



身份資料 / PERSONAL PARTICULARS

姓名 \_\_\_\_\_ 性別  男  女  
Name \_\_\_\_\_ Gende  M  F

地址 \_\_\_\_\_  
Address \_\_\_\_\_

聯絡電話 \_\_\_\_\_ 其他聯絡方式 \_\_\_\_\_  
Contact \_\_\_\_\_ Other contact(s) \_\_\_\_\_

注意事項：

- 您所提供的一切資料只會用於直接關乎你所提出的事宜上，且只供本校專責處理有關情況的人員所用，在未得您同意之前，絕不向上述人員以外的其他人士透露。
- 根據二月二日第 5/98/M 號法令第二十一條第二款的規定，以匿名方式提出的建議，投訴或異議得被銷毀。
- 根據上指法令同一條第三款的規定，本校對有留下簽署人的身份資料及地址的投訴及異議，會在收到有關投訴及異議之日起計四十五天內給予答覆。

Nota:

- Information provided will be used solely for the stated purposes and may be transferred to relevant units or departments in charge within the Univeristy that are in accordance with legal provision or with your prior consent.
- Anonymous suggestions or complaints will be destroyed as stated in clause 2 of Article no. 21 of the Decree Law no. 5/98/M.
- Suggestions/Complaints will be dealt with when personal particulars are clearly stated, and response will be made within 45 days after the reception of this application as stated in clause 3 under the aforementioned article.

建議/投訴 SUGGESTIONS / COMPLAINTS

內容：請儘可能指出事件的時間、地點及有關人物的姓名，這樣會有助於我們處理您的意見  
Content: It would be helpful if the time, place and name of the person are indicated below during the handling process

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簽署 | Signature : \_\_\_\_\_ 日期 \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日  
Date \_\_\_\_\_ year \_\_\_\_\_ month \_\_\_\_\_ day

- 若您想查詢或跟進有關問題的處理情況，可於辦公時間內致電 (853)85996111/(853)85996103 或透過電郵 (電郵：[suggestion@ipm.edu.mo](mailto:suggestion@ipm.edu.mo)) 及傳真 (傳真號碼: (853)28523746) 與招生註冊處聯絡。
- For further enquiries regarding the handling process, please contact the Registry during office hours by phone (853)85996111/(853)85996103 or e-mail [suggestion@ipm.edu.mo](mailto:suggestion@ipm.edu.mo) or fax (853)28523746.

請投入意見箱內，多謝！  
Please place in the suggestion box, thank you!



**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。

#### **Declaração sobre Dados Pessoais Recolhidos pela Universidade Politécnica de Macau**

Para os serviços académicos e administrativos prestados pela Universidade Politécnica de Macau, o requerente deve apresentar o respectivo pedido à unidade responsável.

Os dados pessoais recolhidos pela Universidade Politécnica de Macau são utilizados exclusivamente para os efeitos referidos, sendo possível a sua divulgação às unidades internas da Universidade Politécnica de Macau e a outras entidades por exigência legal ou com o consentimento do requerente, a fim de concluir os processos necessários. Não é possível a garantia de total privacidade relativa às comunicações de dados em rede, havendo um certo grau de riscos.

O pedido aos serviços referidos pode não ser considerado, quando não forem fornecidas as informações do requerente relativamente ao documento de identidade e às formações frequentadas.

#### **Macao Polytechnic University Personal Data Collection Statement**

Macao Polytechnic University (hereafter referred to as "the University") provides relevant academic and administrative services at the request of applicants, which requires the applicants to submit applications to relevant units or departments.

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.