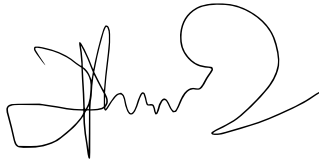


To: Examinations & Grades, Academic Registry
[By email (arpolin@ust.hk)]

INVIGILATOR LOG SHEET

Notes to Instructors / Invigilators:

- 1) Please complete Section II and III.
- 2) To report any incidents of **irregularity** occurred during the final exam, please complete **Section IV**.
- 3) Please return this log sheet together with the attached enrolment list to the **Academic Registry on or before 23 December 2025**.

Section I: General Information (provided by the Academic Registry)	
Course Code:	ECON3123
Section(s):	L1
Date and Time of Examination:	10 December 2025 08:30 - 10:30
Examination Venue:	Rm 4621, Lift 31-32
Number of Students scheduled for this examination in this venue:	33
Student Names:	See enrolment list provided in the shared folder
Section II: Action Taken (to be completed by invigilator)	
<p>1. The students have been asked to read the Academic Honor Code and confirm the Declaration of Academic Integrity before taking the examination:</p> <p>Yes / No</p>	
<p>2. The name of students who were absent from the examination have been marked/highlighted on the enrolment list:</p> <p>Yes / No</p>	
Section III: Attendance Record (to be completed by invigilator)	
1. Number of Students who have attended the examination:	31
2. Number of Students who did not attend the examination:	2
3. Number of completed sets of answer books collected from the students after the examination:	31
4. Number of completed sets of answer books received by the instructor:	31
<div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"><div style="text-align: center;"><p>Hongyi Zhou</p><hr/><p>Name of Instructor/Invigilator</p></div><div style="text-align: center;"> <hr/><p>Signature of Instructor/Invigilator</p></div><div style="text-align: center;"><p>Dec 10, 2025</p><hr/><p>Date</p></div></div>	

Section IV: Irregularity Report (to be completed by invigilator where necessary)

Please record below any incidents of irregularity that occurred during the examination. Examples of irregularity are students:

- late comer(s)
- failing to show student ID or other forms of identification
- whose names do not appear on the course / class enrolment list
- taken ill during the examination
- causing disturbance to other students during the examination

Irregularity Occurred (Please state the name and HKUST ID Number of student(s) involved, details of the irregularity and action taken, if any)

Long Yin SO came late at 8:45 am.

Siyan Hao is absent. The student applied for a sick leave and a postpone. The instructor has approved the case.

Chun Man WONG is absent. The student is a SEN student. The student did not email the instructors to inform his absence.

☐

An incident of academic misconduct has been detected during this final examination and a "Report on Student Academic Misconduct" will be submitted to the Head of the (course-offering) Department for review.

[Reference/Form:

Regulations for Student Conduct and Academic Integrity:

<https://registry.hkust.edu.hk/resource-library/regulations-student-conduct-and-academic-integrity>

Report on Student Academic Misconduct:

<https://registry.hkust.edu.hk/resource-library/report-student-academic-misconduct>]

Hongyi Zhou

Name of Invigilator



Signature of Invigilator

Dec 10, 2025

Date

