

**Application for Approval-in-principle for College General Education Course Equivalence / Unit Exemption****Important notes (Please read carefully before submitting this form):**

1. Approval-in-principle is given to facilitate students' planning for overseas exchange. It is NOT applicable to students who have already completed the exchange programme.
2. An official application for course and unit exemption must be submitted on CUSIS upon completion of the courses under application.
3. Official approval is subject to documentary proof that the course is of academic level and assessment requirement comparable to College General Education requirements and standard.
4. If approval-in-principle is granted, applicants are requested to attach a copy of this form to their official application for course and unit exemption.
5. Course outlines of the proposed courses should be attached. If possible, please submit a class time table.
6. Language and skills training courses and disciplinary courses with a narrow focus will NOT be accepted as equivalent to GE.

Section I (To be completed by applicant)

Name: _____ (English) _____ (Chinese) Student I.D.: _____

Major: _____ Year of Attendance: _____ Admission Scheme: 3-year / 4-year Curriculum Senior-year Entrants

Email address: _____ Contact Number: _____

Name of Host University: _____ Year of Exchange: 20__ / 20__ (1st Term / 2nd Term / Full Year)

<u>College General Education Equivalence</u>			<u>Proposed Courses</u>		
Course Code	Course Title	No. of units	Course Code	Course Title	Total no. of lecture hours

Applicant's Signature: _____ Date: _____

Section II (To be completed by College Office)

<u>CGE Course Teacher</u>	<u>Dean of College General Education</u>
<input type="checkbox"/> Exemption Recommended <input type="checkbox"/> Exemption Not Recommended Signature: _____ Date: _____	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved Signature: _____ Date: _____