Notification to Student

We are pleased to inform you that your application for the Student Exchange Programme ("the Programme") has been successful.

Name of Activity  
Student Exchange Programme  
Exchange Semester

Host Institution  
                         
Host Country

Student Agreement

This student agreement is designed to protect all students of City University of Hong Kong (the University) participating in activities outside Hong Kong. All outbound exchange students are required to sign this form to indicate agreement before departure. Please read carefully and return the signed agreement to the Global Services Office, Room 3210, 3/F, Cheng Yick-chi Building by 31 October 2017.

Student under 18

To participate in activities outside Hong Kong, parental consent is required for students under the age of 18. Parent/Guardian should complete Part C of this form.

Part A

1. I undertake to comply with the rules and regulations set by the University, the home College/School/Department and the host institution for the Programme, which may include, but are not limited to, fulfilling the English and/or other language requirement(s). I understand that the University reserves the right to withdraw the exchange offer and funding (if applicable) if I fail to fulfill the Programme requirements. I also understand that my application for the Programme is subject to final acceptance by the host institution.
2. I understand that I must maintain a CGPA of 2.5 or above both at the time of application and at the conclusion of the semester prior to the beginning of the Programme. The University reserves the right to withdraw my exchange offer and the funding (if applicable) should I fail to do so.
3. I understand that it is my responsibility to inform my College/School/Department and the Global Services Office if I fail to meet the CGPA requirement before the departure of my exchange study.
4. I shall give a written notification of withdrawal, as soon as possible, to the University c/o the Global Services Office (GSO) should I fail to complete the Programme as scheduled.
5. I agree that the University may use my application data and information (including email and mobile phone contacts) for administrative and promotional purposes.
6. I undertake to pay tuition and other study-related fees to the University during the exchange period.
7. I understand that the host institution shall bear no responsibility for providing funds to me as an exchange student for any purpose.
8. I understand that the Programme is approved for one semester only (unless specified otherwise). I shall apply for admission to the host institution as a fee-paying student and pay the normal tuition fees if I wish to extend my study at the host institution after finishing the exchange study.
9. I undertake to provide a copy of the official transcript issued by the host institution to the University within six weeks after completion of my exchange study.

Part B

1. I acknowledge that I participate in the Programme voluntarily.
2. I have carefully considered my health and personal circumstances when applying for and accepting a place in the Programme, and I am physically and mentally capable to participate in and complete the Programme; and I agree to assume all responsibilities for my health, safety, and belongings while participating in the Programme. I further understand that my participation in the Programme takes place at my own risk.
3. I understand that integration into a new culture and learning environment could pose particular challenges, both mental and physical, on an individual and that, if I am currently receiving treatment for any chronic illness, I shall discuss with the staff-in-charge, counsellor or my doctor about plans to manage my health.

Signature  

Student ID No.

Name in Block Letters  

Date
1. I understand that the University reserves the right to make changes, cancellations, changes or substitutions regarding the Programme in case of emergency or changed conditions or in the interest of students concerned including myself. Should the University cancel the Programme, refunds may be made according to the University’s standing policies and procedures, or any other arrangements that the University may consider appropriate. I accept that I do not have any claim against the University, its officers, employees, agents and contractors regarding such cancellations, changes or substitutions. I also understand that, in the interest of students concerned including myself, the University reserves the right to make changes, cancellations, changes or substitutions regarding the Programme in case of emergency or changed conditions or in the interest of students concerned including myself. Should the University cancel the Programme, refunds may be made according to the University’s standing policies and procedures, or any other arrangements that the University may consider appropriate. I accept that I do not have any claim against the University, its officers, employees, agents and contractors regarding such cancellations, changes or substitutions.

2. I understand that the University reserves the right to terminate my participation in all or part of the Programme, in each case without any liability to pay any compensation for such termination or to refund any amount of the money paid by me. The University is not responsible for the defense of a student accused of a violation of the laws of the host country/territory and is not responsible for the payment of any fines or other penalties resulting from such violations. I also understand that the University reserves the right to terminate my participation in all or part of the Programme, in each case without any liability to pay any compensation for such termination or to refund any amount of the money paid by me. The University is not responsible for the defense of a student accused of a violation of the laws of the host country/territory and is not responsible for the payment of any fines or other penalties resulting from such violations.

