**NATIONAL SUN YAT-SEN UNIVERSITY**

**The College of Liberal Arts Access Card Application Form**

Spare card no.: (to be filled by the CLA) Date: yyyy/mm/dd

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Job title |  |
| National Identification Card no. (passport no.) |  | Department or institute |  |
| Phone no. |  | School phone no. (with extension number) |  |
| Employment period | From yyyy/mm/dd to yyyy/mm/dd |
| Address |  |
| E-mail |  |
| Contact person of unit of application (Principle investigator) | Job title |  |
| Name |  |
| Phone no. |  |
| Mobile phone no. |  |
| E-mail |  |
| Notes | 1. Please attach proof of employment along with this application form and submit to the CLA.
2. Please return the access card to the CLA at the end of employment term; a fee of NT$100 is applicable for a lost or damaged access card.
3. Lending the access card to others is strictly prohibited; violators shall be held legally responsible.
4. CLA shall be immediately notified at times of lost access cards.
 |

Applicant (signature stamp):

Principle investigator (signature stamp):

January 17, 2009.