

HONG KONG BAPTIST UNIVERSITY
Graduate School

Application for Transfer/Exemption of Units – Taught Postgraduate Programme

Notes:

1. Students should submit their applications for course exemption/transfer of units **within two weeks of commencing their first year of studies**. Late application will **NOT** be considered.
2. Copies of course outlines/syllabuses and academic transcripts for the previously taken course(s) should be submitted with the application to facilitate the assessment.
3. All applications should be submitted to the Graduate School **via** the respective programme.

Student Particulars

Name: _____ Student No.: _____

Study Programme: _____ Phone/Mobile No.: _____

Signature of Student: _____ Date: _____

| Course(s) Previously Taken | | | | Equivalent Course(s) in HKBU | | | Recommendation of Department Head/ Programme Director |
|----------------------------|--------------|-----------------|-------------------|------------------------------|--------------|-----------------|--|
| Course Code | Course Title | No. of Units | Grade Obtained | Course Code | Course Title | No. of Units | Recommended (Yes / No) <i>Please state Replacement Course, if applicable.</i> |
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| Signature : _____ (Department Head/Programme Director) | Date : _____ |
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