

九龍華仁書院
中國香港特別行政區
九龍窩打老道 56 號
電話 Telephone: (852) 2384 1038



WAH YAN COLLEGE, KOWLOON
56 Waterloo Road, Kowloon,
Hong Kong S. A. R., CHINA
傳真 Facsimile: (852) 2770 5095

A Jesuit Secondary School

APPLICATION FOR TESTIMONIAL / TRANSCRIPT

Name of Student (English) _____ (Chinese) _____

Form _____ Class No. _____

Telephone No.: (Home) _____ (Mobile) _____

Application for Testimonial: Yes / No Number of copy(ies) required _____

Documents required for records Student wants to include in testimonial (*please check and attach*):

- Membership and/or posts of responsibility in WYK student units: printouts from admin.wyk.edu.hk of pages showing membership/post of responsibility (p.1 and page with your photo of each student unit each year), or from eClass record.
- Extra-curricular and service activities (notable ones only) and awards organised/issued by WYK: eClass record printout, certificate or statement signed by Teacher Adviser.
- Extra-curricular and service activities (notable ones only) and awards organised/issued by external body: certificate issued or statement signed by external body.

Application for Transcript: Yes / No Number of copy(ies) required _____
(*Please enclose a self-addressed (typewritten) stamped envelope for each institute.*)

Institutions / Universities you propose to further your studies: (*please write "Common App" if the transcript is to be uploaded to The Common Application online system.*)

Institutions / Colleges/ Universities	Country(ies)

Date : _____

Signature : _____

N.B.

1. The first copy of testimonial and the first copy of transcript are free, but \$25 will be charged for each extra copy. Please pay the exact amount in cash.
2. It usually takes ten school days to process your application.
3. Transcripts report assessment results of F.4 and above and will be sent directly to the institutions stated above.