

Registration Guide

The Wechsler Intelligence Scale (Hong Kong) can only be used and purchased by registered users. Please observe the following procedures when you apply for registration as a WAIS- IV(HK) / WISC- IV (HK) / WPPSI-IV (HK) user.

Step 1: *Download the Registration Form from the Authorized Agent's¹ Webpage (<http://hk.king-may.com.cn>) and Complete Sections A, B, D & E*

Section A: Type of Application

- Select the test(s) you would like to register;
- Fill in the relevant registration number(s) (if applicable).

Section B: Personal Particulars of the Applicant

- Fill in your name in English block letters and Chinese;
- Select your title and tick the appropriate box;
- Fill in your HKID or passport number. Only the first 4 DIGIT (without the alphabet) are required;
- Tick your discipline and fill in your current employment agency;
- Fill in your contact phone number;
- Fill in your e-mail address;
- Fill in your correspondence address in block letters.

Section D: Preference Regarding Public Access to Registration Information

- Tick the appropriate box to indicate your preference.

Section E: Declaration of the Applicant

- Read carefully **ALL** the declarations given and insert a '√' in the appropriate box(es) to indicate your confirmation. Application without confirming **ALL** the declarations given will not be accepted;
- Sign and write your name in block letters.

¹ 'Authorized Agent' refers to King May Psychological Assessment Technology Development Ltd.

Step 2: Seek Certification of Professional Qualification from an Authorized Organization² via one of the following 2 options

Section C: Statement of Professional Eligibility

Option 1: For whom have already registered WPPSI-IV(HK) / WISC-IV(HK) / WAIS-IV(HK)

- ◆ If you have filled in the relevant registration number(s) in Section A, send your **Registration Form** (with Sections A, B, D, E completed) and the photocopy of certificate of WPPSI-IV(HK) / WISC-IV(HK) / WAIS-IV(HK) to the following address:

King May Psychological Assessment Technology Development Ltd.
3/F, Building B3, Southsoftwarepark, No.1 Ruanjianyuan Rd., Tangjiawan, Zhuhai City,
Guangdong, China 519080
中文地址 (建議使用)
京美心理測量技術開發有限公司
珠海市唐家灣鎮軟件園路一號南方軟件園B3棟3層
郵編：519080

Option 2: For new applicant

- ◆ Seek certification or request **Statement of Eligibility for Full Membership** (if applicable) from the Division of Clinical / Educational Psychology of the Hong Kong Psychological Society. For details, see the webpage <https://hkps-dcp.org.hk/en/> or <http://www.dep.hkps.org.hk/index.php?language=eng>
- ◆ Send your **Registration Form** (with Sections A, B, D, E completed) with a self-addressed stamped envelope and the **Statement of Eligibility for Full Membership** (if applicable) to either of the following address:

Honorary Membership Secretary Division of Clinical Psychology Hong Kong Psychological Society Room 506, Lemmi Centre 50 Hoi Yuen Road Kwun Tong, Kowloon Hong Kong	Convener of the Membership Sub-Committee Division of Educational Psychology Hong Kong Psychological Society Room 506, Lemmi Centre 50 Hoi Yuen Road Kwun Tong, Kowloon Hong Kong
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- ◆ Receive reply in the self-addressed stamped envelope from the Authorized Organization

² 'Authorized Organization' includes (a) King May Psychological Assessment Technology Development Ltd and (b) Division of Clinical / Educational Psychology (DCP/DEP) of the Hong Kong Psychological Society (HKPS)

- ◆ Send the **Completed Registration Form** (with professional qualification certified in Section C) to the Authorized Agent in the following address:

King May Psychological Assessment Technology Development Ltd.
3/F, Building B3, Southsoftwarepark, No.1 Ruanjianyuan Rd., Tangjiawan, Zhuhai City,
Guangdong, China 519080

中文地址 (建議使用)

京美心理測量技術開發有限公司

珠海市唐家灣鎮軟件園路一號南方軟件園B3棟3層

郵編：519080

Step 3: Receive Reply from the Authorized Agent

- Successful applicant will receive the following documents for confirmation of his/her registration status:
 - Registration Number(s) given on the Registration Form returned
 - Certificate(s)

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