

**DELIA MEMORIAL SCHOOL (BROADWAY)**  
Notice to Secondary 6 Graduates (2017-2018)

30<sup>th</sup> October 2018

Dear S6 Graduates,

**Re: Collection of 2018 HKDSE Certificates**

Certificates of the Hong Kong Diploma of Secondary Education Examination (2018) are now available for collection. You can collect your certificate at the School General Office during office hours [Monday to Friday, 8:00 am to 5:30 pm; Saturday 8:00 am to 1:00 pm] on or before 7<sup>th</sup> December 2018 (**Friday**).

**Points to Note for the Collection of the Certificates:**

- If you collect the Certificate in person, you have to produce your HKID card / travel document and the HKDSE Results Slip for inspection and sign for acknowledgement of receipt.
- You may authorize an agent to collect the Certificate. **When collecting the Certificate, your authorized agent must bring along with the following documents including his / her HKID card for verification of identity; a photocopy of the students' HKID card / travel document and a duly signed authorization letter bearing the students' signature.**
- Check carefully the personal information such as the name (Chinese and English) and the HKID No. printed on the certificate. Should there be any discrepancy, report to the General Office immediately. Please note that you must **submit your requests for amendments to the School General Office on or before 14<sup>th</sup> December 2018 (Friday).**

**Remarks:**

- The Alumni Annual General Meeting will be held on 7<sup>th</sup> December 2018 (Friday) at 6:45 p.m. in our School Gymnasium. Please check for more details at our website: <http://www.deliabw.edu.hk>.

Yours faithfully,



K.C. Lo  
Principal

地 利 亞 修 女 紀 念 學 校 (百 老 匯)  
 二 零 一 七 至 一 八 年 度 中 六 級 畢 業 生 領 取 文 憑 考 試 證 書 通 告

各位中六畢業生：

二零一八年度香港中學文憑考試證書現已送校待領。請各同學於十二月七日或以前回校領取證書。請注意：

- 如同學親身回校領取證書，須出示有效的香港身分證／旅遊證件的正本，以供核實及親自簽收。
- 同學亦可授權一位代表領取證書。獲授權的人士必須在領取證書時，出示下列文件包括其個人有效的香港身分證（以便核對身份）、同學的香港身分證或旅遊證件副本及同學已簽署的授權書。
  - 請小心核對證書上的個人資料如中文及英文姓名和身份證號碼是否正確。如有錯誤，請立即通知校方，以便迅速處理。請留意任何更改必須於十二月十四日或以前回校以書面辦理。

**備註：**

- 校友會將於二零一八年十二月七日(星期五)晚上六時四十五分正於本校舉行週年大會。同學可透過本校網頁 <http://www.deliabw.edu.hk> 了解詳情。

校長羅家志謹啟

二零一八年十月三十日