香港科技大学(广州)
THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY (GUANGZHOU)

Summary Report on Overseas Research Award (for PhD Students)

Notes

1. Students should complete and submit this form and upload the boarding passes/transportation tickets (if applicable) after completion of the research attachment.
2. The form will be forwarded to the Prime Supervisor, the Hub and the Guangzhou office of HKUST Fok Ying Tung Graduate School for approval.
3. 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	☐ 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 ☐ *The original approved period has been changed.*	From (dd/mm/yyyy) *please fill out the updated commencement date*	To (dd/mm/yyyy) *please fill out the updated completion date*	Total Period *(xx months and xx days)* *please fill out the updated total period*			
Supporting documents	☐ Boarding passes/Transportation tickets ☐ Endorsements from supervisor and host unit for the changed period					
Other institution(s) / organization(s) visited in the same period						
3. Financial support received for visit period:						
(i) Postgraduate Studentships	☐ Yes ☐ No If yes, amount per month CNY ¥ _____.					
(ii) Overseas Research Award	amount **CNY¥**_____					
(iii) Other subsidies or allowances received for the period	☐ Yes ☐ 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?

☐ Yes, please give a brief description on the follow-up work:

☐ 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?

☐ Yes

☐ No, please explain:

11. Other comments about the Overseas Research Award:

Section II Approval/Endorsement by Respective Authorities

IIa to be completed by the Prime Supervisor

☐ I endorse the summary report and relevant supporting documents.

Name of Prime Supervisor: _____ Signature: _____ Date: _____

IIb to be completed by the Hub

to be completed by the Hub admin

☐ The condition(s) indicated for application has/have been fulfilled.

☐ The summary report and relevant supporting documents have been reviewed.

to be completed by the Associate Dean/Dean of Hub

☐ I endorse this summary report.

☐ I do not endorse this summary report.

Name of Associate Dean/Dean of Hub: _____ Signature: _____ Date: _____

IIc To be completed by the Guangzhou office of **HKUST Fok Ying Tung Graduate School**

It is confirmed that the following requirements have been fulfilled:

☐ The condition(s) as indicated by Hub has / have been fulfilled.

☐ A copy of boarding passes/transportation tickets is provided.

It is confirmed that the original period of attachment has been **changed** as follows:

Changed attachment Period from _____ to _____ (_____Months and _____Days)

☐ The endorsements from supervisor and host unit provided.

☐ The total subsidy amount will be adjusted accordingly:

- Total Subsidy Amount (CNY￥) _____
- Amount of second installment of subsidy (CNY￥) pending released _____

Remarks:

Signature: _____ Date: _____