



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>
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	<p><b>Incoming Programmes</b> Email: <a href="mailto:exchange@hku.hk">exchange@hku.hk</a></p> <p><b>Outgoing Programmes</b> Email: <a href="mailto:goabroad@hku.hk">goabroad@hku.hk</a></p> <p><b>Office Phone:</b> (852) 2219 4549 <b>Office Fax:</b> (852) 2291 0451</p>

STUDENT EXCHANGE APPLICATION INFORMATION			
Duration of Exchange	<ul style="list-style-type: none"> <li>One semester or one academic year</li> </ul>		
Nomination & Application Timeline		<b>Fall (Semester 1/ Full year Intake)</b>	<b>Spring (Semester 2 Intake)</b>
	<b>Semester Period</b>	Sep 02 – Dec 23, 2019	Jan 20 – May 30, 2020
	<b>Nomination Starts</b>	Feb 15, 2019	Aug 06, 2019
	<b>Nomination Deadline</b>	Mar 31, 2019	Sep 01, 2019
	<b>Application Starts</b>	Apr 01, 2019	Sep 02, 2019
	<b>Application Deadline</b>	Apr 30, 2019	Sep 30, 2019
	<b>Application Result Release</b>	Late Jun – Jul, 2019	Oct – Nov, 2019

<p><b>Entry Requirements</b></p>	<ul style="list-style-type: none"> <li>• Home institution has an exchange partnership with HKU</li> <li>• Student has undertaken a minimum of 1 year of university level study by the time they start at HKU</li> <li>• Both native and non-native English speakers must provide valid and acceptable <b>English Proficiency Proof</b></li> <li>• Students should meet higher entry requirements if they are applying for the below faculties:</li> </ul> <table border="1" data-bbox="518 533 1394 913"> <thead> <tr> <th></th> <th>Faculty of Law</th> <th>Faculty of Business &amp; Economics</th> </tr> </thead> <tbody> <tr> <td><b>Academic Results</b></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><b>English Language Proficiency</b></td> <td>TOEFL (iBT) 97 or IELTS 7.0 with no subtest below 6.5</td> <td>Minimum English Proficiency Proof Requirement</td> </tr> </tbody> </table>		Faculty of Law	Faculty of Business & Economics	<b>Academic Results</b>	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	<b>English Language Proficiency</b>	TOEFL (iBT) 97 or IELTS 7.0 with no subtest below 6.5	Minimum English Proficiency Proof Requirement
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<p><b>Nomination Procedures by Home Institution</b></p>	<ul style="list-style-type: none"> <li>• Home institutions that have student exchange partnerships with HKU may submit <b>nomination online</b> through <b>HKU Incoming Exchange Application system</b></li> <li>• Please refer to step-by-step online nomination guide: <b>Nomination Procedures</b> <b>HKU Exchange Partner User Manual</b></li> <li>• The following <b>Supporting Documents must be uploaded by home institution</b> during nomination, any direct submission from students will <b>NOT</b> be accepted.</li> </ul> <table border="1" data-bbox="539 1429 1394 1832"> <thead> <tr> <th>Supporting Documents</th> <th>Document Requirements (Uploaded by home institution)</th> </tr> </thead> <tbody> <tr> <td><b>Official Academic Transcript</b></td> <td> <ul style="list-style-type: none"> <li>• Academic transcript must be <u>official</u> and in <u>English</u></li> <li>• Online / unofficial academic results will NOT be accepted</li> <li>• Include English Translation if it is in other languages</li> </ul> </td> </tr> <tr> <td><b>English Proficiency Proof</b></td> <td> <ul style="list-style-type: none"> <li>• Native &amp; non-native English speakers must provide valid and acceptable <b>English Proficiency Proof</b></li> </ul> </td> </tr> </tbody> </table>	Supporting Documents	Document Requirements (Uploaded by home institution)	<b>Official Academic Transcript</b>	<ul style="list-style-type: none"> <li>• Academic transcript must be <u>official</u> and in <u>English</u></li> <li>• Online / unofficial academic results will NOT be accepted</li> <li>• Include English Translation if it is in other languages</li> </ul>	<b>English Proficiency Proof</b>	<ul style="list-style-type: none"> <li>• Native &amp; non-native English speakers must provide valid and acceptable <b>English Proficiency Proof</b></li> </ul>			
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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"> <li>• Copy of Passport Personal information page must be clearly visible (including machine readable lines)</li> <li>• Passport validity date must be able to <u>cover the end of your proposed exchange period with 6 extra months</u></li> </ul>
Curriculum Vitae (CV)	<ul style="list-style-type: none"> <li>• Only applicable to Faculty of Law applicants</li> </ul>

