Application for the Research Student Attachment Programme
Out-going PolyU Students

APPLICATION FORM

Part I : Particulars of the Applicant

Name : ____________________________________________ (Chinese, if applicable)
(English, in block letters – Surname first)

Student No. : ___________________________ Department : ___________________________

Sex : __________________________ Contact Phone No.: ___________________________

Level : MPhil / PhD* Registration confirmed : Yes/No*

Research Language Skills Assessment : Taken/Not yet taken*

Normal Period of Study will expire on (DD/MM/YYYY):_____________________________

Chief Supervisor: (Prof./Dr) _______________________________________________________

Co-supervisor(s): (Prof./Dr) _______________________________________________________

*Please delete as appropriate.

Part II : Application History

Application(s) for an attachment granted previously: Yes/No (please delete as appropriate)

If yes, granted in which year(s): Year ________ 1st/2nd/3rd Round (please delete as appropriate)

Total amount of subsistence allowance granted: HK$_________________________________

Total amount of travel expenses claimed: HK$ _______________________________________

Part III : Details of the Proposed Attachment Programme

1. Name of the host institution and address:

_____________________________________________________________________________

_____________________________________________________________________________

2. Name(s) and title(s) of the host supervisor(s):
   (Please attach a brief CV with a list of representative publications.)

_____________________________________________________________________________

_____________________________________________________________________________
3. Purpose of the proposed attachment:
   (A supporting/invitation letter from the host institution specifying the visiting period as well as other details of the proposed visit must be attached.)

   Please state the aims and objectives you wish to achieve via the attachment programme.
   __________________________________________
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4. Please provide a detailed attachment plan.
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5. Explain in detail how the attachment programme will benefit your research studies.
   __________________________________________
   __________________________________________
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   __________________________________________
6. Proposed attachment start date:
   (Applications for retrospective approval will, in principle, not be considered.)

7. Proposed duration of the attachment programme:
   (The duration should fall within the range of three months to one year.)
   (The period of the attachment programme should fall within the normal study period.)

8. Registration/tuition fee or other charges imposed by the host institution:
   (i) Please attach information on the fee charges imposed by the host institution, if any.
   (ii) Please state the reason(s) behind the application in view of the fee charges in (i).
   (iii) Please put down “N/A” if not applicable.
Signature of Student: Date: 

Part IV: Comments from the Chief Supervisor:

___________________________________________

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___________________________________________

___________________________________________

Signature of Chief Supervisor: Date: 

___________________________________________

Part V: Comments from *DRC/FRC/School Board Chair

___________________________________________

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Signature: Date: 

*DRC/FRC/School Board Chair

(*Note: If the DRC Chair is one of the supervisors, Part V should be completed by the FRC/School Board Chair.)

Form RC/50
(August 2015)