

**School of Creative Media,
City University of Hong Kong**

Website	https://www.scm.cityu.edu.hk/programmes/undergraduate/inbound-exchange-programmes
Nomination Deadline (if applicable)	Fall semester: April 30 Spring semester: September 30
Application Deadline	Fall semester: April 8 - May 15 Spring semester: September 1 - October 15
Application Form/online system	Inbound Exchange Online Application System (College/Departmental level)
Application Guideline	See "Application Procedures_Incoming Students" PDF file
Materials needed in the application	Materials to be uploaded online: 1. Academic Transcript (in English) issued by your home university 2. Letter of Permission issued by your home university (or ask exchange coordinator of your home university to send us the nomination directly) 3. TOEFL / IELTS result or other equivalent qualifications of English proficiency, if English is not the medium of instruction at your home university. 4. Course outline of your home university (if necessary)
Timeline of Admission Decision	Admissions will be sent in June (Fall semester), November (Spring semester)
Exchange Programme - Course List	• Language of instructions: English • Information on courses: <u>Course List</u>: Download file from regular update of "List of Course Offerings for Incoming Exchange Students" at SCM website. <u>Syllabus</u>: Search the course code from the <i>course offerings</i> above directly at http://www.cityu.edu.hk/ • Exchange students should take a minimum of 12 credits (usually 4 courses) and a maximum of 18 credits (usually 6 courses) per semester • Transcripts will be sent to partner institutions in February (Fall) and in August (Spring)
Exchange Programme - Semester duration	Semester A: September to December (Fall) Semester B: January to May (Spring)
Accommodation	Student residence in Ma On Shan Compound is available for applications from inbound exchange students yet very limited. Inbound exchange students may submit application within the Inbound Exchange Online Application System . Due to limited places, the offer of residence place is not guaranteed. Information about off-campus accommodation is available at the Student Residence Office .
Student Insurance	https://www.cityu.edu.hk/geo/non-local-students/insurance
Useful Link	https://www.cityu.edu.hk/geo/global-opportunities/student-exchange/inbound-student-exchange
Contact person of exchange programme applications	Exchange coordinators at SCM: Academic – Prof Olli Leino, Prof Elke Reinhuber Administration – Mr Rex Lau, Miss Candy Tso, Miss Agnes Nip Email: olli.leino@cityu.edu.hk , elke.r@cityu.edu.hk , rex.lau@cityu.edu.hk , tso.candy@cityu.edu.hk , agnes.nkk@cityu.edu.hk Address: School of Creative Media, Level 7 Run Run Shaw Creative Media Centre, 18 Tat Hong Avenue, Kowloon Tong, Hong Kong