|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Full Name: |  | (ENG) | (CHI) | Class: | ( ) |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date of Birth : |  | Home Tel. No: |  | Mobile: |  |

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Year of Study: From \_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_ (Year) Form \_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_ (Class)

**Personal Data (Privacy) Notice – Refer to Application Guideline Remarks No.5**

**Reason for application** (please put a “√” in the corresponding box)**:**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Overseas University Admission | | | | Destination : | | | |  | | | | |
|  |  |  | |  | | |  | | | |  |  |
|  | Overseas High School Admission | | | | Destination : | | | |  | | |  |  |
|  |  |  | |  | |  |  | | | |  |  |  |
|  | Scholarship (*please specify name & attach copy* ): | | | | | | |  | | |  |  |  |
|  |  |  | |  | |  |  | | | |  |  |  |
|  | Summer Programme (*please specify name & attach copy* ) : | | | | | | | | |  |  |  |  |
|  |  |  | |  | |  |  | | | |  |  |  |
|  | Others *(please specify)* : | |  | | |  |  | | | |  |  |  |

**Other Learning Experience Record :** (*Please list the most recent one first and attach certificate copy)*

*(Please use a separate sheet to list the items under each of the following categories if necessary)*

**External Awards / Scholarships / Prizes:**

|  |  |  |
| --- | --- | --- |
| Year | Form | Title of Award / Scholarship / Prize |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Extra-curricular Activities:**

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Form | Name of Club/Society/Activity | Position |
|  |  |  |  |
|  |  |  |  |
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|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**External Responsible Positions:**

|  |  |  |  |
| --- | --- | --- | --- |
| Year | Form | Name of Club/Society/Activity | Position |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Community Services:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Year | Form | Service details | Position | Organization |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

# Self-Evaluation:

1. **Ability and Characters** (*please put a “√” in the corresponding box*)**:**

|  | Excellent | Good | Average | Below Average |
| --- | --- | --- | --- | --- |
| 1. Analytical power |  |  |  |  |
| 1. Ability to communicate |  |  |  |  |
| 1. Conduct |  |  |  |  |
| 1. Creativity |  |  |  |  |
| 1. Independence of mind |  |  |  |  |
| 1. Industriousness |  |  |  |  |
| 1. Initiative |  |  |  |  |
| 1. Leadership |  |  |  |  |
| 1. Maturity |  |  |  |  |
| 1. Perseverance |  |  |  |  |
| 1. Sense of responsibility |  |  |  |  |
| 1. Ability to work with others |  |  |  |  |

1. **Personal Quality** *(please put a “√” in the corresponding box)****:***

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | cheerful |  | conscientious |  | determined |  | open-minded |  | persevering |
|  | cooperative |  | courageous |  | generous |  | optimistic |  | prudent |
|  | confident |  | courteous |  | observant |  | patient |  | upright |
| Please enter other adjectives you find appropriate : | | | | | | | | | |

**Additional information:**

INSTUTITION(S) REQUESTING THE RECOMMENDATION LETTER

For Official Use

□ proof from

institution

1. Name of Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course of Study: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Name of Institution: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For Official Use

□ proof from

institution

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Course of Study: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TEACHER TO BE INVITED TO WRITE YOUR RECOMMENDATION LETTER

□ Form / Co-form Teacher (Class: \_\_\_\_\_\_\_) Teacher’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□ Subject Teacher (Subject: \_\_\_\_\_\_\_\_\_\_\_\_\_) Teacher’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□ Teacher Advisor (Clubs /Teams: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) Teacher’s name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reasons for the preferred study programmes :

|  |
| --- |
|  |

Strengths / Weaknesses:

|  |
| --- |
|  |

Future Aspirations:

|  |
| --- |
|  |

Remarks: (enter *any information that you think we should know but not required above*)

|  |
| --- |
|  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date of Application: |  |  | Signature : |  |

Date of Issue: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (For office use)

Date of Collection: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (For office use)