**Instructor Self-Recommendation Form** Ref: CEC-ISRS/\_\_\_\_\_\_\_\_\_

|  |  |  |  |
| --- | --- | --- | --- |
| 1. **Personal information** | | | |
| **Name (Chinese)** | **Macao resident card n°** | | Copy |
| Click or tap here to enter text. | Click or tap here to enter text. | |
| **Name (romanized, as on identification document)** | **Date of birth**  Click or tap to enter a date. | | **Gender**  M F |
| Click or tap here to enter text. |
| **Email address** | **Contact phone** | Click or tap here to enter text. | |
| Click or tap here to enter text. | **Mobile phone** | Click or tap here to enter text. | |
| **Correspondence address** | | **Nationality** | |
| Click or tap here to enter text. | | Click or tap here to enter text. | |
| **Current employer** | **Position held** | | Full time  Part time |
| Click or tap here to enter text. | Click or tap here to enter text. | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. **Services and courses to offer** | | | | |
| **Course title** | **Brief description** | **Language** | **Hours** | **Mode** |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Face-to-  Face  Online |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Face-to-  Face  Online |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Face-to-  Face  Online |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Face-to-  Face  Online |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Face-to-  Face  Online |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. **Academic qualifications (must provide supporting documents)** | | | | | |
|  | **Academic institution** | **Major** | **Year of award** | **Medium of instruction** |  |
| **Secondary** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| **College diploma/**  **certificate** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| **Bachelor’s degree** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| **Master’s degree** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| **Doctoral degree** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| **Others** | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. **Professional qualifications (must provide supporting documents)** | | | | | |
| **Professional qualifications** | **Awarding institution** | **Year of award** | **Valid until** |  |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. **Professional training (must provide supporting documents)** | | | | |
| **Course title** | **Institution** | **Year of completion** | **Medium of instruction** |  |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. **Teaching experience – short courses (must provide supporting documents)** | | | | |
| **Course title** | **Institution** | **Medium of instruction** | **Hours** |  |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. **Teaching experience – degree awarding programmes (must provide supporting documents)** | | | | | |
| **Subject & degree of programme to which it belongs** | **Academic institution** | **Medium of instruction** | **Years of full-time employment/**  **Hours of teaching** |  |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 1. **Relevant professional experience (relevant working experience, outstanding achievement in the industry etc.)** | | | | |
| **Professional experience** | **Institution** | **Years of employment** |  |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Supporting document |

**Notes:**

1. Please click  to identify your choice with ;
2. The undersigned declares that all information submitted within this self-recommendation are true, accurate and complete. If any information is false, the Macao Polytechnic University and/or the Centre for Continuing Education of the Macao Polytechnic University can terminate at any time this self-recommendation and the service provision based upon it as well as reserve the right to pursue relevant responsibilities in accordance with the law.
3. Copies of supporting documents should be attached. Original supporting documents should be produced for verification when requested by the Centre for Continuing Education of the Macao Polytechnic University. Only qualifications supported with document proof will be considered.
4. The personal data provided within this self-recommendation will be used for only administrative and teaching arrangements of the Macao Polytechnic University and/or the Centre for Continuing Education of the Macao Polytechnic University. Relevant data may be transferred for any relevant procedures within the Macao Polytechnic University, or to other entities as required by law or authorized by the undersigned;
5. The undersigned agrees that the proposed courses can be jointly offered by the Centre for Continuing Education of the Macao Polytechnic University with other third parties. Information including the undersigned’s identity and the course content can be provided to collaborating third parties without the need to seek prior consent from the undersigned.
6. If necessary the Centre for Continuing Education of the Macao Polytechnic University may request referees to enquire about the undersigned’s teaching ability or experience.
7. All submitted materials will not be returned.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_