

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 (班號) : \_\_\_\_\_ ( )

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 Mobile Phone No. 家長手提電話號碼 : \_\_\_\_\_

**Remarks 備註 :**

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 SMS of the provided mobile phone number 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手提電話號碼內收到新密碼。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 Receive : _____	Received by : _____
	Date of Completion : _____	Handled by : _____