<p style="text-align: center;"><b>Visa Application Procedures</b></p>	<ul style="list-style-type: none"> <li>Students must complete <b>online visa application</b> and <b>hard copies of application documents</b> should arrive at corresponding offices by the visa application deadline. <i>[Please do not mail the visa application to International Affairs Office]</i></li> <li>Please note that it will take at least <b>8 – 10 weeks</b> to process student’s visa application and the visa application fee is non-refundable.</li> <li>General visa application procedures, please refer to <a href="#">Application Procedures &gt; Step 3 – Visa Application</a></li> <li>Depending on students’ nationality, their visa application will be handled by either <b>one</b> of the following visa offices.</li> </ul> <table border="1" data-bbox="507 685 1406 1352"> <thead> <tr> <th data-bbox="507 685 946 819">For Mainland Chinese students / Chinese students from institutions outside China</th> <th data-bbox="946 685 1406 819">For Non-local students with nationalities other than Chinese / Chinese nationals with residency in overseas</th> </tr> </thead> <tbody> <tr> <td data-bbox="507 819 946 1352"> <p style="text-align: center;"><b>China Affairs Office (CAO)</b></p> <p><b>Application Link</b> Email: <a href="mailto:visaapp@hku.hk">visaapp@hku.hk</a></p> <p>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> </td> <td data-bbox="946 819 1406 1352"> <p style="text-align: center;"><b>Centre of Development and Resources for Students (CEDARS)</b></p> <p><b>Application Link</b> Email: <a href="mailto:visa-exchange@cedars.hku.hk">visa-exchange@cedars.hku.hk</a></p> <p>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</p> </td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>For enquiries on visa application, please visit <a href="#">CEDARS Visa Matters FAQ</a> or <a href="#">CAO Visa FAQ</a>. Students may also contact relevant visa offices through email.</li> </ul>	For Mainland Chinese students / Chinese students from institutions outside China	For Non-local students with nationalities other than Chinese / Chinese nationals with residency in overseas	<p style="text-align: center;"><b>China Affairs Office (CAO)</b></p> <p><b>Application Link</b> Email: <a href="mailto:visaapp@hku.hk">visaapp@hku.hk</a></p> <p>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>	<p style="text-align: center;"><b>Centre of Development and Resources for Students (CEDARS)</b></p> <p><b>Application Link</b> Email: <a href="mailto:visa-exchange@cedars.hku.hk">visa-exchange@cedars.hku.hk</a></p> <p>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</p>
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<p style="text-align: center;"><b>Accommodation Application</b></p>	<ul style="list-style-type: none"> <li>Students should make application online through CEDARS Accommodation Office <a href="#">Accommodation Application Link</a></li> <li>Housing resources are limited, students are suggested to apply for accommodation as soon as possible.</li> </ul>				

