The Hong Kong University of Science and Technology
President’s Cup
Concept Proposal Submission Guidelines
(Applicable to submissions made on 13 September 2017 and onwards)

I. A concept proposal can be submitted as
   i) An individual entry; or
   ii) A group entry, where a group can consist of no more than six members.

II. The concept proposal should be written in English and should not exceed 2 pages excluding the title page.

III. The concept proposal should include
   i) A title page stating clearly the project title and personal details of the author(s) (i.e., full name, student ID, school, department, major, year of study, email and phone number);
   ii) A digest of the proposed project (indicating the main ideas of the entry);
   iii) Work plan and projected date of completion
   iv) Innovation Points
   v) Form of deliverables/ Expected Impacts
   vi) Appendices and references (if applicable); and
   vii) Endorsement of the project supervisor(s) or faculty member(s).

IV. The Concept Proposal Template can be downloaded on the President’s Cup website at http://www.ust.hk/presidents_cup/.

V. The submission must consists of all of the following to be considered successful:
   i) ONE original hard copy of the endorsed concept proposal
   ii) SIX photocopies of the endorsed concept proposal
   iii) ONE scanned copy of the endorsed original in PDF format

VI. Submissions of (i) and (ii) can be made by hand to Office of the Dean of Students (Room 5016, Lift 3) during office hours; (iii) can be submitted by email to prescup@ust.hk, subject “President’s Cup 2018 – Concept Proposal Submission”.

VII. The submission must reach the Office of the Dean of Students by the specified deadline. Submissions made after the deadline will not be considered. No exceptions will be made.