

Hong Kong Baptist University
Graduate School

Course Registration under Cross-Institutional Course Enrolment Scheme jointly with the eight UGC-funded institutions (CIC)

To provide research postgraduate (RPg) students with more opportunities to access courses at local institutions in Hong Kong, the eight UGC-funded universities entered into an agreement to set up mechanisms to allow RPg students to enrol in courses offered by sister institutions.

Course Enrolment

1. Application period

The application deadlines set by individual universities are different. Please refer to the [important dates](#) for the application period.

2. Application procedures and result

To enroll in a CIC course, please complete the following two forms and submit them to the Graduate School **5 working days** before the due date set by the individual universities and late application will not be entertained:

- [Application for Course Add/Drop/Withdrawal – HKBU and Cross-Institutional Courses \(For Research Postgraduate Students Only\)](#)
- [Combined Application Form for Cross-Institutional Course Enrolment \(e-form\)](#)

Upon completing the e-form, students will receive an email regarding the procedures to complete the application, along with a filled CIC application form. In addition, some sister institutions may require students applying for their courses to complete their own e-forms. In such cases, you are required to submit printed copies of both HKBU's and the sister institution's CIC application forms to the HKBU Graduate School for further processing.

3. Processing time

The processing time of course registration under the Scheme varies considerably between the universities and you will be informed of the course enrolment result via email by the host institution individually.

You are reminded that only the courses at the **postgraduate level** offered in the CIC Scheme could be counted by the University for the fulfilment of RPg coursework requirement. Please refer to this [link](#) for details on the coursework requirements and unit transfer arrangement.

If you want to find more information about your studies, please visit the Graduate School's website

(<https://gs.hkbu.edu.hk/current-students/research-postgraduate-programmes/study-journey>).

For enquiries, please contact us at hkbu_rpg@hkbu.edu.hk.