**THE UNIVERSITY OF HONG KONG**

Annual Report (Template)

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| --- | --- |
| Name of Student Society: |  |
| Session (e.g., 2021-2022): |  |

**Part A – Operation Report**

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| *Note: Please describe in 400 to 800 words:*   * *Summary of activities organized* * *Overall evaluation (Optional)* |

**Part B – Financial Report (Optional)**

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| *Note: for student societies received financial support from CCSO* |

**Part C – General Information of the Incoming Executive Committee**

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| --- | --- |
| No. of Executive Committee Members: |  |
| Session (e.g., 2021-2022): |  |
| Session Start Date (DD/MM/YYYY): |  |
| Session End Date (DD/MM/YYYY): |  |
| Student Society Email: |  |
| Website Address (if any): |  |
| Social Media Links (if any): |  |

**Part D – Incoming Executive Committee (Ex-Co) Members**

|  |  |  |
| --- | --- | --- |
| **Ex-Co 1** | Position in Student Society: |  |
| Chinese Name: |  |
| English Name: |  |
| UID: |  |
| Year of Study: |  |
| Mobile Number: |  |
| Email Address: |  |

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| **Ex-Co 2** | Position in Student Society: |  |
| Chinese Name: |  |
| English Name: |  |
| UID: |  |
| Year of Study: |  |
| Mobile Number: |  |
| Email Address: |  |

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| **Ex-Co 3** | Position in Student Society: |  |
| Chinese Name: |  |
| English Name: |  |
| UID: |  |
| Year of Study: |  |
| Mobile Number: |  |
| Email Address: |  |

*Note: Please copy and paste* the *table above if there are more than three Ex-Co members.*

**Part E – Supplementary Documents**

Please submit the following documents with this annual report:

Membership list of the current session (including full names and University IDs)

Student Society Chop and Specimen Signature(s) Form of incoming session \*

*\* The form is available on CCSO’s website.*

**Part F – Authorization and Signature**

I, on behalf of the student society, confirm that the above-stated information is correct. I have read and agree to abide by the Code of Conduct for Student Organizations, Personal Information Collection Statement and Privacy Policy Statement.

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|  |  |  |  |
| Full Name of the Chairperson/President  *(in block letters)* | Signature | Society Chop | Date |

March 11, 2022