**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 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.
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**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)***

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| **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:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |