**THE UNIVERSITY OF HONG KONG**

FACULTY OF SOCIAL SCIENCES

**“Official Copy” Transcript Request Form**

I. **To the Applicant:** Applicants who did not attach their original official transcript, should complete the first part of this form and send it to the appropriate officer of the institution from which the transcript is requested.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of Applicant: |  |  | ( |  | ) |
|  | in English |  |  | in Chinese, if any |  |

|  |  |
| --- | --- |
| University/College Attended: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Dates of Attendance: From |  | To |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Title of Degree/Diploma: |  | Date of Award: |  |

 Programme applied for admission at The University of Hong Kong:

|  |  |
| --- | --- |
| **Master of Social Work** |  (Full-time/Part-time\*) |

\* Please delete as appropriate.

II. **To the Officer responsible for issuing transcripts:** The applicant named above has applied for admission to a postgraduate curriculum at The University of Hong Kong. Please send a copy of the **official** transcript together with this form directly to:

 Department of Social Work and Social Administration

 Room 534, 5/F, The Jockey Club Tower

 Centennial Campus

 The University of Hong Kong

 Pokfulam Road

 Hong Kong

 Re: MSW - Ref (2024-25)