

Information Sheet 2023-2024

General Information	
<b>Name of Institution</b>	College of Liberal Arts and Social Sciences City University of Hong Kong
<b>Address</b> <b>Phone</b> <b>Fax</b> <b>Email</b> <b>Web</b>	Room 6361, 6/F, Li Dak Sum Yip Yio Chin Academic Building, 83 Tat Chee Avenue, Kowloon Tong, Kowloon, Hong Kong Phone : (852) 3442 4833 Fax : (852) 3442 0364 Email : <a href="mailto:ch.exchange@cityu.edu.hk">ch.exchange@cityu.edu.hk</a> Web : <a href="http://www.cityu.edu.hk/class/exchange/content/">http://www.cityu.edu.hk/class/exchange/content/</a>
<b>Contact Person</b> <b>Outgoing / Incoming</b>	<p>Professor Daniel LYNCH Associate Dean (Undergraduate Education and Quality Assurance) Tel : (852) 3442 7151 Fax : (852) 3442 0364 Email : <a href="mailto:ch.exchange@cityu.edu.hk">ch.exchange@cityu.edu.hk</a></p> <p>Ms Winnie KEI (Supervisory Executive Officer) Tel : (852) 3442 9440 Fax : (852) 3442 0364 Email : <a href="mailto:kei.winnie@cityu.edu.hk">kei.winnie@cityu.edu.hk</a></p> <p>Miss Candy CHOI (Executive Officer) Tel : (852) 3442 4835 Fax : (852) 3442 0364 Email : <a href="mailto:candy.choi@cityu.edu.hk">candy.choi@cityu.edu.hk</a></p> <p>Ms Popo FOK (Inbound Exchange Application) Tel : (852) 3442 4833 Fax : (852) 3442 0364 Email : <a href="mailto:popo.fok@cityu.edu.hk">popo.fok@cityu.edu.hk</a></p> <p>Ms Joanna LAW (Outbound Exchange Application) Tel : (852) 3442 8201 Fax : (852) 3442 0364 Email : <a href="mailto:law.joanna@cityu.edu.hk">law.joanna@cityu.edu.hk</a></p>
<b>Departmental</b> <b>Exchange</b> <b>Coordinators</b>	<p>Departmental Exchange Coordinators are academic advisors who give advice to exchange students in courses and academic-related matters at CityU.</p> <p>Dr CUI Wendong Exchange Coordinator <b>Department of Chinese and History</b> E-mail : <a href="mailto:wendocui@cityu.edu.hk">wendocui@cityu.edu.hk</a> Tel : (852) 3442 8796 Fax : (852) 3442 0359</p>

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<p><b>Departmental Exchange Coordinators</b></p>	<p>Dr Becky KWAN Exchange Coordinator <b>Department of English</b> E-mail : <a href="mailto:enbkwan@cityu.edu.hk">enbkwan@cityu.edu.hk</a> Tel : (852) 3442 9781 Fax : (852) 3442 0288</p> <p>Dr Maggie MAI Exchange Coordinator <b>Department of Linguistics and Translation</b> E-mail : <a href="mailto:ziyinmai@cityu.edu.hk">ziyinmai@cityu.edu.hk</a> Tel : (852) 3442 6426 Fax : (852) 3442 0359</p> <p>Dr WANG Yuan Exchange Coordinator <b>Department of Media and Communication</b> E-mail : <a href="mailto:yuan.wang@cityu.edu.hk">yuan.wang@cityu.edu.hk</a> Tel : (852) 3442 8873 Fax : (852) 3442 0228</p> <p>Dr Bill TAYLOR Exchange Coordinator <b>Department of Public and International Affairs</b> E-mail : <a href="mailto:Bill.Taylor@cityu.edu.hk">Bill.Taylor@cityu.edu.hk</a> Tel : (852) 3442 9612 Fax : (852) 3442 0180</p> <p>Dr CHEN Hui Fang Exchange Coordinator <b>Department of Social and Behavioural Sciences</b> E-mail : <a href="mailto:hfchen@cityu.edu.hk">hfchen@cityu.edu.hk</a> Tel : (852) 3442 2972 Fax : (852) 3442 0283</p> <p>Mr Stephen BOLTON Exchange Coordinator <b>Chan Feng Men-ling Chan Shuk-lin Language Centre</b> E-mail : <a href="mailto:stephen.bolton@cityu.edu.hk">stephen.bolton@cityu.edu.hk</a> Tel : (852) 3442 5346 Fax : (852) 3442 0165</p>
<p><b>Number of students we would accept from your institution</b> <i>(undergraduate / graduate)</i></p>	<p>Please refer to our agreement.</p>
<p><b>Programs open to exchange students and pre-requisites, if any</b></p>	<p>Course List for exchange students: <a href="http://www.cityu.edu.hk/class/exchange/content/inbound/course_info.aspx">http://www.cityu.edu.hk/class/exchange/content/inbound/course_info.aspx</a></p>

