HKUST International Summer Exchange Program (ISP) 2015
Information Sheet for Exchange Partners

Program Features

Students can study up to 9 credits of regular UG-level courses offered by HKUST. Local excursions and cultural activities will be arranged exclusively for ISP participants. There will be activities and events for ISP participants to interact with local HKUST students to encourage cultural exchange.

Program Period

The program will take place over HKUST's summer semester, i.e. from **June 22 to August 15, 2015** (accommodation period is from *2pm on June 18 to noon on August 16, 2015*). Courses will start and end on different dates within the summer semester period. The course list is expected to be available in January.

Admissions

Admissions for summer exchange are in general more flexible than the regular semester. However, all summer exchange students must be **nominated by their home institution** and have the English language proficiency sufficient for English-taught university-level courses. Please also note that we may or may not consider students whose majors fall outside of HKUST's major disciplines depending on the School or Office with which your institution has an exchange agreement:

	School of Science	School of Engineering	School of Business and Management	School of Humanities and Social Science	Interdisciplinary Programs Office
will consider majors outside of HKUST's major disciplines	✓	✓	✗	✓	✓

Quota

Although we do not have a specific quota, we encourage you to discuss with us the number of students you plan to send us beforehand and we will try to reserve the space. The number of students you send to us in the summer will not affect the number of students you send in other semesters. As there is an increasing demand for places on ISP, we suggest that you confirm your nominations with us as early as possible.

Exchange Ratio

Exchange partners can send students to our summer program on a **3 to 1 ratio** (i.e. 3 summer quotas would equal to 1 HKUST regular-term quota), or as specified in the exchange agreement. You may feel free to let us know if this arrangement is agreeable to you.

International Summer Exchange Program
Office of the Dean of Students
Room 4592, The Hong Kong University of Science and Technology
Clear Water Bay, Kowloon, Hong Kong
Tel: (852) 2358 8464   Fax: (852) 3521 0634   Email: isp@ust.hk

THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY

Student Visa

All international students (except holders of Hong Kong Identity Card who has the right to land and study in Hong Kong) are required to obtain a student visa in order to study in Hong Kong. The student visa processing time is normally 6 to 8 weeks. Incomplete applications and missing documents will cause delays; students are strongly advised to follow our instructions carefully when completing their applications. Whether a student is granted a student visa is at the discretion of the Hong Kong Immigration Department. Please note that nationals of Afghanistan, Albania, Cambodia, Cuba, Laos, Korea (Democratic People's Republic of), Nepal and Vietnam are normally not allowed to enter Hong Kong to study. Students who fail to obtain the appropriate document for the right to study in Hong Kong will be declined participation in ISP.

Insurance

All students are required to subscribe to the HKUST Compulsory Travel Insurance Plan. If your students are covered by an institutional insurance policy that covers for their exchange periods, you may wish to contact us about our institutional insurance waivers; waivers may be given on a case-by-case basis.

Accommodation

All ISP participants will be provided on-campus accommodation. Students will be assigned to a double or trip room in a student hall on campus for the program duration.

Program Fees

While students do not need to pay tuition fees to HKUST, each summer exchange student will be charged a program fee:

Basic program fee (includes on-campus accommodation fee, program activities fee, and any administrative fees)	USD 849
Student visa application fee (not applicable to students who do not require a student visa to study in Hong Kong)	USD 58
Travel insurance fee (not applicable to students whose home institutions have obtained the institutional insurance waiver covering the ISP 2015 period; copies of the students' insurance cards are required for verification purposes)	USD 43
Total Program Fee:	**USD 950**

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Application Procedures

As students must be nominated by their home institutions to participate in ISP, we are asking students to apply for the program through the Exchange or International Office of their home institutions:

For students	For exchange partners
(1) Seek nomination from home institution	
(2) Once nominated: (i) complete the online application form via http://isp.ust.hk/ (ii) email a copy of their latest transcript and the passport photo page to isp@ust.hk	Email the confirmed nomination list to isp@ust.hk
After reviewing the above application materials of nominated students, HKUST will confirm with exchange partners whether the students are admitted to ISP 2015. Admitted students will also receive email notifications advising them on the next steps.	

(3) Upon receipt of confirmation of admission status:
(i) prepare the student visa application (forms and instructions are available on the ISP website)
(ii) pay the program fee and retain the proof of payment
(iii) submit the following documents to home institution for forwarding to HKUST:
  a) The print-out of the completed online application form
  b) The original copy the student's latest transcript
  c) The complete student visa application with all required supporting documents
  d) The on-campus accommodation application form
  e) The proof of payment
	Forward all documents as stated in (3) (iii) to:
	
	International Summer Exchange Program, Office of the Dean of Students, Room 4592, The Hong Kong University of Science and Technology, Clear Water Bay, Kowloon, Hong Kong
	
	All documents must reach HKUST by **6 March 2015**.

Application Deadline

Interested students can apply for the program through their home institution; all application documents and the student visa application must reach HKUST by **6 March 2015**. Please refer to the above-outlined application procedures for details.

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Enquiry

The program is organized by the Office of the Dean of Students. If you have any questions or suggestions, please contact Miss Christy Yeung, at christyyeung@ust.hk. Alternatively, you can visit the program website at http://isp.ust.hk/ for more information.

For exchange partners		
Nominations and all program enquiry		
Office of the Dean of Students	Miss Christy Yeung	christyyeung@ust.hk
	Miss Natalie Szeto	natalieszeto@ust.hk
Exchange quota and ratio		
School of Science	Miss Miranda Fung	etmifung@ust.hk
School of Engineering	Miss Burgitta Ho	egbho@ust.hk
School of Business and Management	Ms Wendy Cheung	bmwendy@ust.hk
School of Humanities and Social Science	Mr Anton Law	antonlaw@ust.hk
Interdisciplinary Programs Office	Ms Shirley Tang	egtang@ust.hk
For students		
The ISP Team, Office of the Dean of Students		isp@ust.hk

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International Summer Exchange Program

22 June – 15 August, 2015

Summer Student Exchange at HKUST

The HKUST International Summer Exchange Program (ISP) welcomes students from our partner institutions to study at HKUST in the summer. The program aims to create a rewarding exchange experience for students from around the world. It comprises high-quality courses taught by HKUST faculty and opportunities to participate in local excursions that enable you to gain insight into the region.

Courses and credits

A wide range of courses are offered by HKUST's four Schools: Science, Engineering, Business and Management, and Humanities and Social Science; and the Interdisciplinary Programs Office. All courses are taught by the HKUST faculty. Medium of instruction is normally English unless otherwise specified.

ISP participants are required to study at least three and up to nine credits. Courses normally bear three credits unless otherwise specified. You should check with your home institution on credit transfer policies.

Application and fees

ISP accepts applications from students who are nominated by HKUST's exchange partners. Nominated students do not have to pay tuition to HKUST, but you will pay for accommodation costs and a few minor fees. Application deadlines may vary by institution. Interested students, please apply through the Exchange Office of your home institution.

Details and contact

For further details, please visit the program website at *http://isp.ust.hk/* or check with the Exchange Office of your home institution.