

Graduation Certificate Collection Form

Collect your certificate in person - please fill in Section A.

Authorize a representative to collect the certificate on your behalf - please fill in both Sections A and B.

(The personal data of the graduate or the representative will be used for collection of the certificate and record purpose only. This form and copy of the graduate's/representative's ID document will be kept in the Graduate School. For correction of or access to the personal data after submission of this form, please contact the Graduate School at 852-3943 8976, or email to gradschool@cuhk.edu.hk.)

Section A: Personal data of the graduate

Name (in Chinese): _____ Name (in English): _____

Student ID No. : _____ HKID Card No.*: _____

Degree: _____ Programme: _____

Year of Graduation: _____

* If you do not have a HKID card, please present your passport or other identity document, the name and date of birth printed thereon must match with those in your student record, for verification.

Section B: Letter of Authorization

(ATTENTION: Please bring along the copy of the identity document of the graduate for verification)

I (the Graduate) hereby authorize the following person to collect my graduation certificate on my behalf:

Personal data of my representative

Name (in Chinese): _____ Name (in English): _____

Name of ID Document of Representative: _____ ID Document No. of Representative: _____

Signature of Graduate: _____ Date: _____

Acknowledgement of receipt of the graduation certificate

This is to acknowledge receipt of the graduation certificate.

Signature of Graduate/Representative: _____ Date: _____

For Graduate School Office use only

Staff: _____ Date: _____

領取畢業證書表格

親自領取，只須填寫甲部。授權他人代領，則請填寫甲、乙兩部。

(畢業生及代領人所提供之個人資料，只會用作領取畢業證書及紀錄用途。研究院將保存本表格及授權人的身份證明文件副本。如欲查閱及改正表格上所填報的個人資料，請與研究院聯絡，電話 852-3943 8976，電郵 gradschoo@cuhk.edu.hk。)

甲部：畢業生資料

姓名(中文)：_____ 姓名(英文)：_____

學號：_____ 香港身份証號碼*：_____

學位：_____ 課程：_____

畢業年份：_____

*如 台端並不擁有香港身份證，請提供印有與 台端學生紀錄相符的姓名及出生日期的護照或身份證明文件，以供核實身份。

乙部：代領畢業證書授權書 (注意：請帶備畢業生的身份證明文件副本以供核實身份)

本人(畢業生)現授權下述人士，代領本人之畢業證書：

代領人資料

姓名(中文)：_____ 姓名(英文)：_____

代領人的身份證明文件名稱：_____ 代領人的身份證明文件號碼：_____

畢業生簽署：_____ 日期：_____

簽署領取證書

茲確認已收妥有關畢業證書。

畢業生／代領人簽署：_____ 日期：_____

研究院院務室專用

職員：_____ 日期：_____