

THE CHINESE UNIVERSITY OF HONG KONG, SHENZHEN
SCHOOL OF SCIENCE AND ENGINEERING

APPLICATION FOR CHANGE OF SUPERVISOR/CO-SUPERVISOR

Note:

This form is applicable for the following conditions: i) the research direction of a MPhil/PhD student is found to be not in line with the exposure of the current supervisor/co-supervisor, or ii) problems identified between the current supervisor and the student remain unresolved for some time. Any changes in the appointment of supervisor(s) must be approved by the Chair of Graduate Panel and Dean of the Graduate School.

~~~~~

Name: (in English) \_\_\_\_\_ (in Chinese) \_\_\_\_\_ Student I.D.No.: \_\_\_\_\_

School: \_\_\_\_\_ Year of Attendance: \_\_\_\_\_ Contact Tel. No.: \_\_\_\_\_  
(dd/mm/yy) \_\_\_\_\_

Name of Current Supervisor (s) Main Supervisor: \_\_\_\_\_  
Co-Supervisor (if any): \_\_\_\_\_

Name of Intend Supervisor (s) Main Supervisor: \_\_\_\_\_  
Co-Supervisor (if any): \_\_\_\_\_

Reasons for Change: \_\_\_\_\_  
(Please use and attach additional sheets of paper if more space is required.)

~~~~~

Personal Statements:

All the following conditions must be satisfied

I ensure that there have been thorough communication and ample meetings with the supervisor(s). A clear understanding has been reached.

I have spoken to the supervisor(s) immediately when potential problems arised (including personal ones). The situation cannot be resolved, and I have sought advice from the Chair of Graduate Panel.

I agree to the change of supervisor(s), and I understand this change may affect the progress of my study and/or the quality/completion of my thesis.

Signature of Student: _____ Date (dd/mm/yy): _____

~~~~~

**Personal Information Collection Statement**

1. The personal data provided on this form will be used in the processing of this application. All information provided, when no longer required, will be destroyed.
  2. Information provided on this form may be transferred to other departments/ administrative units within CUHK(SZ) for consideration and granting approval, where applicable.
  3. For correction of or access to the personal data after submission of this form, please contact SSE Office: (Tel. No.: (86)755-84273833, Fax No.: (86)755-84273693, e-mail address: pg\_sse@cuhk.edu.cn).
- ~~~~~

**Declaration by the Current Main Supervisor:**

I acknowledge the application for the change of supervisor(s).

Additional Remarks: \_\_\_\_\_  
\_\_\_\_\_

Signature of Main Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Co-Supervisor (if any): \_\_\_\_\_ Date: \_\_\_\_\_  
~~~~~

Declaration by the Intended Supervisor(s):

I am willing to take up the role of main supervisor of the student. I am confident of my competence of guiding the student through the rest of the research programme.

I fully understand the postgraduate financial aid scheme, and will provide corresponding financial support according to his/her fellowship/scholarship requirement.

Additional Remarks (if any): _____

Signature of Main Supervisor: _____ Date: _____

Signature of Co-Supervisor (if any): _____ Date: _____
~~~~~

**Approval by the Chair of Graduate Panel**

I \*confirm/not confirm that the new supervisor(s) has/have the necessary expertise to guide the student through the rest of the research programme and can give student necessary financial support.

*\* Please delete as appropriate*

Signature of Chair of Graduate Panel: \_\_\_\_\_

**Approval by the Dean of Graduate School**

I \*confirm/not confirm that the new supervisor(s) has/have the necessary expertise to guide the student through the rest of the research programme and can give student necessary financial support.

*\* Please delete as appropriate*

Signature of Dean of the Graduate School: \_\_\_\_\_ Date: \_\_\_\_\_