

For Office Use Only

App. No.: _____
ESGM2024 _____
 Admitted
 Rejected
 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 - ESGM，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_esg@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 <https://www.ln.edu.hk/fb/tpg/cht/programme?pkey=21>。

The applicant should complete Part A, then invite his/her referees to complete Part B. The referee should return this form to the Programme Office **within a month after the applicant submitted the online application** by: (1) mailing this form in a sealed envelope direct to ESGM, 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_esg@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 <https://www.ln.edu.hk/fb/tpg/eng/programme?pkey=21>.

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) | ESGM2024 _____ |
| 擬入讀課程: Programme Applied for: | 環境、社會和公司治理管理理學碩士課程 Master of Science in Environmental, Social, and Governance Management |

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.