



香港大學

THE UNIVERSITY OF HONG KONG

## Information Sheet 2019-2020

GENERAL INFORMATION	
University Website	<a href="http://www.hku.hk">http://www.hku.hk</a>
HKU Around the World	<a href="http://www.global.hku.hk">http://www.global.hku.hk</a>
Website for Exchange Students	<a href="http://www.aal.hku.hk/studyabroad/">http://www.aal.hku.hk/studyabroad/</a>
Mailing Address (For courier delivery as well)	International Affairs Office G/F Fong Shu Chuen Amenities Centre The University of Hong Kong Pokfulam Road, Hong Kong
Contact Information	<b>Country Coordinators:</b>  <b>Africa and U.K.</b> Ms. Janice Lam: <a href="mailto:janicews@hku.hk">janicews@hku.hk</a> / (852) 2859 8979  <b>Asia, Australia and New Zealand</b> Ms. Christabel Hui: <a href="mailto:huicp@hku.hk">huicp@hku.hk</a> / (852) 2241 5213  <b>Europe (except U.K.)</b> Ms. Amy Wan: <a href="mailto:amywty@hku.hk">amywty@hku.hk</a> / (852) 2219 4125  <b>North and South America</b> Ms. Iris Ip: <a href="mailto:irisipa@hku.hk">irisipa@hku.hk</a> / (852) 2241 5897
	<b>General Enquiries</b>  <b>Incoming programmes</b> Email: <a href="mailto:exchange@hku.hk">exchange@hku.hk</a>  <b>Outgoing programmes</b> Email: <a href="mailto:goabroad@hku.hk">goabroad@hku.hk</a>
Office Phone Office Fax	(852) 2219 4549 (852) 2291 0451

