

**Morningside College  
The Chinese University of Hong Kong**

**Service-Learning Project: Supervisor Confirmation Form**

**Part 1: Student & Project Information**

*(To be completed by the student before presenting to the supervisor)*

**Student's Full Name**

**Student's USID**

**Service Organization**

**Supervisor's Full Name**

**Supervisor's Email Address**

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**Part 2: Supervisor Confirmation**

*(To be completed and returned to [gemc@cuhk.edu.hk](mailto:gemc@cuhk.edu.hk) by the supervisor)*

**To the Service-Learning Project Supervisor:** Thank you for providing our student with this valuable opportunity to learn from and serve your community. To ensure the student meets both your organization's guidelines and the College's academic requirements, please review and confirm the following statements.

Please check each box to indicate your agreement:

- Supervision:** I agree to supervise the service work of the student named above.
- Hourly Commitment:** I understand that students are required to provide a minimum of **40 hours** of service, and I agree to certify the completion of this commitment at the end of the project.
- Training & Safety:** I acknowledge that if the service work is sensitive in nature (e.g. front-line case work, handling confidential data), our organization will provide the student with the necessary training to ensure client safety, confidentiality, and their own preparedness.

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**Supervisor's Comments:**

*(Please note any specific organizational policies, training requirements, or other relevant information here.)*

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**Supervisors' signature**

**Date**