**THE EDUCATION UNIVERSITY OF HONG KONG**

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| **Nomination of External Reviewer for External Review of New Programmes**  **and Periodic Review of Existing Programmes** |

1. ***Nominee:***
2. ***Area of Study:***
3. ***Background:***
   1. ***Current Position***
   2. ***Academic Qualifications***
4. ***Research Interests (if applicable):***
5. ***Teaching Areas (if applicable):***
6. ***Declaration of relationship with the Programme Team over the previous 3 years:***
7. ***Website about the Nominee (if applicable):***
8. ***Attach a Copy of brief CV (including email address) of the nominee demonstrating his/her expertise relevant to the programme (around 3 pages):***
9. ***Any foreseeable conflict of interest in relation to the programme or the University:***

Notes:

1. All nominated external reviewers should:

1. not have been a member of staff at the University during the previous three years;
2. not have had any formal relationship with the Programme Team over the previous three years [e.g. have been: an honorary professor at EdUHK; external examiner to programmes within the faculty; visiting scholar for a period of more than two weeks; shared authorship of publications/engaged in joint research with EdUHK staff; …etc.]; and
3. not have any other conflict of interest in relation to the programme or the University.

2. Please refer to the following paragraphs in Chapter 4 “Review of New and Existing Programmes” for details on the criteria for nominations of external reviewers:

* Criteria for nomination of external reviewers for review of new programmes: paragraphs 9 – 12
* Criteria for nomination of external reviewers for review of existing programmes: paragraphs 38 – 39 (panel review) and paragraphs 49 – 50 (paper review for Professional Development Programmes)

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***March 2020***