



APPLICATION FOR DEFERRAL OR WAIVER OF SUBSCRIPTION FEE

Part I: Personal Particulars

Name (Mr/Mrs/Ms/Miss/Dr/Prof) _____ Member ID _____

Day-Time Contact Tel _____ E-mail _____

Part II: Declaration

By my signature below,

1 I declare that the information in this form is, to the best of my knowledge and belief, accurate and complete. I hereby wish to apply for deferral or waiver of subscription fee due to the following reason (tick "✓" as appropriate):

Unemployment since _____ (DD/MM/YYYY)

Reason for unemployment:

Family issues, please specify _____

Study (Full-Time/Part-Time), please specify the name of of course / programme _____

Other reason(s), please specify _____

Health reason, please specify _____

and leads to cessation of income since _____ (DD/MM/YYYY)

Other reason, please specify _____

- 2 I understand that the ASHK may request supporting documentary evidence for my application.
- 3 Upon approval, I undertake to immediately inform the ASHK of any change in circumstances which may affect my entitlement.
- 4 I understand that the provision of personal data is voluntary according to Personal Data (Privacy) Ordinance. Personal data collected will be used for administration and management purposes including, but not limited to, membership admission, registration maintenance; accreditation of qualifications; enforcement of members' compliance with the Articles of Association and By-Laws (e.g. Continuing Professional Development) as well as any other Rules and Regulations of the ASHK for the time being in force and related matters; nomination for appointments in ASHK's Council /Committee(s)/Taskforce(s); compilation of ASHK membership directory/search and statistics; general mailing and communication activities; research and development; promotion of the profession and the ASHK; provision of membership services and activities; and handing of enquiries, feedback, complaints or disciplinary action. The ASHK will only retain personal data collected for such period as may be necessary for the carrying out of the above purposes and destroy any documents containing personal data it holds in accordance with its internal policy and applicable laws.
- 5 I confirm that I consent to the exchange of information between the ASHK and any of the International Actuarial Association ("IAA") full member associations including the IAA relating to my membership. This includes, but is not limited to, the provision to any disciplinary investigations team of ASHK of information on or relating to any investigation, finding, decision and determination undertaken or issued by my primary professional regulator in relation to my conduct, for the purpose of possible consideration under the ASHK's disciplinary scheme.
- 6 I understand that I may request at reasonable intervals to be informed of and have access to my own data held and have such data corrected or erased where appropriate. I can write to info@actuaries.org.hk for any queries on the ASHK's privacy policy.

Applicant's signature _____

Date _____

IMPORTANT NOTES

- 1 **Application for deferral or waiver of subscription fee is subject to the approval of the ASHK Council.**
- 2 The deferral will terminate if the members' circumstances change (e.g. become employed) during the membership year at which time the pro-rata balance of the current year's subscription due is payable. Members will be responsible for informing the ASHK immediately of any change in circumstances which may affect their entitlement to the deferred subscription fee.
- 3 The deferred subscription fees may be waived at membership year's end upon submission of a signed statement that members remained unemployed for the entire year.
- 4 **A subscription fee waiver is to be granted for a maximum of 2 consecutive years. Request for a continuation of subscription fee waiver must be submitted annually and the circumstances reaffirmed.**