

Name of Applicant: _____
(Surname) (Given Name)

Application No.: MScPhy _____

THE UNIVERSITY OF HONG KONG

Master of Science in the field of Physics (Full-time)

NOTES ON SUBMISSION OF SUPPORTING DOCUMENTS

For those applicants who applied the programme as above, please follow the guidelines as below.

Please upload the following supporting documents in pdf format for our preliminary consideration by logging in <http://www.admissions.hku.hk/tpg/login.html> before the application deadline and within four weeks from the date of the creation of your online application account. All documents should be submitted within one month starting from the date you receive the email notification. You would not be able to upload any documents after the deadline.

Your application number should be marked on each document. The file name of each document should be comprised of your application number and the type of submitted documents.

For example:

1100112910_T1 (stand for 1st submitted Transcript)

1100112910_G2 (stand for 2nd submitted Graduation Certificate)

T: Transcript with grading system

G: Graduation Certificate

B: Bachelor Certificate

E: International English Standard

P: Personal Statement

C: CV

N: Name Changing Proof

O: Others

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. You are suggested to upload your supporting documents at the time of submitting your application to avoid delays. Applications without online supporting documents may not be considered.

Please note that you are not required to submit original / certified true copy[#] of your documents to the University during the application stage. **Please do not mail us any supporting documents by post, as only documents submitted online will be reviewed.** Should you be given an admission offer by the University, you will receive notification to submit original / certified true copy of your documents. All documents once submitted will NOT be returned. They will be destroyed if the application is unsuccessful.

Enclosed (Please tick as appropriate.)

<input type="checkbox"/>	<p>Official transcripts of undergraduate studies (mandatory)</p> <p>(a) Applicants (including HKU graduates) should attach a copy of final transcript[#] with a complete record of courses attended, examination results, overall result, date of award and grading system[^];</p> <p>(b) For all current studies undertaken either in this University or other institutions which have yet to be completed, applicants should attach a copy of their most up-to-date transcript[#] with grading system[^].</p> <p><i>Applicants who have completed or are currently studying a dual degree programme, it is necessary to submit transcripts from both universities and fill in the relevant information on the application form.</i></p>
<input type="checkbox"/>	<p>For qualifications obtained in Mainland China (mandatory)</p> <p>(I) Current student</p> <p>For all current studies which have yet to be completed, applicants should attach a copy of their most up-to-date official transcript[#] with grading system[^] (in Chinese and English version) issued by the Registry of institution are required.</p> <p>(II) Graduate</p>

	<p>(a) an official transcript[#] with grading system[^] (in Chinese and English version) with a complete record of courses attended, examination results, overall result and date of award issued by the Registry of institution are required. Alternatively, applicant can apply for a Online Verification Report of China Higher Education Student's Academic Transcript (中国高等学校学生成绩验证报告) of Bachelor's Degree (in English and Chinese version) issued by CHSI (学信网). Please set the validity period of the report to 6 months or the longest available duration.</p> <p>(b) Online Verification Report of Higher Education Qualification Certificate (教育部学历证书电子注册备案表) of Bachelor's Degree (in English and Chinese version) issued by CHSI (学信网) is required. Please set the validity period of the report to 6 months or the longest available duration.</p> <p>(c) Bachelor Degree Certificate (学士学位证书)[#] (in English and Chinese version) issued by the Registry of institution or apply Online Verification Report of Higher Education Degree Certificate / Credential report (认证报告) issued by CHSI (学信网) are also acceptable. Please set the validity period of the report to 6 months or the longest available duration.</p>
<input type="checkbox"/>	<p>TOEFL / IELTS official score report (if applicable) for applicants from universities or comparable institutions outside Hong Kong of which the language of teaching and/or examination is not English. (Note: The University's TOFEL code is 9671, and the Department's code is 99.)</p>
<input type="checkbox"/>	<p>List of publications (if appropriate)</p>
<input type="checkbox"/>	<p>Two referee's reports sent by the online application system (optional) (You can input information of the TWO referees through the online application system. The University will send email invitations to the referees for completing the Referee's report via a designated online platform within four weeks from the date of successful submission of application.)</p>

Please note that the University will only **ACCEPT** originals or copies of the documents that have been duly declared as true copies before a notary public (e.g.公証行 (for qualifications obtained in Mainland China), a Commissioner for Oaths at a District Office in Hong Kong). Copies of documents may be certified by the appropriate officials of your home institute if you are an overseas applicant.

[^]Please do not omit the back side of the transcript(s) if it contains information on the grading system.