**Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Dear Supervisor,

We would appreciate if you could provide us the additional information (as listed below) for the members of University Postgraduate Committee (UPC) to proceed with the discussion on nomination of examiners (both internal and external) for student who is under your supervision.

1. What is/are the main research scope of your student?

…………………………………………………………………………………………………………………………………………….

1. Fill in the following table for the justifications of proposed internal and external examiners.

|  |
| --- |
| **Internal Examiner** |
| **No.\*** | **Name**  | **Educational Background** | **Related Research Expertise** | **Related Publications** | **Justifications of the nominations** |
| 1st  |  |  |  |  |  |
| 2nd  |  |  |  |  |  |
| **External Examiner** |
| **No.\*** | **Name**  | **Educational Background** | **Related Research Expertise** | **Related Publications** | **Justifications of the nominations** |
| 1st  |  |  |  |  |  |
| 2nd  |  |  |  |  |  |

*\* Please propose the name based on the preference of supervisory committee.*