

英皇書院

香港 般咸道 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  
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**School Intranet (eClass) Password Reset Request Form [Parents]**

**家長要求重設學校內聯網 (eClass) 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) : \_\_\_\_\_ ( )

Date of Birth 出生日期 (DD/MM/YYYY) : \_\_\_\_/\_\_\_\_/20\_\_\_\_

Student card number 學生證號碼 : \_\_\_\_\_

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: