

**THE UNIVERSITY OF HONG KONG  
FACULTY OF LAW**

**JURIS DOCTOR (JD) PROGRAMME**

Name in English: \_\_\_\_\_  
(Surname) (Given Names)

Application No.: \_\_\_\_\_

**COVER SHEET FOR SUPPORTING DOCUMENTS**

Please post the following required documents (except for the curriculum vitae, which is optional) directly to the Faculty of Law, 10/F Cheng Yu Tung Tower, The University of Hong Kong, Pokfulam Road, Hong Kong SAR by the application deadline. The application number should be marked on each document.

Enclosed	To Follow	<b>(Please tick as appropriate.)</b>
<input type="checkbox"/>	<input type="checkbox"/>	Original or officially certified copies* of academic transcript(s) of undergraduate studies
<input type="checkbox"/>	<input type="checkbox"/>	Officially certified copies* of graduation certificate of undergraduate studies
<input type="checkbox"/>	<input type="checkbox"/>	Original or officially certified copies* of academic transcript(s) of postgraduate studies
<input type="checkbox"/>	<input type="checkbox"/>	Officially certified copies* of graduation certificate of postgraduate studies
<input type="checkbox"/>	<input type="checkbox"/>	TOEFL/IELTS # official score report* (if appropriate)
<input type="checkbox"/>	<input type="checkbox"/>	Personal statement
<input type="checkbox"/>	<input type="checkbox"/>	Writing sample
<input type="checkbox"/>	<input type="checkbox"/>	Two letters of reference and standard reference request forms (the letter of references and forms must be kept in a sealed envelope with referee's signature across the flap)
<input type="checkbox"/>	<input type="checkbox"/>	Photocopy of HKID card/passport
<input type="checkbox"/>	<input type="checkbox"/>	One copy of applicant's curriculum vitae (optional)
<input type="checkbox"/>	<input type="checkbox"/>	Other documents* (if any; please specify): _____

\* Please note that the University will only **ACCEPT** originals or copies of the original that have been certified as true copies before a notary public (e.g. Commissioner for Oaths at Public Enquiry Service Centres of Home Affairs Office in Hong Kong). For overseas applicants, they may ask the appropriate official(s) of their home institutions to certify the copies.

**No uncertified photocopies will be accepted.**

Transcripts, diplomas, and other submitted documents which are not in English should be accompanied by a certified translation in English. Certified translation may be provided by applicants' home institutions.

**All documents, once submitted, will not be returned, and will be destroyed if the application is unsuccessful.**

# Please delete as appropriate. **The TOEFL code of The University of Hong Kong is 9671.**

**THE UNIVERSITY OF HONG KONG  
FACULTY OF LAW**

**JURIS DOCTOR (JD) PROGRAMME**

**TRANSCRIPT REQUEST FORM**

- I. To the Applicant:** You are strongly encouraged to send us a complete application as it can help us expedite the application review process. Applicant who did not attach their original official transcript(s) and would like the institution to send directly to us should complete the first part of this form and send it to the appropriate officer of institute from which the transcript is requested.

Name in English: \_\_\_\_\_  
(Surname) (Given Names)

Chinese Name (if any): \_\_\_\_\_ Application No.: \_\_\_\_\_

Name of Institution: \_\_\_\_\_

Dates of Attendance: From \_\_\_\_\_ / \_\_\_\_\_ To \_\_\_\_\_ / \_\_\_\_\_  
MM YYYY MM YYYY

Title of Degree: \_\_\_\_\_

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- II. To the Officer responsible for issuing transcripts:** The applicant named above has applied for admission to the Juris Doctor programme at The University of Hong Kong. Please send one copy of the official transcript together with this form directly to:

Faculty of Law  
10/F Cheng Yu Tung Tower  
The University of Hong Kong  
Pokfulam Road, Hong Kong SAR  
(RE: JD Application)



Please fill in the tables below and rate the applicant’s attributes among the students you have taught, if you knew him or her in an academic capacity, or among your colleagues, if you knew him or her in a professional capacity.

**Table One** (please tick as appropriate)

Applicant’s class rank (if known)	Top 1%	Top 5%	Top 10%	Top 25%	Top 30%
Applicant’s estimated honours (if known)	First	Second (Upper)	Second (Lower)	Third	Pass

**Table Two** (please tick as appropriate)

	Top 1%	Top 5%	Top 10%	Top 25%
Analytical reasoning skills				
Critical thinking skills				
Writing skills (in English)				
Intellectual curiosity				
Willingness to contribute to class discussion				

In addition to completing the above tables, we appreciate your effort to comment on as many of these attributes as you can. (The above tables are not meant to replace written comments.) Past experiences have shown that general statements on these qualities are unlikely to be effective. Your comments will be most helpful to us if they are substantiated by evidence and/or anecdotes. Moreover, please do not feel constrained to focus solely on the applicant’s strengths. Candid assessment of both the applicant’s strengths and weaknesses will assist us in evaluating his or her application.

Please print your letter on the official letterhead of your affiliated institution, put it in a sealed envelope (with your signature across the flap), and return it to the applicant.

This is a strictly confidential document. The letter will be discarded immediately at the conclusion of the application process.

We are most grateful for your assistance.

**THE UNIVERSITY OF HONG KONG  
FACULTY OF LAW**

**JURIS DOCTOR (JD) PROGRAMME**

**REFERENCE REQUEST FORM**

**APPLICANT'S INFORMATION**

Name in English: \_\_\_\_\_  
(Surname) (Given Names)

Chinese Name (if any): \_\_\_\_\_ Application No.: \_\_\_\_\_

**REFEREE'S INFORMATION**

Name: \_\_\_\_\_  
(in English) (in Chinese; if any)

Title / Position: \_\_\_\_\_

Affiliated Institution: \_\_\_\_\_

Email Address: \_\_\_\_\_ Contact No.: \_\_\_\_\_

**TO THE APPLICANT:**

Please give a copy of this form to each of your two referees, and ask them to send the letter back to you in a sealed envelope, with their signature across the flap. Please collect both letters and send them to us together with the rest of your application.

Please note that it takes time for your referees to prepare a letter. You are suggested to contact your referees at your earliest convenience to allow them sufficient time to write the reference letters. For applicants who plan to obtain a reference from an overseas referee, it is even more important to plan in advance and allow time for him or her to send the letter back to you.

**TO THE REFEREE:**

The above-named applicant has applied for admission to the Juris Doctor programme at the Faculty of Law of The University of Hong Kong and has named you as a referee.

The Faculty would be most grateful if you could provide an assessment of the applicant's intellectual capacity and suitability for the study of law. We are particularly interested in the following attributes of the applicant:

1. Analytical reasoning skills
2. Critical thinking skills
3. Writing skills (in English)
4. Intellectual curiosity
5. Willingness to contribute to class discussions

Please fill in the tables below and rate the applicant’s attributes among the students you have taught, if you knew him or her in an academic capacity, or among your colleagues, if you knew him or her in a professional capacity.

**Table One** (please tick as appropriate)

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