**UROP Support Grant – Final Report Form**

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| **Important Notes and Instructions**   * The reporting form is divided into two sections. Part I should be **completed and signed by a student** **representative** enrolled in the project. Part II should be **completed by the project supervisor.** * If more than one students have enrolled in the project, the project supervisor should select a student representative to complete the form. **Please submit one form for each project**. * Please submit the completed form to [urop@ust.hk](mailto:urop@ust.hk) by the deadline as specified in the report submission email notification. * Failing to submit the Final Report Form by the above deadline may result in not being eligible for the next application. |

**Part I: Course Info and Learning Outcomes *(To be completed by a student representative of the project)***

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| --- | --- | --- |
| **Student’s Information** | | |
| **Full Name of the Student:** | **Student ID:** | **Email Address:** |
| **UROP Course Information** | | |
| **Project Title:** | | |
| **Course Enrolled:** | **Academic Year:** | **Semester:** |
| **Report on Learning Outcomes** | | |
| (i) What was/were your role(s) and responsibilities in the project: | | |
| (ii) What did you learn from the project: | | |
| **Student’s Signature:** | | |
| **Signature of the Student:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |

**Part II: Grant Usage *(To be completed by the Supervisor)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Supervisor’s Information** | | | | |
| **Full Name of the Supervisor:** | | **Department:** | **Email Address:** | |
| **Full Name of the Co-supervisor(s) (if any):** | | **Department:** | **Email Address:** | |
| **Project Information** | | | | |
| **Project No.:** | | **Project Start Date:** | | **Project End Date:** |
| **Report on Grant Usage** | | | | |
| (i) How many students have enrolled in the UROP project during the awarded period? | | | | |
| (ii) How did the usage of the Grant benefit students’ undergraduate research experiences during the project? | | | | |
| **Expenses Summary** | | | | |
|  | **Item** | | | **Amount (HK$)** |
|  | **Total Amount Funded** | | |  |
|  | **Expenses** *(please list the items below, feel free to add more rows if applicable):* | | | |
| 1 |  | | |  |
| 2 |  | | |  |
| 3 |  | | |  |
| 4 |  | | |  |
| 5 |  | | |  |
| **Total Expenses:** | | | |  |
| **Remaining Fund (Total Amount Funded – Total Expenses):** | | | |  |
| **Project Supervisor’s Signature:** | | | | |
| **Signature of the Supervisor:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |