

Authorisation Letter

To: School of Nursing and Health Sciences, Hong Kong Metropolitan University

I, _____ (Full Name in English) _____ *(Student No. / HKID No.), hereby authorise _____ (Full Name in English) _____ *(HKID No. / Passport No.) to collect the following document(s) on my behalf:

- (i) **Certificate of Enrolment / Registration**
- (ii) **Practising Certificate**
- (iii) **Letter to Applicant**
- (iv) **Code of Professional Conduct & Code of Ethics for Nurses in HK**
- (v) **Receipt Issued by Department of Health**

A copy of my Student ID Card / HKID Card is attached for verification purpose and it will be returned to my representative after inspection.

My representative understands that he / she would be required to present his / her HKID Card / Passport for identification and record purpose when collecting the said document(s) for me.

I also confirm that my representative shall have the authority to sign for acknowledgement of the receipt of the said document(s). I understand that I shall be fully responsible for the undelivery, if any, of the said document(s) from my representative.

Applicant's Signature: _____

Date: _____

**Please delete where inappropriate*

This part to be completed upon collection

Acknowledgement Receipt

I, _____ (representative's full name in English) acknowledge receipt of the abovementioned document(s) on _____ (collection date).

Signature: _____