

**Principal's consent letter**

校長同意信函

Date: \_\_\_\_\_

日期

\_\_\_\_\_  
(Name of school 學校名稱)\_\_\_\_\_  
(School address 學校地址)To: Admissions & Enrolment Team (Distance Learning), Registry  
Hong Kong Metropolitan University致: 香港都會大學  
教務處入學及註冊組 (遙距課程)

Re: Application for admission to Certificate in Education

事由: 教育證書入學申請

This is to certify that \_\_\_\_\_ (HKID No.: \_\_\_\_\_) is employed as a  
謹證明 \_\_\_\_\_ (Name of applicant 申請人姓名) 為本校全職教師,full-time teacher by our school in the coming academic year. He/she will teach the following subject  
independently throughout the coming academic year:

並在整個下一學年獨自任教下列科目和班級:

| Subject / 科目               | Class level<br>級別 | Number of<br>students in<br>a class<br>一班的學生<br>人數 | Does/will the applicant teach# a<br>minimum of 5 periods of the subject<br>per week/cycle<br>是否每星期 / 循環週任教最少五節# | Periods per week/cycle<br>節數 |
|----------------------------|-------------------|--|---|------------------------------|
| English 英文/<br>Chinese 中文* |                   |  | Yes 是 / No 否*   |                              |

I understand that Hong Kong Metropolitan University will send teaching staff to supervise teaching practicums  
and hereby consent to their entering our school and classrooms for this purpose.

我知道香港都會大學的教學人員會指導該教師的教學實習，並允許他們進入本校觀課。

Yours sincerely,

Signature of Principal 校長簽名: \_\_\_\_\_ (Principal's name 校長姓名: \_\_\_\_\_)

(Principal of \_\_\_\_\_ 校長)

(School Name 學校名稱)

School chop 學校印鑑:

\* Delete as appropriate 請刪去不適用者

# 'Teaching' is defined here as: being fully responsible for instruction in a subject to students for the entire duration of a normal class  
負責任教相關科目普通班別整個教節