



## My Study Abroad Plan

Student Name: \_\_\_\_\_

Faculty Academic Adviser: \_\_\_\_\_

**Studying and living in an overseas country will offer unique experiences in many aspects which can complement or even enhance your studying at HKU. Take a good look of this planning sheet and draw up your study abroad plan.**

**Academic Attainment:** First Major \_\_\_\_\_ Second Major \_\_\_\_\_ Minor \_\_\_\_\_

**Type:** Year/Semester Exchange \_\_\_\_\_ Short-Term Programme -- Summer/Winter \_\_\_\_\_ Visiting Student \_\_\_\_\_

**Organizer:** International Affairs Office (IAO) \_\_\_\_\_ Faculty \_\_\_\_\_ Both IAO and Faculty (if permitted) \_\_\_\_\_

**Applications to most programmes are to be made one year ahead and exchange in final semester is not recommended. Start thinking about your plan by following these steps. Make use of the resources to work out the details. Mark your actions on the semester time table.**

Year	Semester	Actions to Take	
1	1	You need to apply now if you plan to study abroad in year 2	<p><b>Step 1:</b> Clarify your objectives to study abroad:</p> <ul style="list-style-type: none"> <li>Gain cultural exposure and life experience</li> <li>Learn a foreign language or make friends</li> <li>Look for intellectual stimulation by taking courses not offered in HKU</li> <li>Fulfill programme requirements and transfer all the credits</li> <li>Others _____</li> </ul> <p><b>Step 2:</b> Know your choices and compare:</p> <ul style="list-style-type: none"> <li>IAO-organized vs Faculty-level programmes</li> <li>Year/Semester/Short-term/Visiting</li> <li>Others _____</li> </ul> <p>Consider as many factors as possible:</p> <ul style="list-style-type: none"> <li>Country/ language barrier/ climate/ culture/ budget/ impact on study progress/ level of competition/ compatibility of courses/ difference in academic timetable/ English requirement/Faculty's upper limit of credit transfer for major &amp; minor etc.</li> <li>Others _____</li> </ul>
	2		
	Summer		
2	1		
	2		
	Summer		

3	1		<p><b>Step 3:</b> Decide which year to study abroad. Consider feasibility and check syllabus carefully. Do you need to adjust your whole study plan to fit this in without risking delayed graduation? (E.g. What courses you might miss while on exchange, such as a FY course?)</p> <p><b>Step 4:</b> Apply before deadline which varies from programme to programme. Sign up for English language Test (e.g. IELTS) early if you do not have valid test result. While application to HKUWW Exchange usually closes in the beginning of December, IAO’s short-term summer programmes still accept applications in March (final round).</p>
	2		
	Summer		
4	1		<p><b>Step 5:</b> Plan your course lists after being accepted by the host university. Do you want to transfer the credits – as major/minor requirements, Common Core or free electives? Plan for some back-up courses and get them pre-approved by Faculty first. Don’t forget to apply for Leave of Absence in advance.</p>
	2	Last semester is not recommended for studying abroad	

### **Additional Useful Resources**

- Academic credits conversion chart by institutions (Some Faculties have listed out the credit conversion ratios for different exchange institutions. Please check with Faculty)
- Course equivalency databases by institutions (Please see Faculty website)
- Steps to apply for “Credit Transfer Approval” and “Leave of Absence” (Please see Faculty website)
- Talk to International students, exchange students and senior classmates who studied in those countries before
- Scholarships and financial assistance from HKU, donors and host institutions
- AAO’s 3-minute briefing on studying abroad



### **Got Questions? Contact**

International Affairs Office email [goabroad@hku.hk](mailto:goabroad@hku.hk)

Academic Advising Office [aaoffice@hku.hk](mailto:aaoffice@hku.hk)

Faculty or Department Offices