




澳門科技大學  
MACAU UNIVERSITY OF SCIENCE AND TECHNOLOGY  
更改個人資料申請表  
(研究生課程申請人適用)  
APPLICATION FORM FOR PERSONAL DATA AMENDMENT  
(For Postgraduate Programs Applicants)

研究生院職員填寫  
For SGS Staffs

收件人  
Received by: \_\_\_\_\_  
日期  
Date: \_\_\_\_\_

※ 請於填表前細閱背面之注意事項 Please read the notes overleaf before completing this form. 

I. 申請人個人資料

PARTICULARS OF APPLICANT

中文姓名 Name in Chinese	_____	外文姓名 Name in English	_____
申請編號 Application No.	_____	電郵地址 E-mail Address	_____
課程 Program	_____	專業 Major	_____

II. 更改內容 (只需填寫更改項目)

CONTENT OF AMENDMENT (Enter **only** those items which need amendment)

中文姓名 Name in Chinese:	英文姓名 English in Chinese:
國籍 Nationality:	永久居住地/戶籍 Permanent Residence:
出生日期 Date of Birth:	出生地點 Place of Birth:
身份證/護照編號 I.D./Passport No. :	證件簽發地點 Place of Issue:
證件簽發日期 Date of Issue:	證件有效日期 Date of Expiry:
通訊地址 Contact Address. :	永久地址 Permanent Address. :
住宅電話 Home Tel No. :	手提電話 Mobile No. :
電郵 E-mail:	備註 (Remarks) :

本人確認本表中提供的資料真實無誤，並聲明已知悉及明白『[澳門科技大學教務處個人資料收集聲明](#)』的內容。

I declare that the information provided in this form is true and correct; I have also acknowledged and understood the "[Personal Data Collection Statement of Academic Registry of Macau University of Science and Technology](#)".

申請人簽名 Applicant's Signature : \_\_\_\_\_ 日期 Date : \_\_\_\_\_

**職員專用 FOR STAFFS USE ONLY**

資料輸入 Data Updated by : \_\_\_\_\_ 日期 Date : \_\_\_\_\_

資料確認 Data Confirmed by : \_\_\_\_\_ 日期 Date : \_\_\_\_\_

**注意事項**

一、申請人於報名期結束後，如欲更改個人資料，必須按下列步驟提出申請：

- (1) 將填妥的表格連同身份證明文件複印件親自遞交、郵寄或電郵至研究生院。
- (2) 如親自遞交表格，請帶備身份證原件以及複印件，以便核對資料。如以郵寄或電郵方式申請，必須附個人身份證明文件複印件以核實資料。

二、研究院將根據表格第II部份更新申請人的資料並於申請日起五個工作天後生效。申請人可自行登入網上報名系統(OAS)查核更新之記錄。

**Notes**

1. An applicant who wishes to apply for amendment of personal data should follow the procedures specified below:

- (1) This form should be completed and submitted with identification document to the School of Graduate Studies in person/by mail or e-mail.
- (2) Please bring along your Identity Card or Passport for verification if you submit this form in person. If you prefer to submit this application by post/fax/e-mail, it is then necessary for you to attach a photocopy of Identity Card/Passport for verification purpose.

2. The School of Graduate Studies will update the applicant personal data in accordance with the details in Part II and amendments will be effective five working days after receipt of the application. Applicants should login to the OAS and verify the updated information.

註：本表格中的中英文版本如有差異，將以中文版本為準。

Remark: In the event of any discrepancies between the Chinese and English versions of this form, the Chinese version will prevail.