

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¹。

[For Primary and Secondary Schools] I confirm that the applicant _____ (Name) is currently a regular teacher¹.

[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.

¹ 「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)

例如：申请人在过往五年曾成功申请及参与任何带薪进修假期计划，是次再推荐的原因。

*e.g. The applicant had successfully applied and participated in paid study leave scheme in the past five years.
Justifications for this recommendation.*

| | | |
|---|--|-------------------|
| 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