

Procedure for Online Application of MSc Independent Project

A) Request for Supervisor's & Program Director's Approval

1. Log in using your ITSC account.



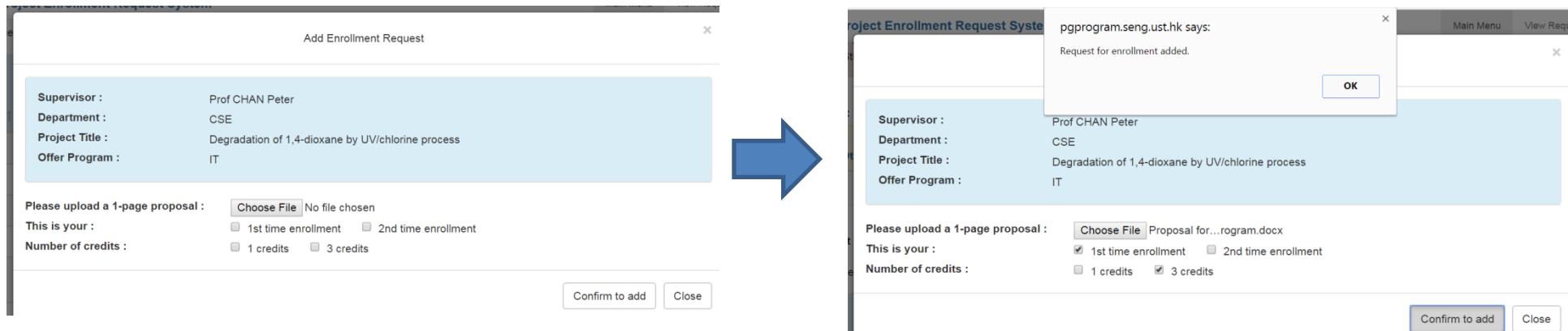
2. Click "add" to view a full list of the projects for selection and check if the quota is full on the left hand side of the corresponding project. You can also click on the hyperlink (if provided) to see project details or click the message icon to send an email to the corresponding supervisor for enquiry. Select the project that you would like to enroll. Only one supervisor with one project title can be submitted each time.

This screenshot shows the 'MSc Project Enrollment Request System' main page. At the top, there are fields for 'Student Name' (Lee Ming Sze), 'Student ID' (20000040), 'Enrollment Term' (2017-18 Spring), 'Program' (IT (Full Time)), and 'Intake' (2016). Below this, a timestamp 'mscprojstub 01-Jun-2017 16:45' is displayed. A large pink box contains an 'Important Note' stating: 'This Project Enrollment System only facilitates student to seek permission from Project Supervisor to enroll in his/her project. When permission is granted, student must then formally enroll the project course via the Student Information System (SIS) the latest TWO DAYS before the end of the add/drop period.' At the bottom, there is an 'Enrollment summary' table with columns for Action, Supervisor, Other Supervisor, Dept, Project Title, Project Area, For Ford ?, Related Area, Project Remark, Course credit, and Status. A blue 'Add' button is located at the bottom left of the table.

This screenshot shows a list of projects available for enrollment. The table has columns for Select, Quota Full?, Supervisor, Other Supervisor, Dept, Project Title, Project Area, For Ford ?, Related Area, and Project Remark. The 'Project Title' column lists various research topics, and the 'For Ford ?' column indicates whether each project has a quota available (No). A large blue arrow points from the 'Add' button in the previous screenshot to this list.

