Pre-departure Briefing Session for Study Abroad Programmes: Academic Preparation

Academic Advising Office
What are your plans for achieving academic success abroad?
Purpose of Studying Abroad

- Diversify and enrich your *academic experiences* through courses / researches /activities/ internships/ independent studies offered overseas.
- Make use of the opportunity to *broaden your horizons and immerse in a different culture* (though some may not earn credits).
- Learn *another language*, or improve one you already know.
- Explore options abroad for *postgraduate study*...
- **Be mindful of course/programme requirements of HKU and impact on study progression**
Conduct research about your host university or organisation.
Meet with students who have studied there.
Find out specifically about the institutional and classroom culture.
How will you adjust to a new learning environment?
NEW CURRICULUM TIMETABLE

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New Learning Environment

• Be open-minded.
• Expect cultural shock inside classroom.
• Take time to observe - how others greet professor, what do students wear to class, how do classmates participate in class, and so on- or ask when in doubt.
• Keep a journal of your new learning experiences.
• Join some university activities / a university club or be a volunteer in the surrounding campus community to feel more connected to your new learning environment.
How will you earn transfer credit?
Credit Transfer

Course Selection- Prior to Departure

• Check the website of your host institution for the courses offering and course syllabi, and when online registration is open.

• Complete online course enrolment if possible.
Credit Transfer

Course Selection- Prior to Departure

Some HKU Faculties have credit transfer database or credit conversion information for reference:

**Arts:**
http://arts.hku.hk/file/upload/3577/CT_from_2015-16_by_institution.pdf

**Business and Economics:**
http://www.fbe.hku.hk/exchange-ctdb/

**Science:**
http://webapp.science.hku.hk/student/servlet/course_equiv

**Social Sciences:**
Credit Transfer

Course Selection- Prior to Departure

• Consult your programme director/faculty course selection adviser about your academic plans and intended courses to take. **Reminder: Some Faculties Encourage Students to Plan for Alternative / Backup Courses!**

• Complete the credit transfer form for your Faculty by the deadline. Retrospective application of credit transfer will not be considered.
Credit Transfer

Application Form for Credit Transfer in Arts Faculty
(An Example)

### Part II: Application for Credit Transfer before Departure for Exchange
(to be submitted to the Arts Faculty Office via email (arts@hku.hk) exchange semester at the host institution)

<table>
<thead>
<tr>
<th>No.⁹</th>
<th>Course code</th>
<th>Course title</th>
<th>Credit(s)</th>
<th>Proposed HKU-equivalent course (if applicable)/ Related Programme</th>
<th>Course fulfilment: Major/Minor/ Free elective</th>
<th>Approval*⁸</th>
<th>Course type* (Intro/ Advanced/ Capstone®)</th>
<th>HKU credits</th>
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<tbody>
<tr>
<td>e.g.</td>
<td>LIN1000</td>
<td>Introduction to linguistics</td>
<td>4</td>
<td>LING1000 (or LING)</td>
<td>LCOM Major</td>
<td>Yes/ No</td>
<td>I/ A/ C</td>
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<td>Yes/ No</td>
<td>I/ A/ C</td>
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</table>

### Notes:

⁸ Any course which is rejected for a major or minor may be considered as a free elective course, subject to Programme’s approval.

¹⁰ Students are normally expected to complete the capstone requirement of their Arts majors at HKU. Only under very special circumstances can final-year students be permitted to transfer credits to fulfill the capstone requirement.
Credit Transfer

Course Selection at Host Institution

- Follow host institution procedures for official course registration.
- Remember to comply with regulations for full-time student status (HKU, host institution, country immigration) - avoid underloading (and overloading) your course schedule.
- Check the credit conversion to determine no. of courses that you need to take at the host university.
- Ensure that you will have access to your academic record from HKU, especially to prove your fulfillment of prerequisites.
- Inform your Faculty via email ASAP if your course registration changes.
Credit Transfer

Transcripts- Returning to HKU

- Host institution will send official transcripts directly to International Affairs Office or your Faculty Office.
- Get informal grade report from the host institution, if possible, for your own records.
- Final credit transfer determined by home Faculty.
- Grade obtained will not be counted in CGPA.
Good Luck
And Enjoy your
Learning!

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