

Information Sheet 2022-2023

GENERAL INFORMATION	
The University of Hong Kong (HKU)	http://www.hku.hk
Faculty of Social Sciences (FOSS)	http://www.socsc.hku.hk
International Affairs Office (IAO)	https://intlaffairs.hku.hk/
Mailing Address	Faculty of Social Sciences 11/F, The Jockey Club Tower Centennial Campus The University of Hong Kong Pokfulam Road, Hong Kong

EXCHANGE APPLICATION INFORMATION			
Duration of Exchange	One semester or one academic year		
Nomination & Application Timeline		1st Semester/Full Year	2nd Semester
	Semester Period	September – December	January – May
	Nomination Period	Mar 1 – Mar 31, 2022	Aug 1 – Aug 31, 2022
	Application Period	Apr 1 – Apr 30, 2022	Sep 1 – Sep 30, 2022
	Application Result Release	Late June – July	October – November
Entry Requirements	<ul style="list-style-type: none"> Home institution has an exchange partnership with HKU or FOSS Student has undertaken a minimum of 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 		

<p>Nomination Procedures by Home Institution</p>	<ul style="list-style-type: none"> ▪ Home institutions that have student exchange partnerships with HKU/FOSS 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 border="1" data-bbox="524 636 1414 898"> <thead> <tr> <th>Supporting Documents</th> <th>Document Requirements (Uploaded by home institution)</th> </tr> </thead> <tbody> <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 it 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 provide valid and acceptable English Proficiency Proof </td> </tr> </tbody> </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 it is in other languages 	English Proficiency Proof	<ul style="list-style-type: none"> ▪ Native & non-native English speakers must provide valid and acceptable English Proficiency Proof
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English Proficiency Proof	<ul style="list-style-type: none"> ▪ Native & non-native English speakers must provide valid and acceptable English Proficiency Proof 						
<p>Exchange Application Procedures</p>	<ul style="list-style-type: none"> ▪ 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 ▪ 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 <table border="1" data-bbox="524 1560 1414 1801"> <thead> <tr> <th>Supporting Documents</th> <th>Document Requirements (Uploaded by students)</th> </tr> </thead> <tbody> <tr> <td>Copy of Passport</td> <td> <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> </td> </tr> </tbody> </table>	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> 		
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<p>Visa Application Procedures</p>	<ul style="list-style-type: none"> ▪ Students must complete online visa application by the visa application deadline and mail hard copies of application documents to designated visa office after receiving instructions ▪ Please note that it will take at least 10 weeks to process student's visa and the visa application fee is non-refundable ▪ For general visa application procedures, please refer to http://www.studentvisa.hku.hk/ ▪ Exchange students are NOT allowed to work in Hong Kong under Student Visa conditions
<p>Accommodation Application</p>	<ul style="list-style-type: none"> ▪ Students should make online application through CEDARS Accommodation Office ▪ Housing resources are limited, students are suggested to apply for accommodation as soon as possible ▪ For accommodation, please contact CEDARS Accommodation at accommodation@cedars.hku.hk
<p>Acceptance Procedures</p>	<ul style="list-style-type: none"> ▪ After the application deadline, student's exchange application will undergo review by the Faculty. The processing of application will take up to 1.5 months ▪ Result 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 - Upload a copy of the signed Notice of Admission to the Faculty's online acceptance form <p>Step 2: Secure Visa Application</p> <ul style="list-style-type: none"> - Upload a copy of the signed Notice of Admission to your online visa application Mainland students: https://studentvisa-mainland.hku.hk International/Macao/Taiwan students: https://studentvisa-overseas.hku.hk/ <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	<ul style="list-style-type: none"> ▪ Please refer to the Faculty website (Get Started > Inbound Exchange Programmes > List of courses available in the 2021-2022 academic year) for details. <i>(for reference only, courses available in 2022-2023 will be updated one month before the semester starts)</i> ▪ Exchange/Visiting Students should select 50% or more of the core courses offered by the Faculty of Social Sciences, including courses offered by the China Studies programme, the Department of Geography, Politics and Public Administration, Psychology, Sociology, Social Work and Social Administration, and the Journalism and Media Studies Centre ▪ For some elective courses offered by other Faculties, students may seek approval upon their arrival at HKU
Course Load	<ul style="list-style-type: none"> ▪ Students are required to take 24 to 30 credits (6 credits per course in general) in each semester ▪ Common Core courses will not count as part of the fulfilment of the 50% requirement of course enrollment for exchange students ▪ Detailed information can be found in Academic Information
Language of Instruction	All courses are taught in English, except for courses offered by the Department of Chinese (course codes start with CHIN)
Course Enrollment	<ul style="list-style-type: none"> ▪ Students 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 enrollment is completed online via HKU Portal. Students will only be allowed to enroll 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 ▪ 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. <i>[This information is subject to change without prior notice]</i>
Academic Calendar	<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	<ul style="list-style-type: none"> ▪ 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 via HKU Portal immediately ▪ Students may refer to Arrival Advice > Preparation before arriving HKU > Online Master Registration
Student Registration Procedures	<ul style="list-style-type: none"> ▪ Students may refer to Arrival Advice > Preparation before arriving HKU > Student Registration Procedures
Academic Transcript Arrangement	<ul style="list-style-type: none"> ▪ No hard copy of official transcript will be mailed to student's home institution ▪ 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

ADDITIONAL INFORMATION	
Arrival Guide	Please refer to the Arrival Advice for preparation guide and A Glimpse of Student Life @HKU for Prospective Students prepared by CEDARS to Non-local students
Orientation Series	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
Health and Travel Insurance	<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 ▪ 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