



THE UNIVERSITY OF HONG KONG
SCHOOL OF BIOMEDICAL ENGINEERING

Application for Course Exemption

Please complete Part A and return to the School Office at Room 318, William Mong Block, School of Biomedical Engineering. Please see application procedures overleaf.

Name: _____ UID: _____
(Surname) (First name)

Year of Study: 1 / 2 / 3 / 4 *

Email: _____ HK Contact Phone No: _____

A. Course Exemption

I would like to exempt the following course: _____
(course code) (course title)

as I have achieved: _____
(course code / title / name of other qualifications)

Reason(s):

(Please check the box as appropriate)

- ☐ To replace the overlapped course that is a requirement for my programme
☐ The course is mutually exclusive to the compulsory course for my programme
☐ There are not enough disciplinary courses and hence I have to take other courses in lieu
☐ Others: _____

Note: supporting documentation (e.g. transcript) must be provided and attached to this application form.

Student's signature: _____ Date of submission: _____

B. Endorsement/Approval (for School Office use only)

Date received _____

1. Endorsement of Programme Director: Supported / Not supported*

Reason(s): _____

(Name) (Signature) (Date)

2. Board of Studies Approval:

Chairman, Board of Studies		Approved / Disapproved*
		Date:

**Please delete as appropriate*

Application Instructions

1. The applicant shall complete Part A only, and should type and submit the signed application form with supporting documentation to the School Office located at Room 318, 3/F, William Mong Block. The office hours of the School Office are Monday to Friday – 9:00 am to 1:00 pm and 2:00 pm to 5:45 pm. Saturdays, Sundays and Public Holidays – closed.
2. Applications with incomplete information or insufficient documentation will not be processed.
3. Applicants will be informed of the results by the School Office.