



The HKFYG Jockey Club School of Global Leadership – Online Webinar

Confirmation Slip for School Participation

To: The HKFYG Jockey Club School of Global Leadership ('the Organiser')

We, _____ ('the School'), hereby confirm our school participation in **The HKFYG Jockey Club School of Global Leadership – Online Webinar** ('the Online Webinar'). We have read, understood and agreed to the following terms:

1. The Online Webinar package provided by the Organiser consists of **eight sets of videos & worksheets, an introductory deck and evaluation survey** for teachers and students respectively.
2. The School is free to make use of the materials of the Online Webinar in any way they deem fit for the education of the participants. However, **the School is not allowed to distribute in any way, both physically and electronically, any materials obtained from the Online Webinar with other parties**, save and except for the students listed on the Participant List submitted to the Organiser ('the Students') and the teacher(s) in charge.
3. The School is obliged to distribute the evaluation surveys to the Students and return the surveys within the below timeframe to the Organiser. The survey will collect names of the students and the teacher(s) in charge.
 - 3.1 **Pre-programme evaluation survey** shall be completed and return to the Organiser **within one week** after the start date of the Online Webinar.
 - 3.2 **Post-programme evaluation survey** shall be completed and return to the Organiser **within two weeks** after the end date of the Online Webinar.
4. The Online Webinar **shall be completed no later than 30 April 2021 or within six months upon the expected commencement date as stated in the confirmation form**, whenever is earlier. No further circulation will be allowed after the above date.
5. The Online Webinar is designed for students to self-learn with the guidance provided by teachers. As preparation for the Online Webinar, **teacher(s) in charge shall brief students with the guidelines provided by Organiser and provide necessary assistance and support to enhance students' learning**.
6. In the event of any breaches of the above terms, the Organiser reserves the right to cancel the School's participation in the Online Webinar.

Full Name in Block Letters & Title

Authorised Signatory

School Chop

Date