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	Students are reminded to think thoroughly before selecting courses. They will be affiliated to one of our six departments based on their course selection and are not encouraged to make substantial changes in study area(s) after their affiliation is announced on the acceptance letter.
<b>Required level of language proficiency</b> <i>(English, Putonghua, Chinese, Korean, Japanese, etc.)</i>	<ul style="list-style-type: none"> <li>- Generally speaking, English language proficiency is required unless specified otherwise. If English is not the medium of instruction at their home institution, students should achieve a TOEFL score of 79 or above (on the Internet-based test), IELTS Band 6.5 or above or Chinese Mainland's College English Test Band 6 or above.</li> <li>- We normally offer Mandarin courses for non-Chinese speakers and basic Cantonese courses (subject to confirmation by the department nearer the semester).</li> </ul>
<b>General information on our University</b>	University website <a href="http://www.cityu.edu.hk">http://www.cityu.edu.hk</a>  College of Liberal Arts and Social Sciences <a href="http://www.cityu.edu.hk/class/">http://www.cityu.edu.hk/class/</a>

Academic Calendar (2023-2024)	
<b>Semester A (Fall Term)</b> Start and end date:	4 September to 2 December 2023
Examination period:	11 to 23 December 2023
<b>Semester B (Spring Term)</b> Start and end date:	15 January to 20 April 2024
Examination period:	29 April to 13 May 2024
Number of weeks of study	13 – 15 weeks per semester

Credit and Grading System	
<b>Full course load per semester</b> <i>(for full-time students)</i>	The load for full-time students varies from 12 (minimum) to 18 credits (maximum).  Each course usually carries 3 credits, equivalent to, 2 hours' lectures and 1 hour tutorial per week.

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<b>How many credits would you recommend an incoming exchange student to take?</b> How many courses does this correspond to?	Most inbound exchange students take 12-15 credits (that is, 4-5 courses) per semester.
<b>Will you send transcripts to the university or directly to the students?</b>	Transcripts will be sent to the partner university <u>directly</u> after the students have completed their studies, i.e. <b>around February for Semester A</b> and <b>around July for Semester B</b> .
<b>Grading system</b>	<a href="http://www.cityu.edu.hk/arro/content.asp?cid=498">http://www.cityu.edu.hk/arro/content.asp?cid=498</a>

### Pre-sessional Language and Orientation Programmes

<b>Attendance</b>	Attendance at the Orientation Programme is strongly advised. We do not offer any pre-sessional language programme.
<b>Start/end dates</b>	The University's Orientation Programme is normally held one week before the start of the semester.  Details can be found nearer the date at the website: <a href="http://www.cityu.edu.hk/geo/welcome/">http://www.cityu.edu.hk/geo/welcome/</a> <a href="http://www.cityu.edu.hk/geo/ies_stdorient.htm">http://www.cityu.edu.hk/geo/ies_stdorient.htm</a>
<b>Fees</b>	No fee is charged for orientation programme (except for special activities).

### Accommodation

<b>Does your university provide accommodation, or does the student need to find it?</b>	<p>CityU Student Residence website (On-campus) <a href="http://www.cityu.edu.hk/sro/StudentHousing/UGHalls/InboundExchangeStudents.htm">http://www.cityu.edu.hk/sro/StudentHousing/UGHalls/InboundExchangeStudents.htm</a></p> <p>CityU Student Residence website (Off-campus) <a href="http://www.cityu.edu.hk/sro/StudentHousing/oca.htm">http://www.cityu.edu.hk/sro/StudentHousing/oca.htm</a></p> <p>Only limited on-campus accommodation is available. There is no guarantee that all inbound exchange students will be assigned a place of on-campus student residence.</p> <p>Exchange students are required to submit online application.</p>
<b>Cost</b>	<p><u>On-campus accommodation:</u> Approximately HK\$10,850 – HK\$21,700 for one semester, depending on the room type, subject to further update: <a href="http://www.cityu.edu.hk/sro/StudentHousing/UGHalls/InboundExchangeStudents.htm">http://www.cityu.edu.hk/sro/StudentHousing/UGHalls/InboundExchangeStudents.htm</a></p> <p><u>Off-campus accommodation</u> Monthly rental varies depending on location and size of the apartment. For more information, please check: <a href="http://www.cityu.edu.hk/sro/StudentHousing/oca.htm">http://www.cityu.edu.hk/sro/StudentHousing/oca.htm</a></p>

