

ESTATE AGENTS AUTHORITY
Salespersons Qualifying Examination (Computer-based Examination)
Application Procedure

Examination Date and Time

1. Examination date and time can be browsed or downloaded from the website of the PEAK Examination Centre, Vocational Training Council (“PEAK Exam Centre”) or Estate Agents Authority (“EAA”).

Examination Fee

2. Examination fee is HK\$650.
3. Fees paid are neither refundable nor transferable save in exceptional circumstances subject to the approval of the EAA.

Registration Method

4. Candidates must register online and in person at the website of the PEAK Exam Centre (www.vtc.edu.hk/cpdc/econline/EAA) and pay the examination fee by credit card (Visa Card, Master Card or UnionPay).
 - Commencement Date: 5 weeks before examination.
 - Cut-off Date: 3 weeks before examination or when all examination seats have been filled.Registration methods, commencement or cut-off dates for registration mentioned above may be subject to change where necessary.

Examination Venue

5. The examination venue is located at VTC Tower, 27 Wood Road, Wanchai, Hong Kong.

Registration Confirmation

6. Examination seats are limited. Once the registration is accepted, any requests for re-scheduling and/or cancellation will not be entertained.
7. Candidates will receive a Receipt by email upon successful online payment. If the registration is accepted, candidates will receive an Admission Form which will be sent by the PEAK Exam Centre by email at least 2 working days from the date of registration, excluding the date of registration.
8. Please contact the PEAK Exam Centre if no Admission Form is received before the examination.

Special Examination Arrangements

9. (a) Candidates may apply for “**Changing Examination Language**” 1 week before the examination and pay an administration fee of HK\$300.
(b) Any other requests for special examination arrangements must be made in writing to the EAA through the PEAK Exam Centre at least two weeks before the relevant examination, stating clearly the reasons and the special examination arrangement(s) needed, together with relevant supporting document(s) (e.g. medical certificate) for consideration. The EAA is not obliged to answer to the request and may charge an administration fee for making the special examination arrangements. In any event, the EAA has sole discretion in the determination of such request and its decision shall be final.

Examination Handbook

10. The Examination Handbook can be downloaded at the website of the EAA or PEAK Exam Centre. Candidates should read the contents of the Handbook carefully for it provides important information, such as the registration-related matters, examination format and syllabus, passing requirement, examination regulations, sample questions and answers.

Result Slips

11. Result Slips will be mailed out by the PEAK Exam Centre to candidates’ local postal addresses by surface post on the 7th working day after the examination.
12. Candidates who have agreed to the posting of their examination results online can check their results on www.vtc.edu.hk/cpdc starting from the 7th working day after the examination. The results will be posted on the website for 1 month. The examination result (namely, Pass with Commendation / Pass / Fail / Absent / Disqualified) and the marks obtained in Parts I and II of the examination paper will be shown on the website of the PEAK Exam Centre. For candidates who received mark penalty for breach of examination regulation, their marks will only be shown on their Result Slips. No mark will be given for “Absent” or “Disqualified” candidates. All results posted on the website of the PEAK Exam Centre are for reference only. They are subject to the results printed on the Result Slips sent to candidates by post. The result printed on the Result Slip is final and conclusive.

Re-checking of Examination Result

13. A candidate may apply for re-checking of his/her examination result, within 14 days of the issue of the Result Slip, by submitting an application in person or by post to the PEAK Exam Centre. Only a crossed cheque or a cashier’s order payable to “Vocational Training Council” for a fee of HK\$400 is accepted for the re-checking. PEAK Exam Centre will re-check the candidate’s answers and the candidate will be informed in writing of the result of re-checking. The fee for the re-checking is not refundable unless there is an upgrading of examination result after the re-checking.

Please refer to the Examination Handbook or contact the PEAK Exam Centre for details.