**THE UNIVERSITY OF HONG KONG**

**LKS FACULTY OF MEDICINE**

**Application for Change of Supervisory Arrangement / Registration Department / Field of Study**

1. **Candidature Information** *(To be completed by Department/School)*

**Surname:** e.g. Chan **First Name:** e.g. Tai Man **University No.:** Click or tap here to enter text.

**Normative Study Period:** Start Date:Click or tap to enter a date.End Date:Click or tap to enter a date.

**Degree:** Choose an item. **If Joint-PhD, Partner University:** Click or tap here to enter text.

1. **Registration Department/School & Field of Study**

|  |  |  |
| --- | --- | --- |
|  | Current | Proposed *(Complete and submit\* if a change is required)* |
| Registration Department/School: | Dept of … | Dept of … |
| Field of Study: | Click or tap here to enter text. | Click or tap here to enter text. |

*\*Note: Application for changes to the registration Department/School or Field of Study must be accompanied by (1) a study plan for MPhil candidates or (2) both a study plan and a research proposal for PhD candidates.*

1. **Supervisory Arrangement**

|  |  |
| --- | --- |
| Current | Signatures |
| Primary Supervisor | Dr/Prof Staff Name, Dept of …  |  |
| Co-Supervisor(s) | Dr/Prof Staff Name, Dept of … Dr/Prof Staff Name, Dept of … Dr/Prof Staff Name, Dept of …  |  |
| Mentor | Dr/Prof Staff Name, Dept of …  |  |

|  |  |
| --- | --- |
| Proposed*(Complete in full if a change is required)* | Signatures |
| Primary Supervisor | Dr/Prof Staff Name, Dept of … |  |
| Co-Supervisor(s) | Dr/Prof Staff Name, Dept of …Dr/Prof Staff Name, Dept of …Dr/Prof Staff Name, Dept of … |  |
| Mentor | Dr/Prof Staff Name, Dept of … |  |

*Note: (1) Please refer to Graduate School Regulations* [*PHD11*](https://intraweb.hku.hk/reserved_1/gradsch/regulations_procedures/procedures_phd.pdf)*/*[*MPH11*](https://intraweb.hku.hk/reserved_1/gradsch/regulations_procedures/procedures_mphil.pdf) *Supervision and Progress for eligibility of supervisors and mentors; (2) Supervisors and mentors are required to follow* [*Good Practices for Research Postgraduate Students*](https://intraweb.hku.hk/reserved_1/gradsch/regulations_procedures/gd_practices_rpg.pdf) *of the Graduate School.*

1. **Arrangement Particulars**

**Effective Date of Proposed Arrangement:** Click or tap to enter a date.

**Justification of Proposed Arrangement:** Click or tap here to enter text.

**Justification of Late Request (If the effective date is less than three months from your date of request):** Click or tap here to enter text.

**Special Remark *(If any)*:** Click or tap here to enter text.

1. **DRPC Chairperson/DRPA Endorsement**

I endorse the above proposed arrangement.

|  |  |
| --- | --- |
| Current Department/School | Proposed Department/School (If applicable)  |
|

|  |  |
| --- | --- |
| Signature: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Dr/Prof Staff Name, Dept of … |
| Date: | Click or tap to enter a date. |

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|  |  |
| --- | --- |
| Signature: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Dr/Prof Staff Name, Dept of … |
| Date: | Click or tap to enter a date. |

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*Note: If the change involves a host Department/School transfer, endorsements from both DRPC Chairperson/DRPA are required.*