

# THE HONG KONG POLYTECHNIC UNIVERSITY

## Engineering Doctorate Programme

### Application for an MSc in Engineering Research Studies

#### Instructions:

1. Please type.
2. Please "√" the appropriate boxes.
3. Section 1-3 should be completed by the candidate, sections 4, 6-8 should be completed by the Supervisor(s) and section 5 by the Departmental Programme Leader .
4. Please attach 4 copies of the report for assessment. These will be sent to panel members.

#### 1. Candidate's Particulars

Name:

Department

Title of the report

#### 2. Academic Supervisor(s)

(a) Name:

Department:

(b) Name:

Department

#### 3. Declaration by the Candidate

I declare that I would like to opt for the award "MSc in Engineering Research Studies" in the Engineering Doctorate programme. I understand that re-admission into the EngD after obtaining this MSc award will be granted credit transfer for the **taught subjects only** as governed by the Programme/University's regulation.

Signature of Candidate \_\_\_\_\_

#### 4. Statement by Chief Academic Supervisor

I agree that the report has reached the acceptable standard for examination for the said MSc award. The report has also met the University's English language standard expectation. The proposed date of oral examination is \_\_\_\_\_.

I do not agree that the report has reached the acceptable standard for examination for the said MSc award. My specific views on the shortcomings have been made known to the candidate.

5. For completion of **Departmental Programme Leader** (Note.: This section will be filled by the Chairman, Departmental Research Committee if the Departmental Programme Leader is the supervisor/co-supervisor of the candidates)

Proposed names of **Internal Examiner**, in order of priority. (See Important Notes below)

Name of academic staff	Position and Department
1.	
2.	
3.	

**IMPORTANT NOTES:**

- a) The internal Examiner should normally be at the Associate Professor level or above and knowledgeable in the area of study.
- b) An Internal Examiner should not have previously acted as the candidate's supervisor, and should otherwise be impartial. In all circumstances, an Internal Examiner should maintain a certain detachment from the candidate and the Supervisor(s). Please complete the Declaration Section that follows.

Please provide justifications below if your nomination deviates from any of the requirements.

Justifications for nominating \_\_\_\_\_ who is not at Associate Professorial level or above:

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Signature: \_\_\_\_\_  
**Departmental Programme Leader**

**6. DECLARATION BY CHIEF SUPERVISOR/CO-SUPERVISOR**

Nominated Internal Examiners	Any relationship in the past six years? (Yes/ No)	If yes, please elaborate on the nature of the relationship in the relevant box(es) below.	
		Professional (other than being colleagues)	Personal #
Nominated Internal Examiner 1	Chief Supervisor:		
	Co-supervisor :		
Nominated Internal Examiner 2	Chief Supervisor:		
	Co-supervisor :		
Nominated Internal Examiner 3	Chief Supervisor:		
	Co-supervisor :		

# Personal relationship refers to any family connection between the nominated internal examiner and the Supervisor(s). Family connection could be parent or child, husband or wife, brother or sister, including also nephews/nieces, aunts/uncles, cousins, and relations by marriage.

**7. Information on Collaboration of Candidates**

(a) Are you currently supervising any EngD candidate(s) who is(are) conducting different parts of the same research topic in collaboration with this candidate or their studies are mutually supportive of one another?

No  Yes, details of the candidate(s) concerned are given below:

Name of Candidate	Thesis Title
1.	
2.	

**8. Signature of Supervisor(s)**

Signed: \_\_\_\_\_  
(Chief Supervisor)

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
(Co-Supervisor)

Date: \_\_\_\_\_

**9. (a) Approval from the Departmental Research Committee (Note: This section will be filled by the Chairman of the EngD Programme Committee if Section 5 is filled by the Chairman of DRC OR if the DRC Chair is the supervisor/co-supervisor of the candidate.)**

We \*approve/do not approve the proposed title as indicated in Section 1.

We \*approve/do not approve the appointment of the internal examiner as nominated by the Departmental Programme Leader

**(b) Recommendation / Comments of the Departmental Research Committee**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed: \_\_\_\_\_  
(Chair, Departmental Research Committee)

Date: \_\_\_\_\_

Please send this form to the Secretary, EngD Programme Committee for action.