



香港大學

THE UNIVERSITY OF HONG KONG

Information Sheet 2020-2021

GENERAL INFORMATION	
University Website	http://www.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	Incoming Programmes Email: exchange@hku.hk Outgoing Programmes Email: goabroad@hku.hk

STUDENT EXCHANGE APPLICATION INFORMATION			
Duration of Exchange	<ul style="list-style-type: none">One semester or one academic year		
Nomination & Application Timeline			

Entry Requirements	<ul style="list-style-type: none">• Home institution has an exchange partnership with HKU• Student has undertaken a minimum one year of university level study by the time they start at HKU• Both native and non-native English speakers must provide valid and acceptable English Proficiency Proof• Students should meet higher entry requirements if they are applying for the below faculties: <table><tr><td></td><td>Faculty of Law</td><td>Faculty of Business & Economics</td></tr><tr><td>Academic Results</td><td>At least upper second-class honours (2:1) results (equivalent to approx. CGPA 3.33/4.3 or above)</td><td>B average/CGPA 3.0/ Satisfactory level</td></tr><tr><td>English Language Proficiency</td><td>TOEFL (iBT) 97 or IELTS 7.0 with no subtest below 6.5</td><td>Minimum English Proficiency Proof Requirement</td></tr></table>		Faculty of Law	Faculty of Business & Economics	Academic Results	At least upper second-class honours (2:1) results (equivalent to approx. CGPA 3.33/4.3 or above)	B average/CGPA 3.0/ Satisfactory level	English Language Proficiency	TOEFL (iBT) 97 or IELTS 7.0 with no subtest below 6.5	Minimum English Proficiency Proof Requirement
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English Language Proficiency	TOEFL (iBT) 97 or IELTS 7.0 with no subtest below 6.5	Minimum English Proficiency Proof Requirement								
Nomination Procedures by Home Institution	<ul style="list-style-type: none">• Home institutions that have student exchange partnerships with HKU may submit nomination online through HKU Incoming Exchange Application system• Please refer to step-by-step online nomination guide: Nomination Procedures HKU Exchange Partner User Manual• The following Supporting Documents must be uploaded by home institution during nomination, any direct submission from students will NOT be accepted. <table><tr><td>Supporting Documents</td><td>Document Requirements (Uploaded by home institution)</td></tr><tr><td>Official Academic Transcript</td><td><ul style="list-style-type: none">• Academic transcript must be <u>official</u> and in <u>English</u>• Online / unofficial academic results will NOT be accepted• Include English translation if transcript is in other languages</td></tr><tr><td>English Proficiency Proof</td><td><ul style="list-style-type: none">• Native & non-native English speakers must both provide valid and acceptable English Proficiency Proof</td></tr></table>	Supporting Documents	Document Requirements (Uploaded by home institution)	Official Academic Transcript	<ul style="list-style-type: none">• Academic transcript must be <u>official</u> and in <u>English</u>• Online / unofficial academic results will NOT be accepted• Include English translation if transcript is in other languages	English Proficiency Proof	<ul style="list-style-type: none">• Native & non-native English speakers must both provide valid and acceptable English Proficiency Proof			
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Exchange Application Procedures

- **Students will be invited for [online exchange application](#) through email** (Login credentials & application instructions will be included)
- Students are advised to complete online application no later than the application deadline. Late submission will **not** be considered.
- Students may refer to the [step-by-step application procedures](#)
- **Proposed Study Plan at HKU** is required in the online application

This is only a **preliminary course plan** for faculty's review on students' application, they are NOT enrolled to these courses. Courses options can be found on [Academic Information page > Available Courses offered by Faculties](#).

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 Requirements**
Students may wish to explain why they are interested in HKU and its exchange programme. There is no word limit for the Personal Statement.
- **The following Supporting Documents must be uploaded by student.**

Supporting Documents	Document Requirements (Uploaded by students)
Copy of Passport	<ul style="list-style-type: none"> • Copy of Passport Personal information page must be clearly visible (including machine readable lines) • Passport validity date must be able to <u>cover the end of your proposed exchange period with 6 extra months</u>
Curriculum Vitae (CV)	<ul style="list-style-type: none"> • Only applicable to Faculty of Law applicants

<p>Visa Application Procedures</p>	<ul style="list-style-type: none"> Students must complete online visa application by the visa application deadline and send hard copies of application documents to designated visa office after receiving instructions. <i>[Please do not mail the visa application to International Affairs Office]</i> Please note that it will take at least 10 weeks to process student's visa application and the visa application fee is non-refundable. For general visa application procedures, please refer to Application Procedures > Step 3 – Visa Application
<p>Accommodation Application</p>	<ul style="list-style-type: none"> Students should make application online through CEDARS Accommodation Office Accommodation Application Link Housing resources are limited, students are suggested to apply for accommodation as soon as possible.
<p>Acceptance Procedures</p>	<ul style="list-style-type: none"> 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. Results Announcement/Notice of Admission will be released by email. Students must complete the below steps to accept their offer: <p>Step 1: Sign and submit Notice of Admission</p> <ul style="list-style-type: none"> Login to the online application account to accept / decline the offer and upload the signed Notice of Admission. Send a copy of the signed Notice of Admission to your host faculty by email. <p>Step 2: Secure Visa Application</p> <ul style="list-style-type: none"> Send a copy of the signed Notice of Admission to Visa Office to proceed with visa application. <p>Step 3: Secure Accommodation Application</p> <ul style="list-style-type: none"> Send a copy of the signed Notice of Admission to CEDARS Accommodation Office at accommodation@cedars.hku.hk for their further processing of hall application.

