

**Hang Seng Management College**  
**School of Business**  
**Application for SBUS4999 Senior Year Project**

**INSTRUCTIONS & NOTES**

1. Student applying for “SBUS4999 Senior Year Project” should submit with this application a one-page A4 paper preliminary project proposal (approximately 250 words). Completed application form shall be submitted to the School Office at D751, 7/F, Lee Quo Wei Academic Building by the application deadline, **28 September 2018 (Friday)**. Late applications will not be accepted.
2. It is the responsibility of the student to identify his/her project supervisor. If the student is unable to locate one, the School may recommend potential academic staff for the student for consultation if they will take up the supervision of the project. Please note that the School reserves the right to reject a student’s proposal if the project is not suitable or if a supervisor cannot be identified.
3. The supervisor should sign on this form to acknowledge his/her consent to supervise the project. Application without the signature of the supervisor will not be processed.
4. Upon receipt of the complete application, the School Office shall review and inform the student the result via HSMC email within 14 working days. Approved application would be automatically counted as one module enrollment in Semester 2, 2018/19.
5. For enquiries, please email to [sbus@hsmc.edu.hk](mailto:sbus@hsmc.edu.hk)

**PART A: TO BE COMPLETED BY CANDIDATE**

**I. STUDENT INFORMATION**

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_  
 Programme: \_\_\_\_\_ Concentration (if any): \_\_\_\_\_  
 Year of Study: \_\_\_\_\_ Contact Number: \_\_\_\_\_

**II. PROJECT INFORMATION**

Intended Project Topic: \_\_\_\_\_  
 Intended Supervisor: \_\_\_\_\_ (Name) \_\_\_\_\_ (Department)

**III. DECLARATION**

I have observed and agreed with all terms and conditions set out for the application of the module SBUS4999 Senior Year Project. I will be committed to complete the project under the supervision of my project supervisor.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

**PART B: TO BE COMPLETED BY PROJECT SUPERVISOR**

**IV. DECLARATION**

I have read and agreed with the preliminary project proposal submitted by the above student. I consent to serve as his/her project supervisor for academic year 2018/19.

Signature of Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Approved /  Disapproved

Module Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_