## STUDENT EXCHANGE APPLICATION INFORMATION

Duration of exchange	<input type="checkbox"/> One semester or one academic year		
Entry requirements	<p>To apply for the exchange programme at HKU, students must meet the following criteria:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Undertaken a minimum of 1 year of university level study by the time you start at HKU</li> <li><input type="checkbox"/> Applicants to Faculty of Law must have at least upper second class honours (2:1) results, which converts to approximately a CGPA of 3.33 or above on a 4.3 scale</li> <li><input type="checkbox"/> Applicants to Faculty of Business and Economics must have a grade level of B average / CGPA 3.0 / Satisfactory level</li> <li><input type="checkbox"/> Non-native English speakers are required to meet the English Language Requirements</li> </ul>		
<a href="#">Level of English proficiency requirement</a>	<p>Applicants that are:</p> <p><b>(i) Non-native English speakers</b> must submit a recognised English Language qualification to be admitted into the exchange programme. Please refer to the following requirements:</p> <ul style="list-style-type: none"> <li>• <a href="#">Part C</a> of International Undergraduate Admissions for the list of acceptable minimum qualifications.</li> <li>• Faculty of Law has higher requirement for English proficiency: TOEFL (iBT) 97 or IELTS 7.0 with no subtest below 6.5</li> </ul> <p>OR</p> <p><b>(ii) Native English speakers</b> whose first language and/or teaching medium of home institution is English:</p> <ul style="list-style-type: none"> <li>• Please upload “English Language Proficiency Statement for Incoming Students” (The statement template has been sent to our partner exchange coordinators)</li> <li>• It MUST be signed by exchange coordinator of home institution in students’ online application.</li> </ul> <p>* The University of Hong Kong reserves the right to ask for further proof of sufficient English-language proficiency.</p>		
Nomination period and deadlines	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>Fall</b> – Semester 1 / Full year Intake (Sep admission)  <input type="checkbox"/> Feb 15 – Mar 31, 2019             </td> <td style="width: 50%; vertical-align: top;"> <b>Spring</b> – Semester 2 Intake (Jan admission)  <input type="checkbox"/> Aug 1 – Sep 1, 2019             </td> </tr> </table>	<b>Fall</b> – Semester 1 / Full year Intake (Sep admission) <input type="checkbox"/> Feb 15 – Mar 31, 2019	<b>Spring</b> – Semester 2 Intake (Jan admission) <input type="checkbox"/> Aug 1 – Sep 1, 2019
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Application procedures	After receiving nomination submitted by home institution, International Affairs Office will send an invitation email for online application along with students' login details to the system.
Application period and deadlines	<p>The application must be completed online by the following deadlines:</p> <p><b>Fall</b> – Semester 1 / Full year Intake (Sep admission)  <input type="checkbox"/> Apr 1, 2019 - Apr 30, 2019</p> <p><b>Spring</b> – Semester 2 Intake (Jan admission)  <input type="checkbox"/> Sep 2, 2019 - Sep 30, 2019</p> <p>* Late application or submission will not be considered.</p>
Exchange Application Documents	<p>In the online application, applicants are required to complete the application and upload required supporting documents as follows:</p> <p>(i) To be verified and uploaded by exchange coordinator of applicant's home institution:</p> <p>(1) Official transcript (in English) issued by home institution (If the transcript is in other languages, please include a translation in English)</p> <p>(2) Proof of English Language proficiency</p> <p>(ii) To be uploaded by applicant:</p> <p>(3) Copy of the Personal Information Page of Passport (one page only)  *Please ensure that the passport submitted should be valid for the entire exchange period.</p> <p>(4) Curriculum vitae (for Faculty of Law applicants only)</p> <p>* Hard copy of the exchange application documents is not necessary. We shall communicate with you immediately should the hosting Faculty require to receive hard copy of the documents.</p>
Visa Application Documents	<p>Check carefully to see <b>which office</b> you should approach for the visa application and please follow the corresponding procedures:</p> <p>(i) <b>China Affairs Office (CAO)</b> – For Mainland Chinese students, and Chinese students from institution outside China, please:</p> <p>(1) Visit <a href="#">CAO website</a> and submit online application.</p> <p>(2) Mail <u>HARD</u> copy of complete set of application to:  <b>China Affairs Office</b>  <b>G/F Fong Shu Chuen Amenities Centre</b>  <b>The University of Hong Kong</b>  <b>Pokfulam, Hong Kong</b>  <b>RE: Visa Application - Exchange</b></p>

	<p>OR</p> <p>(ii) <b>Centre of Development and Resources for Student (CEDARS)</b> – For non-local students with nationalities other than Chinese, or Chinese nationals with residency in overseas, please:</p> <p>(1) Visit <a href="#">CEDARS</a> for detailed instructions.</p> <p>(2) Send soft copy of complete set of application by email to <a href="mailto:visa-exchange@cedars.hku.hk">visa-exchange@cedars.hku.hk</a> for checking.</p> <p>(3) Mail hard copy of complete set of application to: <b>Centre of Development and Resources for Students</b> <b>3/F, Meng Wah Complex</b> <b>The University of Hong Kong</b> <b>Pokfulam, Hong Kong</b> <b>RE: Visa Application – Exchange</b></p> <p>*NOTE: All documents must be with hand-written signature of the applicants. Printed or soft copies will not be accepted. You may be requested to submit other supporting document(s), if any, as well.</p>
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<b>HKU Summer Institute</b>
<p>HKU Summer Institute offers a wide range of programmes delivered by different faculties, providing quality learning and invaluable study abroad opportunity for students. The programmes are open to all undergraduates and are best suited for students who are looking to expand their academic and cultural horizons during summer in one of the most vibrant cities in Asia.</p> <p>HKU Summer Institute offers more than 30 credit-bearing and non-credit-bearing programmes in the fields of Arts and Humanities, Social Sciences, Business and Economics, and Science. These programmes are delivered in the form of lectures by acclaimed HKU professors and prestigious scholars, and also in the form of workshops, site visits, field trips and case discussion. Alongside, students are provided with the opportunities to participate in cultural and social activities, which enable students to have some personal experience of the local culture and acquire a deeper understanding of the local community.</p> <p>For list of courses and application procedures, please visit: <a href="http://www.aal.hku.hk/summerinstitute/">http://www.aal.hku.hk/summerinstitute/</a></p> <p><b>HKU Summer Institute</b> Email: <a href="mailto:ugsummer@hku.hk">ugsummer@hku.hk</a> Ms. Olivia Low: <a href="mailto:olilow@hku.hk">olilow@hku.hk</a> (852) 3917 6181</p>

