

Hungkuang University Student Information Change Request Form

Current student Graduate Suspended student Withdrawn student

Time division	<input type="checkbox"/> Day program <input type="checkbox"/> Evening program <input type="checkbox"/> In-service program		
Program type	<input type="checkbox"/> 2-year junior college program <input type="checkbox"/> 5-year junior college program <input type="checkbox"/> 2-year undergraduate program <input type="checkbox"/> 4-year undergraduate program <input type="checkbox"/> Graduate program <input type="checkbox"/> Postbaccalaureate program		
Name	(Please provide your <u>original name</u> if you are applying for a name change)	Student ID	
Department (program)	The Department (program) of	Year of study	Year , class
Time of admission	(yyyy) (mm)	Time of graduation (withdrawal)	(yyyy) (mm)
Home		Cellphone	
Request change in	<input type="checkbox"/> Name (<input type="checkbox"/> student <input type="checkbox"/> parent) <input type="checkbox"/> National ID <input type="checkbox"/> Date of birth <input type="checkbox"/> Place of birth <input type="checkbox"/> Phone number (<input type="checkbox"/> home <input type="checkbox"/> cellphone) <input type="checkbox"/> Household address <input type="checkbox"/> Guardian's address (<u>mailing address</u>) <input type="checkbox"/> Others _____		
		Signature of guardian	_____
Original information	(Please provide your <u>original name</u> if you are applying for a name change)	New information	(Please provide your <u>new name</u> if you are applying for a name change)
Notes	<ol style="list-style-type: none"> 1. Please provide copies of the front and back of your national ID card if you are applying for a change in name, national ID number, household address, date of birth, or place of birth. Please provide your household certificate (this will be given back to you once the verification procedure is complete) if you are requesting a change in your guardian's address. No supporting evidence is required for other information change requests. 2. For graduates, please provide your graduation certificate and copies of the front and back of your national ID for verification. We will stamp the places where changes are made and return the certificate to you. 3. This form shall be retained permanently if the request is made to change student name, national ID number, or date of birth. Otherwise, the form shall be destroyed immediately after the change is complete. 4. The signature of the student's guardian will be required for a request to change the guardian's address (mailing address) if the student is under 20 years of age. 		
Signature of applicant	(Please sign using your <u>new name</u> if you are applying for a name change)	Date of application	(yyyy) (mm) (dd)

For the Registration Section of the Office of Academic Affairs

Registration Section case officer	Registration Section chief

★Required if applying to change name, national ID number, household address, date of birth, or place of birth★

Attach a copy of the **front** of your national ID card

★ Required if applying to change name, national ID number, household address, date of birth, or place of birth★

Attach a copy of the **back** of your national ID card

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Form updated on: May 1, 2023

Preservation period: permanent