The Hong Kong University of Science and Technology
Academic Registry
Application for Program Transfer
(for Undergraduate Students)

I. Student Particulars

Student Name : _____   Student No. : ☐☐☐☐☐☐☐☐
(In English)

Program of Study : _____   Year of Study : ☐

Contact Phone No. : _____

II. Application Details

Program to be Transferred to : _____   Option : _____
(e.g. BBA (ECON))   *(where applicable)*

Year of Study : ☐

Reasons for Transfer : _____

_____

_____

_____

_____

_____

_____   _____

Signature of Student   Date

III. Decision of Transfer-in Program Department/ School

The application is ☐ approved ☐ not approved

Effective Term : _____ Term, 20____ - 20____

[The approval should be effective in the following term unless under special circumstances]

Year of Study upon Transfer : Year ☐ 1 ☐ 2 ☐ 3 ☐ 4

[Please tick as appropriate]

Signature of UG Coordinator / Program Director	Name	Date

* Signature of Dean or Dean's Designate	Name	Date

* Applicable to school based programs or programs in School of Business and Management/ application is submitted in the middle of a term requesting for the transfer to take immediate effect.

IV. Academic Registry Use Only

Result Received On	Student Notified		Computer Record Updated	
	by	on	by	on
Remarks :				