Application Form for Change of Expected Graduation Date

Note to Research Postgraduate Students
RPg Students are NOT required to complete this form if they have already indicated their intention to extend expected graduation date on form TAS-1 or TAS-3. If you wish to declare thesis submission or to defer thesis submission beyond normative study end date, please complete form TAS-1 or TAS-3 respectively.

Personal Information Collection Statement:
1. The personal data provided on this form will be used by the Graduate School for the purpose of processing this application. All information provided, when no longer required, will be destroyed.
2. For correction of or access to the personal data after submission of this form, please contact the Graduate School at 3943 8976 / 8977 or email to gradschool@cuhk.edu.hk
3. Information provided on this form may be transferred to other departments/administrative units within CUHK for consideration and granting approval, where applicable.

Please put a “✓” in the appropriate box.

I. PERSONAL PARTICULARS:

Name (English) __________________________ (Chinese) __________________________
Student ID No. __________________________ Original expected graduation date __________________________
(e.g., TPg: 2013-14, Term 2; RPg: 31/7/2014)
Study Programme __________________________
Degree/Diploma/Certificate: __________________________ Time Basis: ☐ Full-time ☐ Part-time

II. DETAILS OF APPLICATION:

Period to be extended:
TPg: ☐ One teaching term up to: __________________________ (e.g., 2013-14, Term 2)
☐ One academic year up to: __________________________ (e.g., 2013-14)
RPg: ☐ Extended to __________________________ (dd/mm/yy)
(e.g., 31/7/2014)

If you are a research postgraduate or a taught doctoral student, please also complete the following part:
1. Have you declared to submit your thesis?
   ☐ Yes ➔ My proposed thesis submission date is __________________________. Please also answer Q2.
   ☐ No ➔ No need to answer Q2.
2. Have you submitted your first draft of thesis to the Graduate School? If yes, please state the date.
   ☐ No ☐ Yes, thesis submitted on __________________________ (dd/mm/yy)

Reason (please attach supporting document, if any):

______________________________________________________________

Signature of Student ____________________________________ Date  ________________________________

III. APPROVAL:

Programme Director/Thesis Supervisor ☐ Recommended ☐ Not Recommended
Comments
Signature __________________________ Date __________________________

Division Head ☐ Approved ☐ Not Approved
Comments
Signature __________________________ Date __________________________

Note: The Graduate School will inform students of the approval result by sending e-mail to their CWEM accounts.

For Graduate School use:
☐ Details correct Checked by __________________________ Update on: __________________________
☐ Application accepted ☐ Application not accepted