

Application for Undertaking LW8703D Doctoral Thesis outside Hong Kong (SGS57) (For JSD Students Only)(Old Course Code: LW8001)

Notes:

1. Students who wish to apply for undertaking LW8703D “Doctoral Thesis” outside Hong Kong should submit their applications at least **two months** before the leaving semester via their supervisors. Please note that only applications with valid reasons will be considered.
2. Non-local students who wish to study full-time upon their return to study in Hong Kong should ensure that they have a valid student visa/entry permit for their full-time study.
3. As required by the Hong Kong Immigration Department, the University will report to the Immigration Department for any changes of the student status of a non-local student such as continuation of study outside Hong Kong, leave of absence and change of mode.
4. The University will contact the students via their student email accounts, no matter whether the student is in Hong Kong or is abroad. Students are advised to check their student email accounts regularly.

Section A Personal Particulars (**please delete as appropriate*)

Name: _____ Student No.: _____
 School: **School of Law** Programme: **JSD**
 Mode of Study: Full-time/Part-time* Contact Phone No.: _____

Section B Details of the Application (To be completed by the Student) (**Please delete as appropriate*)

1. Expected study period of LW8703D: from Semester A/B*, 20____ - _____ to Semester A/B*, 20____ - _____.
2. Proposed period of study outside Hong Kong:
 from Semester A/B*, 20____ - _____ to Semester A/B*, 20____ - _____
3. Please state in detail your reasons for applying for undertaking LW8703D outside Hong Kong:

4. Proposed mode of study outside Hong Kong#: Full-time/Part-time*
*#Please note that given the physical remoteness, it is expected that students will undertake LW8703D outside Hong Kong in part-time mode, unless they could provide strong justifications/evidence that they will conduct their studies full-time with close supervision at their study location. **Please also note that full-time students are not allowed to undertake full-time employment.***
5. *(For students applying for full-time study outside Hong Kong)* Please provide justifications for undertaking LW8703D outside Hong Kong in full-time mode:

6. Please give a detailed study plan for the proposed period that you will stay outside Hong Kong, which should include, among other things, the following: (a) expected progress in research and thesis writing, and (b) expected submission date of the thesis for examination. Please use separate sheets, if necessary.

7. Overseas Contact Information:

Country: _____ City: _____

Telephone No.: _____ Fax No.: _____

Correspondence Address: _____

Section C Undertaking

I understand that during the period that I continue my study outside Hong Kong:

1. I have to pay tuition and/or registration fees for LW8703D and other relevant fees.
2. I have to report regularly to my supervisor on a monthly basis.
3. I have to submit annual reports on my study progress to the Chow Yei Ching School of Graduate Studies.
4. I should still abide by the regulations and guidelines stipulated by the University.
5. I am not allowed to register simultaneously in another programme of study in the University or in any other institution without the prior permission of the Chow Yei Ching School of Graduate Studies.

Student's Signature

Date

Section D Recommendation of the Supervisor (please delete as appropriate*)**

I recommend/do not recommend* the student's application for study of LW8703D "Doctoral Thesis" outside Hong Kong.

If you recommend the student's application, please complete the following:

1. Comments on the student's study plan:

2. Proposed frequency and mode of contact with the student during his/her study outside from Hong Kong:

3. Proposed means to monitor the student's study progress:

Other Remarks: _____

Supervisor's Signature

Date

Section E Recommendation of the Programme Director (please delete as appropriate*)**

I recommend/do not recommend* the student's application for undertaking LW8703D "Doctoral Thesis" outside Hong Kong.

Recommendation for appointment of a co-supervisor for the student:

Name: _____ (Title: Prof / Dr / Mr / Ms *)

Institution: _____

Position: _____

Contact Phone No.: _____ E-mail Address: _____

Other comments: _____

Programme Director's Signature

Date

Section F Recommendation by the SGSC Chair (*please delete as appropriate)

I understand that the student has previously been approved a total of _____ semesters of study outside HK.

I support/do not support* the Programme Director's recommendation.

Comments: _____

Signature of SGSC Chair

Date

Section G Recommendation of/Approval by* the School Dean (*please delete as appropriate)

The CRDC Chair's approval is required for applications for undertaking LW8703D outside Hong Kong in full-time mode.

I endorse/do not endorse* the above recommendation.

Comments: _____

Signature of School Dean

Date

Please forward the form to SGS for processing.

Section H Approval of Committee on Research Degrees Candidature (CRDC) (*please delete as appropriate)

I approve/do not approve* the above recommendation.

Remarks: _____

Signature of the Chair, CRDC

Date