



## Tunghai University Regulations of Application for Re-issuance (Renewal) of Student's Identity Card

Approved by Meeting of Academic Affairs on April 17, 2012

- Article 1. Students may apply with the Registrar Office of the Office of Academic Affairs for re-issuance or renewal of a student's identity card if lost or damaged.
- Article 2. An application for re-issuance or renewal of a student's identity card shall be handled in person. But being unable to apply in person because of special circumstances, the student may issue a power of attorney and authorize others to handle. The authorized person shall produce his or her identity documents for verification when acting as charge d'affaires.
- Article 3. Students applying for re-issuance or renewal of a student's identity card may surf the Internet to download or fill out an application form for re-issuance (renewal) of a student's identity card and pay the application fee of NT \$ 150 at the Registration Office, and submit the application to the Registration Office by which to handle the re-issuance (renewal) of a student's identity card.
- Article 4. The Regulations herein shall be approved by the meeting of Academic Affairs and implemented after public announcement. Amendments shall be approved in the same fashion.