Application for Chow Yei Ching School of Graduate Studies
IBM Research Fellowships (SGS58)
(for Current Students)

Notes:
1. The Chow Yei Ching School of Graduate Studies IBM Research Fellowships supports PhD students participating in the IBM Distinguished Visiting Scholar’s Program at one of IBM’s Research Centers for three to six months.
2. All UGC-allocated and UGC-related research students who have completed at least one full year of PhD studies are eligible to apply.
3. Eligible students who wish to apply for the award(s) should complete and return this form to their academic department. Holders of the Chow Yei Ching School of Graduate Studies IBM Research Fellowship are not allowed to hold the Research Activities Fund concurrently.
4. Please read the Regulations Governing Chow Yei Ching School of Graduate Studies IBM Research Fellowships (attached) carefully before completing the form.

Section A  To be completed by the student
(Please tick as appropriate)

1. Personal Particulars

<table>
<thead>
<tr>
<th>Name:</th>
<th>Student No.:</th>
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<table>
<thead>
<tr>
<th>Dept/School:</th>
<th>Programme:</th>
<th>Mode of Study:</th>
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<tbody>
<tr>
<td></td>
<td>☑ PhD</td>
<td>☐ Full-time</td>
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<tr>
<td></td>
<td></td>
<td>☐ Part-time</td>
</tr>
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<tr>
<th>Commencement Date:</th>
<th>(Normal) Study Period End Date:</th>
</tr>
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<tr>
<th>Telephone No.:</th>
<th>Source of Funding:</th>
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<tbody>
<tr>
<td></td>
<td>☑ UGC-funded</td>
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<tr>
<th>Interruption of studies during the preceding 12 months, if any:</th>
<th></th>
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<tbody>
<tr>
<td></td>
<td>mm  yyyy  to   mm  yyyy</td>
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2. Coursework Results

a) Course(s) Taken at CityU (Please attach a recent unofficial transcript which is downloadable from AIMS (Student Record ➔ Grade Details))

- Credit Units prescribed by the Qualifying Panel: [ ]

- Credits transfer approved: [ ]
- Credits exemption approved: [ ]

- Credits earned: [ ]
- Cumulative GPA: [ ] / 4.3

b) Course(s) Taken at Other Institutions (Please use separate sheets, if necessary)

<table>
<thead>
<tr>
<th>Name of Institution</th>
<th>Course Title</th>
<th>Semester/Academic Year</th>
<th>Credit Unit</th>
<th>Grade/GPA</th>
</tr>
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<tbody>
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<td></td>
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- 1 -
3. **List of Publications (Please use separate sheets, if necessary)**

Important Notes:
1. Please attach a copy of the letter of acceptance (for papers which have been accepted for publication)
2. Please attach a copy of the front page of the paper (for papers which have been published)
3. Please indicate whether the journal article(s) are listed under SCI – Science Citation Index
4. Please attach a page showing the SCI subject category, ranking and impact factor. **Otherwise, the publication(s) will be regarded as non-SCI listed.**

**Incomplete supporting documents will result in a delay in processing your application or may affect the assessment of your application.**

<table>
<thead>
<tr>
<th>Publication Details</th>
<th>Publication Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please list publication records clearly with the following details:</td>
<td></td>
</tr>
<tr>
<td>1. Co-author, if any</td>
<td>I - paper submitted but not yet accepted</td>
</tr>
<tr>
<td>2. Title of publication</td>
<td>II - paper accepted</td>
</tr>
<tr>
<td>3. Month/year published</td>
<td>III - published</td>
</tr>
<tr>
<td>4. Name of journal or publisher</td>
<td></td>
</tr>
</tbody>
</table>

3.1 **Book Chapter**

<table>
<thead>
<tr>
<th>3.2 <strong>Journal Article</strong></th>
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<tbody>
<tr>
<td>Please attach a page showing the SCI subject category, ranking and impact factor if it is SCI listed.</td>
</tr>
</tbody>
</table>

3.3 **Conference Paper**

3.4 **Conference Abstract/Poster Presentation**

3.5 **Newspaper**

3.6 **Working Paper/Research Report**

3.7 **Other**
4. **Additional Information** *(Such as awards received in international conferences/competitions, and patents registered, etc.)*

______________________________________________________________________________________________________

______________________________________________________________________________________________________

______________________________________________________________________________________________________

5. **Project to be Pursued** *(Please refer to the attached “Project Descriptions” for details)*

Please select from the attached “Project Descriptions” and state the project no(s) & title(s) that you are interested in:

1st choice: Project no.: ____ & Project title: ___________________________________________________________

2nd choice: Project no.: ____ & Project title: ___________________________________________________________

6. **Checklist for Applicant**

Please attach the following documents with the application form:

(i) Unofficial transcript with coursework results; □

(ii) Your *Curriculum Vitae* in English; □

(iii) A detailed proposal, which states clearly your specializations and the preparation for the research project; and □

(iv) A recommendation letter from research supervisor. □

*(Incomplete application will NOT be processed.)*

7. **Declaration**

I declare that the information given above is accurate and complete, and understand that provision of false information will result in disqualification of my application.

