

LATE ADD/DROP FORM

Name in English: _____ (in Chinese): _____

Daytime Contact No.: _____ Year of Admission: _____

Programme Enrolled: _____

Preferred Method for By Fax*: _____ By Email*: _____

Notification of Application Result:

**Please write clearly the Fax No. or the Email Address.*

COURSE(S) TO BE ADDED		
Course Code	Course Title	For Office Use Only
		APPROVED / NOT APPROVED
		APPROVED / NOT APPROVED
COURSE(S) TO BE DROPPED		
Course Code	Course Title	For Office Use Only
		APPROVED / NOT APPROVED
		APPROVED / NOT APPROVED
<i>Please provide the reason if application is submitted after course commences.</i>		
Reason (Please enclose with supporting documents such as doctor's certificate, letter from principals, etc.):		
Student's Signature:	Programme Co-Director / Programme Coordinator:	
Date:	Date:	
<p>NOTE: Students will be notified of the application result by email or by fax. Please send the completed application form together with HK\$220 (cheque should be made payable to "The Chinese University of Hong Kong") to the following address:</p> <p style="margin-left: 40px;">Hong Kong Institute of Educational Research The Chinese University of Hong Kong Room 204 Ho Tim Building, Shatin, New Territories Attn: Ms. Alice Sung</p>		

For Office Use Only

Update computer record by: _____ Date : _____

Authenticated by: _____ Date : _____