



The Regulation for Exchange/Visiting Programs

1. Eligibility

Full-time registered undergraduate and postgraduate students who meet the following requirements:

- Undergraduate students shall have completed at least two years of study at CUHK(SZ) prior to the exchange; Final year student, whose remaining study period at CUHK(SZ) is less than one semester, not qualify to apply exchange/visiting program;
- Postgraduate students shall have completed at least one term study at CUHK(SZ) prior to the exchange;
- Undergraduate students shall have a minimum cumulative GPA of 2.75, and meet the GPA requirement of partner university;
- Meet language requirements of the program;
- A good disciplinary record at CUHK(SZ);
- Maturity and responsibility in social conduct, along with physical and emotional health;
- Readiness to represent CUHK(SZ).

For exchange programs that have TOEFL/IELTS requirement, students should have a valid TOEFL/ IELTS score **before the application deadline for fall term exchange**. Students should have valid TOEFL/ IELTS score **before 1st September for spring term exchange**. Otherwise, you will NOT be considered as an eligible applicant for that particular program.



CUHK(SZ) full-time undergraduate students are allowed to participate in international programs (including exchange, visiting, and summer programs) for a cumulative maximum of one academic year (Fall Term, Spring Term and summer).

2. Course Load Requirement during Exchange

- Undergraduate Students must enroll in a minimum of 9 units and obtain passing grades in at least 6 units of courses per term (or equivalent, except summer term).
- Postgraduate students should enroll in a number of courses which meets the minimum course load requirement of their CUHK(SZ) full-time postgraduate program.

3. Application procedure

Students must apply through the online application system of OAL. OAL will nominate the qualified students to partner universities after prescreening. **Each student is able to apply for a maximum two programs (regardless of exchange program or visiting program).** The schedule/procedures of application are as follows:

02/2017	OAL announces the information for exchange/visiting programs.
03/2017	Students complete and submit the online application.
03/2017	OAL announces the nomination results.
03/2017	Students accept the nomination within 2 working days after nomination results are announced.
03/2017	The final results are released.
04/2017	Nominated students prepare the application documents and complete the application through partner university.

**Students who accept the nomination but quit the program after that, will not be allowed to apply any program organized by OAL in the future.*



4. Fees

- (1). For exchange program, students should pay regular tuition fee to CUHK(SZ), and are responsible for the payment of the accommodation cost of host universities as well as the living expense, travelling cost, and fee for visa applications, etc.
- (2). For visiting program, students are responsible for the payment of the tuition fee, accommodation cost of host universities as well as the living expense, travelling cost, and fee for visa applications, etc. According to Resource Allocation committee, CUHK(SZ) will waive 45% of full year tuition fee for students who attend the visiting program for one semester.

5. Course selection and credit transfer

Students can find the course information at the official website of Host University. For all the course selection, students must get approval from your schools before going to study at host university to guarantee the credit transfer. The credits achieved from exchange/visiting programs will not be counted into CGPA.

6. Letter of Undertaking

Students are required to complete the undertaking documents before departing for the exchange journey.

7. Discipline

- (1). Students must obey the laws of destinations and the regulations of partner universities.
- (2). Students must return back and continue studying at CUHK(SZ) after the programs. If students want to suspend the study of exchange/visiting programs, students must send requests to both host universities and CUHK(SZ) in advance



and get approval. Without the approval of CUHK(SZ), student cannot extend the study time or transfer to university in other countries or regions.

8. Final interpretation

*OAL reserves the rights of final interpretation of this regulation.