

--	--	--	--	--	--	--	--	--	--

**Application For Course And Unit Exemption For Postgraduate Students****研究生科目及学分豁免申请表**

Please submit filled form then scanned to your program registry email for follow up approval process.

(Contact reference: <https://gs.cuhk.edu.cn/page/28>)

Name: ( in English ) \_\_\_\_\_ ( in Chinese ) \_\_\_\_\_ Student I.D. No.: \_\_\_\_\_  
 姓名 ( 英文 ) \_\_\_\_\_ ( 中文 ) \_\_\_\_\_ 学号 \_\_\_\_\_

School: \_\_\_\_\_ Programme: \_\_\_\_\_ Programme Code: \_\_\_\_\_  
 学院 \_\_\_\_\_ 专业 \_\_\_\_\_ 课程编码 \_\_\_\_\_

Year of Attendance: \_\_\_\_\_ Expected Year/Term of Graduation: \_\_\_\_\_ Contact Tel. No.: \_\_\_\_\_  
 修业年 \_\_\_\_\_ 预期毕业年份 / 学期 \_\_\_\_\_ 联络电话 \_\_\_\_\_

Please attach a copy of your academic transcript and/or certificate and also bring along the original for verification upon submission of this application to the Graduate School.

请到研究生院递交此申请表时附上有关成绩单或证书副本并携同正本以供查验。

To apply for course exemption in area of:  Course\*  Required  Elective  Group A  Group B  
 科目\* 主修 选修 A组课程 B组课程

拟申请科目所属范围:

Course title: (中英文) \_\_\_\_\_ Course code: \_\_\_\_\_ Units: \_\_\_\_\_  
 科目名称 \_\_\_\_\_ 科目编号 \_\_\_\_\_ 学分 \_\_\_\_\_

Qualifications (Please tick as appropriate) 获取资格 (请在适当方格内√)		
<input type="checkbox"/> Degree programme 学位课程	Institution: 院校名称 _____	Year taken: 修读年份 _____
<input type="checkbox"/> Exchange programme (Visiting included) 交换生计划	Course title: 科目名称 _____	Course code: 科目编号 _____
<input type="checkbox"/> Summer programme 暑期课程	Grade: 成绩 _____	Units: 学分 _____
<input type="checkbox"/> Examination 考试	Exam name: 考试名称 _____	Grade: 成绩 _____
	Year taken: 考试年份 _____	

**\*Notes:**

- If an equivalent course at CUHK-Shenzhen is available, please tick 'Course' and write down the corresponding Course Title, Course Code and Unit;
- If no comparable courses are available, please indicate the area of the course to be applied for exemption by ticking 'Required', 'Elective', "Group A" or "Group B" as appropriate, and write down the number of exempted Unit(s).

**注释:**

- 如大学已开设同等科目, 请在「科目」方格内打钩, 并填入相应的「科目名称」、「科目编号」以及「学分」;
- 如大学并未开设同等科目, 请标明拟申请豁免的学科范围, 在「主修」、「选修」、「A组课程」或「B组课程」中适当方格内打钩, 并填入申请豁免的学分数。

Signature: \_\_\_\_\_  
签字 \_\_\_\_\_Date: \_\_\_\_\_  
日期 \_\_\_\_\_

**Personal Information Collection Statement:**

1. The personal data provided on this form will be used by the Graduate School for the purpose of processing this application. All information provided, when no longer required, will be destroyed.
2. Information provided on this form may be transferred to other departments/administrative units within CUHK-Shenzhen for consideration and granting approval, where applicable.
3. For update or access to the personal data after submission of this form, please contact Program Registry.

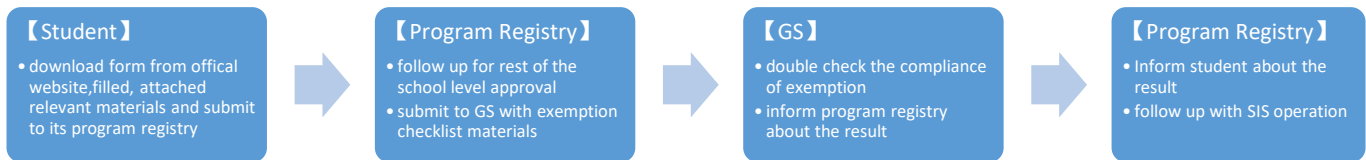
**收集个人资料声明**

1. 此表格所收集的资料将用以处理有关的申请，所提供的资料于无需保留时将全部销毁。
2. 本表格所收集的资料或会转交香港中文大学（深圳）其他行政或教学部门作考虑或批核用。
3. 如在递交此表格后要查阅进度以及改正个人资料，请联络项目教务。

**Please submit filled form then scanned to your program registry email for follow up approval process.**

<p><b>I. Approval by the Major Programme (no need for Civic Education course exemption)</b></p> <p>I <input type="checkbox"/> approve / <input type="checkbox"/> not approve the student's application.</p> <p>Programme Director/ Supervisor/Co-Ordinator</p> <p>Signature and Date</p> <hr/>	<p><b>II. Approval by the Major Programme GP</b></p> <p>I <input type="checkbox"/> approve / <input type="checkbox"/> not approve the student's application.</p> <p>Chair of Graduate Panel</p> <p>Signature and Date</p> <hr/>
<p><b>III. Approval by the Course Offering Unit</b></p> <p>I <input type="checkbox"/> approve / <input type="checkbox"/> not approve the student's application.</p> <p>Programme Director/ Co-Ordinator/Course leader</p> <p>Signature and Date</p> <hr/>	<p><b>IV. Approval by the Dean of the Graduate School</b></p> <p>I have approved the student's application.</p> <p>Dean of the Graduate School</p> <p>Signature and Date</p> <hr/>

## Workflow for course exemption submission:



### Exemption Checklist for student:

1. Filled Application form and submit to Program Registry
2. Official Transcript
3. Curriculum syllabus
4. Proof of graduate courses (screenshot of graduate course website or letter of graduate course certificate will do)
5. Proof of following the Latest PAB approved exemption rules(highlighted)