<b>Acceptance Procedures</b>	<p>After the application deadline, student's exchange application will undergo review by proposed faculty. The processing of application will take up to <b>1.5 months</b>.</p> <p><b>Results Announcement/Notice of Admission will be released by email. Students must complete the below steps to accept their offer:</b></p> <ul style="list-style-type: none"> <li>• <b>Step 1: Sign and submit Notice of Admission</b> <ul style="list-style-type: none"> <li>- Login to the online application account to accept / decline the offer and upload the signed Notice of Admission.</li> <li>- Send a copy of the signed Notice of Admission to your host faculty by email.</li> </ul> </li> <li>• <b>Step 2: Secure Visa Application</b> <ul style="list-style-type: none"> <li>- Send a copy of the signed Notice of Admission to respective Visa Office (China Affairs Office at <a href="mailto:visaapp@hku.hk">visaapp@hku.hk</a> / CEDARS at <a href="mailto:visa-exchange@cedars.hku.hk">visa-exchange@cedars.hku.hk</a>) to proceed with visa application.</li> </ul> </li> <li>• <b>Step 3: Secure Accommodation Application</b> <ul style="list-style-type: none"> <li>- Send a copy of the signed Notice of Admission to CEDARS Accommodation Office at <a href="mailto:accommodation@cedars.hku.hk">accommodation@cedars.hku.hk</a> for their further processing of hall application.</li> </ul> </li> </ul>
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<b>ACADEMIC INFORMATION</b>	
<b>Courses Available for Exchange Students</b>	Please refer to <a href="#">Academic Information</a> page for details.
<b>Restricted Programmes/Courses for Exchange Students</b>	<p>Programmes or courses offered by the following Faculties are <b>NOT opened to exchange students</b>:</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>
<b>Course Load Information</b>	<ul style="list-style-type: none"> <li>• <b>6 credits per course</b> in general.</li> <li>• Students are required to take <b>24 to 30 credits in each semester</b> subject to approval of Dean / Head of Department.</li> <li>• <b>50% of the course load must be chosen from ONE faculty</b> with the remaining credits from other faculties.</li> <li>• Detailed information can be found in <a href="#">Academic Information &gt; Available Courses offered by Faculties</a></li> </ul>
<b>Language of Instruction</b>	All courses are taught in English, except for courses offered by the Department of Chinese (course codes start with CHIN e.g. CHIN2013)
<b>Academic Calendar &amp; Semester Dates</b>	<ul style="list-style-type: none"> <li>• Academic Advising Office – <a href="#">Important Academic Dates</a></li> <li>• International Affairs Office – <a href="#">Academic Information &gt; Key Semester Dates</a></li> </ul>

<p align="center"><b>HKU University Number (UID) &amp; Portal Account</b></p>	<p>UID and Portal account details will be sent to students by email <b>around 1 to 2 weeks before semester starts.</b></p>
<p align="center"><b>Online Master Registration</b></p>	<ul style="list-style-type: none"> <li>• After obtaining HKU Portal account details, students should complete <a href="#">Online Master Registration</a> immediately.</li> <li>• Students may refer to <a href="#">Arrival Advice &gt; Preparation before arriving HKU &gt; Online Master Registration</a></li> </ul>
<p align="center"><b>Student Registration Procedures</b></p>	<p>During Registration Week, students should report to International Affairs Office at the <a href="#">Global Lounge</a> reception and submit all the required documents for <a href="#">Student Registration Card Application</a> in hard copies.</p>
<p align="center"><b>Course Enrollment</b></p>	<ul style="list-style-type: none"> <li>• Student are not enrolled to courses stated in the Notice of Admission, they are only eligible to take those courses.</li> <li>• All students <b>MUST</b> enrol for courses during Course Selection (only available in Semester One) or Add/Drop Period (available in Semester One and Semester Two).</li> <li>• Course enrolment is completed online via <a href="#">HKU Portal</a>. Students will only be allowed to enrol into courses during the <a href="#">schedule of Course Selection or Add/Drop Period</a>. For detailed instructions, they may refer to <a href="#">Quick Guide on Course Selection and Enrolment</a></li> </ul> <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 align="center"><b>Academic Transcript Arrangement</b></p>	<ul style="list-style-type: none"> <li>• <b>No hard copy of official transcript</b> will be mailed to home institution.</li> <li>• If home institution does not accept electronic copy of exam results, student may apply for official transcript. Official transcripts are only available in <b>hard copy</b>.</li> <li>• Students may apply through <a href="#">Academic Support and Examination Section</a> after their exam results are announced</li> <li>• The above arrangement is applicable to all <b>University-level Incoming Exchange students</b>.</li> <li>• If students are nominated through <b>Faculty /Departmental level</b> exchange agreements with HKU, they may check with corresponding faculty office for transcript arrangement.</li> </ul>

