**THE UNIVERSITY OF HONG KONG**

**DEPARTMENT OF LAW**

Application for Credit Transfer (Major in Business / Professional Core in Accounting / BBA Capstone) **[For BBA(Law)&LLB students only]**

**IMPORTANT Note to Students**: Students who intend to take **Major in Business / Professional Core in Accounting course(s)** on exchange are required to obtain prior approval / recommendation from Faculty of Business and Economics. After this approval form has been signed / stamped, please forward it to Miss Cindy Kwan of the Department of Law either by hand or email (lawexchange@hku.hk) for handling. Students should obtain approval from both Faculty of Business and Economics and the Director of Exchange (Outgoing) of Faculty of Law before starting their exchange study, please allow the offering department at least 2-3 weeks to reply to your inquiry.

**IMPORTANT Note to Faculty of Business and Economics**: We would like your kind assistance to fill in this form. Kindly return this form either to the applicant or Miss Cindy Kwan of our department (Internal Mail: Cindy Kwan, Department of Law, 10/F Cheng Yu Tung Tower; E-mail: lawexchange@hku.hk). Thank you very much for your help in advance.

 \* \* \* \* \* \* \* \* \* \* \* \* \* \* \* \* \*

**Personal particulars and exchange details**

|  |  |  |
| --- | --- | --- |
| Applicant’s Full Name:  | UID:  | Curriculum / Year:  |
| HKU Email Address: | Mobile No.: | Exchange Duration (*eg: first sem 2019/20*):  |
| Exchange Institution:  | Standard exchange study load (*eg: 120 credits for full year exchange)*:  |
| Reason(s) to take the course(s) listed below on exchange (please tick ‘√ ’ as appropriate): ( ) Major in Business ( ) Professional Core in Accounting ( ) BBA Capstone  ( ) Minor Requirement |
| Medium of Teaching & Assessment (*eg: English)*:  | Applicant’s Signature:  | Date:  |

**Course selection**The following documentation(s) are attached for your consideration (please tick ‘√ ’ as appropriate): ( ) Course Description ( ) Assessment Details ( ) Others

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| HKU Offering Faculty | Course code and title | No. of credits | No. of teaching hours | Proposed HKU-equivalent Course (if applicable) | For office use only |
| Advanced / Introductory Level | Approved / Not Approved | Signature or Official Chop |
| **For example:**Faculty of Business and Economics | MANG3008 Strategic management | 7.5 ECTS | 24 hrs | STRA4701 Strategic management | Advanced | Approved | Signature |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |