



Trade Test for Security Guards (TTSG) Application Form



Candidate should read Important Note below and Test Handbook for TTSG before completing the form.

**Please delete where inappropriate*

☐ Please “✓” the appropriate box

Important Note	
1. Registration in person	- Submit the completed form, present the valid and original HKID Card / Passport and pay the test fee at the PEAK Exam Centre in person - Cut-off date: 2 full working days before written test, 1 hour before computer test or when all test seats have been filled
2. Registration by a representative	- Submit the completed form, together with a copy of the candidate's valid HKID Card / Passport to the PEAK Exam Centre by a representative and pay the test fee for the candidate - Cut-off date: 2 full working days before written test, 1 hour before computer test or when all test seats have been filled
3. Registration by post	- Send the completed form, together with a copy of the candidate's valid HKID Card / Passport and a crossed cheque or a cashier's order for the proper amount of test fee payable to “Vocational Training Council” by post to the PEAK Exam Centre - Cut-off date: 10 full working days before written and computer tests or when all test seats have been filled (Please submit early to avoid postal delay. Late submissions will not be processed)

Enrolment (Please refer to the Timetable on the PEAK Exam Centre website at www.vtc.edu.hk/cpdc for the test date and time)

Test Date	Test Time	Test Mode	Test Fee
		Written / Computer*	HK\$200

Candidate Particulars (Information must be the same as printed on HKID Card or Passport)

Name: (English) (Chinese)

HKID Card / Passport No.*: Date of Birth: Hong Kong Mobile Tel. No.:

Valid Hong Kong Correspondence Address:

Acceptance and Declaration

- I have reached the age of 18 on the test date.
- I acknowledge and agree that the PEAK Exam Centre may use the personal data collected or generated for the following purposes:
 - administering the test and other directly related purposes including but not limited to the release of test results;
 - maintaining a candidate record;
 - disclosing or transferring candidates' personal data and test results to the Security and Guarding Services Industry Authority (SGSIA), the Police Licensing Office and the Security and Disciplined Services Training Board (Training Board) for the purpose of comparing and verifying of those data. The personal data and test results so transferred or transmitted may be used by the SGSIA, the Police Licensing Office and the Training Board for monitoring purpose and the purposes of assisting them to perform and discharge their functions;
 - reporting cases of disqualified candidates to the SGSIA, the Police Licensing Office and the Training Board;
 - conducting research or statistical analysis in an anonymous format in which the identities of candidates are not traceable;
 - transferring candidates' personal data to the venue provider(s) for record of visits, if necessary; or
 - conducting any other lawful purposes directly related to the above.

I understand that my failure to provide all necessary data may affect the application for and administration of the test (including verification of my identity and/or processing and/or distribution of my test results).

Note: Candidates are entitled to request access to or to request the correction of any data provided, in the manner and subject to the limitations prescribed in the Personal Data (Privacy) Ordinance. Please read the “Notice relating to the Personal Data (Privacy) Ordinance” at Appendix III of the Test Handbook for details or contact the PEAK Exam Centre (see contact details at the bottom of this page) for enquiries.
- I accept that the PEAK Exam Centre will not be responsible for any nonperformance of duties where such nonperformance was due to bad weather, an act of God, labour strike, natural disaster, governmental action or intervention, riot, or any other cause or circumstances not reasonably foreseeable and beyond the reasonable control of the PEAK Exam Centre.
- I confirm that I have read and agree to all the terms and conditions above and in the Test Handbook.
- I declare that the information given above is correct and complete to the best of my knowledge and that the documents (where applicable) provided by me in connection with this application are true copies.
- I understand that if I knowingly supply false information or withhold any material information, the PEAK Exam Centre shall have the right to deny this enrolment.

Date: Candidate's Signature:

The personal information provided in this form will be treated as confidential. Under normal circumstances, records relating to this form and any document submitted together with it will be destroyed 2 months after the test.

Payment Method

Registration in person / by a representative: ☐ Cash ☐ VISA/MASTER/Union Pay ☐ EPS ☐ Alipay HK/WeChat Pay HK
Registration by post: Cheque or Cashier's Order (payable to “Vocational Training Council”) No.: Bank:

Enquiry and Registration

PEAK Examination Centre, Vocational Training Council 1/F, VTC Tower, 27 Wood Road, Wanchai, Hong Kong Tel: 2919 1467 / 2919 1468 / 2919 1478 Office Hours: (Closed on Sundays and Public Holidays) Monday to Friday 9:00am – 5:15pm (hotline) / 7:30pm (counter) ♦ Saturday 9:00am – 12:00nn	(For Official Use Only) Candidate No.:
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Email: cpdc@vtc.edu.hk