THE HONG KONG POLYTECHNIC UNIVERSITY
香港理工大學

Form GSB/18
(revised in Dec 2025)

Thesis Approval Form

(for Research Postgraduate Students)

Notes 1. Please submit a completed "Form GSB/2B Notice of Intention to Take Thesis Examination" to the Department/ School's General Office before submitting this form.

2. This PDF version of this form must be emailed with an electronic copy of the thesis to the Department/ School's General Office.

3. Section A of this form should be completed by the student, Section B by the Chief Supervisors, and Section C by the DoRPgS/DRC/SRC/FRC/SB/GSB Chair.

Section A:
(To be completed by the student.)

Name: _____ Student Number: _____

Degree: ☐ MPhil ☐ PhD (please tick it as appropriate)

Title of Thesis: _____

Declaration of Copyright, Ownership of Work, Ethics /Clinical Research/ Safety Clearance, Residence Requirements and Fulfilment of Coursework and English Language Proficiency (Please tick the boxes as appropriate.)

☐ I confirm that all work or materials included in my thesis do not infringe copyright, and I have obtained permission from the copyright owners for disclosure and online publication of any copyrighted works included in my thesis. I understand that once my award case is recommended and ratified by the Graduate School Board (GSB), the GS will send an electronic copy of the final approved thesis to the University Library for permanent preservation. This will also include processing to make it accessible in the PolyU Electronic Thesis Database and publicly available in the PolyU's institutional repository for worldwide retrieval.

☐ I confirm that the work presented in the thesis is my own and all references are cited according to accepted conventions of The Hong Kong Polytechnic University. No part of the thesis is taken from other people's work and/or other sources without proper acknowledgement and referencing. I understand that the work may not be accepted for the thesis if its originality is questionable.

I agree that the University has the right to use similarity detection software to check the electronic version of the thesis.

☐ I have submitted the thesis for checking by the following similarity detection software:
(Please enclose the full similarity report.)

_____

☐ I have used Generative Artificial Intelligence (GenAI) to prepare and produce the thesis by the following GenAI tool(s):
(Please enclose the completed Honour Declaration Form for Use of Generative Artificial Intelligence.)

_____

☐ I confirm that I have sought approval of Ethics /Clinical Research/ Safety Clearance as appropriate.

☐ I confirm that I have fulfilled the residence requirements as follows (please tick as appropriate):

For regular RPg students admitted in the 2016/17 cohort and after (i.e. admitted on 1 July 2016 or after)

☐ I have spent at least two regular semesters as required for 2-year full-time/ 4-year part-time MPhil students; or

☐ I have spent at least three regular semesters as required for 3-year full-time/ 6-year part-time PhD students; or

☐ I have spent at least four regular semesters as required for 4-year full-time/ 8-year part-time PhD students.

For Dual PhD Degree Programmes students

[*Please read Appendix 1 of Research Postgraduate Student Handbook.*]

☐ I have spent the resident requirement as stated in the Research Postgraduate Student Handbook. Please specify the name of the partner institution:

_____

For Joint PhD Supervision Programmes Leading to a PolyU Degree students

[*Please read Appendix 1 of Research Postgraduate Student Handbook.*]

☐ I have spent the resident requirement as stated in the *Research Postgraduate Student Handbook*. Please specify the name of the partner institution:

_____

For transfer-in PhD students

☐ I have spent a minimum of one year.

☐ I confirm that I have fulfilled the coursework requirement and English language proficiency (please indicate below) before the submission of thesis.

For students admitted between the 2014/15 and 2017/18 cohorts (i.e. admitted between 1 July 2014 and 30 June 2018)

☐ I have taken the Research Language Skills Assessment and passed the English enhancement subjects recommended by the English Language Centre (ELC).

For students admitted between the 2018/19 and 2020/21 cohorts

☐ I have passed the English enhancement subjects.

For students admitted in the 2021/22 cohort

☐ I have taken the Research Language Skills Assessment and passed the English enhancement subjects recommended by the ELC.

For students admitted from the 2022/23 cohort onwards

☐ I have taken the Research Language Skills Assessment and passed the English enhancement subjects. I have also taken and passed the e-learning module on "Understanding China and the Hong Kong Special Administrative Region, P.R.C.".

☐ (For transfer-in PhD students only) I confirm that I have clearly specified in my thesis the portion of research completed at PolyU and have declared proper intellectual property (IP) and research data clearance for work done in my previous university.

_____ _____

Signature of Student Date

Section B1: ***Thesis Approval and Confirmation of Residence Requirements***
(To be completed by the Chief Supervisor.)

I hereby confirm that

☐ the thesis submitted by the student has reached the acceptable standard for examination and has also met the University's English language standard expectation.

☐ the thesis submitted by the student has been checked for similarity and proper use of citation and referencing. It also conforms to the academic conventions of our discipline/profession. (Percentage of Similarity: _____ %)

(a) PolyU Chief Supervisor's views on the similarity report and any actions taken**. (Required Field)**

(b) Please indicate if the similarity report is acceptable and provide justifications, if any. **(Required Field)**

☐ the student properly used the GenAI tool(s) to prepare and produce the thesis. The Honour Declaration Form for Use of Generative Artificial Intelligence is acceptable.

☐ the student has fulfilled the residence requirements.

☐ (For transfer-in PhD students only) the student has specified in the thesis the portion of research completed at PolyU and has declared proper intellectual property (IP) and research data clearance for work done in the previous university.

Further comments made by the Chief Supervisor: (if any)

Signature: _____

Name: _____ Date: _____

(Chief Supervisor)

Department/School: _____

Section B2: ***Thesis Approval by Chief Supervisor/Co-supervisor of Partner Institution/University***

(applicable to students of Dual PhD Degree Programmes/Joint PhD Supervision Programmes Leading to a PolyU Degree only)

I agree that the thesis submitted by the student has reached the acceptable standard for examination. Comments made by the Chief Supervisor/Co-supervisor of Partner Institution/University:

Signature: _____ Date: _____

(Chief Supervisor/Co-supervisor of Partner Institution/University)

Name of Partner Institution/ University: _____

Section C: ***Confirmation of Ethics /Clinical Research/ Safety Clearance, English Language Proficiency and Coursework Requirements***

(To be completed by DoRPgS. If the DoRPgS is one of the supervisors, Section C should be completed by the DRC Chair. If both DoRPgS and D/SRC Chair are the supervisors, this section should be completed by the FRC/SB Chair. If both the DoRPgS, D/SRC Chair and FRC/SB Chair are the supervisors, GSB Chair should handle the case.)

I confirm that the student has successfully obtained the required ethics, clinical research, and safety approvals. Additionally, the student has fulfilled the English language proficiency and coursework requirements, including all compulsory subjects, with a qualifying GPA of _____.

Comments made by the DoRPgS :

Signature: _____ Date: _____

Department/School: _____