



香 港 大 學

THE UNIVERSITY OF HONG KONG

Information Sheet 2019-2020

GENERAL INFORMATION	
University Website	http://www.hku.hk
HKU Around the World	http://www.global.hku.hk
Website for Exchange Students	http://www.aal.hku.hk/studyabroad/
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	<p>Incoming programmes Email: exchange@hku.hk</p> <p>Outgoing programmes Email: goabroad@hku.hk</p> <p>Office Phone: (852) 2219 4549 Office Fax: (852) 2291 0451</p>

STUDENT EXCHANGE APPLICATION INFORMATION			
Duration of Exchange	<ul style="list-style-type: none"> One semester or one academic year 		
Exchange Application Timeline & Deadlines		Fall (Semester 1/ Full year Intake)	Spring (Semester 2 Intake)
	Semester Period	Sep 02 – Dec 23, 2019	Jan 20 – May 30, 2020
	Nomination Starts	Feb 15, 2019	Aug 01, 2019
	Nomination Deadline	Mar 31, 2019	Sep 01, 2019
	Application Starts	Apr 01, 2019	Sep 02, 2019
	Application Deadline	Apr 30, 2019	Sep 30, 2019

<p>Entry Requirements</p>	<p>Students must meet the following criteria to apply for exchange programme at HKU:</p> <ul style="list-style-type: none"> • Undertaken a minimum of 1 year of university level study by the time you start at HKU • Both Native and Non-native English Speakers must provide valid and acceptable English Proficiency Proof • Faculty of Law applicants must fulfill the below requirements: <ul style="list-style-type: none"> - Achieved at least upper second-class honours (2:1) results (equivalent to approx. CGPA 3.33 or above on a 4.3 scale) - English Language Proficiency must meet TOEFL (iBT) 97 or IELTS 7.0 with no subtest below 6.5 • Faculty of Business and Economics applicants must have a grade level: B average / CGPA 3.0 / Satisfactory level
<p>English Language Requirement</p>	<ul style="list-style-type: none"> • Please refer to the minimum requirement as stated in our English Proficiency Proof Requirement document
<p>Nomination by Home Institution</p>	<ul style="list-style-type: none"> • Home institutions that has exchange partnership with HKU may submit nomination through HKU Incoming Exchange Application system. • Exchange coordinators should read Document Submission Checklist before uploading required documents for the students during online nomination (<i>These documents will not be accepted if they are submitted by students</i>).
<p>Exchange Application Procedures</p>	<ul style="list-style-type: none"> • Students will be invited for online application through email. Login credentials & application instructions will be included in the email. • Please read Document Submission Checklist carefully before uploading supporting documents to the application. • Students will submit Proposed Study Plan at HKU in their online application. Courses can be found in Available Courses. <ul style="list-style-type: none"> - This is only a preliminary course plan for faculty's review on students' application, they are NOT enrolled to these courses. - Students are still required to enroll in courses during Course Selection or Add/Drop Period in the beginning of semesters. - The approval of courses is on a case-by-case basis / subject to the Faculty's approval. Actual enrolment is subject to class availability, courses offered in the first semester, quota and class schedule. (This information is subject to change without prior notice) • Personal Statement Students may wish to explain why they are interested in HKU and its exchange programme. There is no word limit for the Personal Statement.

