

THE CHINESE UNIVERSITY OF HONG KONG  
LEE WOO SING COLLEGE

Application for Extension of Study Period

(For Final Year Undergraduate Students who are shortlisted by Lee Woo Sing College and wish to join regular-term time exchange programmes only)

- Final Year **Undergraduate** Students who are shortlisted in the selection of 2022-23 CUHK Student Exchange Programmes organized by Lee Woo Sing College and wish to join regular-term time exchange programmes are required to fill out this form. They should get a pre-approval of their proposed exchange period from their major Department / Programme **on or before 14 January 2022**. Your endorsed application form will be forwarded to the Registration and Examinations Section as reference if you receive and accept an exchange offer. Otherwise, it will be discarded in due course.
- Those who **only apply for summer exchange programmes** are not required to submit this form.

(I) **Personal Particulars** (Please tick the appropriate one)

Name: [in English] \_\_\_\_\_ [in Chinese] \_\_\_\_\_ Student ID No.: \_\_\_\_\_

Major / Programme : \_\_\_\_\_ Year of Attendance: \_\_\_\_\_

No. of Units Completed at CUHK: \_\_\_\_\_ No. of Units Taken in the Current Term: \_\_\_\_\_ No. of Outstanding Units for Graduation : \_\_\_\_\_

Will you fulfil graduation requirement at CUHK in 2021-22 (Term 2)?  Yes  No Contact Tel. No.: \_\_\_\_\_

Proposed Exchange Period: Either Term 1 or Full Year of 2022-23 (Term 2 is not applicable to final year students.)

Proposed Expected Graduation Year and Term: Academic Year 20\_\_ – 20\_\_ (  Term 1  Term 2 )

(II) **Reason(s) for Applying for Extension of Study Period at CUHK**

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(If there is insufficient space, please give details on a separate sheet to be attached to the application.)

(III) **Declaration**

- I declare that the information given in support of this application is accurate and complete. I understand that any misrepresentation will result in disqualification of my application for admission and subsequent participation in the exchange programme.
- If my proposed exchange period is pre-approved by my major Department/Programme, I understand that I can only select those pre-approved exchange period in my online application form for CUHK Student Exchange Programmes.
- I understand that if I accept an exchange offer, this endorsed extension form submitted to Lee Woo Sing College will be forwarded to Registration and Examinations Section as reference. **It implies that I agree to defer my graduation and decided not to graduate in 2022.**
- I understand that if I decide to withdraw from the exchange programme, it is my responsibility to inform Registration and Examinations Section, Lee Woo Sing College and my major Department/Programme **on or before 1 June 2022** about my decision in order to graduate on time.

Signature of student: \_\_\_\_\_ Date : \_\_\_\_\_

(IV) **Endorsement by Major Department / Programme (For Pre-approval Purpose only)**

I support the above student's application for extension of study period.

Comments (if any) :

Signature of Department Chairperson / Programme Director: \_\_\_\_\_ Department / Programme Chop : \_\_\_\_\_ Date: \_\_\_\_\_

**The endorsed form must be submitted to Lee Woo Sing College on or before 15 January 2022 for further processing. Otherwise, your student exchange application for regular-term time exchange programmes will not be considered.**