



<b>注意事項</b> 學生可親臨學生事務處辦理，或透過電郵提交已填妥的表格及學生證副本至學生事務處。		<b>Observações</b> Favor de entregar o formulário preenchido à Divisão de Assuntos de Estudantes para os serviços de cacifo, ou envie o formulário preenchido e a cópia do cartão de estudante para o e-mail desta Divisão.	<b>Remarks</b> Please submit the completed form to the Student Affairs Office in person, or by email attaching the copy of student card.
<b>個人資料   DADOS PESSOAIS   PERSONAL INFORMATION</b>			
<b>學生編號   N.º ALUNO   STUDENT NO.</b>		<b>姓名   NOME   NAME</b>	<b>聯絡電話   TEL.</b>
<b>學術單位   UNIDADE ACADÉMICA   ACADEMIC UNIT</b>		<b>課程   CURSO   PROGRAMME</b>	<b>年級   ANO DE ESTUDO   YEAR OF STUDY</b>
<b>儲物櫃編號   NÚMERO DE CACIFO   LOCKER NUMBER</b>			
<b>服務類別   TIPOS DE SERVIÇO   TYPES OF SERVICE</b>			
<input type="checkbox"/> 逾期申請借用儲物櫃 Requisição fora de prazo Late application	<input type="checkbox"/> 被佔用儲物櫃 Ocupado por terceiros Occupied by third parties	<input type="checkbox"/> 開啟儲物櫃 Abrir o cacifo Open locker	
<input type="checkbox"/> 取回儲物櫃之物品 Levantamento dos objectos pessoais Collect personal belongings in locker	簽收物品及日期   Assinatura e data do levantamento dos objectos pessoais   Collection date and signature		
<input type="checkbox"/> 委託：本人委託下列人士代本人取回儲物櫃內的所有物品（請提交代領人之證明文件） Autorização: Declaro que designo a seguinte pessoa, como meu representante, para levantar todos os meus objectos pessoais guardados no cacifo (submeta o documento de identificação do representante). Authorisation: I hereby declare that I authorise the person below, as my representative to collect all my personal belongings in the locker (please submit the identity documents of the representative).			
<b>代領人   Nome do representante   Representative</b>		<b>代領人證件編號   N.º do documento de identificação do representante   No. of the identity documents of the representative</b>	<b>代領人聯絡電話   Tel. do representante   Tel. of the representative</b>
<input type="checkbox"/> 其他事項 Outros Others			
<b>申請原因   RAZÕES   REASON</b>			
<b>學生簽名   ASSINATURA DO ALUNO   SIGNATURE OF STUDENT</b>		<b>申請日期   DATA DE ENTREGA   DATE OF SUBMISSION</b>	
<b>學生事務處專用   USO EXCLUSIVO DA DAE   STUDENT AFFAIRS OFFICE USE ONLY</b>			
<b>收件人員   Recebido por   Received by</b>		<b>收件日期   Recebido a(os)   Received on</b>	
<b>備註   Observações   Remarks</b>			



**澳門理工大學**  
Universidade Politécnica de Macau  
Macao Polytechnic University

### 澳門理工大學收集個人資料聲明

澳門理工大學應申請人之要求提供相關學術及行政服務，申請人需遞交申請至相關單位。

澳門理工大學所收集的個人資料僅用作上述用途。有關資料亦可在澳門理工大學內部及其他具法律規定或獲申請人授權的實體之間傳遞，以達至完成相關程序。網絡傳遞過程未能保證訊息絕對保密，且存在一定程度之風險。

為提供所要求的服務，有關申請須提供申請人身份識別及與教育活動相關的資料，未能提供上述資料的申請將不予受理。

#### Macao Polytechnic University Personal Data Collection Statement

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The personal data collected by the University will be used solely for the stated purposes. They may be transferred within the University or to entities that are in accordance with legal provision or with your prior consent. It is necessary to note that internet transmission bears risk and may not guarantee absolute confidentiality.

To enable the provision of the requested services, it is mandatory for the applications to contain personal-identification and education-related information. Applications absent of the stated information will not be processed.