<p>Visa Application Procedures</p>	<p>Students are required to make visa application while completing their exchange application.</p> <p>Please check carefully and apply through ONE of the following Visa Office. You may refer to our website for Visa Application - General Visa Application Guideline.</p> <table border="1" data-bbox="461 416 1431 1196"> <thead> <tr> <th data-bbox="461 416 866 456">Visa Offices</th> <th data-bbox="866 416 1431 456">Details</th> </tr> </thead> <tbody> <tr> <td data-bbox="461 456 866 790"> <p>China Affairs Office (CAO)</p> <p>For Mainland Chinese students and Chinese students from institutions outside China</p> <p>Email: visaapp@hku.hk</p> </td> <td data-bbox="866 456 1431 790"> <ul style="list-style-type: none"> • Application Webpage: CAO Visa • Mailing Address: China Affairs Office G/F, Fong Shu Chuen Amenities Centre, The University of Hong Kong, Pokfulam, Hong Kong RE: Visa Application – Exchange </td> </tr> <tr> <td data-bbox="461 790 866 1196"> <p>Centre of Development and Resources for Students (CEDARS)</p> <p>For Non-local students with nationalities other than Chinese / Chinese nationals with residency in overseas</p> <p>Email: visa-exchange@cedars.hku.hk</p> </td> <td data-bbox="866 790 1431 1196"> <ul style="list-style-type: none"> • Application Webpage: CEDARS Student Visa • Mailing Address: Centre of Development and Resources for Students 3/F, Meng Wah Complex The University of Hong Kong Pokfulam, Hong Kong RE: Visa Application – Exchange </td> </tr> </tbody> </table> <p>For enquiries on Visa Application, please feel free to contact corresponding visa offices by email.</p>	Visa Offices	Details	<p>China Affairs Office (CAO)</p> <p>For Mainland Chinese students and Chinese students from institutions outside China</p> <p>Email: visaapp@hku.hk</p>	<ul style="list-style-type: none"> • Application Webpage: CAO Visa • Mailing Address: China Affairs Office G/F, Fong Shu Chuen Amenities Centre, The University of Hong Kong, Pokfulam, Hong Kong RE: Visa Application – Exchange 	<p>Centre of Development and Resources for Students (CEDARS)</p> <p>For Non-local students with nationalities other than Chinese / Chinese nationals with residency in overseas</p> <p>Email: visa-exchange@cedars.hku.hk</p>	<ul style="list-style-type: none"> • Application Webpage: CEDARS Student Visa • Mailing Address: Centre of Development and Resources for Students 3/F, Meng Wah Complex The University of Hong Kong Pokfulam, Hong Kong RE: Visa Application – Exchange
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<p>Offer Acceptance Procedures</p>	<p>After the application deadline, student’s exchange application will undergo review by proposed faculty. The processing of application will take up to 1.5 months.</p> <p>Results Announcement and Admission Letter will be released by email. Students must complete the below steps to accept their offer:</p> <ul style="list-style-type: none"> • Step 1: Sign and submit your Admission Letter <ul style="list-style-type: none"> - Login to the online application account to accept / decline the offer and upload the signed Admission Letter - Send a copy of the signed Admission Letter to your host faculty by email • Step 2: Secure your Visa Application <ul style="list-style-type: none"> - Send a copy of the signed Admission Letter to respective Visa Office (China Affairs Office at visaapp@hku.hk / CEDARS at visa-exchange@cedars.hku.hk) to proceed with your visa application. • Step 3: Secure your Accommodation Application <ul style="list-style-type: none"> - Send a copy of the signed Admission Letter to CEDARS Accommodation Office at accommodation@cedars.hku.hk for their further processing of your hall application. 						

ACADEMIC INFORMATION

Courses Available for Exchange Students	Please refer to Available Courses webpage for details.
Restricted Programmes/Courses for Exchange Students	<p>Programmes or courses offered by the following Faculties are NOT opened to exchange students:</p> <ul style="list-style-type: none"> • Faculty of Dentistry • Li Ka Shing Faculty of Medicine • BSc (Exercise and Health) Programme • Most final year project courses provided by all faculties
Course Load Information	<ul style="list-style-type: none"> • 6 credits per course in general • Students are required to take 24 to 30 credits in each semester subject to approval of Dean / Head of Department. • 50% of the course load must be chosen from ONE single faculty, with the remaining credits from other faculties. • Students admitted to Faculty of Law can choose no more than 6 credits of non-law course (i.e. 1 course) in each semester. For more information, please refer to their website.
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 & Semester Dates	<ul style="list-style-type: none"> • Academic Advising Office: Important Academic Dates section • Important Dates section on our website
HKU University Number (UID) & Portal Account	UID, Portal ID and PIN will be sent to students by email around 1 to 2 weeks before semester starts .
Online Master Registration	<ul style="list-style-type: none"> • After obtaining HKU Portal Account details, students should immediately login to HKU Portal immediately and complete Online Master Registration. • Students that have NOT yet completed Online Master Registration will not be allowed to do course enrollment and Student Registration Card (Student ID Card) will not be issued. <p>Navigation path: HKU Portal > MyPage > Self-Service > Master Registration</p>

