



The Hong Kong University of Science and Technology

Academic Registry

Application for Class Enrollment/Withdrawal after Add/Drop Period

Important Notes :

- 1. Requests to add a course or to withdraw from a course after the add/drop period will not be accepted except under extenuating circumstances.
2. Students are cautioned that withdrawal may affect their academic progress and result in less than the specified units being earned in the term.
3. If the application is accepted, a confirmation email will be sent to the campus email account of the student.
4. Not until students receive the confirmation email from the ARO, they should continue to attend classes, complete course work and sit for examination for the course in request.

Section I Student Particulars

Student Name: (In English) Student No.: [grid]

Program of Study: Year of Study: Email Address:

Section II Application Details

Type of Approval Request: Enroll Audit Withdraw Term:

Course Code: Section: [grid]

Course Title:

Reasons in Support of Application:

Signature of Student : Date :

Signature of Course Instructor : Date :

Personal Information Collection Statement

- i) The personal data provided in this form will be used for checking of records and processing this application only.
ii) The personal data collected may be provided to major departments / schools, or relevant administrative offices for the above mentioned purposes.
iii) For access or correction of the personal data after submission of this form, please contact the Academic Registrar.

