

教務處註冊課務發展中心承辦人簽章：

淡江大學國際學生證遺失/更名補發申請表
(Tamkang University Student ID Card Lost/Name Change Reissue Application Form)

請貼妥 2 吋半身脫帽彩色照片 (Please attach a 2-inch color photo, half-body, without a hat)

要更換照片者才需貼照片。

(A photo is required only if the existing one needs to be changed.)

照片背面請註記系年班、學號、姓名

系(所)年班 (Department/Graduate Institute/Grade/Class)：

系(所) 組 年 班
(Department /Graduate Institute) (Division) (Grade) (Class)

中文姓名(Chinese Name)：

學 號(Student ID No.)：

聯絡電話(Contact Phone No.)：(H)
(手機 Mobile)

更正後之英文姓名：

(英文姓名無需更改者，免填)

(Corrected English Name, If English name does not need to be changed, this section can be left blank)

[請檢附繳費(200 元)申請聯 Please attach the payment receipt (200 NTD) application slip]

*依本校個人資料管理規範，本表單各項個人資料僅作為業務處理使用，並於保存期限屆滿後，逕行銷毀。
*In accordance with the university's personal data management regulations, all personal data provided on this form will only be used for administrative purposes and will be destroyed upon the expiration of the retention period.

表單編號：ATRX-Q03-001-FM054-06

淡江大學臨時學生證 (遺失/更名申請補發用) Tamkang University Temporary Student ID Card (For Lost/Name Change Reissue Application)	系 (所) 年 班 Department (Graduate Institute) Grade Class	系(所) (Department/Graduate Institute) 組(Division) 年(Grade) 班(Class)
	姓 名 (Chinese Name)	
若需臨時學生證者，請貼妥 2 吋脫帽照片 (If a temporary student ID card is required, please attach a 2-inch photo without a hat.)	學 號 (Student ID No.)	
	出 年 月 生 日 (Date of Birth)	年 月 日 (Year) (Month) (Day)
1. 本證未貼照片及照片未加蓋學生證專用章者，不作證明用。(This card is not valid as proof if no photo is attached or if the photo is not stamped with the official student ID seal.) 2. 自發證日起 2 週內有效。(Valid for two weeks from the date of issuance.) 3. 自申請日起約 10 個工作天，憑本證、身分證正本及繳費收據聯至承辦窗口領取學生證。(The student ID card will be available for collection approximately 10 business days from the application date. Please bring this card, the original ID, and the payment receipt to the designated office for collection.)	發 證 日 期 (Issuing Date)	年 月 日 (Year) (Month) (Day)

※學生證遺失請務必至圖書館掛失 (If the student ID is lost, please make sure to report the loss to the library)

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