



The Hong Kong University of Science and Technology
Academic Registry
Declaration/ Withdrawal of Undergraduate Minor Program

Notes

- 1. A minor program is a set of requirements that related to an area or scope of study outside the general framework of a student's degree program. Students who wish to declare undergraduate minor program should obtain approval from both the major department and the minor program department/school. Successful completion of undergraduate minor program will be recorded on the academic transcript.
2. In general, to have the completion of minor program recorded on the academic transcript, students must declared in the minor program no later than the last day of add/drop period in the first regular term of the final year of study. The requirements and limitations of declaration of minor may vary in different programs, students should consult the minor program office, and observe the regulations and limitations imposed by the minor program office.
3. Approved application will take effect in the current regular term if the application is submitted before end of add/drop period. Late application will not be effected until the following regular term.

Application Procedures

- 1. Undergraduate students who wish to declare or withdraw from a minor program should complete Sections I and II below, obtain approval from the major department for Section III, and the minor program department/school for Section IV. Completion of Section III is NOT required if students withdraw from the minor program.
2. Students will be notified of the result of the application by the Academic Registry.

I. Student Particulars

Student Name : (In English) Student No. : [grid]
Program of Study : Year of Study : [ ]
Contact Phone No. : E-mail Address :

II. Application Details

Please tick the appropriate box to indicate the nature of application in minor program.
[ ] DECLARE
[ ] WITHDRAW
minor program

Signature of Student

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. 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.

