

教师及校长带薪进修计划  
Sabbatical Leave Scheme for  
Professional Development of Teachers and Principals  
乙部 推荐书 Part II: Recommendation Form

由申请人填写 To be completed by the Applicant

申请人个人资料	
英文姓名 Name in English	
中文姓名 Name in Chinese	
日间联络电话 Daytime Contact Number	
电邮地址 Email Address	

**教师及校长带薪进修计划申请表**  
**Sabbatical Leave Scheme for**  
**Professional Development of Teachers and Principals**  
**乙部 推荐书 Part II: Recommendation Form**

乙部 校长或校监推荐书（由申请人校长或校监填写）

**Part II Recommendation from School Principal/Supervisor**

**(to be completed by School Principal/ Supervisor of the Applicants)**

请在适当方格内加上“√”号。Please insert a “√” in the appropriate box.

在考虑申请人甲部的建议书后，

Upon consideration of the applicant's proposal in Part I,

本人推荐申请人\_\_\_\_\_ (姓名) 参与计划。他/她甲部的建议书内容可行，并能对学与教/学生发展/学校发展带来益处。本人支持他/她参与计划。

I recommend applicant \_\_\_\_\_ (Name) for the Scheme. His/her proposal in Part I is also considered feasible and beneficial to learning and teaching/student development/school development. I support him/her to participate in the Scheme.

[中小学适用]本人确认申请人\_\_\_\_\_ (姓名) 是常额教师<sup>1</sup>。

[For Primary and Secondary Schools] I confirm that the applicant \_\_\_\_\_ (Name) is currently a regular teacher<sup>1</sup>.

[中小学适用]本人确认申请人\_\_\_\_\_ (姓名) 现正署任较高职级的职位。

[For Primary and Secondary Schools] I confirm that the applicant \_\_\_\_\_ (Name) is currently on acting appointment of a higher subsequent rank.

[幼稚园适用]本人确认申请人\_\_\_\_\_ (姓名) 的全部薪酬是由政府资助或学费支付。

[For KGs] I confirm that the salary of the applicant \_\_\_\_\_ (Name) is fully paid by government subsidy or school fees.

本人不推荐申请人\_\_\_\_\_ (姓名) 参与计划。

I do not recommend applicant \_\_\_\_\_ (Name) for the Scheme.

<sup>1</sup> 「常额教师」指 1) 官立、资助及按位津贴学校人手编制内的中、小学教师，或 2) 直资中、小学的正常教学人员。“Regular teachers” refers to 1) teachers on the staff establishment of government, aided and caput schools at the primary and the secondary levels, or 2) regular members of the teaching staff of DSS primary and secondary schools.

对申请人是否适合参加计划或建议书的补充资料 (如有)  
Additional information on applicant's suitability or proposal (if any)

校长/校监签署 Signature of Principal:		校印 School Chop
校长/校监姓名 Name of Principal:		
学校 School:		
日间联络电话 Daytime Contact No.:		
电邮地址 Email Address:		
日期 Date:		

End of Part II 乙部完