NOTES ON SUBMISSION OF SUPPORTING DOCUMENTS

Please upload your supporting documents (including this checklist) for our preliminary consideration by logging in [https://www.aal.hku.hk/tpg/login.html](https://www.aal.hku.hk/tpg/login.html) before the application deadline and within four weeks from the date of the creation of your account; or email, as appropriate, the following documents (including this checklist) directly to esctpg@hku.hk by the application deadline. Your application number should be marked on each document. Transcripts, diplomas, certificates and other submitted documents which are not in English should be accompanied by a certified translation in English. Certified translation may be provided by your home institution.

Please note that you are not required to submit original / certified true copy# of your documents to the University during the application stage. Should you be given an admission offer by the University, you will receive notification to submit certified copy of your documents.

Enclosed (Please tick as appropriate.)

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Transcripts (including HKU graduates).

Degree Certificates

TOEFL/IELTS * official score report (if requested).

List of publications (if appropriate)

Referees’ reports (Please use the standard form below)

# Please note that the University will only ACCEPT originals or copies of the documents that have been duly declared as true copies before a notary public (e.g. a Commissioner for Oaths at a District Office in Hong Kong). Copies of documents may be certified by the appropriate officials of your home institute if you are an overseas applicant.

* For applicant with mainland qualification: Verification Report of Graduation Certificate and Transcript issued by CHSI (学信网) & CHESICC (全国高等学校学生信息咨询与就业指导中心) and Verification Report of the Bachelor Degree Certificate issued by CDGDC (学位与研究生教育发展中心) are also acceptable.

*Please delete as appropriate. Please note that the University’s TOFEL code is 9671.
THE UNIVERSITY OF HONG KONG

Master of Science (MSc) in the field of Applied Geosciences

Referee Report

To the applicant: Please fill in your name on the line provided below. Give one such form to each of your TWO referees and ask them to return the form by email (esctpg@hku.hk) directly from their email account.

Name of applicant: Mr./Mrs./Ms./Miss* ___________________________ 
* Block capitals, surname first and underlined

To the referee: The applicant has given us your name as someone who would be prepared to write a reference in connection with his/her application for admission to the Master of Science (MSc) in the field of Applied Geosciences. The Admissions Committee would be most grateful if you would complete the information below, and state overleaf your views of the applicant's capabilities for undertaking this degree. Please accept our thanks in advance. It would be appreciated if you could ensure that your reference reaches us before January 31, 2019 (first round) and 12:00 noon (HKT), April 30, 2019 (clearing) to ensure that the application can be given due consideration. An early response would be most helpful. Under the provisions of the Personal Data (Privacy) Ordinance, applicants have the rights to request access to their personal data, including referee reports.

[It might be helpful for you to know a little about the programme: It is a one-year full-time or two-year part-time, interdisciplinary postgraduate degree. Students from a wide variety of backgrounds, including Engineering and Science are accepted. It is a small programme (about 15 students each year) and students are expected to participate in class discussion. The programme involves a considerable commitment of time, as students usually have to attend classes on 2-3 weekday evenings, and occasionally field trips on weekends. Written work forms an important part of the programme, including a project of approximately 10,000 words. (All written and verbal communication is in English).]

Name of Referee: Prof./Dr./Mr./Mrs./Ms.* ___________________________ 
* Block capitals, surname first and underlined

Position: ___________________________ 
Address: ___________________________ 

* Please delete as appropriate.
How long have you known the applicant?  

In what capacity?  

Please indicate the applicant's major strengths:

Please indicate any potential weaknesses which the applicant has, in your view, for the Master of Science (MSc) in the field of Applied Geosciences degree programme:

Any other comments:

_________________________________  ________________________  

Signature of Referee                          Date

Thank you very much

An earlier response would be most helpful.