

**Sample of School Reference Letter**

**(To be completed by School Principal for eligible JUPAS Non-Chinese Speaking (NCS)  
non-school applicants only)**

**(Applicants with ApL(C) results NEED NOT complete this form)**

Dear Sir / Madam,

**Application for Certification of the Specified Circumstances  
for JUPAS Applicants for  
Consideration of Alternative Qualifications in Chinese Language**

Name of Student: \_\_\_\_\_

Hong Kong Identity Card Number: \_\_\_\_\_

This is to certify that the captioned student studied in my school since \_\_\_\_\_  
(*month / year*) and left school / graduated\* in \_\_\_\_\_ (*month / year*). During his / her\*  
\_\_\_\_\_ year / \_\_\_\_\_ year(s) and \_\_\_\_\_ month(s) of study# in my school, he / she\* has been  
taught an adapted and simpler Chinese Language curriculum not normally applicable to  
the majority of students in local schools.

Yours faithfully,

(Name of Principal)  
Name of School

\* Delete whichever is inapplicable.

# Leave of one month or more (with the exception of summer vacation) will not be counted  
as period of study in a school.