



THE HONG KONG UNIVERSITY OF SCIENCE & TECHNOLOGY
Academic Records and Registration, Academic Registry
Application for Retention of Student Status
(for Research Postgraduates)

Notes and Application Procedures

- 1. Students who submit their theses for examination at least four weeks before the beginning of the following term...
2. Students should complete Sections I & II below, and obtain approval from the program department for Section III.
3. Those students whose date of submission of thesis copies for examination falls short of the four-week period prior to the start of a term are NOT entitled to apply for retention of student status.
4. During this four-week non-fee paying period, these students are still regarded as students of the University. However, they are NOT eligible for University student accommodation.
5. The respective thesis examinations should be held within the first three weeks of the new term, leaving one week for the candidates to submit the final version of their thesis.
6. During the extended period at the beginning of a term, students who are waiting to sit for their thesis examinations are NOT entitled to receive postgraduate studentships.

I. Student Particulars

Student Name : \_\_\_\_\_ Student No. : [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]
(In English)
Program of Study : [ ] MPhil [ ] PhD in \_\_\_\_\_ Academic Load : [ ] FT [ ] PT
Contact Phone No. : \_\_\_\_\_

II. Application Details

Thesis copies submitted to program department for examination on : \_\_\_\_\_
Proposed date of thesis examination : \_\_\_\_\_
Reasons for retaining student status into the following term :
\_\_\_\_\_

\_\_\_\_\_  
Signature of Student Date

Personal Information Collection Statement

- i) The personal data provided in this form will be used for checking of records and processing this application only. It is obligatory for you to supply the required data on this form. Your application may be delayed or may not be considered if the data submitted are incomplete.
ii) The personal data collected may be provided to major departments/ schools, or relevant administrative offices for the above mentioned purposes.
iii) For access or correction of the personal data after submission of this form, please contact the Academic Registrar (email: progreg@ust.hk, Office address: Academic Records and Registration, Academic Registry, Room 1381, Academic Building, HKUST). For the University's Privacy Policy, please refer to http://www.ust.hk/privacy-policy.

III. Departmental Endorsement

This application is [ ] supported [ ] not supported
\_\_\_\_\_  
Signature of Thesis Supervisor Name Date
This application is [ ] supported [ ] not supported
\_\_\_\_\_  
Signature of PG Coordinator / Program Director Name Date