

Summary Report on Overseas Research Award (for PhD Students)

Notes

- Students should complete and submit this form and upload the boarding passes/transportation tickets (if applicable) after completion of the research attachment.
- The form will be forwarded to the Prime Supervisor, the Hub and the HKUST Fok Ying Tung Graduate School (Guangzhou) for approval.
- For enquiries, please contact your Thrust for assistance.

Section I Summary Report (to be completed by the student)					
1. Personal Particulars					
Name of Student		Student ID			
Program (e.g. PhD in AI)		Mode of Study	<input type="checkbox"/> Full-time	Year of Study	
Prime Supervisor					
2. Information on the host unit					
Name of the host unit					
Country of the host unit					
Name of the host supervisor(s):					
Period of attachment visit	From (dd/mm/yyyy)	To (dd/mm/yyyy)	Total Period (xx months and xx days)		
<input type="checkbox"/> The original approved period has been <u>changed</u> .	please fill out the updated commencement date	please fill out the updated completion date	please fill out the updated total period		
Supporting documents	<input type="checkbox"/> Boarding passes/Transportation tickets <input type="checkbox"/> Endorsements from supervisor <u>and</u> host unit for the <u>changed</u> period				
Other institution(s) / organization(s) visited in the same period					
3. Financial support received for visit period:					
(i) Postgraduate Studentships	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, amount per month CNY ¥ _____.				
(ii) Overseas Research Award	amount CNY¥ _____				
(iii) Other subsidies or allowances received for the period	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, amount per month CNY ¥ _____ and sources: _____				
Total support received per month	CNY¥ _____				
4. Professional or academic activities participated during the overseas attachment period:					
(i)					
(ii)					
(iii)					

5. Courses, seminars, conferences, or forums attended during the overseas attachment period:	
(i)	
(ii)	
(iii)	
6. Research work completed (at least 300 words): (A brief description of the work done in this period)	
7. Any follow-up or continued interaction on completion of the visit?	
<input type="checkbox"/> Yes, please give a brief description on the follow-up work: <input type="checkbox"/> No	
8. Overall feedback on the visit in terms of contacts made, professional development, and value added to thesis research.	
9. If another student will conduct a similar visit to the same destination, what adjustments could be made to improve the effectiveness of the visit?	
10. If another student plans to conduct a similar research attachment at the same location, would you unreservedly recommend it?	
<input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	
11. Other comments about the Overseas Research Award:	
Section II Approval/Endorsement by Respective Authorities	
Ila to be completed by the Prime Supervisor	
<input type="checkbox"/> I endorse the summary report and relevant supporting documents.	
Name of Prime Supervisor: _____ Signature: _____ Date: _____	

IIb to be completed by the Hub
<p><u>to be completed by the Hub admin</u></p> <p><input type="checkbox"/> The condition(s) indicated for application has/have been fulfilled.</p> <div style="border: 1px solid black; height: 40px; margin-top: 5px;"></div> <p><input type="checkbox"/> The summary report and relevant supporting documents have been reviewed.</p> <p><u>to be completed by the Associate Dean/Dean of Hub</u></p> <p><input type="checkbox"/> I endorse this summary report.</p> <p><input type="checkbox"/> I do <u>not</u> endorse this summary report.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> Name of Associate Dean/Dean of Hub: _____ Signature: _____ Date: _____ </div>
IIc To be completed by HKUST Fok Ying Tung Graduate School (Guangzhou)
<p><u>It is confirmed that the following requirements have been fulfilled:</u></p> <p><input type="checkbox"/> The condition(s) as indicated by Hub has / have been fulfilled.</p> <div style="border: 1px solid black; height: 40px; margin-top: 5px;"></div> <p><input type="checkbox"/> A copy of boarding passes/transportation tickets is provided.</p> <p><u>It is confirmed that the original period of attachment has been changed as follows:</u></p> <p><u>Changed</u> attachment Period from _____ to _____ (____ Months and ____ Days)</p> <p><input type="checkbox"/> The endorsements from supervisor and host unit provided.</p> <p><input type="checkbox"/> The total subsidy amount will be adjusted accordingly:</p> <ul style="list-style-type: none"> - Total Subsidy Amount (CNY¥) _____ - Amount of second installment of subsidy (CNY¥) pending released _____ <p>Remarks:</p> <div style="height: 40px; margin-top: 10px;"></div> <div style="display: flex; justify-content: flex-end; margin-top: 20px;"> Signature: _____ Date: _____ </div>