Select	Quota Full?	Supervisor	Other Supervisor	Dept	Project Title	Project Area	For Ford ?	Related Area	Project Remark
●	✗	Prof CHAN Peter	✗	CSE	Degradation of 1,4-dioxane by UV/chlorine process		No		
●	✗	Prof CHAN Peter	✗	CSE	Degradation of 1,4-dioxane by UV/chlorine process		No		
●	✗	Prof CHAN Peter	✗	CSE	Degradation of DEET by persulfate activated with iron waste from warming pad		No		
●	✗	Prof CHAN Peter	✗	CSE	Degradation of DEET by persulfate activated with iron waste from warming pad		No		
●	✗	Prof CHAN Peter	✗	CSE	Effect of the UV/chloramination on degradation of benzoic acid and NOM properties, and comparison with other AOPs		No		
●	✗	Prof CHAN Peter	✗	CSE	Effect of the UV/chloramination on degradation of benzoic acid and NOM properties, and comparison with other AOPs		No		
●	✗	Prof CHAN Peter	✗	CSE	Feasibility of PPCP removal by a solar-driven UV/chlorine process		No		
●	✗	Prof CHAN Peter	✗	CSE	Feasibility of PPCP removal by a solar-driven UV/chlorine process		No		
●	✗	Prof CHAN Peter	✗	CSE	Radical formation from the activation of chlorine by aqueous, chelated and solid iron		No		
●	✗	Prof CHAN Peter	✗	CSE	Radical formation from the activation of chlorine by aqueous, chelated and solid iron		No		

3. After choosing the selected project, please upload your one-page proposal and choose the correct choices from the pop-up screen, click “confirm to add” and press “OK” to confirm:



4. The enrollment summary will then show the supervisor with the corresponding project title that you have requested. The status will indicate that your request is waiting for supervisor's and program director's approvals.

Student Name : Lee Ming Sze	Student ID : 20000040	Program : IT (Full Time)	Intake : 2016	mscprojstub 02-Jun-2017 10:28
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Important Note :

This Project Enrollment System only facilitates student to seek permission from Project Supervisor to enroll in his/her project. When permission is granted, student must then formally enroll the project course via the Student Information System (SIS) the latest TWO DAYS before the end of the add/drop period.

Enrollment summary :

Action	Supervisor Other Supervisor	Dept	Project Title	Project Area	For Ford ? Related Area	Project Remark	2nd Time Enrollment	Course credit	View Proposal	Status
-----	Prof CHAN Peter ✉	CSE	Degradation of 1,4-dioxane by UV/chlorine process		No			3	🔍	Pending Approval

B) Cancel the Submitted Request Prior to Supervisor's Approval

- Choose "cancel" in the "Action" Column and press "OK" on the pop-up windows to confirm.

Student Name : Lee Ming Sze	Student ID : 20000040
Enrollment Term : 2017-18 Spring	Program : IT (Full Time)

Important Note :

This Project Enrollment System only facilitates student to seek permission from Project Supervisor to project course via the Student Information System (SIS) the latest TWO DAYS before the end of the add/drop period.

Enrollment summary :

Action	Supervisor Other Supervisor	Dept	Project Title	Project Area	For Ford ? Related Area	Course credit	Status
-----	Prof CHAN Peter ✕	CSE	Degradation of 1,4-dioxane by UV/chlorine process				
<input type="button" value="Cancel"/>							



MSc Project Enrollment Request System

pgprogram.seng.ust.hk says:

Are you sure to cancel the request for enrollment?

2. Your request has been cancelled

Student Name : Lee Ming Sze	Student ID : 20000040
Enrollment Term : 2017-18 Spring	Program : IT (Full Time)
Intake : 2016	
mscprojstub 02-Jun-2017 10:47	

Important Note :

This Project Enrollment System only facilitates student to seek permission from Project Supervisor to enroll in his/her project. When permission is granted, student must then formally enroll the project course via the Student Information System (SIS) the latest TWO DAYS before the end of the add/drop period.

Enrollment summary :

Action	Supervisor Other Supervisor	Dept	Project Title	Project Area	For Ford ? Related Area	Project Remark	Course credit	Status
<input type="button" value="Add"/>								

Note: You cannot cancel the request if either the supervisor and / the program director has approved the project request. Please send an email to the program email address for withdrawal of the project.