退學通知書 (只適用於學歷課程)
Notice of Withdrawal (ABP only)

請於填寫本表格前參閱背頁之「辦理退學須知」。 Please read the "Notes for Processing Withdrawal" overleaf before completing this form.

課程編號 Programme Code	
課程名稱 Programme Title	
退學原因 (請選擇一個最適合之原因)： Reason for Withdrawal (Please tick ☑ one most appropriate reason)	☐ 就業/工作理由 Employment/Work reason ☐ 健康理由 Health reason ☐ 經濟理由 Financial reason ☐ 學業成績欠佳 Unsatisfactory academic result ☐ 其他（請註明）Others (please specify): _____

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

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

中文姓名
Name (in Chinese) _____ (先生／小姐／女士／太太)*

通訊地址
Correspondence Address _____
(如選擇以郵寄方式收取收據，請填上地址。Please provide your address if you choose to receive the receipt by mail.)

聯絡電話   電郵地址
Contact No. _____   E-mail Address _____

簽署 Signature _____ 日期 Date _____

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

For Official Use Only

To be completed by Administration Division/Programme Team/Registry

Form Received on _____   Handled By _____

To be completed by Programme Team
1. Programme Team noted this withdrawal
☐ Yes
☐ Others: _____

2. The results of all completed modules have been endorsed by the PCE Exam Board
☐ Yes
☐ No (Remarks: The result of last module will be endorsed by the PCE Exam Board tentatively on _____ (Date))

Verified by _____ (Name) _____ (Title) _____(Date)

(Remarks _____)

_____   _____
Programme Director   Date

To be completed by Registry
Verified by _____ (Name) _____ (Title) _____(Date)

(Remarks _____)

☐ Confirm the withdrawal
☐ Others: _____

_____   _____
Associate Director (Academic Quality and Development)   Date

RE010b/ABP/WD (NOV21)

辦理退學須知

1. 請填妥通知書並交回/電郵予本院辦理退學手續。
2. 如有查詢，請與本院教務組聯絡：
   - 電話： 2209-0235 / 2209-0478 / 2209-0275
   - 傳真： 2603-6565
   - 電郵： scs-registry@cuhk.edu.hk
   - 地址： 香港九龍尖沙咀漆咸道南39號鐵路大廈6樓
3. 個人資料收集聲明：閣下在本表格內所提供的個人資料，本院只用作處理此退學之用。

Notes for Processing Withdrawal

1. Please return/e-mail the completed withdrawal notice to the School for processing.
2. For enquiries, you can contact the Registry by:
   - Phone: 2209-0235 / 2209-0478 / 2209-0275
   - Fax: 2603-6565
   - E-mail: scs-registry@cuhk.edu.hk
   - Address: 6/F, Railway Plaza, 39 Chatham Road South, Tsim Sha Tsui, Kowloon, Hong Kong.
3. Personal Data Collection Statement: The personal data provided in this form will be used by the School for the purpose of processing this withdrawal only.

1. 請填妥通知書並交回/電郵予本院辦理退學手續。