

香港華人基督教聯會真道書院
The Hong Kong Chinese Christian Churches Union Logos Academy

證明信件申請表
Application for Documents of Certification

學生姓名 (英文) _____ (中文) _____
Name: (in English) _____ (in Chinese) _____

學號 _____ 香港身份證號碼 _____
Student I.D. No.: _____ H.K.I.D. Card No.: _____ (____)

出生日期 _____ 性別 _____
Date of Birth: _____ Gender: _____

聯絡人姓名 _____ 聯絡電話 _____
Contact Person: _____ Contact Tel. No.: _____

入讀真道書院年份/班別 _____
Year / Class of Admission at Logos Academy: _____

現就讀年份/班別 _____ 畢業或離校年份/班別 _____
Year / Class at current study year: _____ Year / Class of Graduation or Leave: _____

(就讀學生適用 For current Logos student)

(畢業生或退學生適用 For graduate or student who had withdrawn)

申請之文件 Document Applied For

申請份數 No. of Copies

- 推薦信 Recommendation Letter _____
- 學業證明信 Letter of Certification _____
- 成績報告單 Academic Transcript _____

各項首份免收費，此後每份收取行政費港幣二十五元。The first request for each of the items is free. An administrative fee for additional request is HK\$25 each.

申請目的 _____
Purpose of Application: _____

簽署 _____
Signature: _____

日期 _____
Date: _____

此表格所收集的資料將用以處理有關的申請，所提供的資料於無需保留時將全部銷毀。The personal data provided on this form will be used by the school for the purpose of processing this application. All information provided, when no longer required, will be destroyed.

OFFICE USE ONLY

Date received: _____

Date completed: _____

Fee: HK\$ _____ Paid
(Cash / Octopus Card)

Activity Team Student Record Unit

Academic Affairs Unit: Year _____

HRT: _____

Document collected on: _____ by: _____
(Applicant's Signature)