



學員個人資料更改通知書 Amendment Form for Student Personal Data

請於填寫本表格前參閱以下須知。 Please read the following notes before completing this form.

- 個人資料收集聲明：閣下在本表格內所提供的個人資料將供本院職員處理更改個人資料之用。
Personal Data Collection Statement: The personal data provided in this form will be used by the School for the purpose of updating the personal data of students.
- 閣下如需修改或更正個人資料，請填寫此表格並寄回「尖沙咀漆咸道南 39 號鐵路大廈 6 樓香港中文大學專業進修學院」行政部或傳真至 2603-6565。
Please complete and return this form to Administration Division of the School of Continuing and Professional Studies, CUHK at "6/F, Railway Plaza, 39 Chatham Road South, Tsim Sha Tsui" or fax to 2603-6565.

I. 學員資料 Student's Information

課程編號 Programme/Course Code		
課程名稱 Programme/Course Title		
修業日期 Study Period	由 From	至 To

學號／註冊編號 _____ (如未能提供學號／註冊編號，請填上香港身份證號碼。)
Student ID/Registration No. _____ (Please provide your HKID Card No. if your Student ID/Registration No. is not available.)

學員英文姓名 _____ (Mr./Miss/Ms./Mrs.)*
Name of Student (in English) _____

學員中文姓名 _____ 聯絡電話 _____
Name of Student (in Chinese) _____ (先生／小姐／女士／太太)* Contact No. _____

II. 更改資料 Information to be amended

請於所需更改之項目填上☐號及提供新的資料。 Please tick ☐ the appropriate box(es) and provide the new information.

姓名 (英文) _____ (中文) _____
Name (English) _____ (Chinese) _____
(若學員更改身份證上之姓名，請提供有關證明文件之影印本。)
(Please enclose copy of supporting document if you have changed your name on the HKID Card.)

通訊地址 _____
Correspondence Address _____

聯絡電話 _____
Contact No.

住宅 _____
Home

辦事處 _____
Office

手提 _____
Mobile

傳真 _____
Fax

電郵地址 _____
E-mail Address _____

學員簽署 Student's Signature _____ 日期 Date _____

* 請刪去不適用者。 Please delete if inappropriate.

For Official Use Only

Handled by _____ Date _____
Filed by _____ Date _____