



The Hang Seng University of Hong Kong
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, **23 February 2024 (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 email within 14 working days. Approved application would be automatically counted as one module enrollment in Semester 2, 2023/24. Please observe the study load limit (normally not more than 6 modules) for a normal semester.
5. For enquiries, please email to sbus@hsu.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 23/24.

Signature of Supervisor: _____ Date: _____

FOR OFFICE USE ONLY

☐ Approved / ☐ Disapproved

Module Coordinator: _____ Date: _____