Signature: ____________________________________________ Date: __________________________

Student

**Section B**  
**To be completed by the Supervisor**

*(Please tick as appropriate)*

**Research Supervisor is invited to write a separate recommendation letter for the student for consideration by IBM.***

Comments on the student’s study progress:

______________________________________________________________________________________________________

Comment on the student’s English proficiency: □ Excellent □ Good □ Fair

1 □ support the student’s application and a separate recommendation letter □ has been attached. □ has not been attached.

1 □ do not support the student’s application and a separate recommendation letter

Name: ___________________________ Date: ___________________________

Supervisor/Qualifying Panel Chairperson

Signature: ___________________________
Section C  To be completed by the Department Head/School Dean

(Please tick as appropriate)

Comments on the student’s performance:

________________________________________________________________________

I □ endorse       □ do not endorse    the Supervisor’s recommendation.

** Departmental ranking (if there is more than one application): ______ out of ______

Signature: ____________________________ Date: ____________________________
Department Head/School Dean

***** Please forward the completed form & supporting documents to CSE/SEE for nomination. *****

For use by SGS:

Eligible: □ Yes (1. normal period; 2. non-first year; 3. GPA>=3.5; 4. UGC/RGC-funded; 5. at least one publication) □ No

Checked by: ____________________________ Date: ____________________________
Regulations Governing CityU Chow Yei Ching School of Graduate Studies
IBM Research Fellowships

Purpose

1. The purpose of CityU Chow Yei Ching School of Graduate Studies IBM Research Fellowships is to support outstanding PhD students to participate in the IBM Distinguished Visiting Scholar's Program with a view to encourage students to undertake research related activities which will help broaden their scientific and personal horizons, and to enhance the University's ties with external organizations.

2. The IBM Distinguished Visiting Scholar's Program is designed to provide highly talented advanced graduate students from the best universities around the globe the opportunity to broaden their training by spending three (extendable to six) months working with an IBM scientist at one of IBM's Research Centers.

Number of Awards

3. There will be around four awards to be given out by Chow Yei Ching School of Graduate Studies each year.

Eligibility

4. All UGC/RGC funded (i.e. UGC-allocated/UGC-related) research students who have completed at least one full year of PhD studies in science and technology disciplines, and are within their (normal) study period are eligible to apply for the award.

Value

5. The value of each Fellowship is HK$50,000, which is intended to subsidize the travel, accommodation and living expenses. The Fellowship will be paid in two equal instalments. The first 50% of the Fellowship award will be paid before the student’s departure for the training, and the remaining 50% of the Fellowship award will be released to the students after their completing first half of the training period.

Award Criteria

6. The criteria indicated below are the normal thresholds and the actual award will be determined on a competitive basis in terms of the academic merit and outstanding achievements of nominees:

   a) obtain a minimum cumulative GPA of 3.50, with no failures, in all the prescribed courses completed at the time of application;

   b) outstanding academic and proven research record (e.g. at least one good quality paper published or accepted for publication whilst studying at the University, winner of awards/prizes);

   c) be fluent in written and spoken English.
Application Procedures

7. Applications will be invited once a year, subject to availability of funding. Completed forms together with a research proposal should be returned to the Chow Yei Ching School of Graduate Studies via their supervisor and Head of Department.

8. The shortlisted applicants will undergo a rigorous selection process, which may include a selection interview. Nominated candidates and their research proposals will be vetted by IBM.

9. Students should apply for study leave during the period and they will continue to receive their monthly postgraduate studentship. Students can hold concurrently other financial awards (e.g. Research Tuition Scholarships) during their study at IBM. Students awarded this Fellowship are not eligible to apply for the Research Activities Fund for the same purpose.

Conditions

10. During the training period, students are required to submit a monthly progress report to the IBM project coordinator and CityU research supervisor. The postgraduate studentship, if any, and the Fellowship shall be released subject to satisfactory work progress as confirmed by IBM project coordinator and CityU research supervisor.

11. Upon completion of the Program, students are required to submit a report to the Chow Yei Ching School of Graduate Studies on their work at IBM, highlighting, in particular, the research work and activities they have undertaken. The project coordinator in IBM will also be invited to submit a report to evaluate the student’s participation and performance in the project.

12. The award of the Fellowship is conditional upon the student continuing to be a registered student at the University. Students who are unable to complete the training within the intended period with justifiable reasons will be required to reimburse the full amount of the Fellowship to the University.

2 May 2010