

THE CHINESE UNIVERSITY OF HONG KONG, SHENZHEN
香港中文大学（深圳）
THE GRADUATE SCHOOL
研究生院
Graduate Student Refund Form
研究生退费申请表

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This form should be completed and returned to the Graduate School for further endorsement of the Dean of the Graduate School and Associate Vice President (Administration).

请按要求填写该表，提交至研究生院，报研究生院院长及协理副校长（行政）的批准。

I. Admission Record 入校记录

School 学院	Programme 专业全称 [如: Master of Science in Finance 金融管理学硕士]
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II. Personal Particulars 个人资料

Surname (English) 姓 (英文)	Given Name (English) 名 (英文)		
Name (Chinese) 姓名 (中文)	Gender 性别	Date of Birth 出生日期 Day日/ Mth.月/ Yr.年	
Chinese I.D. Card No. 中国居民身份证号码		Nationality 国籍: _____	
		Native Place 出生地: _____	
*Please complete the following if you do not possess Chinese I.D.Card 如非中国居民身份证持有人员请填写以下护照信息			
Other ID No. 其他证件号码*: _____		Issuing Country/Region 签发国家/地区: _____	
Home Address and Telephone No. 家庭住址及联络电话: _____ _____			
Tel. No. 固定电话号码: _____ Mobile Tel. No. 移动电话号码: _____			

III. Amount and Reason(s) for Refund 申请退费的原因与金额

Refund Amount 退款金额 _____ 人民币 _____ 元
Reason(s) 请详细陈述原因
Refund to the following bank information 退款至以下银行账号信息:
Account Number 账号: _____
Bank Branch Name 开户行: _____
Receiver 收款人: _____

* For Hong Kong, Macao or Taiwan residents, please fill in No. of Mainland Travel Permit for Hong Kong and Macao Residents or Mainland travel permit for Taiwan residents. For Foreign resident, please fill in Passport No..港澳同胞需填写港澳居民来往内地通行证号码，台湾同胞需填写台湾居民来往大陆通行证号码，外国籍人士需填写护照号码。

IV. Important Information and Declaration 重要信息及声明

The Chinese University of Hong Kong, Shenzhen as a data user undertakes to protect personal data and privacy of individuals, to ensure that personal data kept are accurate and secure in the collection, dissemination and management of the data collected from, or generated by, students during their studies at the University.

Data collected will be held/transferred to departments/administrative units within the University as management information to facilitate verifications, communication, operations and planning. For correction of or access to personal data held by the University, please contact the Graduate School.

I have read the important information above in relation to my academic study at the University, and agree to comply with all the relevant University Regulations.

香港中文大学（深圳）作为数据用户承诺保障个人资料及个人隐私，以确保于学生就学期间大学所收集及保存的个人数据的准确性，以及于收集、传播到管理过程中的安全性。

收集到的数据将被传递到大学内部的管理部门，作为大学内部信息管理、验证、交流、运营和规划之用途。如欲更改或查询由本大学收集的资料，请联系研究生院。

本人已经阅读上述与本人在大学的学业相关的重要信息，并同意遵守所有相关的大学条例。

Date 日期: _____ Signature 签名: _____

V. Approval / Recommendation by Programme Director 课程主任签批

Endorsed 批准 Not Endorsed 不批准

Remarks, if any: _____

Date: _____ [dd/mm/yy] Signature/Post: _____ / _____

VI. Approval / Recommendation by the Chair of the Graduate Panel 学院研究生事务委员会主席签批

Endorsed 批准 Not Endorsed 不批准

Remarks, if any: _____

Date: _____ [dd/mm/yy] Signature/Post: _____ / _____

VII. Approval / Recommendation by the Dean of the Graduate School 研究生院院长签批

Endorsed 批准 Not Endorsed 不批准

Remarks, if any: _____

Date: _____ [dd/mm/yy] Signature/Post: _____ / _____

VIII. Approval / Recommendation by Associate Vice President (Administration) 协理副校长（行政）签批

Approve 同意 Not Approve 不同意

Remarks, if any: _____

Date: _____ [dd/mm/yy] Signature/Post: _____ / _____