

# HKPFS Application Guide

## 1 Explore

- Search [research programmes and areas](#)
- Check the [admission requirements](#) and [key dates](#)
- Find out [PolyU's HKPFS package](#)

## 2 Get prepared

- Identify and contact potential supervisor(s) of your research interest(s)
- Read the [application tips](#)
- Prepare [supporting documents](#)

## 3 Apply timely (from 1 September 2024)

- Submit one initial application to [RGC HKPFS Application System](#) by 1 December 2024, HKT 12:00 GMT +8 hours to obtain an HKPFS reference number; choose PolyU as your preferred choice(s)
- Submit full application(s)\* to [PolyU RPgAdmission System](#) by 1 December 2024, HKT 23:59 GMT +8 hours and quote your HKPFS reference number
  - \* Select "2025/26 Semester 1 (Sept 2025 Entry)"
  - \* One full application from one PolyU department
  - \* Two separate full applications for two programmes from two different PolyU departments

## 4 Stay connected and responsive

- Respond to emails from PolyU for interview invitations and information requests
- Log in to the [PolyU RPgAdmission System](#) to view the application status

For details, please visit:

<https://www.polyu.edu.hk/gs/hkpfs>



For enquiries, contact Graduate School of PolyU:

 (852) 3400 3635

 [gs.enquiry@polyu.edu.hk](mailto:gs.enquiry@polyu.edu.hk)

# HKPFS Application Tips



## Well-written Research Plan

- A strong *Past Research Experience & Proposed Research Plan* is required for RGC reviewers to assess
  - ✓ 'Research Experience' section is compulsory in PolyU RPgAdmission System
- In *Past Research Experience*, provide detailed information, e.g. the number and quality of publications, the project(s) you have participated in, etc.
- Showcase your research potential with a well-written research plan:
  - ✓ Original with proper citations (visit "[Academic Integrity and Plagiarism](#)" of PolyU Library for reference)
  - ✓ Clear and logical
  - ✓ Free of spelling and grammatical errors

## Valid Application

- Submit only ONE initial application to [RGC HKPFS Application System](#)
  - ✓ Put PolyU programme as your only choice or your 1<sup>st</sup> choice
- Quote your HKPFS reference no. in [PolyU RPgAdmission System](#)
- Make sure identical department and programme choices in RGC and PolyU systems
- Settle an application fee (HKD 300) for each application before the deadline

## Well-supported Application

- Provide detailed information in [PolyU RPgAdmission System](#) to demonstrate that you are well qualified with [key attributes of HKPFS candidates](#)
- Input each of your qualifications, prizes and awards, publications, activities, employment and training
  - ✓ Upload proof of each record
  - ✓ Provide officially translated documents in English for non-English certificates and proof

## Strong Referee's Reports

- Identify two appropriate academic referees:
  - ✓ Academics who are familiar with your academic performance, achievements and research ability
  - × Proposed supervisor(s) from PolyU and persons from non-academic backgrounds
- Seek prior consent from your referees before you put their names and contact details in [PolyU RPgAdmission System](#)
- Inform your referees to provide detailed comments on the following aspects:
  - ✓ Academic excellence
  - ✓ Research ability and potential
  - ✓ Communication and interpersonal skills
  - ✓ Leadership abilities

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