Notice for
Other Majors transfer to IE or Minor Taking in IE
(Starting 1 June 2015)

Other Majors transfer to IE

(1) **Yr. 3 (in 2015-16) under new curriculum**

Students must **submit the e-Application form(s) under CUSIS from 1 June to 26 June 2015 together with letter stating reason(s) for transfer, unofficial transcript and HKDSE result.**

Department will indicate approval or not under CUSIS during 29 June - 3 July. Students are required to confirm their acceptance of the **NEW** major (for approval cases) from 6 July to 10 July 2015.

For all successful applications, students will receive a formal approval letter from RES concerning the change of major by late July.

(2) **For students who admitted under broad-based programmes (without Majors)**

Students should obtain the hardcopy application form from RES and submit the application form **together with letter stating reason(s) for transfer, unofficial transcript, HKDSE result** to the Department by 26 June 2015. Please note that your application will be processed only after you have declared a major programme.

The Department will notify students of the result of their applications on 3 July 2015 by email. Successful applicants should come to the IE General Office to sign up for accepting the transfer between 6 July to 10 July 2015. The Department will submit all approved application forms to Registration & Examinations Section on 13 July 2015.

The student should have satisfied at least one of the following minimum conditions:

(a) the student has taken course(s) of at least 6 units with an average grade of not less than B- that would count towards the major requirements of the programme; or

(b) the admission WGPA score (e.g. HKDSE) of the student must be better than the student at the lowest decile who had been successfully admitted to the programme concerned in the same year that s/he was first admitted to the University; or

(c) the student has attained a cumulative GPA of 3.0 or above in the current academic year.

**IE Minor**

An application form for “Declaration/Cancellation of Minor(s)” is obtainable from at RES counter or may be downloaded from RES homepage: http://www.cuhk.edu.hk/rgs. Please hand in the completed Application Form to the IE General Office from 1 June to 3 July 2015.

Should you have any queries, please call I.E. General Office at 3943-8381 or 3943-8387 for more information.