For Office Use Only
Application Number* : UG10

Transcript Request Form

To: Registrar

From: Admissions Office, the Registry, Lingnan University

The person whose name appears below is applying for admission to the Undergraduate programme(s) in 2010-11 at this University. For evaluation of the applicant's academic performance, please arrange for an official transcript of this person's study at your institution to be sent together with this form in a sealed envelope to Admissions Office, the Registry, Lingnan University, 8 Castle Peak Road, Tuen Mun, Hong Kong.

(This section should be completed by the applicant.)

Name of Applicant: _____ _____
in English (Surname first) in Chinese

HKID Card/Passport/Travel Document No.: __ __ __ __ X X X X
(Please fill in the first 4 digits)

Institution Attended: _____

Programme Studied: _____

(Expected) Date of Conferment of the Award: _____

Choice(s) of Study Programmes

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

The applicant should send this form to the Registrar of the institution from which the transcript is requested. The applicant should be responsible for the costs incurred in the request for the transcript.

* An applicant using an application form without a pre-assigned application number will be informed of the application number when the University acknowledges his/her application.