

Special Guidelines by Schools on Change of Major

I. School of Management and Economics

(Programme Code: ECON, FINA, GBS, MKTG, PACT)

Application Requirements

- a. Applicants must meet at least one of the three minimum eligibility criteria for major transfer. Applications failing to satisfy this requirement will not be considered.
- b. Each applicant is allowed to submit ONLY ONE application to SME. If there are any changes in the submitted application, students should revoke the application, or contact SME to retrieve the application first then submit a new one within the prescribed time.
- c. Shortlisted applicants may be required to attend an interview. Interview arrangements will be notified by SME to shortlisted candidates via email in due course.
- d. Applicants should take note of other assessments, e.g., pop quizzes in interviews, tests, etc., if any, which may be required by concerned majors.

Required Application Materials

Incomplete applications will not be processed. Ensure the following documents are submitted:

- a. Latest unofficial English transcript
- b. Personal statement (in English) covering:
 - Self-introduction
 - Motivation for transferring to SME
- c. Detailed study plan

Tips for study plan: Referring to the corresponding study scheme, confirming credit requirements (school package/major required/major electives), then listing courses that you have finished with grade and you plan to enroll by Academic Years and Terms in table format.

II. School of Science and Engineering

(Programme Code: EIE, ENER, MATH, CHEM, ECEN, MSEN, PHYS)

- a. Each student is allowed to submit only one application. If there are any changes in the submitted application, student should revoke the application or contact SSE to retrieve the application and submit a new one within the prescribed time.
- b. When submitting the application, students should indicate the fulfillment of at least one of the conditions for change of majors. The application must be submitted with supporting documents, including the latest unofficial English transcript, an English statement with detailed reasons and a detailed future study plan.

Tips for study plan: Referring to the corresponding study scheme, confirming credit requirements (school package/major required/major electives), then list courses that you have finished with grade and you plan to enroll by Academic Years and Terms in table format.
- c. Please note that for students who apply to transfer into SSE, there might be an extra assessment if the students took the liberal arts track in College Entrance Examination.

III. School of Data Science

(Programme Code: STAT, CSE, DSBDT)

- a. Each student is allowed to submit only one application. If there are any changes in the submitted application, student should revoke the application or contact SDS to retrieve the application and submit a new one within the prescribed time.
- b. Application should be submitted with supporting documents, including the latest (unofficial) English transcript and a personal statement (in English) with future study plan and reason(s) for applying. When submitting the application, students should indicate that at least one of the conditions for change of majors has been fulfilled.
- c. For students who apply to transfer into SDS, there might be an extra assessment if the students had taken the liberal arts track in the school entrance exam.

IV. School of Humanities and Social Science

(Programme Code: TRAN, PSY, ENG, IOGG, UMGH)

- a. List of documents required for application:
 - 1) Latest version of (unofficial) English transcript;
 - 2) A personal statement (in English) with study plan and reason(s) for the application.
 - 3) Please upload the documents in one zip file and rename the file as ***Student ID_Name_Program_Stream (TRAN/PSY/ENG/IOGG/UMGH)***;
- b. Stream/concentration is mandatory for ENG and PSY;
- c. Applicants shall have completed ENG1001 and ENG1002 (or equivalent courses), with grades of not less than B that would count towards the minimum requirements of transferring in the Translation program or English program;
- d. Applicants for Applied Psychology (PSY) and International Organizations and Global Governance (IOGG) program shall have got cumulative GPA of 3.0 and above;
- e. Ability in statistics is essential for some major courses of Applied Psychology, for those students who got B- or below in courses related to mathematics, it is highly recommended you to think carefully before applying for Applied Psychology program;
- f. Qualified applicants for the Translation program and English program are required to attend an interview for selection. Invitation will be notified by the HSS;
- g. Shortlisted candidates for Applied Psychology (PSY) and Urban Management (UMGH) program may be required to attend an interview.

V. School of Medicine

(Programme Code: CMED)

To be considered for transfer to the Clinical Medicine Programme, applicants must meet both the University's requirements for changing majors and the additional requirements specified by the School of Medicine. These additional requirements are as follows:

- a. Additional requirements for transfer to the Clinical Medicine Programme:
 - 1) Students who met the entry requirements for the science track during the initial admission process must successfully pass an interview conducted by the School of

Medicine (details of which will be sent via email).

2) Students who did not meet the entry requirements for the science track during the initial admission process are required to complete two courses, with one course each selected from the following subjects: physics-related, chemistry-related, or biology-related courses. Additionally, they must pass an interview arranged by the School of Medicine.

b. Required application materials:

- 1) University transcript (in English)
- 2) Personal Statement (in English), including a study plan and reasons for seeking transfer to the Clinical Medicine Programme
- 3) Additional documents based on eligibility category:
 - Mainland Chinese Students: A copy of the Gaokao transcript
 - Non-Mainland Chinese Students: A copy of the high school transcript and proof of English proficiency (e.g., IELTS, TOEFL); Additionally, score reports of any standardized tests taken (e.g., SAT, HKDSE), if applicable

(Programme Code: BIFC, BME, BIOL, PHAM)

- a. Each student is allowed to submit only one application. If there are any changes in the submitted application, student should revoke the application and submit a new one within the prescribed time.
- b. All application requires to provide supporting documents, including the latest version of English transcript (unofficial) and a personal statement (in English) with detailed study plan.
- c. Students are required to attend an English interview. The interview arrangement will be notified by the School of Medicine.

VI. Joint Programme (SME, SSE and SDS)

Financial Engineering (Programme Code: FE)

Minimum Application Requirements for FE Programme:

- a. Satisfactory grades are required regarding mathematics courses;
- b. Satisfactory performance in the faculty interviews and/or tests might be required. (Interviews and/or tests might be scheduled if required by FE Programme).

****Note:** Ceteris paribus, priority will be given to the applicant who has taken a considerable number of the School Package courses and Major Required courses in the relevant study scheme of the Financial Engineering Programme and obtains sufficient scores. Successful applications will be considered according to the results of students' cGPA, interviews and/or test scores (if applicable). The applications will be judged case by case.*

Required Documents for Application:

- a. The **latest version** of unofficial transcript (**in English**); and
- b. A personal statement written in English **with a detailed study plan(s)**.
- c. When submitting the application, students should indicate the fulfillment of at least one of the three conditions for change of majors.