<b>ACADEMIC INFORMATION</b>	
Courses available for exchange students	Please refer to our <a href="#">webpage</a> for details on available courses.
Restricted programmes or courses for exchange students	<p>Programmes / courses offered by the following Faculties are NOT opened to exchange students:</p> <ul style="list-style-type: none"> <li>• Faculty of Dentistry</li> <li>• Li Ka Shing Faculty of Medicine</li> <li>• BSc (Exercise and Health) Programme</li> <li>• Most final year project courses provided by all faculties</li> </ul>
Course load	<ul style="list-style-type: none"> <li>• 6 credits per course in general</li> <li>• Students are required to take 24 - 30 credits in each semester subject to approval of Dean / Head of Department.</li> <li>• 50% of the course load must be chosen from one single faculty, with the remaining credits from other faculties.</li> <li>• Students admitted to Faculty of Law can choose no more than 6 credits of non-law course (i.e. 1 course) in each semester. Please refer to <a href="#">here</a> for further information.</li> </ul>
Language of instruction	All courses are taught in English, except for courses offered by the Department of Chinese (course codes start with CHIN – e.g. CHIN2013)
Academic calendar	Please refer to “Dates of Semester” section at <a href="http://www.ase.hku.hk/">http://www.ase.hku.hk/</a>
HKU Portal Account and University Number (UID)	UID, Portal ID and PIN will be sent to students by email 1-2 weeks before the start of the semester.
Online Master Registration	<p>After receiving HKU Portal account details, students must complete Online Master Registration on HKU Portal as soon as possible. Otherwise your HKU Student Card cannot be issued and you cannot enroll in any courses.</p> <p>Please refer to <a href="#">registration documents</a> on our website for detailed instructions.</p>

<p>Course registration</p>	<p><b>During application period:</b></p> <ul style="list-style-type: none"> <li>• In “Proposed Study at HKU” section of the online application, applicants are required to indicate the courses they intend to take for the faculties’ consideration on their applications.</li> <li>• The courses shown on the admission letter only indicates the student is eligible for the courses. Students are still required to enroll/register for courses through course selection system.</li> </ul> <p><b>Online Master Registration:</b></p> <ul style="list-style-type: none"> <li>• As mentioned, admitted students must complete Online Master Registration via HKU Portal before the enrollment of courses.</li> <li>• After Online Master Registration, students can preview optional course list and corresponding timetable of their curriculum on HKU Portal. However, they are unable to enroll in any courses until the course selection period starts.</li> </ul> <p><b>Course selection period:</b></p> <ul style="list-style-type: none"> <li>• The <a href="#">course selection schedule</a> and procedures will be shared to students at least 2 weeks before the semester starts.</li> <li>• Course selection is to be completed online via HKU Portal, approval of courses is on a case-by-case basis and at the faculty’s discretion. Detailed instructions for course enrollment can be found <a href="#">here</a>.</li> <li>• Semester 1 course selection period usually begins in 2 weeks before the semester starts. While, Semester 2 usually starts on the first day of teaching and lasts for 2 weeks.</li> <li>• Students can access online course selection system to add / drop courses during the period.</li> </ul>
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Academic transcript Arrangement	<p>To avoid any delay in the dispatch of official transcripts and to echo with the “Go Green” initiative of HKU, NO hard copy(ies) of official transcripts will be sent to exchange students’ home universities.</p> <p>If students are required to submit hard copy(ies) of official transcript to home institution, please apply through:</p> <p><a href="http://ase.hku.hk/asoffice/">http://ase.hku.hk/asoffice/</a> (Click "Transcript" &gt; "Application – For graduates") after the release of your exam results and there will be an administration fee incurred.</p> <p>The above arrangement would be applicable to all University-level incoming exchange students. If your institution also has exchange agreement(s) with any of our faculties/departments, please check with corresponding office(s) for the arrangement of official transcripts for incoming exchange students.</p>
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## LIVING EXPENSES AND PREPARATORY INFORMATION

