

Name of Applicant : _____
Application No. : MSocSc _____

THE UNIVERSITY OF HONG KONG
FACULTY OF SOCIAL SCIENCES

Master of Social Sciences (Educational Psychology)

SUPPORTING DOCUMENTS

Please provide **both soft and hard copy** of supporting documents to our department. Transcripts, diplomas, certificates and other submitted documents which are not in English should be accompanied by a certified translation in English. Certified translation may be provided by your home institution.

Hard copy

Please send the supporting document (including this checklist) by **post/courier/in person** to the following address **on or before 16 February 2024**:

Department of Psychology
Room 627, 6/F, The Jockey Club Tower
Centennial Campus
The University of Hong Kong
Pokfulam Road, Hong Kong
(Ref.: MSocSc (Educational Psychology))

Please use registered post / courier if you would like to track the status of delivery. The department will not be able to check the receipt of document for individual applicant. If you submit the document in person, please visit the [Department website](#) for our office hours.

For submission of hard copies, your application number should be marked on each document. Please note that documents once submitted will not be returned, and will be destroyed if the application is unsuccessful.

Checklist	Supporting documents
<input type="checkbox"/>	1. HKCEE and HKAL / HKDSE / IB / high school exam results (certified true copy) (Note 1)
<input type="checkbox"/>	2. Complete official transcript of undergraduate studies (and postgraduate studies, if any) (including studies undertaken in HKU) (original / certified true copy) (Note 1 and 3) (You may complete the Transcript Request Form below and send it to the institute from which the transcript is requested, if applicable.)
<input type="checkbox"/>	3. Graduate certificate of undergraduate studies (and postgraduate studies, if any) (certified true copy) [document required for Mainland studies: 1. Degree Certificate (學士學位證書) (certified true copy) or Online Verification Report of Higher Education Degree Certificate (中國高等教育學位在線驗證報告) from CHSI (学信网) (copy), and 2. Online Verification Report of Higher Education Qualification Certificate (教育部學歷證書電子註冊備案表) from CHSI (学信网) (copy) All the above documents should be submitted in both English and Chinese version; please set the validity period of the report as 6 months or the longest available]
<input type="checkbox"/>	4. TOEFL / IELTS / Overseas GCE / IGCSE / Cambridge Test of Proficiency in English Language official score report (original / certified true copy) (Note 2)
<input type="checkbox"/>	5. Membership certificate of the Hong Kong Psychological Society (certified true copy) (Note 1)
<input type="checkbox"/>	6. Personal Statement of no more than 1,000 words (copy) (Note 4)
<input type="checkbox"/>	7. List of publications (if appropriate) (copy)

Note 1: In Hong Kong, a copy of document that has been duly declared **as a true copy of the original document** by the applicant before a Commissioner for Oaths at a Home Affairs Enquiry Centres in Hong Kong is also acceptable. You may find a declaration sample [here](#). For details of declaration, please refers to the [website of the Home Affairs Department](#). Copies of documents may be certified by the appropriate officials of your home institute if you are an overseas applicant. Photocopies and scanned copies are **NOT** accepted.

[IMPORTANT]

District Office Declaration Sample (use either of the following sentences in your declared documents):

1. The documents marked xxx attached to this declaration are the true copy of the original documents.
2. The documents marked xxx attached to this declaration are true copies of original documents held by me.
3. 聲名附件xxx與本人持有之正本原件相同
4. 茲證明附件xxx與原件一式無訛, 而該原件由本人持有

Note 2: This is **ONLY** required from those applicants with qualifications from institutions outside Hong Kong where the language of teaching and/or examination is not English. TOEFL applicants should request the Educational Testing Service (ETS) to send an official score report to the University (TOEFL code 9671) in direct.

Note 3: All original submitted documents will **NOT** be returned to applicants.

Note 4: Personal Statement

Please give below a personal statement of no more than 1000 words, covering the following areas:

- (a) a description of your personal and family background considered relevant to your application;
- (b) a description of what you think are the essential qualities that an educational psychologist should possess and how do you envision yourself fitting that role;
- (c) a discussion of the reasons why you wish to take up educational psychology as a career;
- (d) a brief description of how you envisage your academic and personal life over the next two years, if you are admitted into the programme (e.g., how you can manage multiple tasks under time pressure and meet the demands of different parties including your colleagues, supervisor, and clients);
- (e) a brief description of how you intend to finance your studies, including an estimation of total cost.

Soft Copy

Upon your submission of the online application, an email notification will be sent to you within 48 hours. Please follow the instructions in the email and upload your supporting documents in pdf format for our preliminary consideration by logging in <https://tpg-admission-addon.its.hku.hk/applicant>. **All documents should be submitted within one month starting from the date you receive the email notification, or by 23:59 on 16 February 2024 (Friday), whichever is earlier.** Your application number should be included on the file name of each document, for example:

1100112910_TM (stand for Transcript of Master's degree)

1100112910_GB (stand for Graduation Certificate of Bachelor's degree)

TM: Transcript of Master's degree

TB: Transcript of Bachelor's degree

GM: Graduation Certificate of Master's degree

GB: Graduation Certificate of Bachelor's degree

CV: Resume/Curriculum Vitae

ENG: International English Standard

PS: Personal Statement

OD: Other Documents

DC: Degree Certificate (學士學位證書)

OVDC: Online Verification Report of Higher Education Degree Certificate (中國高等教育學位在線驗證報告)

OVQC: Online Verification Report of Higher Education Qualification Certificate (教育部學歷證書電子註冊備案表)