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Any meal plan?	No meal plan is included in the accommodation fees. Students can take meals at our student canteens.
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Health Insurance Information	
Health insurance regulations	<p>It is <b>mandatory</b> for exchange students to have suitable and adequate insurance for the entire period of their study at CityU. The insurance should cover but not limited to travel, personal accidents, medical expenses (accident and non-accident), hospitalisation and emergency evacuation/repatriation.</p> <p>If exchange students do not have their own insurance coverage before coming to Hong Kong, or if they wish to buy additional insurance, they may enrol in the CityU-contracted insurance plan. The CityU-contracted insurance plan is available to all non-local students, and it provides relatively basic coverage such as personal accident and medical benefits.</p> <p><b>Students will be invited to enrol in the CityU-contracted insurance plan when they fill-out the online pre-enrolment form. Once they have opted in the plan, they will not be allowed to opt out afterwards, and they will have to settle the insurance payment accordingly.</b></p> <p>The insurance premium for Semester B 2022-23 is HK\$125.2 per student. The rates are subject to change.</p> <p>Details: <a href="http://www.cityu.edu.hk/geo/ies_healthninsur.htm">http://www.cityu.edu.hk/geo/ies_healthninsur.htm</a></p>

Application Procedure	
Application procedure – <i>for incoming exchange</i>	<p>Exchange students are required to submit online application for admission. If they are unable to upload the supporting documents for the applications, e.g. passport copy, transcript, English language proficiency result, etc., they are required to send photocopies of the documents via their home institutions to the following address, or email to <a href="mailto:ch.exchange@cityu.edu.hk">ch.exchange@cityu.edu.hk</a>:</p> <p>Attention: Miss Candy Choi / Ms Popo Fok College of Liberal Arts and Social Sciences City University of Hong Kong Room 6361, 6/F, Li Dak Sum Yip Yio Chin Academic Building 83 Tat Chee Avenue, Kowloon Tong, Kowloon Hong Kong SAR</p>

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	<p>We will normally email the acceptance letters to the partner university for onward distribution. Acceptance letters could also be sent to the partner university by regular mail <b><u>upon request</u></b>.</p> <p>Our Global Engagement Office (GEO) will help exchange students to apply visa. GEO website: <a href="http://www.cityu.edu.hk/geo/ies_stdvisa.htm">http://www.cityu.edu.hk/geo/ies_stdvisa.htm</a></p>
<b>Application submission deadline</b>	<p><b>10 May 2023</b> for Semester A (September Entry) <b>15 October 2023</b> for Semester B (January Entry)</p>
<b>Application procedure – <i>for our outgoing exchange</i></b>	<p>Our nomination of students for international exchange are normally available by end of April for Semester A and by mid-November for Semester B.</p>

Estimated Living Costs	
<b>Accommodation</b>	<p><u>On-campus</u> Approximately HK\$10,850 – HK\$21,700 for one semester, depending on the room type, subject to further changes.</p> <p><u>Off-campus</u> Monthly rental varies depending on location and size of the apartment. The monthly rental may range from around HK\$5,625 to HK\$35,000. For details, please visit <a href="http://www.cityu.edu.hk/sro/StudentHousing/oca.htm">http://www.cityu.edu.hk/sro/StudentHousing/oca.htm</a>.</p>
<b>Living costs (meals, transport, laundry, and education expenses for books, stationery, etc.)</b>	<p>Estimated cost per month: HK\$4,500</p> <p>Actual costs will vary depending on lifestyle choices. Students may also need to budget for emergency medical expenses, etc.</p> <p>For more details, please visit GEO website at <a href="http://www.cityu.edu.hk/geo/ies_costlivenfin.htm">http://www.cityu.edu.hk/geo/ies_costlivenfin.htm</a></p>

Updated on 3 February 2023