### [HKU Preparatory Guide for Non-local Students 2018-2019](#)

#### ADDITIONAL VISA INFORMATION

Travel to Mainland China	<p>You need to apply for a separate tourist visa to Mainland China. If you would like to apply in Hong Kong, you can do so in person at the <a href="#">China Travel Service (H.K.) Limited</a> (E-mail: <a href="mailto:enquiry@ctshk.com">enquiry@ctshk.com</a>).</p> <p>You may be able to apply your local Chinese Embassy before you come to Hong Kong. You can contact them for assistance directly.</p>
Working in Hong Kong	<p>Exchange students are NOT allowed to work in Hong Kong under student visa conditions.</p>

#### ARRIVAL INFORMATION

Planning your arrival	<p>You may refer to our <a href="#">webpage</a> for more details on the preparation.</p> <p>Support Network: After admission, students will be invited to join our Facebook Group, current HKU students will provide linguistic support, cultural guidance and information about life at HKU.</p>
Application for Student Card	<p>Application for student card usually takes place during the week before classes begin. Detailed instructions will be sent to students at least 2 weeks before the semester starts.</p>
Orientation	<p>A series of orientation activities will be organised by Buddy Mentors for incoming exchange students, please visit our <a href="#">website</a> to find out how to sign up.</p>



<b>ACCOMMODATION INFORMATION</b>	
Application	Please apply through the link embedded in the online application form in the email from us as soon as the application starts, as it will be placed on a first-come-first-served basis.
Hall Information	<a href="#">CEDARS – Accommodation</a>
Hall Charges	<a href="#">CEDARS – Hall charges</a>
Room Type	Most of the rooms are double room. Only St. John’s College, Ricci Hall and HKU Residential Colleges provide very limited single rooms.
Meal Information	Some halls have compulsory meal plans, others do not (see <a href="#">Hall Charges</a> for details). For those residents whose halls do not provide compulsory meal plans, they can have meals on campus.

<b>HEALTH / INSURANCE INFORMATION</b>	
Medical Services	<p>HKU provides free primary health care to full-time students at the University’s out-patient clinic.</p> <p>Dental service is also available at a notional charge. Please visit <a href="http://www.uhs.hku.hk/">http://www.uhs.hku.hk/</a> for more information.</p>
Insurance	Medical insurance is optional but highly recommended. Students can purchase accident insurance upon their arrival at HKU.

<b>COUNSELLING AND PSYCHOLOGICAL SERVICES / SPECIAL EDUCATIONAL NEEDS</b>	
Counselling and Psychological Services	<p>CEDARS – CoPE offers counselling and psychological services for free on issues like studying and learning challenges, adjustment issues, interpersonal relationships, personal development, emotional distress and mental health concerns. You will benefit from talking to counsellors, who will guide you to discover your personal attributes and strengths.</p> <p>For more information and making an appointment, please visit: <a href="http://wp.cedars.hku.hk/web/cope/">http://wp.cedars.hku.hk/web/cope/</a></p>
Special Educational Needs (SEN)	<p>SEN Support is the service unit for students with physical and sensory disabilities, learning and developmental disabilities. They provide comprehensive service and support to facilitate student’s university adjustment and learning.</p> <p>If you wish to receive additional support, please contact <a href="mailto:cedars-SEN@hku.hk">cedars-SEN@hku.hk</a></p>