

**HONG KONG BAPTIST UNIVERSITY**  
**Faculty of Arts**

**Application Form for Research Postgraduate Student Incentive Award**  
**(For Full-time PhD and MPhil Students Only)**

Name of Student: \_\_\_\_\_ Student No.: \_\_\_\_\_ Department: \_\_\_\_\_  
Study Commencement Date: \_\_\_\_\_ Contact Tel. No.: \_\_\_\_\_  
Principal Supervisor: \_\_\_\_\_ Course: PhD / MPhil

I would like to apply for the "Research Postgraduate Student Incentive Award" as I have published an article in the following venue:

Title of the Article: \_\_\_\_\_  
Title of the Journal: \_\_\_\_\_  
Publisher of the Journal: \_\_\_\_\_  
Date of Publication: \_\_\_\_\_ Pages of my article: \_\_\_\_\_  
 My article and/or an unconditional acceptance letter issued by the Journal are attached

*Please check the appropriate box:*

I have received this award for \_\_\_\_\_ time(s) during my study period.  
 I have not received this award during my study period.

If my application is approved, I would like to have the book coupons (HK\$2,000) in the following bookshop:  
(Please check **ONE** box only)

Commercial Press (商務印書店)  Cosmo Books (天地圖書)  Joint Publishing (三聯書店)

If my application is approved, I would like to purchase books on line and submit the original receipts to the Dean's Office for reimbursement (maximum reimbursable amount is HK\$2,000).

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**To: Dean of Arts**

We support the above application, and confirm that the applicant's article is published in a refereed journal.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Principal Supervisor

\_\_\_\_\_ Date: \_\_\_\_\_  
Department/Programme Head

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**Approval from the Dean**

Approved  Not Approved

Comments, if any: \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Dean of Arts

# HONG KONG BAPTIST UNIVERSITY

## Faculty of Arts

### Application Guidelines for Research Postgraduate Student Incentive Award

#### **Award**

Each article published in a refereed journal would be awarded book coupons of HK\$2,000. The award will be given to the same student not more than 2 times throughout the whole study period (two-year for MPhil or three-year/four-year for PhD).

#### **Eligibility**

Current full-time research postgraduate student (PhD and MPhil) who has published an article in a refereed journal (not necessary at a top-tier journal). Article published in Newsletters without academic review process will not be accepted.

#### **Implementation Date**

Commencement date of your current MPhil or PhD Study

#### **Application Procedures**

1. Students should submit a completed application form with the support document including an unconditional acceptance letter issued by the academic journal or the published article, to the Principal Supervisor and the Department/Programme Head for endorsement before submission to the Dean's Office of the Arts Faculty.
2. Applicants will be informed of the result.

#### **Enquiry**

Dean's Office of the Arts Faculty  
OEW1100, Oen Hall West Wing,  
Ho Sin Hang Campus  
Tel: 3411-7197 (Ms. Tammie Yeung)