

City University of Hong Kong

CityU Factsheet on Student Exchange Programme, Academic Year 2019-2020

<i>Contact Information</i>	
Name of university	City University of Hong Kong
Coordinating office	Global Engagement Office (GEO)
Mailing address	Room 3210, 3/F, Cheng Yick-chi Building, City University of Hong Kong, Tat Chee Avenue, Kowloon, Hong Kong SAR
Contact information (Coordinator-in-charge)	Name: Ms. Jenny Chu
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Website:	http://www.cityu.edu.hk/geo
24-hour campus security	(852) 3442 8888

<i>General Information</i>		
Academic calendar	Semester A (1 st semester):	Semester B (2 nd semester):
Teaching (13 teaching weeks)	2 Sept – 30 Nov 2019	13 Jan – 25 Apr 2020
Revision Period	2 Dec – 7 Dec 2019	27 Apr – 2 May 2020
Examinations	9 Dec – 21 Dec 2019	4 May – 16 May 2020
Semester break	23 Dec 2019 – 11 Jan 2020	18 May – 6 Jun 2020
Link to academic calendar and important dates	http://www6.cityu.edu.hk/arro/ac_calendar.asp http://www6.cityu.edu.hk/arro/content.asp?cid=321	

<i>Exchange-related Information</i>		
Application period	Semester A (September Entry): 8 Apr - 15 May 2019	Semester B (January Entry): 1 Sep - 15 Oct 2019
Website for exchange-related information	http://www.admo.cityu.edu.hk/exchange_visiting/exchange/ http://www.cityu.edu.hk/geo	
Online application for admission	https://banweb.cityu.edu.hk/pls/PROD/hwieapplacs_cityu.P_Login	
Application checklist	The following supporting documents should be provided at the time of application: <ul style="list-style-type: none"> • Official academic transcript (online uploading) 	

	<ul style="list-style-type: none"> • TOEFL/IELTS/CET result if English is not the medium of instruction at your institution (online uploading) • Application for Student Residence of CityU (online application) <p><u>Notes for Exchange Applicants</u></p> <p>You must select at least 6 courses in order to submit the application. Some courses are very competitive and you may not be pre-assigned all the intended courses so please allow flexibility with your study plan at CityU!</p> <p>For courses with pre-requisite, you are strongly advised to upload a list of courses currently enrolled in at your home university together with the relevant course syllabi for consideration. It will save you time in corresponding back and forth with us regarding the proof of relevant background. Beware that course places can be filled up soon!</p> <p>If you have to complete your major modules during the exchange study at CityU, do prioritize and select at least 50% of the courses offered by your intended academic department at CityU. Put them at the top of your intended course list. Even if you are not pre-assigned with the course at the time of admission, you may have a chance to get into the course, subject to approval by the course offering unit, if someone drops out.</p>
Minimum requirement	<p>Students must have already completed their first year at their home university in order to attend CityU as an exchange student. Students are expected to be in good academic standing at their home institution.</p> <p>Minimum language requirement: TOEFL 79 (internet-based test), IELTS 6.5 or Chinese Mainland’s College English Test Band 6 (total score ≥ 450), if English is not the medium of instruction at your institution.</p> <p>*For students applying for law courses, they must meet School of Law’s minimum CGPA requirement 3.0 out of 4.3 scale; and minimum English requirement of TOEFL 100 (internet-based test) / IELTS 7. The TOEFL and IELTS scores should be valid for 3 years from the test date.</p>
Can students extend their exchange stint?	<p>It will be considered on a case-by-case basis, subject to approval of the home and host institutions. Application for re-admission must be raised before 15 May for Semester A enrolment and 15 October for Semester B enrolment to allow enough time to process the application and apply for extension of visa.</p>
<p>Activities or services available to exchange students (e.g. student activity group, student club, sports facilities, wellness centre etc.)</p> <p><i>Note: Fees will be charged for some of the activities and services.</i></p>	<ul style="list-style-type: none"> • Exchange students may apply for associate membership and join the activities organised by the Students’ Union and other student societies at CityU • Peer support from International Friends Club (IFC) • Global Mixer (G-mixer) • Community service work organised by the University, e.g. City-Youth Empowerment Project (CYEP), Companions of Social Inclusion (COSI) • Access to campus facilities including library, sports facilities and medical centre, etc.

Course-related Information (for exchange students)

Online course information	http://www.admo.cityu.edu.hk/exchange_visiting/exchange/
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Online course schedule/timetable	During course add/drop period, students can add courses, subject to approval, by logging onto their student account via https://banweb.cityu.edu.hk/pls/PROD/hwieapplacs_cityu.P_Login .
Restricted programmes or courses (not open to exchange students)	Some courses with capacity limit do not accept exchange students. For pre-requisite required courses, students must have taken courses considered equivalent to the pre-requisite. See Notes for Exchange Applicants above.
Medium of instruction and assessment	The medium of instruction and assessment at CityU is English unless specified otherwise.
Minimum and maximum number of credits to be taken for each semester	12-18 credit units per semester. Exchange students must take full-time credit-unit load, i.e. at least 12 credits per semester in order to meet the visa requirements set by the Hong Kong SAR Immigration. A credit unit is earned by approximately forty to fifty hours of student work.
Are students allowed to take cross-faculty modules?	Yes, subject to approval by the course-offering department. Nonetheless, students will be required to take at least 50% of the credits from the same department you are accepted into at CityU.
Level of courses	Exchange students are normally allowed to take courses at undergraduate level only (course level: B1-B4) unless approved otherwise.
Any special language courses for exchange students prior to the exchange programme stint?	No.
Official Transcripts	CityU transcripts show letter grades only. A description of the grading system is available at http://www6.cityu.edu.hk/arro/content.asp?cid=498 . CityU will mail two copies of the official transcript directly to the partner institution's international office, approximately 6 weeks after the end of examination period.

