



Hong Kong Inter-School Mock Trial Championship Registration Form 13 & 14 APRIL 2019^Δ

Thank you for your interest in the Hong Kong Inter-School Mock Trial Championship 2019 (the 'Competition') organized by ARCH Community Outreach (ACO), partnered with Empire Mock Trial.

Please carefully read all instructions before completing the registration forms.

All participants must register as part of a school team¹. Each school team must be comprised of minimum of six and maximum of twelve students plus one teacher advisor, all of whom should be listed on the roster sheet. The teacher advisor will serve as the primary point of contact for each team. He or she needs not have any prior mock trial or debate experience.

- Each school and teacher advisor should complete, sign, and return Part 1, "FOR SCHOOL/TEACHER ADVISOR"
- In addition, **each competing student** should complete, sign, and return a copy of Part 2, "FOR STUDENT"

All teachers and students should read the **Competition Terms and Conditions** below before registration. The application deadline for all teams is **16 November 2018**.

The Competition is limited to 24-28 school teams (subject final confirmation). Team applications will be accepted on a first-come-first-served basis. Accepted teams will receive confirmation from ACO no later than 7 December 2018. When all available spots are filled, subsequent applicants will be put on the waitlist. Teams on the waitlist that do not make the Competition field will have their registration refunded.

Please note: *Team application is not officially registered until 1) ACO has acknowledged and received the registration fee and paperwork from ALL team members; 2) and teacher advisor has received confirmation email from ACO.*

Should you have any enquiries, please do not hesitate to contact us. Thank you and we hope to see you at the Competition!

Best wishes,

HKISMTC Team
ARCH Community Outreach

Please return the application forms via e-mail and registration fee² by post:

ARCH Community Outreach Limited
Unit 202-205, 2/F, Wilson House,
19-27 Wyndham Street, Central, Hong Kong
Tel: 852-3568-0406
E-mail: mt@arch-community-outreach.com
www.hongkongmocktrial.org

¹ All school teams must be secondary schools located in Hong Kong. If students need assistance to form a school team, please contact ARCH Community Outreach.

² Applicable for payment by cheque only.

^Δ Final event dates and venue to be confirmed by the organizer.



1. FOR SCHOOL AND TEACHER ADVISOR

A) School and Teacher Advisor

School Name:	
Teacher's Name (Given / Middle / Family):	
Subject(s) Taught:	Prior experience advising mock trial teams? Y/N Prior experience advising debating teams? Y/N
Email:	Mobile #:

B) Team Roster

Student Name (Given / Middle / Family):	Gender (M/F)	Grade/Form (This competition is for students Form 3 or above)	Email	Orientation (Attendees please <input checked="" type="checkbox"/> , max. 4 rep / team)
<u>1. Team Leader</u>				
<u>2.</u>				
<u>3.</u>				
<u>4.</u>				
<u>5.</u>				
<u>6.</u>				
<u>7.</u>				
<u>8.</u>				
<u>9.</u>				
<u>10.</u>				
<u>11.</u>				
<u>12.</u>				



C) Registration Fee

Hong Kong Inter-School Mock Trial Championship aims to provide opportunity for Hong Kong secondary school students learning about the legal system before choosing their future careers. The registration fee is allocated for Competition's basic operation, administration support and related expenses.

The registration fee is **HK\$4,200 per team**. Please make cheque payable to "**ARCH Community Outreach Limited**" and include school name and teacher advisor name on the back of the cheque. Alternatively, cash payment can be settled in person at our center. **Please note that school team's registration is not considered as completed until all filled forms and registration fee have been acknowledged and received by ACO.** A receipt will be issued and distribute along with the case materials on the Orientation Day.

No registration fee will be refunded if a registered team withdraws from the Competition after receiving confirmation from ACO; or does not complete the Competition on 13-14 April 2019.

D) Competition Schedule^Δ

Please note the below important dates (subject to change) for your reference:

Application Deadline:	16 November 2018
Confirmation by Email:	7 December 2018
Orientation Day:	12 January 2019 – AM <i>(All participating schools should assign max. 4 representatives to attend)</i>
Case Inquiry and Preparation:	Jan – March 2019
Finalize Team Roster & Case:	22 March 2019
Tournament Pack Release:	29 March 2019
HKISMTC 2019:	13-14 April 2019

E) Signature

By signing below, I confirm that I understand and agree to the Competition Terms and Conditions. I agree to serve as the Teacher Advisor for my school's competition team.

Signature & Chop	Date:
Print Full Name of Signatory:	

^Δ Final event dates and venue to be confirmed by the organizer.



