Confidential Recommendation
for New Asia College Outgoing Student Exchange Programmes (2018-19)

Section 1 - To be completed by student
I. Personal Particulars

Name of Student:___________________________ (in English) ___________________ (in Chinese)
CUID No.:__________________ (10 digits)
Major/Programme:_________________________________________ Year of Attendance:_______
Email Address:____________________________________ Telephone No.:___________________

II. Reference (Your referee must be a current full-time CUHK teaching staff)

Name of Your Referee:_____________________________________________________________
Department/Unit:__________________________________ Position: _______________________
Email Address:____________________________________ Telephone No.:___________________

I, the undersigned, hereby agree to waive my right to view and access this recommendation form after
completion by my referee named above. I also understand and agree that I am responsible to follow up
with my referee on completion and submission of the recommendation form.

Signature of Student:______________________________Date:_____________________________

Section 2 - To be completed by the referee named above

The above-named student is applying for New Asia College Outgoing Student Exchange Programmes
(2018-19) and submitted a request for exemption from the selection interview if he/she is shortlisted. The
information provided below will help New Asia College to evaluate the student’s readiness for exchange and
decide whether he/she can be exempted from the interview. Please assess the following aspects of the
student:

<table>
<thead>
<tr>
<th>1. Planning and preparation for exchange</th>
<th>Excellent</th>
<th>Good</th>
<th>Satisfactory</th>
<th>Average</th>
<th>Below Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Adaptability and personal suitability</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Language proficiency (in English or other target language, where relevant)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Communication skills</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Do you recommend the student to exempt from interview?

☐ Recommend  ☐ Do not recommend  ☐ With reservation (please comment)

Other Comments:
____________________________________________________________________________________________________
____________________________________________________________________________________________________

Referee’s Signature:__________________________________Date:_______________________________________

Thank you for completing the recommendation. REFEREE please send this form in sealed envelope to Mr. Jack Wong,
Dean of Students’ Office, New Asia College or by email to jackwong@cuhk.edu.hk on or before 3 November 2017.
Section 1 - To be completed by student

I. Personal Particulars

Name of Student: ___________________________ (in English) ___________________ (in Chinese)

Name in Full (Surname first)

CUID No.: ____________________ (10 digits)

Major/Programme: ___________________________ Year of Attendance: _______

Email Address: ___________________________ Telephone No.: ____________________

II. Reference (Your referee must be a current full-time CUHK teaching staff)

Name of Your Referee: ___________________________

Name in Full (Surname first)

Department/Unit: ___________________________ Position: _______________________

Email Address: ___________________________ Telephone No.: ____________________

I, the undersigned, hereby agree to waive my right to view and access this recommendation form after completion by my referee named above. I also understand and agree that I am responsible to follow up with my referee on completion and submission of the recommendation form.

Signature of Student: ___________________________ Date: ___________________________

Section 2 - To be completed by the referee named above

The above-named student is applying for New Asia College Outgoing Student Exchange Programmes (2018-19) and submitted a request for exemption from the selection interview if he/she is shortlisted. The information provided below will help New Asia College to evaluate the student’s readiness for exchange and decide whether he/she can be exempted from the interview. Please assess the following aspects of the student:

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Do you recommend the student to exempt from interview?

O Recommend  O Do not recommend  O With reservation (please comment)

Other Comments:

______________________________________________________________________________

______________________________________________________________________________

Referee’s Signature: ___________________________ Date: ___________________________

Thank you for completing the recommendation. REFEREE please send this form in sealed envelope to Mr. Jack Wong, Dean of Students’ Office, New Asia College or by email to jackwong@cuhk.edu.hk on or before 3 November 2017.