

THE UNIVERSITY OF HONG KONG
Master of Architecture

SUPPORTING DOCUMENTS

Please submit soft-copies and hard-copies of the following documents according to the instructions below. Your application number and full name should be marked on each document. Transcripts, 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.

Enclosed (Please tick as appropriate.)

(i) Soft-copy Submission

A portfolio with no more than 20 pages of creative work related to landscape orientation in PDF format. Proper credit and context must be given for all work related to author, collaborators, and professional office in which the work was completed or academic course and instructor for which the work was completed, where appropriate. A portfolio should be submitted via an online document submission system: <https://extranet.ad.arch.hku.hk/Admission/MARCH/>. (30MB Max)

Two letters of reference, preferably one by previous teacher and one by professional employer. At least one academic reference is required. Referees should use and submit the designated form via an online referee report system: <https://extranet.ad.arch.hku.hk/Referee/MARCH/>. Referees should complete an online evaluation form in addition to submitting a signed soft-copy (PDF) letter of recommendation with their institutional/company letterhead.

A written statement of interest (500 words maximum) should be submitted via an online document submission system: <https://extranet.ad.arch.hku.hk/Admission/MARCH/>.

It should include the followings: -

(i) Describe why you want to attend the Master of Architecture Programme at HKU and identify specific aspects of the programme or the context of Hong Kong that have influenced your decision to apply; (ii) Describe an academic project or professional experience that has shaped the way you approach architecture or urbanism; and (iii) Identify a topic or architecture or urbanism that you would like to explore in greater depth in your graduate studies at HKU.

Curriculum vitae (inclusive of publications and academic awards, if any) with a maximum length of 5 pages should be submitted via an online document submission system (Optional submission):

<https://extranet.ad.arch.hku.hk/Admission/MARCH/>.

A fully completed online application form available at <http://www.aal.hku.hk/tpg/programme-list-1920>.

A non-refundable application fee of HK\$300 should be made online at <http://www.aal.hku.hk/tpg/programme-list-1920> by credit card (VISA or MASTERCARD only).

(ii) Both Soft-copy and Hard-copy Submissions

Official transcripts of academic record and graduation certificate from your college or university showing degree earned or anticipated. If official transcripts are not available at the time of applications, progress transcript must be submitted. Other transcripts only for relevant courses. Please upload the transcripts to an online document submission system and send them to the Faculty of Architecture's postal address.

Official scores from the Test of English as a Foreign Language (TOEFL), or International English Language Testing System (IELTS) should be submitted to an online document system and sent directly by the Educational Testing Service. (if you have not been studying in the university in which the courses are taught in English). **Please note that the University's TOEFL code is 9671.**

(iii) Hard-copy Submission

Proof of your identity (i.e. a copy of an identity card or a copy of a valid passport).

Postal Address:
Master of Architecture (Admission)
Faculty of Architecture
Room 415, 4/F, Knowles Building
The University of Hong Kong
Pokfulam Road, Hong Kong
(Ref.: MArch)

*** Detailed soft-copy submission guidelines and login details will be sent to the applicants and referees respectively via email within one day upon completion of online application. It is crucial that the applicants have to input accurate information on their online application form. Any inaccurate information may cause email delivery failures and unavailable access to online submission systems. All application materials should be submitted by 12:00 noon (HKT), 31 January 2019.**

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 City 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.

THE UNIVERSITY OF HONG KONG

Transcript Request Form

- I. **To the Applicant:** Applicants who did not attach their original official transcript, should complete the first part of this form and send it to the appropriate officer of institute from which the transcript is requested.

Name of Applicant: _____ (_____)
in English in Chinese, if any

University/College Attended: _____

Dates of Attendance: From _____ To _____

Title of Degree/Diploma: _____ Date of Award: _____

Programme applied for admission at The University of Hong Kong:

Master of Architecture (Full-time)

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

Master of Architecture (Admission)
Faculty of Architecture
Room 415, 4/F, Knowles Building
The University of Hong Kong
Pokfulam Road
Hong Kong
(Ref.: MArch)

Please fill in the following correspondence address labels:

Name: _____	Name: _____
Address: _____	Address: _____
_____	_____
_____	_____
_____	_____

Name: _____	Name: _____
Address: _____	Address: _____
_____	_____
_____	_____
_____	_____