2. FOR STUDENT PARTICIPANTS

A. STUDENT INFORMATION

Name (Given / Middle / Family):	
Grade / Form: <i>(This competition is for students Form 3 or above)</i>	D.O.B:
School:	Mobile #:

Sex: M / F	D.O.B.	HKID No.:
E-mail (Capital letters):		
Home Address:		

B. Parent and Emergency Contacts

Parent Name (Given / Middle / Family):
Parent Contact #:
Parent E-mail (Capital letters):
Emergency Contact (Given / Middle / Family):
Emergency Contact # (preferably a mobile number):

C. PREVIOUS MOCK TRIAL EXPERIENCE

Please list out any previous mock trial or debate experience in the space below:
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D. SIGNATURE

By signing below, I confirm I understand and agree to the Competition Terms and Conditions.

Parent's Signature (for students below the age of 18) or Student's Signature (for students over 18)	Date:
Print Full Name of Signatory:	



TERMS AND CONDITIONS

ARCH Community Outreach (ACO), Empire Mock Trial Association, and their related parties are referred as the “Organizers”. By registering for the “Hong Kong Inter-school Mock Trial Championship” (“Competition”), the participant and his/her parent acknowledge and agree to the Competition Terms and Conditions as specified below:

Registration:

- Registration in the Competition may be conditional upon a student’s or team’s previous mock trial experience. ACO reserves the right to refuse the registration of any team or student who, in its opinion, cannot meet the minimum requirements for Competition and/or may affect other students in the Competition. Students and their Teacher Advisors are expected to prepare and practice prior to the Competition date. Decisions to accept or reject a team’s registration application are made at ACO’s sole discretion. Should a team’s registration be rejected for any reason, the team’s registration fee will be fully refunded in accordance with the Refund Procedures as described below.
- ACO reserves the right to discontinue a student's or team’s enrollment at any time due to: non-payment of registration fees in part or in full; violation of Competition rules or the participant code of conduct, either by a team as a whole or any member of that team; disruptive behavior during the Competition, training sessions, or Competition, including but not limited to a negative impact on other students’ learning; and/or failure to properly prepare prior to the Competition.
- Registration will be on a first-come-first-served basis. ACO reserves the right to release students’ and teams’ Competition spots/placement if the registration fee (in full) or completed forms are not received by **16 November 2018**.
- Accepted teams will receive confirmation from ACO no later than 7 December 2018.

Adverse Weather Conditions Policy:

- The Competition will not be held if there is Typhoon No. 8 or above, Black Rainstorm Signal at or after 6:00am on the day of competition. In the event of a weather cancellation, the Competition may be rescheduled for an alternate date.
- If the Competition is unable to be rescheduled, participating teams will be eligible to receive full refunds of their registration fees as described below.
- When Typhoon No. 8 or above is hoisted in the middle of the program or Competition, it will be terminated immediately and no registration fee refund would be arranged.
- In the case of Black Rainstorm Signal, the Competition will continue as scheduled.

Refund Procedures:

- Teams on the waitlist that do not make the Competition field will have their registration refunded.
- We will inform the participants of refund arrangements either by phone or in writing (e-mail, fax or letter).
- We will refund registration fee payments to the relevant parties in accordance with the above policies.
- We will issue a refund receipt to the relevant party. That relevant party is required to sign to acknowledge receipt of the refunded payment.
- Refunds will be paid in the form of cheque payments.
- No registration fee will be refunded if a registered team withdraws from the Competition after receiving confirmation from ACO; or does not complete the Competition.

Others:

- Parents/students/Teacher Advisors are advised to check all the details on the official Competition website: <http://www.hongkongmocktrial.org>, social media, and stay tuned for the most updated information.
- Parents/students/Teacher Advisors agree not to reproduce, distribute or show to any other person, in whole or in part, any of the case materials, lesson notes, assessments and/or tests distributed by the Organizers without their prior written consent.
- Photographs and videos may be taken occasionally during the Competition. Students and participants, including Teacher Advisors, agree to be photographed or video-taped. The Organizers reserve all rights to images and footage.
- The Organizers reserve the right to use the applicant/student’s work for promotional or educational purposes.
- Parents are responsible for arranging appropriate transportation or pick-up for students to and from the Competition location. The Organizers do not require students to sign-out or notify us when they are leaving the premises.
- The Organizers will not be held responsible for personal injuries, accidents, losses and/or damages incurred by the student while at the Competition premises or during the course of training sessions prior to the Competition at other locations.
- The Organizers undertake to comply with the requirements of the Personal Data (Privacy) Ordinance to ensure that personal data kept are accurate and securely kept. The personal data collected will be treated as strictly confidential and will be used by The Organizers and their service providers for the purposes of donation administration, receipt issuance and related communications.
- The Organizers reserve the right of final decision and interpretation in case of any dispute.