

Dear Sirs,

Internship Programme for Students in Fashion-related Disciplines

My company would like to offer internship place(s) for students studying in fashion-related subjects. Details as follows:

Part I : Details of Internship Offer																				
(a)	Area of work	<table border="0"> <thead> <tr> <th><u>Nature</u></th> <th><u>No. of Placements</u></th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/> Fashion Design</td> <td>()</td> </tr> <tr> <td><input type="checkbox"/> Merchandising</td> <td>()</td> </tr> <tr> <td><input type="checkbox"/> Marketing</td> <td>()</td> </tr> <tr> <td><input type="checkbox"/> Retailing</td> <td>()</td> </tr> <tr> <td><input type="checkbox"/> Pattern Making and Design</td> <td>()</td> </tr> <tr> <td><input type="checkbox"/> Product Development</td> <td>()</td> </tr> <tr> <td><input type="checkbox"/> Technology</td> <td>()</td> </tr> <tr> <td><input type="checkbox"/> Others _____</td> <td>(please specify)</td> </tr> </tbody> </table>	<u>Nature</u>	<u>No. of Placements</u>	<input type="checkbox"/> Fashion Design	()	<input type="checkbox"/> Merchandising	()	<input type="checkbox"/> Marketing	()	<input type="checkbox"/> Retailing	()	<input type="checkbox"/> Pattern Making and Design	()	<input type="checkbox"/> Product Development	()	<input type="checkbox"/> Technology	()	<input type="checkbox"/> Others _____	(please specify)
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<input type="checkbox"/> Others _____	(please specify)																			
(b)	Preferred timing	<input type="checkbox"/> January – March 2005 <input type="checkbox"/> April - June 2005 <input type="checkbox"/> July – September 2005 <input type="checkbox"/> October – December 2005 <input type="checkbox"/> Others _____ (please specify)																		
(c)	Preferred duration	<input type="checkbox"/> Three months <input type="checkbox"/> Others _____ (please specify)																		
(d)	Training allowance	HK\$ _____ (for the whole internship period)																		
(e)	Location of work	<input type="checkbox"/> Hong Kong <input type="checkbox"/> Outside Hong Kong _____ (please specify)																		
Part II : Profile of Student Preferred																				
<input type="checkbox"/> No Preference																				
<input type="checkbox"/> The Hong Kong Polytechnic University	<input type="checkbox"/> 3-year Bachelor of Arts (Honours) Scheme in Fashion and Textiles <input type="checkbox"/> 2-year Higher Diploma Scheme in Fashion and Textile Studies																			
<input type="checkbox"/> Hong Kong Institute of Vocational Education	<input type="checkbox"/> 3-year Higher Diploma Course in Fashion Design and Product Development <input type="checkbox"/> 3-year Higher Diploma Course in Fashion Merchandising and Retailing <input type="checkbox"/> 2-year Diploma Course in Fashion Design and Product Development <input type="checkbox"/> 2-year Diploma Course in Fashion Merchandising and Retailing																			
<input type="checkbox"/> Clothing Industry Training Authority	2-year Diploma Course in : <input type="checkbox"/> Apparel Merchandising <input type="checkbox"/> Pattern Making and Design <input type="checkbox"/> Information Technology for Clothing Industry <input type="checkbox"/> Knitwear Fashion Design and Merchandising																			

Part III : Company Particulars

- (a) Name of company : _____
- (b) Nature of business : _____
- (c) Address : _____
- (d) Telephone and Fax No. : (Tel) _____ (Fax) _____
- (e) Contact person for placement matters : _____

 Signature of responsible person and Business Chop

 (Position of responsible person)

 (Name in Full and in Block Letter)

Date : _____