The Chinese University of Hong Kong  
Office of Academic Links  

Indication of Intention to Extend Study Period (UG)  
(For Final Year Undergraduate Students who are shortlisted by OAL and wish to join regular-term time exchange programmes only)

- Final Year Undergraduate Students who are shortlisted in the selection of 2020-21 CUHK Student Exchange Programmes organized by Office of Academic Links and wish to join regular-term time exchange programmes are required to fill out this form. They should get a pre-approval of their proposed exchange period from their major Department / Programme on or before 13 January 2020. Your endorsed application form will be forwarded to the Registration and Examinations Section as reference if you receive and accept an exchange offer. Otherwise, it will be discarded in due course.

- Those who only apply for summer exchange programmes are not required to submit this form.

(I) Personal Particulars (Please tick the appropriate one)

Name: [in English] __________________________ [in Chinese] __________________________ Student ID No.: _____________

Major / Programme: __________________________ Year of Attendance: _____________

No. of Units Completed at CUHK: _____________ No. of Units Taken in the Current Term: _____________ No. of Outstanding Units for Graduation: _____________

Will you fulfil graduation requirement at CUHK in 2019-20 (Term 2)?

☐ Yes ☐ No

Contact Tel. No.: __________________________

Proposed Exchange Period: Either Term 1 or Full Year of 2020-21 (Term 2 is not applicable to final year students.)

Proposed Expected Graduation Year and Term: Academic Year 20__ – 20___ (☐ Term 1 ☐ Term 2)

(II) Reason(s) for Applying for Extension of Study Period at CUHK

(If there is insufficient space, please give details on a separate sheet to be attached to the application.)

(III) Declaration

- I declare that the information given in support of this application is accurate and complete. I understand that any misrepresentation will result in disqualification of my application for admission and subsequent participation in the exchange programme.

- If my proposed exchange period is pre-approved by my major Department/Programme, I understand that I can only select those pre-approved exchange period in my online application form for CUHK Student Exchange Programmes.

- I understand that if I accept an exchange offer, this endorsed extension form submitted to OAL will be forwarded to Registration and Examinations Section as reference. It implies that I agree to defer my graduation and decided not to graduate in 2020.

- I understand that if I decide to withdraw from the exchange programme, it is my responsibility to inform Registration and Examinations Section, Office of Academic Links and my major Department/Programme on or before 1 June 2020 about my decision in order to graduate on time.

Signature of student: __________________________ Date: __________________________

(IV) Endorsement by Major Department / Programme (For Pre-approval Purpose only)

I support the above student’s application for extension of study period.

Comments (if any):

Signature of
Department Chairperson / Programme Director: __________________________ Programme Chop: __________________________ Date: __________________________

The endorsed form must be submitted to i-Centre, 1/F, Yasumoto International Academic Park, CUHK on or before 13 January 2020 for further processing. Otherwise, your student exchange application for regular-term time programmes will not be considered.