

City University of Hong Kong

CityU Fact Sheet on Student Exchange Programme, Academic Year 2015-2016

<i>Contact Information</i>		
Name of university	City University of Hong Kong	
Coordinating office	Mainland and External Affairs Office – International and Non-local Students section (MEAO)	
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 Emily IP	
	Post: Executive Officer	
	Email: emily.ip@cityu.edu.hk	
	Telephone: (852) 3442 5849	Fax: (852) 3442 0223
	After-off-hour on-call liaison: (852) 3442 5858	
	Name: Ms Helen Lam	
	Post: Manager (International and Non-local Students)	
	Name: Dr David Cheng	
	Post: Associate Vice-President (Mainland and External Affairs)	
Website:	http://www.cityu.edu.hk/meao	
24-hour Campus Security	(852) 3442 8888	

<i>General Information</i>		
Academic calendar	Semester A (1 st semester):	Semester B (2 nd semester):
Teaching	31 Aug – 28 Nov 2015	11 Jan – 23 Apr 2016
Examinations	7 – 19 Dec 2015 (Revision Period: 30 Nov – 5 Dec 2015)	3 – 17 May 2016 (Revision Period: 25 Apr – 30 Apr 2016)
Semester Break	21 Dec 2015 – 9 Jan 2016	18 May – 4 Jun 2016
Link to academic calendar	http://www6.cityu.edu.hk/arro/ac_calendar.asp	

<i>Exchange-related Information</i>		
Application Period	Semester A (September Entry):	Semester B (January Entry):

	1 Apr - 15 May 2015	1 Sep - 15 Oct 2015
Website for exchange-related information	http://www.admo.cityu.edu.hk/exchange_visiting/exchange/ http://www.cityu.edu.hk/meao	
Online application for admission	https://banweb.cityu.edu.hk/pls/PROD/hwieapplacs_cityu.P_Login	
Application check list	<p>The following supporting documents should be provided at the time of application:</p> <ul style="list-style-type: none"> • Official academic transcript (online uploading) • 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) 	
Minimum language requirement	<p>TOEFL 79 (internet-based test), IELTS 6.5 or Chinese Mainland's College English Test Band 6 (total score \geq 450), if English is not the medium of instruction at your institution.</p> <p>*For students applying for law courses, you must meet School of Law's minimum English requirement: TOEFL 100 (internet-based test)/ IELTS 7. The TOEFL and IELTS scores shall be valid for 3 years from the test date.</p>	
Can students extend their exchange stint?	<p>Yes, but subject to approval of the home and host institutions.</p> <p>Application for re-admission should 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>	
Activities or services available to exchange students (e.g. student activity group, student club, sports facilities, wellness centre etc.)	<ul style="list-style-type: none"> • Exchange students may apply for associate membership and join the activities organised by the Students' Union at CityU • Student residence hall activities • Community service work organised by the University, e.g. City-Youth Empowerment Project • Access to campus facilities including library, sports complex and medical centre, etc. <p>Note: Fees will be charged for some of the activities and services.</p>	

Course-related Information (for exchange students)	
Online course information	http://www.admo.cityu.edu.hk/exchange_visiting/exchange/info
Online course schedule/timetable	<p>Once accepted, students can add courses by logging onto their student account via</p> https://banweb.cityu.edu.hk/pls/PROD/hwieapplacs_cityu.P_Login
Restricted programmes or courses (not open to exchange students)	<p>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.</p>
Medium of instruction and assessment	<p>The medium of instruction and assessment at CityU is English unless specified otherwise.</p>
Minimum and maximum number of credits to be taken for each semester	<p>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.</p>

Are students allowed to take cross-faculty modules?	Yes, subject to approval by the course-offering department.
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.

<i>Accommodation</i>	
Is on-campus accommodation available for exchange students?	Yes, exchange students may apply for accommodation at Student Residence. However, the provision of on-campus accommodation is not guaranteed due to limited spaces.
Online application for on-campus accommodation	Submit together with exchange application via https://banweb.cityu.edu.hk/pls/PROD/hwieapplacs_cityu.P_Login .
Is accommodation guaranteed?	No.
Is accommodation available over semester breaks?	No, accommodation at Student Residence is not available during term break between Semesters A and B. In summer term, students can apply for Summer Residence with additional charges.
Link to information on off-campus accommodation	http://www.cityu.edu.hk/sro/htm/e_off-campus1.htm
Website for information on accommodation	http://www.cityu.edu.hk/sro

<i>Visa Requirements</i>	
Are exchange students required to obtain a student visa?	Yes. Details and procedures can be found at http://www.immd.gov.hk and http://www.cityu.edu.hk/meao . 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. Completed application form and other necessary documents should be sent to the Mainland and External Affairs Office , 3/F, Cheng Yick-chi Building, City University of Hong Kong, Tat Chee Avenue, Kowloon, Hong Kong SAR at least 6-8 weeks before the semester starts.
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 (tentative dates): 24 Aug – 28 Aug 2015	Semester B (tentative dates): 4 Jan – 8 Jan 2016
Is airport pick-up service available?	Yes, scheduled shuttle bus service from Hong Kong International Airport to CityU Student Residence at Cornwall Street will normally be provided during the orientation week (Mon-Fri). Reservation is required.	

Orientation period	Semester A (tentative dates): 24 Aug – 28 Aug 2015 It normally starts from the week before the semester commences.	Semester B (tentative dates): 4 Jan – 8 Jan 2016 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 city excursions that will charge a modest activity fee.	

<i>Insurance</i>	
Are exchange students required to purchase insurance?	Yes. It is mandatory for non-local students (including exchange students) to have insurance. 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 they are unable to do so or wish to have additional insurance coverage, they may enrol in the ‘Group Personal Accident Insurance & Medical Benefits Insurance Plan for Non-local Students’ contracted by CityU. For more information, please see http://www.cityu.edu.hk/meao .

<i>Estimated Expenses in Local Currency</i> (The estimated costs are for reference only. Actual expenses may vary from person to person.)	
University-administered accommodation	Charging rates for residence at Cornwall Street (per semester per person) Double Occupancy: HK\$5,100 per semester per person Single Occupancy: HK\$10,200 per semester per person 3-person Apartment Unit: HK\$6,800 per semester per person <u>Notes:</u> 1. On-campus accommodation is not guaranteed. The above charging rates are subject to annual review and revision. 2. Upon announcement of residence application results, students will be required to pay the residence fee in full to confirm the reservation. 3. The residence does not provide meal plan.
Private accommodation	Private accommodation is expensive and limited in Hong Kong. It may cost around HK\$12,000-HK\$15,000 for a two-room flat in some of the residential areas. If students choose to live off campus, they need to look up for private residence on their own and act fast. Please see http://www.cityu.edu.hk/sro/campus/offcampus.htm for information.
Food/Meals	HK\$2,500 – HK\$3,500 per month
Personal expenses (e.g. laundry, sundries and local transportation)	HK\$1,500 per month
Academic expenses (e.g. books)	HK\$200 – HK\$500 per month

(Last updated on 16 Jan 2015)