

THE UNIVERSITY OF HONG KONG

Master of Science in Urban Planning

(Asian Development Bank-Japan Scholarship Programme (ADB-JSP) Applicant)

SUPPORTING DOCUMENTS

Please submit soft-copies and hard-copies of the following documents according to the instructions below:

1. For soft-copies, after submitting an online application via the University's online application system (<https://admissions.hku.hk/tpg/programme-list>), within one day, applicants will receive an email from the Faculty with login ID and password to access the Faculty's MSc(UrbanPlanning) ADB-JSP Application Documents Submission System (<https://admission.arch.hku.hk>). Please upload the below list of supporting documents to the MSc(UrbanPlanning) ADB-JSP Application Documents Submission System by **12:00 noon (GMT+8), 31 January 2024**. Please do not encrypt the supporting documents.
 - a) HKID copy (with watermark) for local applicants or passport copy for non-local applicants
 - b) Curriculum vitae (inclusive of publications and academic awards, if any)
 - c) Official academic transcripts
 - d) Graduation certificate (if any)
 - e) Test Report of the Test of English as a Foreign Language (TOEFL), or International English Language Testing System (IELTS) (if you have not been studying in the university in which the courses are taught in English).
 - f) Original Statement of Proof that the language of instruction is conducted entirely in English (if appropriate)
 - g) Information Sheet (template as attached)
 - h) Applicant's Income Information (template as attached)
 - i) Certificate of Employment (for the last 5 years issued by the company with letter head/logo and signed by the company's authorized signatory), including start date and end date of employment, and the name and email address/telephone number of the signatory
 - j) Certificate of Annual Income of Applicant (issued by the company with letter head/logo and signed by the company's authorized signatory), including the name and email address/telephone number of the signatory
 - k) Certificate of family income (issued by the family member's company with letter head/logo and signed by the company's authorized signatory), including the name and email address/telephone number of the signatory. If status is housewife, unemployed, retired or deceased, an authenticated supporting document (signed and issued by a recognized local authority with letterhead/logo, including the name and email address/telephone number of the signatory) must be submitted

For hard-copies, please send the aforementioned documents to:

Ms Heidi Leung, Faculty of Architecture, The University of Hong Kong, 4/F Knowles Building, Pokfulam Road, Hong Kong.

2. Applicants have to appoint 2 referees, preferably one previous teacher and one professional employer, via the University's online application system (<https://admissions.hku.hk/tpg/programme-list>). At least one academic reference is required.

Both of your referees will be requested to complete an online referee report and upload a reference letter via a separate email sent by the Faculty.

- ** It is crucial that applicants have to input accurate information into the University's on-line application system. Any inaccurate information may cause email delivery failure and unavailable access to the Faculty's submission systems.