# Student Exchange Programme

## Fact Sheet 2020/21

### General Information

| Address       | Global Affairs Office (GAO)  
The Education University of Hong Kong  
Cho Kwai Chee Foundation Building (A-G/F-09)  
10 Lo Ping Road, Tai Po  
New Territories  
Hong Kong |
|---------------|------------------------------------------------------------------------------------------------------------------|
| Contact Information | Phone: (852) 2948 7654  
Fax: (852) 2948 8198  
Email: gao@eduhk.hk |
| Website       | University  
Global Affairs Office  
https://www.eduhk.hk/main  
https://www.eduhk.hk/gao |
| GAO Management   | Dr. Simon XU  
Associate Vice President (Global Affairs) and Director of Global Affairs |
|                | Ms. Winnie Li  
Senior Global Affairs Manager |
| Development & Promotion (Partnership) | Ms. Jasmine CHEUNG  
Global Affairs Manager  
Email: jfmcheung@eduhk.hk  
Phone: (852) 2948 7268 |
| Exchanges & Programmes | Ms. Ada CHAU  
Global Affairs Manager  
Email: adachau@eduhk.hk  
Phone: (852) 2948 7286 |
|                | Ms. Mei Chu CHAN  
Assistant Global Affairs Manager (Inbound)  
Email: meichu@eduhk.hk  
Phone: (852) 2948 8728 |
|                | Mr. Sam CHIU  
Assistant Global Affairs Manager (Outbound)  
Email: swchiu@eduhk.hk  
Phone: (852) 2948 7412 |

### Academic Calendar

<table>
<thead>
<tr>
<th>Semester 1 (Fall)</th>
<th>Early September</th>
<th>Mid-December</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester 2 (Spring)</td>
<td>Early January</td>
<td>Early June</td>
</tr>
</tbody>
</table>

Detailed academic calendar can be found from [Registry’s website](https://www.eduhk.hk/main).
## Academic Information

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
</table>
| **Full-time Study Load**  | Minimum study load per semester: 12 credit units (approx. 4 courses)  
Maximum study load per semester: 15 credit units (approx. 5 courses) |
| **Credit System**         | Each course is worth 3 credits (unless otherwise specified)  
Each course is equivalent to 39 contact hours  
One credit normally equates to one hour of teaching per week, over 13 teaching weeks in a semester |
| **Medium of Instruction** | Most but not all classes are taught in English. Exchange students are strongly advised to pay attention to the medium of instruction. |
| **Attendance Requirements** | All students, including exchange students, are expected to attend all scheduled classes and activities.  
Failure to attend a course does not automatically result in the course being dropped. Students who are reported for prolonged absence in a course without permission will be accorded a grade F (Fail) for the course. |
| **Course Offering List**  | Please click here for reference. |
| **Course Registration**   | Semester 1  
Start: Mid-July  
End: Late July  
 Semester 2  
Start: Mid-November  
End: Late November  
Exchange students can register for courses online via EdUHK Portal (The Portal) prior to arrival. Exchange students can change their course selection during the Add/ Drop period upon arrival. |
| **Transcript**            | Academic results are released in February and July respectively. The transcripts will be posted to your home institution following the respective meetings of the Board of Examiners. This means transcripts will not be available immediately after their complete their programmes. |

## Eligibility & Application

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Nomination by Home Institution</strong></td>
<td>Interested students must be nominated by the home institution to be eligible for a place in the programme. First-year students are normally NOT eligible.</td>
</tr>
</tbody>
</table>
| **Academic Requirements** | Minimum cumulative GPA of 2.7 on a 4.33 scale/  
Minimum cumulative GPA of 2.5 on a 4.0 scale OR equivalent. |
## Student Exchange Programme

**Fact Sheet 2020/21**

### English Proficiency for Non-Native English Speakers

- TOEFL: 550 (paper-based)/ 80 (internet-based); OR
- IELTS: Minimum overall band of 6 in the academic version. OR
- A letter/signed declaration from the home institution's International Office certifying proficiency.

