THE UNIVERSITY OF HONG KONG

Graduate School

Application for Exemption from Research Ethics for Graduate Students

GRSC6029 / 6030 / 6031 / 6032 / 6033

Notes:

1. Part I should be completed by the applicant and Part II the supervisor(s), DRPC Chairman and FHDC Chairman. The completed form together with the course syllabus and official examination result of the research ethics course taken before should be submitted to the Graduate School no less than two weeks before the commencement of the semester.

2. For enquiries, please contact the Graduate School (Tel: 2857 3470 or e-mail: gradsch@hku.hk).

Part I - To be completed by Applicant  * Please circle as appropriate.

Name (in Block Letters): (Dr./Mr./Miss/Ms./Mrs)*

(Surname)  (Given Names)

University No: Degree Registration Date: Day  Month  Year

Programme: Study Mode: Full-time / Part-time*

Department: Faculty:

Reason for Exemption: Please ‘✓’ the appropriate box.

Supporting documents, i.e. course syllabus and official exam result of the research ethics course taken before, must be attached.

☐ I have completed a research ethics course offered by the Graduate School of The University of Hong Kong before. Details of the course previously completed are provided below:

Course Title: __________________________

Grade obtained: __________ Total no. of hours: _________ Year of completion: __________

☐ I have completed an equivalent course in research ethics in my previous research degree programme. Details of the course previously completed are provided below:

Course Title: __________________________

Grade obtained: __________ Total no. of hours: _________ Year of completion: __________

☐ Other reasons, please specify:

Signature: __________________________ Date: __________

Part II – To be completed by Supervisor/DRPC/FHDC  Please ‘✓’ the appropriate box.

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<tr>
<th>1) Supervisor(s)</th>
<th>2) DRPC Chairman</th>
<th>3) FHDC Chairman</th>
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<tbody>
<tr>
<td>Recommended for approval</td>
<td>Comments</td>
<td>Signature</td>
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<tr>
<td>☐ Yes</td>
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For Graduate School Office Use

Part IIIA – To be completed by the Secretariat of the BoGS if the research ethics course previously completed was offered by the Graduate School of The University of Hong Kong

The application for exemption is ☐ approved ☐ not approved.

Remarks (if any):

Signature: _____________________________ Date: _____________________________
Name:

Part IIIB – To be completed by the Chairperson of the BoGS if the research ethics course previously completed was not offered by The University of Hong Kong

The application for exemption is ☐ approved ☐ not approved.

Remarks (if any):

Signature: _____________________________ Date: _____________________________

BoGS Chairperson

Part IV – To be completed by the Graduate School

To: Faculty of (Attn.: )
From: Graduate School

Please be informed that the Board of Graduate Studies has approved / has not approved the application.

Remarks (if any):

Please notify the applicant and the supervisor(s) of the above decision.

ASE will be requested to create an enrollment record for the student concerned by the end of the semester in which the course is offered and your Faculty will then be asked to enter the grade “EX” for the student in the SIS using Quick Enroll. Please contact the SIS team (email: sisenrol@hku.hk, tel: 2819-0777) if there are queries on using Quick Enroll.

Thank you.

Signature: _____________________________ Date: _____________________________
Name:

Graduate School
July 2016