



GRADUATE SCHOOL

**Professional Doctorate Degree/Taught Postgraduate Degree/Diploma/Certificate Programmes
Confidential Recommendation Form**

In connection with an application for admission to a Professional Doctorate Degree/Taught Postgraduate Degree/Diploma/Certificate Programmes of the University, your name has been provided by the applicant as a referee. You should receive an email from the Graduate School for login to an online platform. Please complete the upload of this Form within two weeks upon receiving the email. We appreciate your assistance in providing your views on the applicant's suitability for postgraduate study at the University.

All information given here will be treated as strictly confidential. It will be accessible only to the Selection Panels of the respective programmes and those who are responsible for processing the application. All information submitted shall be handled in accordance with the requirements stipulated by the Personal Data (Privacy) Ordinance in Hong Kong.

Applicant's particulars

Name of Applicant: _____ Application Number: _____

Programme Applied For: _____

Questions to be answered by the referee

1. How long and in what capacity have you known the applicant?

2. What do you consider to be the applicant's strength(s) and weakness(es)?

3. Please rank the applicant, in comparison to other students or employees whom you have known in similar capacities, with respect to the following criteria. *(Please indicate by putting ticks in appropriate boxes.)*

Characteristic	Outstanding (Top 5%)	Excellent (Top 15%)	Good (Top Third)	Average (Middle)	Below Average	Unable to Assess
Intellectual Ability						
Chinese Proficiency						
English Proficiency						
Emotional Maturity						
Capacity for Problem Solving						
Diligence						
Team Spirit						
Research Ability						
Motivation for Postgraduate Studies						

4. Please add any comment you think will be of assistance in assessing the applicant. A separate sheet may be appended if necessary.

5. Would you recommend the applicant to pursue postgraduate studies for the Professional Doctorate Degree/Taught Postgraduate Degree/Diploma/Certificate Programmes? *(Please "✓" as appropriate.)*

- Highly Recommended
- Recommended
- Not Recommended

Name
(in block letters) _____ Date _____

Organisation _____ Telephone _____

Position _____ Email address _____

This is strictly CONFIDENTIAL. Please upload it directly to the hyperlink provided by Graduate School whose details are given on Page 1.