<i>Accommodation</i>	
Is on-campus accommodation available for exchange students?	Exchange students may apply for accommodation at Student Residence but it is NOT guaranteed due to limited spaces. Allocation of accommodation will be made by a random ballot. Students should file their accommodation application before the deadline.
Online application for on-campus accommodation	Submit together with exchange application via https://banweb.cityu.edu.hk/pls/PROD/hwieapplacs_cityu.P_Login . Go to "Other Applications" after logging in our online application system.
Is accommodation guaranteed?	No.
Is accommodation available over semester breaks?	No, accommodation at Student Residence is not available during term breaks. In summer term, students can apply for Summer Residence with additional charges.
Can I reapply for student accommodation if I am a year-long exchange student?	Yes. The normal duration of housing term assigned for exchange students is one semester. Full year exchange students may apply for student accommodation before the end of each semester. Again, no guarantee of on-campus accommodation can be made.

<i>Accommodation</i>	
Link to information on off-campus accommodation	http://www.cityu.edu.hk/sro/htm/e_off-campus.htm The rental for off-campus accommodations varies, depending on the size, location, age of the building, etc. Students are advised to research and search for off-campus housing early.
Website for information on campus accommodation	http://www.cityu.edu.hk/sro

<i>Visa Requirements</i>	
Are exchange students required to obtain a student visa?	<p>Yes. Details and procedures can be found at http://www.immd.gov.hk and http://www.cityu.edu.hk/geo. Students are encouraged to apply for student visa to Hong Kong via CityU. CityU may act as local sponsor of exchange students who are accepted for admission and meet Hong Kong visa application requirements.</p> <p>Completed application form and supporting documents should be sent to the Global Engagement Office, Room 3210, 3/F, Cheng Yick-chi Building, City University of Hong Kong, Tat Chee Avenue, Kowloon, Hong Kong SAR. As the visa/entry permit application processing may take 8 weeks or even longer, students are encouraged to file application as early as possible.</p> <p>An Administrative Fee for Student Visa/Entry Permit Application at HK\$600 will be charged. The fee is non-refundable and non-transferable.</p>
Are exchange students allowed to work?	No. Exchange students are not allowed to work, whether paid or unpaid.

<i>Arrival / Orientation Programme</i>		
Recommended arrival dates	Semester A: 26 – 29 Aug 2019	Semester B (tentative dates): 6 – 8 Jan 2020
Is airport pick-up service available?	Yes, scheduled shuttle bus service from Hong Kong International Airport to CityU campus will normally be provided during the orientation week. Reservation is required.	
Mandatory orientation programme	Semester A: 26 – 29 Aug 2019 It normally starts from the week before the semester commences.	Semester B (tentative dates): 6 – 8 Jan 2020 It normally starts from the week before the semester commences.
Cost of orientation programme (if any)	Most of the activities are free of charge, except for excursions and/or specified otherwise.	

Insurance	
Are exchange students required to purchase insurance?	<p>Yes. It is mandatory for exchange students to have insurance.</p> <p>Students must purchase insurance for themselves before they come to Hong Kong. The insurance should include, but not limited to, medical and travel insurance that will cover the entire period of their study in Hong Kong. If exchange students wish to have additional insurance coverage, they may enrol in the insurance plan for non-local students at CityU. For more information, please see http://www.cityu.edu.hk/geo/ies_healthninsur.htm.</p>

Estimated Expenses in Local Currency <i>(The estimated costs are for reference only. Actual expenses may vary from person to person.)</i>	
University-administered accommodation	<p>Charging rates for residence at Cornwall Street (per semester per person)</p> <p>2019/20 Hall lodging fee for one-semester inbound exchange students per person is HK\$ 9,250 / semester for double room; HK\$ 18,500 / semester for single room; HK\$ 12,350 / semester for 3-person room.</p> <p><u>Notes:</u></p> <ol style="list-style-type: none"> 1. On-campus accommodation is NOT guaranteed. Exchange students should be prepared to arrange their own off-campus accommodation, if necessary. 2. The charging rates are subject to annual review and revision. 3. Upon announcement of residence application results, students will be required to pay the residence fee in full to confirm the reservation. 4. The residence does not provide meal plan.
Private accommodation	Shared private flat/serviced apartment: HK\$5,625 to HK\$6,875 per month (with utility and internet charges excluded).
Living costs (meals, transport, laundry, and education expenses for books, stationery etc.)	HK\$4,500 per month

(Last updated on 13 Aug 2019)