

**MSc in Human Resource Management and Organisational Behaviour**  
人力資源管理及組織行為學碩士課程

**Application for Admission 2023/24**  
**2023/24 學年入學申請**

For Office Use Only	
App. No.:	HRMOB2023 _____
<input type="checkbox"/>	Admitted
<input type="checkbox"/>	Rejected
<input type="checkbox"/>	Waitlisted
Assessed by:	_____

**機密推薦書**  
**CONFIDENTIAL RECOMMENDATION FORM**

推薦人必需為申請人的現任或過往直屬上司或大學授課老師並同時不能為申請人的朋友或親屬。  
Referee must be applicant's current or former direct supervisor or teacher at university who should not be the applicant's friends or relatives.

申請人填寫第一部份後，須送交推薦人填寫第二部份並於**申請人完成網上申請後的一個月內** (1) 把表格密封於信封內並直接寄回香港屯門青山公路8號嶺南大學郭少明伉儷樓112/1室 - 商學院研究生(授課式)課程辦公室，或 (2) 使用第二部份第5項所填寫的電郵把此表格發送到 [admission\\_hrmob@LN.edu.hk](mailto:admission_hrmob@LN.edu.hk) (只接受以大學或公司的電郵所發送的推薦表格)。有關課程的詳細資料，請查閱課程網址 <http://www.LN.edu.hk/mgt/prog/>。

The applicant should complete Part A, then invite his/her referees to complete Part B. The referee should return this form in a sealed envelope direct to the Programme Office **within a month after the applicant submitted the online application** by: (1) mailing this form to the Taught Postgraduate Programmes Office, Room 112/1, Simon and Eleanor Kwok Building, Lingnan University, 8 Castle Peak Road, Tuen Mun, Hong Kong, or (2) emailing this form to [admission\\_hrmob@LN.edu.hk](mailto:admission_hrmob@LN.edu.hk) via the email account stated in Part B Item 5 (Only accept forms sent by university or company email account). For details of the Programme, please refer to the website <http://www.LN.edu.hk/mgt/prog/>.

**第一部份 - 由申請人填寫**

**PART A – To be completed by the applicant**

申請人姓名: 先生/女士/小姐* (如適用)	申請編號: Application No.:
Name of Applicant: Mr / Ms / Miss* (In block letters and surname first)	HRMOB2023 _____
擬入讀課程: Programme Applied for:	人力資源管理及組織行為學碩士課程 <b>MSc in Human Resource Management and Organisational Behaviour</b>

**第二部份 - 由推薦人填寫**

**PART B – To be completed by the referee**

1. 請根據閣下對申請人的認識，在下列適當方格內加「✓」:

Based on your knowledge of the applicant, please comment on the following by putting a 「✓」 in the appropriate boxes below:

項目 Item	優 Excellent	良 Good	可 Fair	劣 Poor	不詳 Unknown
智能 Intellectual potential					
口語及書寫能力 Language Proficiency, both oral and written	中文 Chinese				
	英文 English				
分析能力 Analytical ability					
獨立思考及主動性 Independent thinking and initiative					
勤奮與毅力 Industry and perseverance					
可靠性及責任感 Reliability and sense of responsibility					
對擬修讀學科的認識程度 Knowledge of the proposed study					

2. 閣下與申請人認識多久及關係為何？  
How long and in what capacity have you known the applicant?

3. 請評論申請人修讀上述課程之能力。  
Please give your evaluation of the applicant's capacity to complete the proposed programme.

4. 其他評語 (如有)  
Other comments (if needed)

[如不敷應用，請另頁書寫 Please use separate sheet(s) if necessary]

5. 推薦人簽名  
Signature of Referee: \_\_\_\_\_ 日期  
Date: \_\_\_\_\_

推薦人姓名  
Name: \_\_\_\_\_ 職位名稱  
Post: \_\_\_\_\_  
(請用正楷 in block letters)

機構/公司名稱  
Name of Institution/Organisation: \_\_\_\_\_

地址  
Address: \_\_\_\_\_

電話  
Telephone No.: \_\_\_\_\_ 電郵  
Email: \_\_\_\_\_  
(請填寫大學或公司的電郵 Please use university or company email account)

[如申請人向本校申請查閱此表格上的資料，根據個人資料(私隱)條例，本校須依其要求於申請入學程序完結後提供副本。  
According to the Personal Data (Privacy) Ordinance, upon the applicant's request, the University shall provide a copy of the information given on this form to the applicant when the admission process is completed.]