



# THE UNIVERSITY OF HONG KONG

## Endorsement Form for Cross-Institutional Course Enrolment

**Notes:**

1. HKU students who would like to apply for the course(s) offered by other tertiary institutions in HK has to obtain endorsements from the primary supervisor and the Chairman of the Departmental Research Postgraduate Committee (DRPC) using this form.
2. The completed form should be submitted to the Graduate School TOGETHER with the application form of the respective institution at least 3 working days before the application deadline.
3. A co-supervisor can sign the form if the primary supervisor is on leave. If both the primary supervisor and the co-supervisor(s) are on leave during the application period, please make a remark in the space provided for the signature of the supervisor. However, the Chairman or Acting Chairman of the DRPC **must** sign the form.
4. For enquiries, please contact the Graduate School of HKU (tel: 2857-3470; email: [gradsch@hkucc.hku.hk](mailto:gradsch@hkucc.hku.hk)).

Name in BLOCK letters (Dr./Mr./Miss/Ms./Mrs.) \_\_\_\_\_  
 (Please circle as appropriate) (Surname) (Given Names)

Programme: **MPhil / 3-year PhD / 4-year PhD** Study Mode: **Full Time / Part Time**  
 (Please circle as appropriate) (Please circle as appropriate)

University Number           Degree Registration Date          
 D D M M Y Y Y Y

Department \_\_\_\_\_ Faculty \_\_\_\_\_

Contact Tel. No. \_\_\_\_\_ Fax \_\_\_\_\_ Email Address \_\_\_\_\_

**Proposed Cross-Institutional Course Enrolment:**

Semester: \_\_\_\_\_ Academic Year: \_\_\_\_\_

<i>Ref</i>	<i>Course Offering Institution</i>	<i>Course Code &amp; Title</i>	<i>Reasons</i>
1			
2			

**Endorsement (to be completed by the primary supervisor & DRPC Chairman):**

A. Primary Supervisor:

<i>Ref</i>	<i>Course Code</i>	<i>Approval</i>	<i>Reasons for Disapproval</i>	<i>Signature of Primary Supervisor</i>
1		<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove		Signature: Date:
2		<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove		

B. DPRC Chairman:

<i>Ref</i>	<i>Course Code</i>	<i>Approval</i>	<i>Reasons for Disapproval</i>	<i>Signature of DRPC Chairman</i>
1		<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove		Signature: Date:
2		<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove		