



The Hong Kong University of Science and Technology  
Department of Computer Science and Engineering (CSE)

**Teaching Assistant Duty Record – for PDEV 6800**

**Part 1 - Applicant details**

Name of student: \_\_\_\_\_  
Student no.: \_\_\_\_\_  
Program (PhD/MPhil): \_\_\_\_\_

**Part 2 – Teaching Assistant (TA) Duty**

The student performed TA duty with details as follows:

Academic year: \_\_\_\_\_  
Term\*:  Fall  Spring  
Course code: \_\_\_\_\_

**Part 3 – TA Duty Performance**

The student has performed the 30-min instructional delivery to a group of students on \_\_\_\_\_.  
Teaching performance\*:  Pass  Fail (date)

Other comments (if any):

**Endorsement:**

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Course Instructor  
Date: \_\_\_\_\_

Remarks: Student should submit the complete form to the CSE general office no later than the last teaching day of the respective performing term.

*\* Please tick as appropriate.*