



Application for Deviation from Curriculum (For Undergraduate Studies)

Notes to Students

1. This form is for students who wish to be granted deviation from curriculum. Students **must read through** the *Notes and Application Procedure* (<http://arr.ust.hk/curriculum-deviation>) before submitting an application. Credit transfer application should be submitted through online system.
2. Students should bring the completed application form with **curriculum document of their cohort of admission** (available in curriculum handbook: http://ugadmin.ust.hk/curriculum_hb/) to the corresponding academic unit for advice and approval. Application for course substitution should only be submitted **at the term when the replacement course is enrolled**.
3. Students are required to submit a **separate application** for each major or minor program after officially registered in the program.
4. The processing time is normally two weeks. Students will be informed of the result by email.

Section I Personal Particulars

HKUST Student ID:

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 Name (in English with surname first): _____

School #: SSCI SENG SBM SHSS IPO Major(s) (if any): _____ Minor(s) (if any): _____

Year of Admission: _____ Year of Study#: 1 2 3 4 5

Section II Application Details

(A) Requirement Type #: English Language School Major () Minor ()
(use a separate application form for a different requirement type)

(B) Requirement Details (use supplementary sheets if necessary) :

	Original Required Course / Requirement (as stated in the curriculum document)	Replacement Course / Requirement	Justification (the reason why the original course cannot be taken or the degree requirement cannot be satisfied, and suitability of the replacement)
1			
2			
3			
4			
5			

Section III Student Declaration

- I have consulted my School or major department _____ about my application.
- I have attached the following supporting documents and hereby declare that the information provided on this form is true:
- Curriculum document of my cohort of admission

Signature Date

Section IV Approval by Relevant Academic Unit

The deviation from curriculum above is approved not approved #.

Signature Name Date

Section V For Academic Registry Use Only

Processed by _____ on _____ Verified by _____ on _____

Personal Information Collection Statement

- i) The personal data provided in this application will be used for checking of records and processing this application only. It is obligatory for you to supply the required data on this form. Your application may be delayed or may not be considered if the data submitted are incomplete.
- 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 (email: arprog@ust.hk, Office address: Academic Registry, Room 1381, Academic Building, HKUST). For the University's Privacy Policy, please refer to <http://www.ust.hk/privacy-policy>.

Please select the appropriate item