## 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](mailto:ugsummer@hku.hk)

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

## ARRIVAL GUIDE & STUDENT SUPPORT SERVICES

<b>Practical HKU Guide</b>	<p>Students may refer to our <a href="#">Arrival Advice</a> for preparation guide. <a href="#">A Glimpse of Student Life @HKU for Prospective Students 2019-20</a> is prepared by CEDARS to Non-local students, which includes the below practical information:</p> <ul style="list-style-type: none"><li>• Accommodation Information</li><li>• Cost of Living</li><li>• Medical Care Information</li><li>• Campus Facilities</li><li>• Financial Matters</li><li>• Student Life at HKU</li><li>• Crisis and Emergency etc.</li></ul>
<b>Arrival Plan to Hong Kong</b>	<ul style="list-style-type: none"><li>• All students are expected to arrive in Hong Kong <b>around one week before the start of the semester</b> to complete student registration procedures.</li><li>• Students are advised to book their return tickets after they have received a confirmed examination timetable, which will not be released <b>until 1–2 months</b> before the assessment period.</li></ul>
<b>Orientation Series</b>	<p><a href="#">Orientation for Non-local students</a> 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 <a href="#">Arrival Advice &gt; Orientation events</a></p>

<p align="center"><b>Counselling &amp; Psychological Services</b></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.</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 <a href="#">CEDARS-CoPE webpage</a></p>
<p align="center"><b>Special Educational Needs (SEN)</b></p>	<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 <a href="#">SEN Support</a>. If students wish to receive additional support, please contact <a href="mailto:cedars-SEN@hku.hk">cedars-SEN@hku.hk</a></p>

### ACCOMMODATION INFORMATION

<p align="center"><b>Application</b></p>	<p>Students should make <a href="#">online application</a> through CEDARS Accommodation Office</p>
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<p align="center"><b>Fees &amp; Charges</b></p>	<p><a href="#">Fee for Students Residing in Residential Colleges &amp; Non-hall housing</a></p>
<p align="center"><b>Room Types</b></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"><b>Meal Information</b></p>	<p>Some halls have compulsory meal plans, others do not (see <a href="#">link</a> for details). For those residents whose halls do not provide compulsory meal plans, they can have meals on campus.</p>

### ADDITIONAL VISA INFORMATION

<p align="center"><b>Travel to Mainland China</b></p>	<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 <a href="#">China Travel Service (H.K.) Limited (enquiry@ctshk.com)</a> after arriving Hong Kong.</p>
<p align="center"><b>Working in Hong Kong</b></p>	<p>Exchange students are <b>NOT</b> allowed to work in Hong Kong under Student Visa conditions.</p>



## HEALTH / INSURANCE INFORMATION

<b>Medical Care in Hong Kong</b>	<p><b>University Health Service (UHS)</b></p> <ul style="list-style-type: none"><li>• 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.</li><li>• Students may refer to the <a href="#">medical benefits for incoming students from overseas</a> for details.</li></ul> <p><b>Public Clinics and Hospitals in Hong Kong</b></p> <ul style="list-style-type: none"><li>• When specialist care and hospitalisation are required, students can consider using the services provided at public clinics and general wards of government hospitals.</li><li>• The charge for those holding a Hong Kong Identity Card (HKID card) is subsidised.</li><li>• Non-local students without a HKID card are required to pay full fees for services and hospitalisation in government hospitals.</li></ul> <p>For details of the fees charged by government hospitals, please visit <a href="http://www.ha.org.hk">www.ha.org.hk</a> (Services Guides Fees and Charges).</p>
<b>Health and Travel Insurance Plan</b>	<ul style="list-style-type: none"><li>• Health and travel insurance is <b>optional</b> but highly recommended.</li><li>• Students may arrange insurance at their own cost in order to meet their needs for the duration of their studies in Hong Kong.</li><li>• 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.</li><li>• Registered students are entitled to <a href="#">HKU Group Travel Insurance</a> (Portal login required to read the details) for travelling overseas on activities which are officially arranged by the University.</li></ul>