

5 February 2018

December 8, 2018  
University Mechanical Engineering Department

**Attn: Department Head**

To Whom It May Concern,

We are delighted to inform you that Institution of Mechanical Engineers Hong Kong Branch is organizing the 2018 Best Student Design Award to recognize the contribution to the mechanical industry from student design projects and to appreciate the performance of the outstanding mechanical engineering students. This year award will be given to design project that

- has the potential to impact to the Mechanical industry
- shows commercial viability;
- demonstrate innovation and creativity.

All design projects that are done by current University undergraduate students or higher diploma students (under taking the course in IVE) and students who possess the Student Memberships of IMechE are eligible to be selected as potential awardees. However, there will only be ONE award given out of all potential awardees.

The application is open to all students and there is no limit on the number of application for each institution. A judging panel will be formed from the Hong Kong Branch. Each application will be assessed against the following:

- Demonstration of potential contribution to the Mechanical Engineering Industry
- Technology employed specialized for Mechanical Engineering
- Commercial Viability
- Innovation achieved in field of Mechanical Engineering
- The projects submitted for the award are also judged based on the scientific or technical merits, creativity and originality of the papers as well as their potential contribution to Mechanical Engineering practices in Hong Kong.

Students who would like to take part in the Student Design Award are required to submit the application form attached on or before 15 February 2018, with the detail of the contact person, and the contact details to the following address (The application can also be submitted by email to [imeche@imechehk.org.hk](mailto:imeche@imechehk.org.hk)):

*Room 1606, 16/F Dominion Centre,  
43-59 Queen's Road East, Wanchai, Hong Kong*

The applications submitted for consideration will be short-listed according to the criteria set out by a judging panel established by IMechE Hong Kong Branch Chairman, and the sub-committee Chairmen. The short-listed papers will be invited to make a presentation at a Technical Meeting organised by IMechE HK Chapter in April 2018, the judging panel will rate the projects based on both the quality of the applications and the presentations.

The winner will be published through IMechE website for public to browse.

An appreciation certificate with HK\$1,000 cash will be awarded to the winner in AGM of 2017/18 session tentatively in May 2018.

Please fill in and email the attached nomination form to [imeche@imechehk.org.hk](mailto:imeche@imechehk.org.hk) on or before 15 February 2018. Should you have any questions or concerns, please feel free to contact Calvin Lai at 9132-5611 or Michael Chow at 6106-0911.

Yours faithfully,

**Calvin Lai**

Chairman of Award and Recognition Sub-committee

Email : [calvin.kh.lai@hkjc.org.hk](mailto:calvin.kh.lai@hkjc.org.hk)