

崑山科技大學補換學生證申請單

Kun Shan University's Application Form of Student identification card renewal and re-issuing

第一聯
Form No.1

本聯註冊組留存
Safe kept by Office of Registration

申請日期 Date of Application	____/____/____ 年(year)/月(month)/日(day)
身分證字號 IDCardNumber	
學 號 Student ID.	
姓名 Name	
英文姓名 English Name	
電話號碼 Phone Number	
補換原因 Cause of renewal and re-issuing	<input type="checkbox"/> 遺失 (Lost) <input type="checkbox"/> 損毀 (Damaged)

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第二聯
Form No.2

本聯電算中心留存
Safe Kept by Electronic Calculator Center

系所〔 Name of Department and Graduate Institute 〕 : _____

學號〔 Student ID 〕 : _____

姓名〔 Name 〕 : _____

備註〔 Notes 〕 :

一、填寫補換學生證申請單，每份工本費新台幣壹百捌拾元整。自收件日起至多4個工作天可領件。
Please submit the application form with 180 NTD. Application Pick-up Date is at most 4 days from the date you hand in.

二、申請方式〔 Apply Method 〕 :

- (1) 現場申請：填具申請表，繳交工本費，並附回郵信封(請書寫收件人地址及姓名，並貼足郵票)。
Apply onsite: Please submit the application form with expenses fees and a stamped addressed envelope. (envelope should be filled out with address and name and attach a sufficient number of duty stamps)
- (2) 通訊申請：請填具申請單(可至 www.ksu.edu.tw 行政單位教務處註冊組相關法規及表格下載)，付工本費(請購買郵政匯票，受款人請填寫「崑山科技大學」)，並附回郵信封(請書寫收件人地址及姓名，並貼足郵票)。

Apply by post: Please hand in application form (application form is available on Academic Administration of Registration Office's the relevant acts and regulations download at www.ksu.edu.tw), expenses fees (please buy postal money orders and the remittee should be Kun Shan University), and a stamped addressed envelope (envelope should be filled out with address and name and attach a sufficient number of duty stamps).

- (3) 線上申請：請填具申請單(可至 www.ksu.edu.tw 行政單位教務處註冊組相關法規及表格下載)，付工本費(請購買郵政匯票，受款人請填寫「崑山科技大學」)，並附回郵信封(請書寫收件人地址及姓名，並貼足郵票)。

Apply by internet: Please hand in application form (application form is available on Academic Administration of Registration Office's the relevant acts and regulations download at www.ksu.edu.tw), expenses fees (please buy postal money orders and the remittee should be Kun Shan University), and a stamped addressed envelope (envelope should be filled out with address and name and attach a sufficient number of duty stamps).