

# LINGNAN UNIVERSITY

## Application for a Replacement Copy of Student Identity Card

- Notes : 1. A student who has lost or damaged his/her Student Identity Card or had the card information changed may apply for a replacement card.
2. For replacement of a lost or damaged card, a fee is required to be paid at the Comptroller's Office. For updating information on the card, the replacement is free of charge.
3. The applicant should complete and return this form to the Registry and show his/her receipt of payment, if applicable, to the staff.

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### Part A

Name of Applicant : \_\_\_\_\_  
(in BLOCK letters)

Student No. : \_\_\_\_\_ Study Programme : \_\_\_\_\_

Year of Study : \_\_\_\_\_ Contact Telephone No. : \_\_\_\_\_

I declare that my original Student Identity Card is lost/has been damaged/the following changes of information have to be made to the card (please delete as appropriate) :

\_\_\_\_\_  
\_\_\_\_\_

Applicant's Signature : \_\_\_\_\_ Date : \_\_\_\_\_

(for damaged card or change of information, the applicant is required to return the original card to the Registry upon issuance of the new card)

Official Use :

Payment \$ 50 checked by \_\_\_\_\_ Date : \_\_\_\_\_

Copy : ( ) Librarian  
( ) The Applicant

### Part B

New Card with updated barcode: \_\_\_\_\_ Issued on: \_\_\_\_\_

New Card Received by : \_\_\_\_\_ Date : \_\_\_\_\_

Copy : ( ) Librarian