English</b> <table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5	<b>Spoken English</b> <table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5
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	1	2	3	4	5							
<b>Written Chinese</b> <table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5	<b>Spoken Cantonese</b> <table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>		1	2	3	4	5
1	2	3	4	5								
1	2	3	4	5								
<b>Spoken Putonghua</b> <table border="1"> <tr> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> </table>	1	2	3	4	5	<b>Other language (s) (please specify)</b> _____						
1	2	3	4	5								

## Part C

**Please tell us why are you interested in the Pilot Apprenticeship Programme for the Private Wealth Management Industry in Hong Kong?**

*(Describe below in Max. 250 words – add a page if necessary)*

<p><i>(Max 250 words)</i></p>

## Part D

### Areas of Interest for Apprenticeship placement

*(Max. 3 choices – please indicate your preference with 1 - 3 in the boxes below) (1 to indicate most preferred and 3 for the least preferred)*

Company Name	Please indicate preference from 1 - 3
Bank of China (Hong Kong) Ltd.	
Bank of Communications Co. Ltd.	
Bank of Montreal	
China CITIC Bank International Ltd	
Citibank, N.A.	
Credit Suisse AG	
Deutsche Bank AG	
Goldman Sachs (Asia) L.L.C.	
Standard Chartered Bank (Hong Kong) Limited	
UBS AG	

*Please indicate with a tick the preferred Area of Interest (max. 3 choices)*

Areas of Interest	Tick up to 3 choices
Investment Product and Services	
Risk Management	
Compliance	
Client onboarding / Operations	
Marketing	
Client Services	

Note:

1. **Only applications by students who have participated in the Recruitment Day will be considered.**
2. Applications submitted by students applying for the Pilot Apprenticeship Programme for Private Wealth Management (“the Applicants”) will be forwarded to the participating employers (“the Employers”) which are not limited to those preferences made by the applicant in **Part D** of the application form, for the Employers’ consideration if the Apprenticeship positions remain open after placement closes at the applicant’s preferences.
3. The Applicants are to submit all parts of the application in accordance with the format as specified and a soft copy must be provided in Microsoft word or PDF format **by 15 April 2017 together with your Curriculum Vitae to [apprenticeship@pwma.org.hk](mailto:apprenticeship@pwma.org.hk)**
4. The Applicants may be expected to complete a separate application form as required by the Employer when called upon for an interview.
5. Employers shall provide an offer to the qualified and accepted Applicants **by 31 May 2017.**
6. This apprenticeship is eligible for full-time students at any universities funded by the University Grants Committee (UGC), although priority will be given to students in their second year of study.
7. All Employers are equal opportunity employers and hire individuals based solely on their qualifications and ability to do the job to be filled.
8. The Employer that agrees to take on an Applicant shall enter into an employment contract with the Applicant complying with all relevant statutory and other requirements.
9. The successful Applicant should comply with any other policy that the employer includes in the employment contract.
10. Any other benefits or terms may be provided to the successful Applicant in accordance with the employer’s policies, subject to compliance with the laws of Hong Kong.
11. The Employer shall pay a recommended minimum monthly stipend allowance of not less than HK\$10,000 (prorated for periods of less than one month) to the successful Applicant.
12. The apprenticeship period consists of two periods during consecutive summers beginning with six weeks in summer of 2017 followed by eight weeks in summer of 2018.
13. The Employer will conduct performance appraisals at the end of each summer training period. Should successful Applicants be deemed not to meet the minimum standards during the appraisal process, the Employer will have the right not to take them back for the second year of training or consider them for potential job openings after graduation.
14. Students are required to provide post-apprenticeship feedback on the apprenticeship experience at their participating firms and the overall Programme.

15. The personal data requested on this form are collected by Private Wealth Management Association (“PWMA”) and the PWMA member institution (“The Data Users”) for processing an initiative under the Pilot Apprenticeship Program for the Private Wealth Management Industry (“the Programme”).
16. Personal data of Applicants may be retained for a period of up to two years and should then be destroyed. The data may be retained for a longer period if there is a subsisting reason that obligates the data user to do so, in accordance to the Data Protection Principle under the Personal Data (Privacy) Ordinance (the Ordinance).
17. Applicants may be required by the Employer to provide more information and disclosures.
18. The information provided on the form, including data, will be used by the Data Users for the following purposes:
  - a. Providing information on the apprenticeship positions to students and processing applications for the recruitment of the Programme and all other purposes arising from or incidental to it.
  - b. Compiling statistics and conducting research for operations of the Programme.
  - c. Any other legitimate purposes as may be required, authorized or permitted by law.
19. The information provided on the Form, including the Data, may be disclosed to government bureaux and departments and other organizations for statistical purposes where such disclosure is required, authorized or permitted by law.
20. If necessary, the Data Users will approach the contact person of the applicant, governmental bureaux and departments and other organizations to cross check the data provided on this form with those held by them for the purposes.
21. By signing this form, the Applicant accepts that the data will be used for such purposes where necessary.
22. If you wish to exercise your right to request access to and/or correction of personal data about you held by us, or have any queries about our Privacy Policy statement, please write to Private Wealth Management Association, Room 519, 5/F, Prince's Building, Central, Hong Kong.

**Signature**

[Name:

**Date**

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