



The Graduate Division of History
Declaration Form of Workload 20 - 20
(ONLY applicable to PGS Holder)

Notes: This form should be completed and returned to the Division Office by the end of December, May and July every. Late submission without justification will not be accepted.

Name : \_\_\_\_\_ Period : Aug - Dec / Jan - May / Jun - Jul
Year of Study : \_\_\_\_\_ Prog : MPhil / PhD

A. Teaching-related Duties

- Invigilator Term 1 / Term 2 Course Code: HIST \_\_\_\_\_ Hours
Assist in Course Add-Drop / Course Evaluation / Summer Internship^ (^delete as appropriate) \_\_\_\_\_ Hours
Other Duties (please specify: \_\_\_\_\_) \_\_\_\_\_ Hours

B. Research-related Duties

- Provide research support to Professor \_\_\_\_\_ (Max. 200 hrs/ term) \_\_\_\_\_ Hours
Assist in Academic Seminars or Conference Organised by Department (Max. 50 hrs/ activity) \_\_\_\_\_ Hours
Attend Academic Seminar or Conference (Supporting document: max. 1-page report endorsed by Supervisor) \_\_\_\_\_ Hours
Date: \_\_\_\_\_ Topic of Seminar/Conference: \_\_\_\_\_
Date: \_\_\_\_\_ Topic of Seminar/Conference: \_\_\_\_\_
Date: \_\_\_\_\_ Topic of Seminar/Conference: \_\_\_\_\_
Publish a Paper/Thesis (Supporting document: copy of research paper and AIMS registration) 110 Hours
Topic: \_\_\_\_\_
Publish a Book (Supporting document: copy of book cover and AIMS registration) 400 Hours
Name of Book: \_\_\_\_\_
Present a Paper in Academic Seminar/Conference (Supporting document: copy of conference programme)
Date: \_\_\_\_\_ Topic of Seminar/Conference: \_\_\_\_\_ 50 Hours
Date: \_\_\_\_\_ Topic of Seminar/Conference: \_\_\_\_\_ 50 Hours

C. Other Duties

\_\_\_\_\_ Hours
\_\_\_\_\_ Hours
\_\_\_\_\_ Hours
\_\_\_\_\_ Hours

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