

國立高雄餐旅大學圖書館 校友借閱證申請單

NKUHT Library Card Application Form (For Alumni)

申請日期 Application Date: __yyyy__ 年 Year / __mm__ 月 Month / __dd__ 日 Day

學號 Student ID		姓名 Name	
畢業系所 Department of Graduation		聯絡電話 Contact Number	
E-mail			
通訊地址 Mailing Address			
戶籍地址 (與身份證相符) Permanent Address			
個人資料蒐集及告知聲明 Personal Data Collection Notice and Consent	<p>請詳閱個人資料蒐集及告知聲明，並同意簽署後才可開始使用館藏資源</p> <p>Please read the Personal Data Collection Notice and Consent carefully and sign them before you can start using the library services.</p> <p>請前往網址閱讀，或掃描以下QR code，如需紙本版本請洽圖書館櫃台：</p> <p>Please visit the website to read more, or scan the following QR code. For a print version, please contact the library counter.</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>中文版</p>  </div> <div style="text-align: center;"> <p>English Version</p>  </div> </div> <p><input type="checkbox"/> 我已瞭解相關內容並同意簽署。</p> <p><input type="checkbox"/> I have understood the relevant content and agree to sign.</p> <p style="text-align: right;">申請者本人親簽 Signature : _____</p>		

本區由館員填寫 (This section is to be filled out by the librarian.)

借書證核發 館員簽章		校友領證簽章 Signature upon Receiving the Card	
附件	<input type="checkbox"/> 畢業證書影本 <input type="checkbox"/> 一吋半身照片 <input type="checkbox"/> 收據影本	流通系統設定	<input type="checkbox"/> 更改為 <u>內部讀者</u> <input type="checkbox"/> 更改使用者群組為 <u>校友及有效日期並新增密碼(身分證號)</u> <input type="checkbox"/> 確認 <u>地址</u> 、 <u>E-mail</u> 與 <u>聯絡電話</u> <input type="checkbox"/> 刪除 <u>封鎖</u> 狀態 <input type="checkbox"/> 更改統計類別為 <u>校友</u>
備註			

證件影本請浮貼於此 ↓

其他說明 Other Instructions	<ul style="list-style-type: none"> ● 畢業校友請檢附畢業證書影本及一吋半身照片乙張提出申請。辦證時須繳納保證金新臺幣 1,600 元整；日後如不再借書，於歸還借書證後，保證金將無息退還。 Alumni must provide a diploma copy and one 1-inch photo. A NT\$1,600 deposit is required upon application and is refundable without interest upon card return. ● 戶籍地址欄位請依身份證填寫，辦理時請出示身份證供館員查核。 (The above Chinese text is not applicable to international students.) ● 校友借書證遺失或損壞，須向本館申請補發並繳交校友借書證工本費新臺幣 100 元整。 If the alumni library card is lost or damaged, a replacement must be applied for at the library, and a processing fee of NT\$100 will be charged. ● 最多可借圖書 5 冊，借期 28 天，不得預約及續借。圖書逾期、損毀、遺失等其他未盡事宜依本館相關規定辦理。 Maximum of 5 books for 28 days; reservations and renewals are not permitted. Issues regarding overdue, damaged, or lost books will be handled according to library regulations. ● 逾期罰款金額累計逾保證金額度時，本館得沒收保證金並取消借閱權利，所借資料依法定程序催還。 If total overdue fines exceed the deposit amount, the library reserves the right to forfeit the deposit and revoke borrowing privileges. Borrowed materials will be recovered through legal procedures. ● 辦理保證金退還時，需填寫「借書證保證金申退申請表暨領款收據」，歸還收據（當時辦證的保證金收據），並附上銀行或郵局存簿封面影本 1 份，退還之保證金將無息由本校匯入帳戶，恕無法退還現金。 To claim a deposit refund, submit the application form, the original deposit receipt, and a copy of your bank/post office passbook cover. The deposit will be refunded without interest via bank transfer only; no cash refunds.
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