ACADEMIC INFORMATION	
Courses Available for Exchange Students	Please refer to Academic Information page 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 faculty with the remaining credits from other faculties. • Detailed information can be found in Academic Information > Available Courses offered by Faculties
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 • International Affairs Office – Academic Information > Key Semester Dates
University Number (UID) & Portal Account	UID and Portal account details 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 complete Online Master Registration immediately. • Students may refer to Arrival Advice > Preparation before arriving HKU > Online Master Registration
Student Registration Procedures	During Registration Week, students should report to International Affairs Office at the Global Lounge reception and submit all the required documents for Student Registration Card Application in hard copies.

<p>Course Enrollment</p>	<ul style="list-style-type: none"> • Student are not enrolled to courses stated in the Notice of Admission, they are only eligible to take those courses. • All students MUST enrol for courses during Course Selection (only available in Semester One) or Add/Drop Period (available in Semester One and Semester Two). • Course enrolment is completed online via HKU Portal. Students will only be allowed to enrol into courses during the schedule of Course Selection or Add/Drop Period. For detailed instructions, they may refer to Quick Guide on Course Selection and Enrolment <p>The approval of courses is on a case-by-case basis and subject to the Faculty's approval. Actual enrolment is subject to class availability, courses offered in the first semester, quota and class schedule. Students are recommended to check the course pre-requisites before selecting courses. [This information is subject to change without prior notice]</p>
<p>Academic Transcript Arrangement</p>	<ul style="list-style-type: none"> • No hard copy of official transcript will be mailed to student's home institutions. • If 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 exam results are announced • The above arrangement is applicable to all University-level Incoming Exchange students. • If students are nominated through Faculty /Departmental level exchange agreements, they may consult with corresponding faculty office on 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

ARRIVAL GUIDE & STUDENT SUPPORT SERVICES

Practical HKU Guide	<p>Students may refer to our Arrival Advice for preparation guide and A Glimpse of Student Life @HKU for Prospective Students is prepared by CEDARS to Non-local students, which includes the below practical information:</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.
Arrival Plan to Hong Kong	<ul style="list-style-type: none"> • All students are expected to arrive in Hong Kong around one week before the start of the semester to complete student registration procedures. • Students are advised to book their return tickets after they have received a confirmed examination timetable, which will not be released until 1–2 months before the assessment period.
Orientation Series	<p>Orientation for Non-local students will be held on the week before the semester starts. Our office and CEDARS have also arranged a series of Orientation Activities, please refer to Arrival Advice > Orientation</p>

Counselling & 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.</p> <p>Students will benefit from talking to counsellors, who will guide you to discover your personal attributes and strengths.</p> <p>For more information and appointment making, please visit: CEDARS-CoPE webpage</p>
Special Educational Needs (SEN)	<p>CEDARS SEN Support is the service unit for students with physical and sensory disabilities, learning and developmental disabilities.</p> <p>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>

ACCOMMODATION INFORMATION

Application	Students should make online application through CEDARS Accommodation Office
Accommodation Information	Accommodation Information Link For accommodation enquiries, please contact CEDARS Accommodation at accommodation@cedars.hku.hk
Fees & Charges	Fee for Students Residing in Residential Colleges & Non-hall housing
Room Types	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 link for details). For those residents whose halls do not provide compulsory meal plans, they can have meals on campus.

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	Exchange students are NOT allowed to work in Hong Kong under Student Visa conditions.

HEALTH / INSURANCE INFORMATION

<p>Medical Care in Hong Kong</p>	<p>University Health Service (UHS)</p> <ul style="list-style-type: none"> UHS provides free primary health care to full-time registered students. Certain medications, preventive services and other items are charged at cost. Dental service is also available at a notional charge. Students may refer to the medical benefits for incoming students from overseas for details. <p>Public Clinics and Hospitals in Hong Kong</p> <ul style="list-style-type: none"> When specialist care and hospitalisation are required, students can consider using the services provided at public clinics and general wards of government hospitals. Non-local students who will be spending less than 180 days in Hong Kong must present their valid passport/travel documents and student visa in order to enjoy subsidised services and hospitalisation in government clinics/hospitals. Non-local students who will be spending more than 180 days in Hong Kong must present their HKID card in order to be eligible for subsidised services and hospitalisation in government clinics/hospitals. <p>For details of the fees charged by government hospitals, please visit www.ha.org.hk (Services Guides Fees and Charges).</p>
<p>Health and Travel Insurance Plan</p>	<ul style="list-style-type: none"> Health and travel insurance is optional but highly recommended. Students may arrange insurance at their own cost in order to meet their needs for the duration of their studies in Hong Kong. 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. Registered students are entitled to HKU Group Travel Insurance (Portal login required to read the details) for travelling overseas on activities which are officially arranged by the University.