### Date of Application

<table>
<thead>
<tr>
<th>Semester</th>
<th>Start</th>
<th>End</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester 1 / Full Year</td>
<td>Early March</td>
<td>Late April</td>
</tr>
<tr>
<td>Semester 2</td>
<td>Early September</td>
<td>Mid-October</td>
</tr>
</tbody>
</table>

### Application Process

Fill in the Inbound Student Exchange application form and upload the following documents before the application deadline:

- A scanned copy of proof of English proficiency (if your native language is not English)
- A scanned copy of official transcript
- A scanned copy of EdUHK Nomination & Endorsement Form signed by the international office/study abroad office of your home institution
- A scanned copy of completed visa application form and supporting documents

Once the application and supporting documents are checked, the completed visa application and required documents must be mailed to GAO. The checking process is to avoid extra postage / any delay in the application process.

### Student Visa Application

Those who do not have the right of abode in Hong Kong must obtain a student visa in order to study in Hong Kong. Exchange students must apply for their student visas via GAO.

It normally takes around **6 weeks** to process a visa application. Once a visa is issued, it will be delivered to the applicant’s correspondence address or home institution by courier. The visa label should be attached to the passport immediately.

### Insurance

Exchange students must arrange travel and health insurance covering the entire period of stay in Hong Kong. Insurance should cover (but not be limited to) travel, personal accident, medical expenses (accident and non-accident), hospitalisation and emergency evacuation/repatriation.

There is no requirement on the amount of insurance coverage. This will depend on individual needs. They will be required to show proof of coverage prior to arrival/registration.
## Accommodation

<table>
<thead>
<tr>
<th>On-campus accommodation</th>
<th>EdUHK has four on-campus residential hostels offering two types of living quarters, exchange students are guaranteed a place in these hostels.</th>
</tr>
</thead>
<tbody>
<tr>
<td>On-campus Accommodation website</td>
<td><a href="https://www.eduhk.hk/sh">https://www.eduhk.hk/sh</a></td>
</tr>
</tbody>
</table>
| Date of Application | Semester 1: Start: Mid-July, End: End-July  
Semester 2: Start: Mid-November, End: End-November  
Students apply the hostel through the iHostel online system |
| Room Type | Twin/Triple Bedroom (Northcote Hall, Grantham Hall and Robert Black Hall)  
Activity rooms, laundry rooms, bathroom/toilets, pantries with refrigerators, stoves and microwaves, etc.  
9-person or 12-person flat (The Jockey Club Student Quarters)  
Double/triple bedrooms inside each flat with sitting/dining areas, terrace, kitchen, laundry room, bathrooms and individual computer ports. |

Wi-Fi services are available

## Estimated Cost of Living

<table>
<thead>
<tr>
<th>Cost Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodation</td>
<td>HK$5,530 - 7,380 (US$700-934)/ Semester</td>
</tr>
<tr>
<td>Hall Life Education Fee</td>
<td>HK$220 (US$28)</td>
</tr>
<tr>
<td>Meals</td>
<td>HK$14,000 - 20,000 (US$1,784 - 2,549) / Semester</td>
</tr>
<tr>
<td>Local Transportation</td>
<td>HK$3,200 (US$408) /Semester</td>
</tr>
<tr>
<td>Books and Supplies</td>
<td>HK$2,000 (US$62)</td>
</tr>
<tr>
<td>Student Visa</td>
<td>HK$230 (US$29)</td>
</tr>
<tr>
<td>Visa Administration and Courier Fee</td>
<td>HK$300 (US$38)</td>
</tr>
<tr>
<td>Caution Money</td>
<td>HK$500 (US$64)</td>
</tr>
</tbody>
</table>
Student Exchange Programme  
Fact Sheet 2020/21

| Others | Various activities are organised by GAO and SAO for helping non-local students to integrate the campus life and understand the culture and social development of Hong Kong. Students can opt to join and cost are charged on some of the activities.  
*The above information is for reference only. Costs would vary depending on individual lifestyle.* |

---

## Arrival and Orientation

<table>
<thead>
<tr>
<th>Orientation Date</th>
<th>Semester 1</th>
<th>Last week of August</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester 2</td>
<td>Last week of December</td>
<td></td>
</tr>
</tbody>
</table>

| Orientation Programme | GAO offers customised orientation programme before the exchange period to allow students to learn more about EdUHK and Hong Kong. Exchange students are strongly recommended to join these activities and establish their new social circle before term starts. |

| Buddy Programme | Each exchange student is matched with one student buddy, who will contact the exchange student ahead of your departure. Student buddies provide care and support to exchange students as well as help them adjusting to the new environment and culture during their stay in Hong Kong. |

| Airport Pickup Service | The airport pick-up service is provided close to the start of term and detailed information will be sent to the students before their arrival. |