

INTERNATIONAL CAMPUS SERVICE INFORMATION FORM

Compiler: Mia Zhang

Department: CDM

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Service	Access Card Programming Application
Targeted	Faculty and staff
Theme	Logistics Service
Related Regulations	NO
Application Documents	<i>Access Card Programming Application Form of INTL, ZJU</i>
Procedure	a. download and fill in <i>Access Card Programming Application Form</i> ; b. get approved by the applicant's department; c. get approved at Campus Service Hub
Form Acquisition	http://www.intl.zju.edu.cn/sites/default/files/zhe_jiang_da_xue_guo_ji_lian_he_xue_yuan_hai_ning_guo_ji_xiao_qu_men_jin_qia_kai_tong_shen_qing_biao.docx
Service Place	Campus Service Hub
Service Time	Workday 08:30-12:00 13:00-17:00
Consultation Contact	(0571)0573-87572114
Acceptance Dept.	Campus Service Center
Approval Dept.	Office of Campus Development and Management (CDM)
Pre-acceptance Dept.	Office of Campus Development and Management (CDM)
Follow-up Dept.	Campus Service Center
Seal Type	Institute Seal
Service Response	Prompt
Commitment Time	NO
Rates	NO
Charge Base	NO
Service Type	Public Service
Monitoring Phone	(0571)0573-87572229

Position (or Responsible Personnel)	Mia Zhang
Audit Dept.:	