

**THE CHINESE UNIVERSITY OF HONG KONG
Graduate School**

Application for Dispatch of Graduate Certificate by Courier of My Choice

A. Personal Particulars of the Graduate

Name (in English): _____ Name (in Chinese): _____
Student ID no.: _____ HKID Card No.*: _____
Email: _____ Contact Tel. No: _____
Programme: _____ *(e.g. MA in Music / PhD in Music)*
Year of Graduation: _____

B. Please send my graduate certificate to the following address (A valid Chinese address and phone number of the intended recipient must be provided if the certificate is to be sent to Mainland China/ Taiwan):

C. A copy of my HKID/Passport* is enclosed. (The Graduate School cannot process your request without this document.)

D. Declaration

I hereby request the Graduate School to send my graduate certificate to me by courier.

I understand that:

1. I have to assume full responsibility for any loss or defacement of the graduate certificate in the course of delivery and problems causing the mail returned undelivered due to invalid address documentation and other issues, and
2. I have to bear the cost of delivery involved.

Signature: _____

Date: _____

** If you do not have a HKID card, please provide your passport or other ID document, the name and date of birth printed thereon must match with those in your university student record, for verification.*

The personal data collected from this application form will be used by the Graduate School to identify its graduates and to obtain permission to send out the graduate certificates. This graduate's ID information will be removed before retention. For correction of or access to the personal data after submission of this form, please contact the Graduate School via the [Online Enquiry Form](#).
