

英皇書院
香港 般含道 六十三號 A
電話：二五四七 〇三一〇
傳真：二五四〇 六九〇八



KING'S COLLEGE
63A, BONHAM ROAD
HONG KONG
TEL : 2547 0310
FAX : 2540 6908

eNotice (eClass) Password Reset Request Form [Parents]

家長要求重設學校電子通告帳戶密碼申請表

Name of Parent 家長姓名 : _____

Name of Student 學生姓名 : _____

Class (no.) 班別 (學號) : _____ ()

The first 3 digits of Student Identity Card No. (not including the first alphabet)
學生身份證首三位數字 (不包括首英文字母) : _____

Parent's Email Address 家長電郵地址 : _____

Remarks 備注:

Please complete and submit this request form to the School General Office.
請填妥本表格，交回校務處。

Parents will receive the new password through email to the provided email address within 5 working days. Parents are recommended to change the password immediately in the school intranet through desktop computer.
家長將於 5 個工作天內在以上所提供的電郵地址收到新密碼。家長應立即以桌面電腦登入本校內聯網更改密碼。

* *Our school will use the information provided by you for administration purposes only.*
以上收集的個人資料只供本校行政用途。

Signature of Parent
家長簽署 : _____

Date
日期: _____

For school use ONLY	Date of Receipt:	Received by:
	Date of Completion:	Completed by: