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Graduate Application Form

CHINA AND HONG KONG SAR

Personal

Reference number (For office use only) _____

Surname _____ First Name _____

English Name _____

Chinese Name _____ Address _____

State / Province _____

Country _____ Postal Code _____

Telephone (Home) _____ Mobile / Pager _____

E-mail Address _____ Date Available for Employment _____

Language Ability

Please detail your language skills by circling your degree of proficiency.

Language	Writing			Reading			Speaking		
English	Fluent	Intermediate	Basic	Fluent	Intermediate	Basic	Fluent	Intermediate	Basic
Chinese: Cantonese	Fluent	Intermediate	Basic	Fluent	Intermediate	Basic	Fluent	Intermediate	Basic
Mandarin	Fluent	Intermediate	Basic	Fluent	Intermediate	Basic	Fluent	Intermediate	Basic
Other:	Fluent	Intermediate	Basic	Fluent	Intermediate	Basic	Fluent	Intermediate	Basic
Other:	Fluent	Intermediate	Basic	Fluent	Intermediate	Basic	Fluent	Intermediate	Basic

Secondary Education

School _____ From _____ To _____

Date (MM/YYYY) _____ Subjects _____ Exams Taken _____ Results _____

Please provide any additional information in an attachment

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that make the difference

Tertiary Education

Institution _____ Country _____
 State / Province _____ Course Title _____ Major _____
 Graduation Date _____ If Graduated, GPA _____

1st year (List subjects)

Results

2nd year (List subjects)

Results

3rd year (List subjects)

Results

4th year (List subjects)

Results

Give details of any other courses including non-academic courses that you have attended.

Course Title

Institution

Course Date

List any awards and prizes obtained.

Award or Prize

Grantor

Date Received

Give details of other professional exams that have been attempted.

Date

Subject

Level

Result



Work Experience

Please include all temporary / vacation work or permanent employment, starting with the most recent.

Employer _____ Duties and Responsibilities _____

Position _____ City _____

State / Province _____ Country _____

Telephone _____ Start Date / End Date _____

Employer _____ Duties and Responsibilities _____

Position _____ City _____

State / Province _____ Country _____

Telephone _____ Start Date / End Date _____

Employer _____ Duties and Responsibilities _____

Position _____ City _____

State / Province _____ Country _____

Telephone _____ Start Date / End Date _____

Interests

Please give a brief summary of your current recreational and leisure activities, including sports and hobbies.

What clubs and societies are you a member of and in what capacity?

What factors have influenced your career choice?



Outline your career ambitions and objectives.

Describe your greatest success or a situation in which you exceeded your own expectations.

Have you ever been convicted of a criminal offence?	Yes / No*
Do you require a work permit to work in Hong Kong?	Yes / No*
Do you require a residence permit to work in other parts of China?	Yes / No*
Did you join our Workshadowing / Summer Internship Programmes?	Yes / No*
If Yes, in which year?	_____

References

Please nominate two people who have agreed to act as referees in support of your application.

Name _____	City _____
Title _____	State / Province _____
Organization _____	Country _____
Telephone _____	Postal Code _____

Name _____	City _____
Title _____	State / Province _____
Organization _____	Country _____
Telephone _____	Postal Code _____

I confirm that the information provided on this application form is true to the best of my knowledge.

SIGNED _____	DATE _____
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* Circle as appropriate
Please provide any additional information in an attachment