



CONFIDENTIAL

Chow Yei Ching School of Graduate Studies

Referee's Report Form

(To be sent by the referee directly to the address noted in the box below.)

Notes to applicant:

- This form is **not** applicable to candidates applying for the Hong Kong PhD Fellowship Scheme. If you are applying for the Scheme, please use "HKPFS Referee's Report" form which is available at <http://www.sgs.cityu.edu.hk/prospective/download>.
- Please complete Part A below, and send this form to a referee for completion of Part B.
- Please note that an applicant's proposed supervisor or co-supervisor, and individuals from non-academic circles are normally not acceptable as referees.

Notes to Referee:

- Please complete Part B of this form in English and return it directly to the Chow Yei Ching School of Graduate Studies by mail, by email or by fax:

Chow Yei Ching School of Graduate Studies
City University of Hong Kong
Tat Chee Avenue
Kowloon, Hong Kong
Email: sg@cityu.edu.hk
Fax No.: (852) 3442-0332

- In accordance with the Personal Data (Privacy) Ordinance, applicants can request access to their referee's reports during and after the admissions process, before the data are destroyed.

Part A To be completed by the Applicant (* please delete as appropriate)

Name of the Applicant: *Mr/Ms/Miss _____

Surname (in BLOCK Letters)

Given Name

Programme Applied For: MPhil PhD (Please tick one only)

Department/School: _____

Proposed Research Area: _____

Part B To be completed by the Referee (* please delete as appropriate)

Name of the Referee: *Professor / Dr. _____
Surname (in BLOCK Letters) Given Name

Position: _____

Name of Academic Institution/Research Institute: _____

Address: _____

Email Address: _____

Telephone No.: _____

Fax No.: _____

Part B To be completed by the Referee (Cont'd)

Application No./Dept: _____
(for office use)

Applicant's Name: _____

1. How long and in what capacity have you known the applicant? _____

2. Please give an assessment of the applicant's suitability for pursuing research degree studies. *(Please tick as appropriate)*

Item	Excellent (top 5%)	Very Good (top 15%)	Good (top 25%)	Average	Below Average	Unable to Assess
Academic achievements						
Knowledge in the proposed research area						
Capacity to undertake independent research studies						
English proficiency						
Chinese proficiency, if applicable						
Analytical abilities						
Capacity for original thinking						
Motivation to pursue research studies						

3. Please comment on the applicant's research ability and potential, and his/her research proposal, if applicable

4. Please give any other comments that you think will be of assistance in assessing the suitability of the applicant for research degree studies.

5. What is your overall recommendation? *(please tick as appropriate)*

- Highly recommended
- Recommended
- Not recommended

I understand that in accordance with the Personal Data (Privacy) Ordinance, the above comments are subject to the applicant's request for access both during and after the admissions process, before the data are destroyed.

Signature of the Referee: _____ Date: _____

Thank you for your help