

國立高雄餐旅大學圖書館
研究所尚未註冊新生借閱證申請單

NKUHT Library Card Application Form
(For Unregistered Graduate Freshmen)

申請日期 Application Date: ___yyyy___ 年 Year / ___mm___ 月 Month / ___dd___ 日 Day

學號 Student ID No.	尚無學號者免填 Leave blank if not yet assigned	姓名 Name	
研究所 Graduate Institute	<input type="checkbox"/> 碩士班 Master' s Program <input type="checkbox"/> 博士班 Doctoral Program	聯絡電話 Contact Number	
E-mail			
戶籍地址 (與身份證相符) Address			
繳交資料 與使用期限 Required Documents & Validity Period	<input type="checkbox"/> 1吋照片1張 1-inch photo <input type="checkbox"/> 有效錄取證明文件影本 Photocopy of valid Admission Notice/Certificate <input type="checkbox"/> 繳交保證金新臺幣 2,000 元 Deposit of NT\$2,000 學生證發放後，臨時借書證需繳回本館，並依此辦理保證金退還程序，及變更為一般研究生借閱權限。 Once the official Student ID is issued, the temporary library card must be returned to process the deposit refund and update the user status to regular graduate student privileges. 申請期間若辦理離校，經本館核章後即中止使用權限，並依此辦理保證金退還程序。 If the applicant leaves the university during this period, library privileges will be terminated upon verification by the library, and the deposit refund process will be initiated.		

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

收款人		借書證核發	
附件	<input type="checkbox"/> 一寸半身照片 <input type="checkbox"/> 有效錄取證明文件影本 <input type="checkbox"/> 保證金收據影本	申請人領證時核章 Signature upon Receiving the Card	

證件影本請浮貼於此 ↓

其他說明 Other Instructions	<ul style="list-style-type: none">● 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。 (International students may disregard the information above.)● 最多可借圖書 5 冊，借期 28 天，可預約續借及使用電子資源，但不得借用討論室。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, renewals, and access to electronic resources are permitted; however, study rooms cannot be reserved. 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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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 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： Please visit the website to read more, or scan the following QR code. For a print version, please contact the library counter.</p> <p style="text-align: center;">中文版 English Version</p> <div style="display: flex; justify-content: space-around;"></div> <p><input type="checkbox"/> 我已瞭解相關內容並同意簽署。 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>
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