INSTRUCTION OF SUBMITTING SUPPORTING DOCUMENTS

Please post the following required documents directly to the Department of Sociology, Room 928, 9/F, The Jockey Club Tower, Centennial Campus, The University of Hong Kong, Pokfulam Road, Pokfulam, Hong Kong by the application deadline. Your name and application number should be marked on each document. 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.

All supporting documents, including the E-reference, should be available to our Department on or before the application closing date.

Enclosed (Please tick as appropriate.)

- Two referees’ reports sent by the online application system
  (We shall accept E-reference from official university/company email addresses only. Referees with personal email addresses (e.g. gmail, 163.com, etc.) will not be considered.)

- Complete official transcript of undergraduate studies (original / certified true copy) *
  (You may complete the Transcript Request Form below and send it to the institute from which the transcript is requested, if applicable.)

- Graduate certificate of undergraduate studies (certified true copy) ^
  (Mainland China applicants should provide “學士學位證書” and Online Verification Report of Higher Education Qualification Certificate by CHSI (学信网) / CHESICC (全国高等学校学生信息咨询与就业指导中心). Please set the validity period of the report as 6 month or the longest available).

- Complete official transcript of postgraduate studies (original / certified true copy) *
  (You may complete the Transcript Request Form below and send it to the institute from which the transcript is requested, if applicable.)

- Graduate certificate of postgraduate studies (certified true copy) #

- TOEFL / IELTS / Overseas GCE / IGCSE / Cambridge Test of Proficiency in English Language official score report (if appropriate) *
  - only required from those applicants with qualifications from institutions outside Hong Kong where the language of teaching or examination is not English.

* Please delete as appropriate.

# 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. 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. No photocopies will be accepted.

^ Confirmation of award date of qualification shall be effective on or before 31 August 2022.

@For applicants with mainland qualifications: Credential Report (学位认证报告) issued by CDGDC (学位与研究生教育发展中心) is also acceptable

Please note that the University’s TOFEL code is 9671.
The applicant named above has applied for admission to a postgraduate curriculum at The University of Hong Kong. Please send a copy of the official transcript together with this form directly to:

Department of Sociology  
Room 928, 9/F, The Jockey Club Tower  
Centennial Campus  
The University of Hong Kong  
Pokfulam Road  
Hong Kong  
(Ref.: MSocSc(MCCC))