



**Microsoft Office Specialist (MOS) Exam Enrollment Form**  
Microsoft Office Specialist (MOS) 考試報名表格

TR/077

Project Code: INP16.1-01-2021-PD-SMTA

**身份資料 IDENTIFICATION**

姓名 Name:	中文，以身證明文件為準		
	in Port/Eng, as stated on ID card		
居民證 BIR <input type="checkbox"/>	其他 Other:	編號 No.:	
性別 Sex:	男M <input type="checkbox"/> 女F <input type="checkbox"/>	出生日期 Birth date:	/ / 年/月/日 YYYY/MM/DD
電話 Tel:		電子郵件 Email:	(正楷填寫 in block letter)

中學生及大學生，請註明 Secondary School & University Students, please indicate:

學校名稱 School Name:		學生證編號 Student ID No.:	
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**考試 EXAM**

名稱 Title	<input type="checkbox"/> Word	<input type="checkbox"/> Excel	<input type="checkbox"/> PowerPoint	<input type="checkbox"/> Access	<input type="checkbox"/> Outlook
版本 Version	<input type="checkbox"/> Office 2016		<input type="checkbox"/> Office 2019		
語言 Language	<input type="checkbox"/> 中文 Chinese		<input type="checkbox"/> 英文 English		
級別 Level	<input type="checkbox"/> 基本級 Specialist /Associate Level		<input type="checkbox"/> 專業級 Expert Level		
預約日期及時間 Appointment Date & Time	<input type="checkbox"/> 2021-04-18	<input type="checkbox"/> 2021-07-25	<input type="checkbox"/> 2021-10-31		
	<input type="checkbox"/> 2021-05-23	<input type="checkbox"/> 2021-08-22	<input type="checkbox"/> 2021-11-14		
	<input type="checkbox"/> 2021-06-20	<input type="checkbox"/> 2021-09-19	<input type="checkbox"/> 2021-12-12		
考試時間 Exam Time	<b>10:00 AM</b>				
考試費用 Exam Fee	<b>MOP 680 (或適用於持續進修發展計劃)</b>				

**額外預約日期及時間 Other Appointment Date & Time**

預約日期 Appointment Date		預約時間 Appointment Time	
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**注意事項 Important Notes :**

1.	確認資料將以電郵方式通知考生。 Enrollment confirmation will be sent to the candidate via email.
2.	支票須在銀行過數後/信用卡付款須在信用卡中心批核後，報名方可作實。 Enrollment is confirmed only after the cheque has been cleared by the bank or credit card transaction approved by the card center.
3.	CPTTM保留取消考試或更改考試安排的權利，而不須作事前通知。 CPTTM reserves the right to cancel the exam or alter exam arrangement without prior notice.
4.	部份科目/版本考試語言僅設有英文版本。 Some subjects or version are available in English only.
5.	除非是CPTTM取消考試或更改考試安排，已繳費用概不退還。 Fee once paid is non-refundable, unless the exam has been cancelled or exam arrangement changed by CPTTM.
6.	請確保所選的考試科目及項目正確無誤，一經繳費後，考生便不能更改所選科目及日期。 Please ensure that you have selected the correct subject and items; once payment has been processed, candidates cannot change the subject and items selected.
7.	考生在報名表格所提供的個人資料，只會用作處理報名和考生事務、統計分析及傳遞CPTTM服務資訊的有關事宜。 考生有權查詢及更改其個人資料；若需更改，請填妥資料更改申請表(TR/083)交回CPTTM。 Personal data provided by the candidates on the enrollment forms are used by CPTTM for purposes related to the processing of enrollment and candidate administration, the compilation of statistical reports and the communication of information about CPTTM services. Candidates have the rights to request access to and make correction of their personal data; candidates wishing to amend their personal data should complete the Change Application Form(TR/083) and submit it to CPTTM.

\*\*\* 本人已閱讀並同意上述「注意事項」。 I have read and accepted the "Important Notes" stated above. \*\*\*

報考人簽名 Candidate's Signature: \_\_\_\_\_

日期 Date: / /



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**以郵寄或傳真方式報名專用 FOR THE USE OF ENROLLMENT BY MAIL/FAX ONLY**

信用卡繳費指示 Credit Card Payment Instruction:		
信用卡類別 Type of Credit Card:	<input type="checkbox"/> Master Card	<input type="checkbox"/> Visa
銀行名稱 Bank Name:		
持卡人姓名 Cardholder's Name:		
信用卡號碼 Card Number:		CVC2/CVV2**:
有效日期 Expiry Date:	/ (月/年 MM/YY)	
簽帳金額 Amount To Be Charged:	澳門幣 MOP	
持卡人簽名 Cardholder's Signature:		

\*\* CVC2/CVV2 是位於信用卡背後、簽名方格內號碼的最後三個數字。  
 CVC2/CVV2 is the last three digits of the number listed in the signature panel on the back of the card.

**此欄由本中心填寫 FOR CPTTM USE ONLY**

<input type="checkbox"/> 現金 Cash	<input type="checkbox"/> 支票 Cheque	收據編號 Receipt No.:
<input type="checkbox"/> 信用卡 Credit Card	<input type="checkbox"/> 免費 FOC	
課程連考試 Course plus Exam (課程編號 Course Code : )		
自行報考 Examination Only		
經辦人 (AA):		
Handled by (AA):		
培訓主任覆核:	備註 Observation:	
Reviewed by TO:		
證書 Certificate:	編號 No:	<input type="checkbox"/> 沒證書 No certificate

**報名地點 ENROLLMENT LOCATIONS**

總辦事處 Head Office	澳門上海街 175 號中華總商會大廈七樓 Rua de Xangai, 175, Ed. ACM, 7 andar., Macau Tel: (853) 2878 1313 Fax: (853) 2878 8233
成衣技術匯點 House of Apparel Technology	澳門漁翁街海洋工業中心第二期十樓 Rua dos Pescadores, Ed. Ind. Ocean, Fase II, 10 andar, Macau Tel: (853) 8898 0701 Fax: (853) 2831 2079
數碼匯點 Cyber-Lab	澳門馬統領街廠商會大廈三樓 Rua Comandante Mata Oliveira, Ed. Asso. Ind. 3 andar Macau Tel: (853) 8898 0601 Fax: (853) 2837 3085
網址 Website:	<a href="http://www.cpttm.org.mo/">http://www.cpttm.org.mo/</a> 電子郵件 E-mail: vqa@cpttm.org.mo