

**CONFIDENTIAL REPORT BY SCHOOL PRINCIPAL OR ACADEMIC REFEREE** ◇

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

The applicant should complete Part A and then invite his/her school principal or an academic referee who knows the applicant well to complete Part B and return this form to the Registry of Lingnan University within four weeks. Please provide at least **ONE** Confidential Report to support your application.

Name of Applicant: \_\_\_\_\_  
in English (Surname first)
in Chinese (if applicable)

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

Choice(s) of Study Programmes

1<sup>st</sup> Choice: \_\_\_\_\_

2<sup>nd</sup> Choice: \_\_\_\_\_

3<sup>rd</sup> Choice: \_\_\_\_\_

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

Please complete and send this form to the Registry of Lingnan University **in a sealed envelope** within two weeks.

- How long and in what capacity have you known the applicant? \_\_\_\_\_
- Please tick the appropriate boxes below according to your knowledge of the applicant:

Items	Excellent	Good	Fair	Poor	Unknown
(a) Analytical ability					
(b) English proficiency (both oral and written)					
(c) Independent thinking and initiative					
(d) Industry and perseverance					
(e) Reliability and sense of responsibility					
(f) Conduct					
(g) Breadth of interest (including hobbies, sports, involvement in clubs, etc.)					
(h) Social awareness					
(i) Contribution to the community					

◇ Upon the applicant's request, the University shall provide a copy of the information given in this form to the applicant when the admission process is completed in compliance with the Personal Data (Privacy) Ordinance.

\* 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.

**PART B (continued) - To be completed by the referee**

3. Please list the applicant's best five subjects in Secondary 5/6 or his/her latest studies and indicate the position of the applicant among the group taking the same subject:

Level	Subject	No. of Students in the Group	Position in the Group

4. Please give your opinion on the applicant's suitability (in terms of ability, potential and interest) for studying the study programme(s) which he/she prefers:

Name of School: \_\_\_\_\_ Signature and Official Chop: \_\_\_\_\_

Name of Referee: \_\_\_\_\_ Position Held: \_\_\_\_\_

Tel. No.: \_\_\_\_\_ Date: \_\_\_\_\_

PLEASE COMPLETE AND SEND THIS FORM IN A SEALED ENVELOPE **WITHIN FOUR WEEKS TO:**

**UNDERGRADUATE ADMISSIONS AND RECORDS SECTION  
REGISTRY  
LINGNAN UNIVERSITY  
8 CASTLE PEAK ROAD  
TUEN MUN  
HONG KONG**