THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY

HKUST International Summer Exchange Program (ISP) 2016
Information Sheet for Exchange Partners

Program Features

Students can study up to 9 credits of regular UG-level courses offered by HKUST. Local excursions and cultural activities will be arranged exclusively for ISP students. There will be activities and events for ISP students to interact with local HKUST students to encourage cultural exchange.

Program Period

The program will take place over AKIJ i ikc c h i c ij h'' hc **20 June to 13 August 2016** (accommodation period is from *16 June to 13 August 2016, both nights inclusive*). Courses will start and end on different dates within the summer semester period. Course list and course schedule are expected to be available in January and April 2016 respectively.

Admissions

Admissions for summer exchange are in general more flexible than the regular semester. However, all summer exchange students must be **nominated by their home institution** and have the English language proficiency sufficient for English-taught university-level courses. Please also note that we may or may not consider students whose majors fall outside of AKIJ i c Weh iYf bd i f d d ed j I Y eebeh Office with which your institution has an exchange agreement:

	School of Science	School of Engineering	School of Business and Management	School of Humanities and Social Science	Interdisciplinary Programs Office
will consider majors outside e AKIJ i major disciplines	✓	✓	✗	✓	✓

Quota

We encourage you to discuss with us the number of students you plan to send us beforehand and we will try to reserve the space. As there is an increasing demand for places on ISP, we suggest that you confirm your nominations with us as early as possible.

Exchange Ratio

Exchange partners can send students to our summer program on a **3 to 1 ratio** (i.e. 3 summer quotas would equal to 1 HKUST regular-term quota), or as specified in the exchange agreement. You may feel free to let us know if this arrangement is agreeable to you.

Student Visa

All international students (except holders of Hong Kong Identity Card who have the right to land and study in Hong Kong) are required to obtain a student visa in order to study in Hong Kong. The student visa processing time is normally 6 to 8 weeks. Incomplete applications and missing documents will cause delays;

Application Procedures

As students must be nominated by their home institutions to participate in ISP, we are asking students to apply for the program through the Exchange Office or International Program Office of their home institutions.

Step 1: Nomination by home institution

Students should seek the nomination from you. Please forward your nominations to isp@ust.hk from now until **17 February 2016**. The earlier you send your nominations, the sooner your students can begin their applications.

Step 2: HKUST application

HKUST will send login information to each student to proceed to complete the application. A guide with detailed instructions on the HKUST application will be available on our website at that time. Online applications will be accepted until **6 March 2016**.

Step 3: Post-application procedures

HKUST will review ijk dji Wf b YWedi" W c W YedjWj c   c eh d ehc Wed i required. If the student is admitted to the program, they will receive a notification instructing them to

    i.   log back into the system to complete the post-application procedures (e.g. university housing application and program payment), and

    ii.   mail (1) the student visa application form and necessary supporting documents, and (2) the *'Assumption of risk and release form for enrichment activities'* to HKUST.

We strongly encourage you to collect items (1) and (2) for all your students and mail them to HKUST in one package. These documents should reach HKUST by **17 March 2016**.

Mailing address:
International Summer Exchange Program 2016
Global Student Programs Office
Room 2001, The Hong Kong University of Science and Technology,
Clear Water Bay, Kowloon, Hong Kong

Application Deadline

Interested students can apply for the program through their home institution. Nomination list should be submitted by **17 February 2016** and all application documents (including student visa application documents) must reach HKUST by **17 March 2016**. Please refer to the above-outlined application procedures for details.

Enquiry

The program is organized by the Global Student Programs Office. If you have any questions or suggestions, please contact Miss Suki Chan, at isp@ust.hk. Alternatively, you can visit the program website at http://studyabroad.ust.hk/ for more information.

For exchange partners		
Nominations and all program enquiry		
Global Student Programs Office	Miss Suki Chan	isp@ust.hk
Exchange quota and ratio		
School of Science	Miss Miranda Fung	etmifung@ust.hk
School of Engineering	Ms Burgitta Ho	egbho@ust.hk
School of Business and Management	Ms Wendy Cheung	bmwendy@ust.hk
School of Humanities and Social Science	Ms Queenie Hung	shqueenie@ust.hk
Interdisciplinary Programs Office	Mr Matthew Chik	mattchik@ust.hk
For students		
The ISP Team, Global Student Programs Office		isp@ust.hk