



Student Exchange Programme Application Form for Inbound Exchange Student

- To be eligible, your home institution should have signed an academic cooperation agreement with The Hang Seng University of Hong Kong (HSUHK).
- Please provide the photocopies of the following supporting documents **IN ENGLISH** for the completion of application:
 - Travel Document, e.g. passport
 - Academic Transcript
 - IELTS/TOEFL/TOEIC results, if English is not your native language. You can also provide other certificates that prove your English proficiency is good enough to study at HSUHK.
 - Other documents deemed necessary
- Complete this form in BLOCK letter using BLUE or BLACK pen.
- **Submission of application:**
Please submit the completed application form with supporting documents to your home institution.

I. Period of Exchange Study at HSUHK (☒ as appropriate)

☐ Semester 1 (Sept to Dec) ☐ Semester 2 (Jan to May)

II. Personal Information

Name in English (same as printed on travel document)

Photo

Surname: Given name(s) (in full):

Name in Chinese (if applicable): Gender:

Date of birth: (dd/mm/yyyy) Place of Birth:

Address for correspondence:

Contact no.(including country code): E-mail address:

Travel Document no.: Nationality:

Issuing Country: Expiry Date:

III. Emergency Contact

Surname: Given name(s) (in full):

Name in Chinese (if applicable): Relationship:

Contact no.(including country code): E-mail address:

Address:

V. English Proficiency (☒ as appropriate)

☐ English is my native language.

☐ English is the medium of instruction in my home institution.*

☐ English is not the medium of instruction in my home institution.*

*** You are required to provide the proof of your English proficiency if English is not your native language.**

VI. Academic Information

Home Institution:

Programme & Major of Study:

Current Year of Study: Expected Year of Graduation:

VII. Endorsement by Home Institution (to be completed by the home institution)

The applicant has obtained the approval to study at the HSUHK as an exchange student for the period indicated in Part 1 and attained the admission requirement of:

1. A minimum cumulative Grade Point Average of 2.5 (on a 4-point scale or equivalent); and

2. English Language proficiency (if applicable):

- Possess either minimum score of 550 (paper-based)/ 213 (computer-based)/ 79 (internet-based) or above in TOEFL; or minimum score of 6 or above in IELTS (Proof of language capacity may be satisfied if the student has completed substantial university-level course work in English by submitting a letter from the home institution)

Name:

Title:

Email address: Signature:

Name of applicant:

VIII. Supporting Document

Please attach the following supporting documents in the same pdf file: (☒ as appropriate)

- ☐ A color copy of your travel document
- ☐ A color copy of your official academic transcript **with grading system/description (in English)**
- ☐ A color copy IELTS/TOEFL/TOEIC results OR a proof of your English proficiency is good enough to study at HSUHK from the home institution **(in English)**

IX. Declaration

- I declare all the information set out in this application and other supporting documents is, to my best knowledge, accurate and complete.
- I understand that inaccurate/false information provided for this application may result in forfeiture of my exchange qualification at HSUHK.
- I am liable for any legal action and expenses incurred from any legal consequences resulted by any inaccurate/false information provided in this application.
- I hereby authorize The Hang Seng University of Hong Kong to use my data provided in this application for the purpose of administration and student development.

Signature of Applicant: Date: