

工讀金匯款帳戶資料表填表說明
Instructions for Filling out Work-Study Grant Remittance
Account Information Form

為使工讀金能迅速安全匯撥工讀生之個人郵局帳號，及應本組業務需要作所得之資料建檔、申報用，請同學儘速填妥下列資料送至出納組，工讀金匯撥入戶後，將以 E-MAIL 通知，爰請詳填 E-MAIL。(爾後如帳戶有資料異動或新雇用之工讀生亦請提供資料附於清冊後)

To make sure work-study grants are remitted to the work-study worker's personal post office account safely and promptly and file and declare the income data Payroll Section needs, work-study workers shall fill out the following information and submit the form to Payroll Section. After the work-study grants are remitted, Payroll Section will inform the workers via e-mail. Please specify the e-mail address. (Later, if the information regarding the account is changed or there are newly hired work-study students, please provide related information and attach it in the end of the list.)

國立陽明大學 出納組 啟
Payroll Section, National Yang-Ming University

工讀金匯款帳戶資料表
Work-Study Grants Remittance Account

姓名 Name : _____

工讀單位 Unit : _____

班別 Class : _____

學號 Student Number : _____

電話 Telephon : _____

郵局局名 Post Office Branch : _____

電腦局號 Directory of Post Office : —

存簿帳號 Account Number : —

身份證統一編號 ID Number :

E-MAIL 帳號 : _____

戶籍地址 (含里、鄰) Permanent Address :

- _____

郵遞區號通訊地址 Mailing Address :

- _____

(無國民身份證統一編號之僑生請填下表)

(For foreign students without ID number, please fill out the following form)

護照號碼 Passport Number : _____

國籍 Nationality : _____

統一證號 ROC Uniform ID Number : _____

中華民國 年 月 日

告知聲明：國立陽明大學出納組基於「**所得申報、款項撥付及通知**」之目的，須蒐集您的「**姓名、工讀單位、班別、學號、身分證號（如無身分證號者請填寫護照號碼、國籍及統一證號）、戶籍地址、E-mail、電話、通訊地址、郵局帳戶資訊**」等個人資料，以在校務行政期間及地區內作為**匯款資料建檔、所得扣繳、款項撥付及通知**之用。本校將留存您的個人資料，以便將來有**所得扣繳及款項撥付**等需求時，由系統直接帶出您的匯款資料，以節省您的寶貴時間。您可依法行使請求查詢、閱覽、補充、更正；請求提供複製本；請求停止蒐集、處理、利用；請求刪除個人資料等權利，請洽**分機 2083 許琬欣小姐**。如未完整提供資料，恐將影響本校為您辦理**所得申報、款項撥付及通知**等相關作業。

Inform the statement:

The Payroll Section, National Yang-Ming University, for the purposes of **income data filing, funds remittance and other notifications**, shall request your following personal information: **name, unit, class, student number, ID number (if not applicable, passport number, nationality and Uniform ID Number), permanent address, email, telephone number, mailing address and post office account information**. Such information, within the location and duration of the University's administration operations, shall be used to **file remittance information, withhold income tax, remit funds and notify relevant information**. The University shall keep such personal information, so the system would directly reference it for future **income tax withholding or funds remittance to increase efficiency**.

You may exercise the following rights by contacting us. Please contact extension 2083 Miss Hsu Wan-shin.

1. inquiry and request for a review of the aforementioned personal information;
2. request to make duplications of the aforementioned personal information;
3. request to supplement or correct the aforementioned personal

information;

4. request to discontinue collection, processing or use of aforementioned personal information; and
5. request to delete the aforementioned personal information.

Please note that if adequate information is not provided, the University would not be able to **withhold your income tax, file your tax exemption information or make relevant correspondence.**