3. I understand that I am solely responsible for ascertaining the lawful age for the possession or consumption of alcoholic beverages in my host country/territory. I also understand that I am solely responsible for ascertaining the lawful age for the possession or consumption of alcoholic beverages in my host country/territory.

4. I understand that health care in the host country/territory may not be as readily available or as inexpensive as in my home country. I also understand that health care in the host country/territory may not be as readily available or as inexpensive as in my home country.

5. I understand that important travel documents, such as passports and visas, should be obtained before departure. I also understand that important travel documents, such as passports and visas, should be obtained before departure.

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7. I understand that I am responsible for ensuring that my personal information, including medical and educational records, is kept up-to-date and accurate. I also understand that I am responsible for ensuring that my personal information, including medical and educational records, is kept up-to-date and accurate.

8. I understand that I am responsible for ensuring that my personal information, including medical and educational records, is kept up-to-date and accurate. I also understand that I am responsible for ensuring that my personal information, including medical and educational records, is kept up-to-date and accurate.

9. I understand that I am responsible for ensuring that my personal information, including medical and educational records, is kept up-to-date and accurate. I also understand that I am responsible for ensuring that my personal information, including medical and educational records, is kept up-to-date and accurate.

10. I understand that I am responsible for ensuring that my personal information, including medical and educational records, is kept up-to-date and accurate. I also understand that I am responsible for ensuring that my personal information, including medical and educational records, is kept up-to-date and accurate.

11. I understand that I am responsible for ensuring that my personal information, including medical and educational records, is kept up-to-date and accurate. I also understand that I am responsible for ensuring that my personal information, including medical and educational records, is kept up-to-date and accurate.

12. I understand that I am responsible for ensuring that my personal information, including medical and educational records, is kept up-to-date and accurate. I also understand that I am responsible for ensuring that my personal information, including medical and educational records, is kept up-to-date and accurate.

13. I understand that I will be asked to provide emergency contact information for the person(s) designated to be contacted in the event of an emergency. I also understand that I will be asked to provide emergency contact information for the person(s) designated to be contacted in the event of an emergency.
14. I accept that it is my responsibility to meet all the costs that may be incurred while studying and travelling outside Hong Kong. Expenses may include, but not limited to, international and domestic transportation, accommodation, living expenses, insurance, medical expenses, visa application and language test fees. I undertake to pay all or part of any fees and expenses incurred in connection with my participation in the Programme.

15. I understand that my visa application will be processed by the University. I will cooperate with the University in all matters relating to my visa application and I will comply with all regulations and policies of the University.

16. I agree to comply with all the academic or other work required by my Programme and the host institution before the end of the Programme, semester, or academic year, whichever applicable, and to remain on site until that date. I understand that the only exception for my earlier departure is in the event of a medical or personal emergency, or in the event that I have completed all my examinations/assignments within a stated period of time at the end of the Programme, semester or academic year. I understand that I will be expected to abide by all applicable laws and rules, the University regulations and/or rules of the organizer of the Programme and behave appropriately at all times.

Parent Consent 家長同意書

I, the parent/guardian of __________________________, herewith give permission for my son/daughter to participate in the above Programme. I understand that my son/daughter will be expected to abide by all applicable laws and rules, the University regulations and/or rules of the organizer of the Programme and behave appropriately at all times.

本人______________ 父母/監護人，兹同意允许我的儿子/女儿参加上述活动。本人明白，儿子/女儿必须遵守所有适用的法律、规定、大学的规章制度及活动主办人的规定，并在任何时候须举止得体。

I authorize the staff in-charge of the University or person in charge of the Programme to consent, where it is impracticable to communicate with me, to my son/daughter receiving such medical or surgical attention or treatment as may be deemed necessary in case of emergency and medical care is needed.

若因故未能联络上本人，而我的儿子/女儿遇到紧急情况或需接受医疗，本人授权大学或活动主办人同意让我的儿子/女儿接受可能为必要之医疗护理或手术治疗。

Parent / Guardian’s Signature

家長／監護人簽名

Date

日期

Signature

學生ID

Name in Block Letters

Date