<p>Student Card Application</p>	<p>Submit the following documents to our office during Registration Week:</p> <ul style="list-style-type: none"> • Completed Student Registration Card Form in hard copy • ID Photo for your HKU Student Card (please refer to the requirements on the form) • Copy of your Passport Information Page & Visa Label (affixed onto a blank page of passport) / HKID <p>Student Card Collection Schedule: Step 3: Collection of Student Registration Card</p>
<p>Course Enrollment</p>	<p>After Admitting to HKU:</p> <ul style="list-style-type: none"> • The courses shown on the Admission Letter only means that the student is eligible for the courses. They are not enrolled to any courses. • Admitted students must complete Online Master Registration via HKU Portal in order to enter the Course Enrollment System. • After completing Online Master Registration, students may preview optional course list and corresponding timetable of their curriculum on HKU Portal. • Students will NOT be able to enroll in courses until Course Enrollment System opens. • Course Enrollment System will be opened during Course Selection or Add/Drop period. Please visit Important Academic Dates for the course enrollment schedule. <ul style="list-style-type: none"> - First Semester: Around 1 week before the semester starts (Course Selection & Add/Drop period are available) - Second Semester: First day of teaching and will last for 2 weeks (Only Add/ Drop period is available)
<p>Academic Transcript Arrangement</p>	<ul style="list-style-type: none"> • Please note that NO hard copy of official transcript will be mailed to home institution. • If student's home institution does not accept electronic copy of exam results, student may apply for official transcript. Official transcripts are only available in hard copy. • Students may apply through Academic Support and Examination Section after their results are announced, please visit their website for application details. • The above arrangement is applicable to all University level Incoming Exchange students. • If student is nominated through Faculty /Departmental level exchange agreements with HKU, please check with corresponding faculty office for transcript arrangement.

HKU Summer Institute

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.

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.

For list of courses and application procedures, please visit:

<http://www.aal.hku.hk/summerinstitute/>

HKU Summer Institute

Email: ugsummer@hku.hk

Ms. Olivia Low: olilow@hku.hk (852) 3917 6181

ARRIVAL GUIDE & STUDENT SUPPORT SERVICES

Living Expenses & Preparatory Guide in HKU	<p>A Glimpse of Student Life @HKU for Prospective Students 2019-20 provides practical information for students which includes:</p> <ul style="list-style-type: none"> • Accommodation Information • Cost of Living • Medical Care Information • Campus Facilities • Financial Matters • Student Life at HKU • Crisis and Emergency etc.
Planning your Arrival	<p>Students are advised to arrive HKU during Registration Week (usually one week before semester starts) to complete student registration procedures.</p> <p>Please check the earliest accommodation move-in date and wait for the final announcement of move-in date from respective halls.</p> <p>Students should read through the information in our Arrival Advice page to plan their arrival.</p>
Orientation Series	<p>Orientation Day for Non-local students will be held on the week before the semester starts. Please refer to CEDARS website for updates.</p> <p>Our office and CEDARS have also arranged a series of Orientation Activities. For details, please click Orientation Series in our Arrival Advice page.</p>

<p align="center">Counselling & Psychological Services</p>	<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: CEDARS-CoPE webpage</p>
<p align="center">Special Educational Needs (SEN)</p>	<p>CEDARS 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>More information can be found on SEN Support. If students wish to receive additional support, please contact cedars-SEN@hku.hk</p>

<p align="center">ACCOMMODATION INFORMATION</p>	
<p align="center">Application</p>	<p>The competition for accommodation at HKU is keen, please make application online application through CEDARS (first-come-first-serve basis):</p> <p>Undergraduate Exchange Students Application webpage: Accommodation for Newly-admitted Non-local Undergraduate Students</p> <p>Postgraduate Exchange Student Application webpage: Application for Postgraduate Housing</p> <p>For accommodation enquiries, please contact CEDARS Accommodation at accommodation@cedars.hku.hk</p>
<p align="center">Accommodation Information</p>	<p>CEDARS – Accommodation</p>
<p align="center">Fees & Charges</p>	<p>CEDARS – Hall charges</p>
<p align="center">Room Types</p>	<p>Most of the rooms are double room. Only St. John’s College, Ricci Hall and HKU Residential Colleges provide very limited single rooms.</p>
<p align="center">Meal Information</p>	<p>Some halls have compulsory meal plans, others do not (see Hall Charges for details). For those residents whose halls do not provide compulsory meal plans, they can have meals on campus.</p>

ADDITIONAL VISA INFORMATION

Travel to Mainland China	<p>Students need to apply for a separate tourist visa to Mainland China.</p> <p>Students could make application through local Chinese Embassy before arriving Hong Kong or visit China Travel Service (H.K.) Limited (enquiry@ctshk.com) after arriving Hong Kong.</p>
Working in Hong Kong	<p>Exchange students are NOT allowed to work in Hong Kong under Student Visa conditions.</p>

HEALTH / INSURANCE INFORMATION

Medical Services	<p>HKU provides free primary health care to full-time students at the University's out-patient clinic. Dental service is also available at a notional charge. Please visit http://www.uhs.hku.hk/ for more information.</p>
Insurance	<p>Health and travel insurance is optional but highly recommended.</p> <p>Students may arrange insurance at their own cost in order to meet their needs for the duration of their studies in Hong Kong.</p> <p>The coverage should include provisions for emergency evacuation, rescuer's expenses and repatriation. If you plan to travel outside Hong Kong, you should make sure that your insurance policy covers those destinations as well.</p>