



借閱人士申請表
Borrower Registration Form

填寫前須注意事項 PLEASE READ BEFORE FILLING IN THE FORM

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| <p>1. 申請前請先細閱《圖書館規則》。
2. 請在適當之 <input type="checkbox"/> 空格內填上「✓」號。
3. 個人資料如有更改，閣下有責任盡快以書面通知本館或親到本館辦理資料更改手續。
4. 除非持證人已書面向圖書館報失，否則仍須對其他人士憑該遺失之證件借取的任何圖書館資料負責。</p> | <p>1. Please read the <i>Library Regulations</i> carefully before the registration.
2. Put a "✓" inside the <input type="checkbox"/> box where appropriate.
3. You have the responsibility to inform the Library in writing or in person for any updated personal information.
4. Except a cardholder has reported losing of his/her student/staff card in writing to the Library, he/she has to be responsible for any of the loaned item borrowed with his/her lost card.</p> |
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個人資料 PERSONAL INFORMATION

<p>中文姓名 (if applicable) Name in Chinese</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<p>性別 Gender</p> <p><input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female</p>
<p>英文姓名 Name in English</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	

職員 Staff: 非教學 Non-teaching / 教學 Teaching ; 全職 Full-time / 兼職 Part-time

學部 Centre: DAT (AD/ IT)/ DB (AP/ BP/ THP)/ DHSS DLC/ DMGS IE (CIE-FT / CIE-PT)

部門 Dept.: 成教 ACE / 職訓 SVT 職員編號
Staff No. _____

其他 Others (請註明 please specify) _____

學生 Student:

學部 Centre: DAT (AD/ IT)/ DB (AP/ BP/ THP)/ DHSS/ DLC/ DMGS IE (CIE-FT / CIE-PT)

課程名稱 / 編號 學生編號
Student No. _____

Course name / Code _____

注意：密碼至少3個字，不能是空格，可使用任何英文字母及阿拉伯數字組合，字元有大小寫之分。
Attn: At least 3 character, no blank, can be compilation of 1-0, A-Z or a-z.

密碼(自選)
Pin (Optional)

電郵地址
E-mail

如閣下未能提供電郵地址，將不能享有由圖書館提供的「過期還款通知」、「預約資料通知」服務及不能收取其他圖書館通告。
If you could not provide an E-mail address, you will **NOT** be able to receive overdue, hold and other library notices.

電話 Tel	住宅 Home	手提 Mobile	公司 Office
	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>

聲明 DECLARATION

本人聲明及確認本申請表內提供的所有資料均為真確無誤；本人並已閱讀圖書館規則及同意遵守。
I declare and confirm that all information provided in this registration form is true and accurate;
I have read the Library Regulations, and I hereby agree to abide by them.

日期 _____ 申請人簽名 _____
Date _____ Signature of Applicant _____

收集個人資料聲明 PERSONAL INFORMATION COLLECTION STATEMENT

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| <p>(a) 閣下填寫在這申請表的個人資料，只會用作該申請事項和郵寄圖書館通告。
(b) 根據個人資料(私隱)條例，閣下有權要求查閱及更改所提供的個人資料。
(c) 倘對填報個人資料一事有任何疑問，包括要求查閱或更改資料等，請與圖書館職員聯絡。</p> | <p>I. The personal data provided by means of this Borrower Registration Form will be used for the purpose of the application and for posting library notices only.
II. You have a right to request access to and the correction of the personal data in accordance to the Personal Data (Privacy) Ordinance.
III. Please contact the library staff if you have enquiries concerning the personal data collected, including the making of access and corrections.</p> |
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圖書館專用欄 FOR LIBRARY USE ONLY

Patron ID	→	→	→	→
Expiry Date	→	→	→	→
Checked	→	Data & E-mail Input	→	PIN Sent
Remarks				