**BE83/713**

**re-amended**

**THE UNIVERSITY OF HONG KONG**

**FACULTY OF BUSINESS AND ECONOMICS**

## **Application for Exemption from Chinese Language Course**

#### Personal Information

|  |  |
| --- | --- |
| English name (surname first): |  |
| University number: |  |
| Current curriculum of study\*: | BBA/ BBA(Acc&Fin)/ BBA(IBGM)/ BBA(IS)/ BBA(Law)/ BBA(Law)&LLB/ BEcon/ BEcon&Fin/ BFin(AMPB)/ BSc(QFin) |
| Year of study: |  |
| Email address: |  |
| Contact number: |  |

# Request for Course Exemption

My reason(s) is/are stated as follows (please use additional sheets if needed) and I understand that I cannot enroll in the course CBBA9001/CBBA9002/CBBA9003/CBBA9004/CBBL9001\* after successful application:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#### My native language is:

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| --- |
|  |

#### I have studied the following language(s) during my secondary education:

|  |
| --- |
|  |

#### I would like to use the following elective course in lieu if I am approved to be exempted from the Chinese language enhancement requirement:

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|  |

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Endorsement/Approval (for Faculty Office use only) Date received \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
2. Endorsement of Programme Director:

|  |  |  |
| --- | --- | --- |
| Authority | Signature | Decision & Date |
| BBA/BBA(Acc&Fin) Programme Director  BBA (IBGM) Programme Director  BBA(IS) & BEng(CS) Programme Director  BBA(Law)&LLB Programme Director  BEcon/BEcon&Fin Programme Director  BFin(AMPB) Programme Director  BSc(QFin) Programme Director |  | Supported / Not supported\*  Date: |

1. Faculty Board Approval:

|  |  |  |
| --- | --- | --- |
| Faculty Board Chairman, FBE |  | Approved / Disapproved\*  Date: |

*\*Please delete as appropriate.*

**Application instructions**

1. Please submit a hard copy of your transcript / other academic records showing that you have not studied Chinese in your secondary school together with this form to the Faculty Office at Room 401, K.K. Leung Building. The office hours of the Faculty Office are Monday to Friday – 9:00 am to 1:00 pm and 2:00 pm to 5:50 pm. Saturdays, Sundays and Public Holidays – closed.

1. Applications with incomplete information or insufficient documentation will not be processed.
2. Applicants will be informed of the results by the Faculty Office.

Amended July 2018