

**Application for Change of Programme Choice (2018/19)  
(For Applicants Applying through OAA)**

**Important Notes**

- For applicants applying through E-APP, please submit your request of change of programme choice(s) via E-APP at [www.eapp.gov.hk](http://www.eapp.gov.hk).
- The total credits to be taken for different programmes may vary.
- Application deadline is **30 June 2018**.
- Please also read the notes overleaf before completing this form.

**I. PARTICULARS OF APPLICANT**

Name \_\_\_\_\_

(as shown on HKID Card / Passport)

Contact  
Number \_\_\_\_\_

E-Mail  
Address \_\_\_\_\_

Application No.

1	8									A
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HKID or Passport ID No.

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(The numeric digit / alphabetic letter from the 2<sup>nd</sup> to the 6<sup>th</sup> places of your HKID / Passport number, e.g. please enter "12345" if your HKID No. is Y123456(7).)

**II. NEW PROGRAMME CHOICE(S)**

**I wish to change my programme choice(s) to the following new one(s) as:** (please fill in the programme code(s) as appropriate)

First choice:

8	C	1			---			
8	C	1			---			
8	C	1			---			

Second choice :

Third choice :

If you have chosen Associate Degree Scheme in Design above, please indicate your priorities in 3 specialisms.

First priority:

8	C	1	1	3	---			
8	C	1	1	3	---			
8	C	1	1	3	---			

Second priority :

Third priority :

**REASON(S) FOR CHANGE OF PROGRAMME CHOICE**

(Applications without supporting reason(s) will not be considered. Separate sheets can be used if space is not enough.)

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

**DECISION OF THE COLLEGE (for office use only)**

Current Application Status

- Live / Conditional Offer / Offer / Registered / Rejected ^
- No additional assessment required
- Second interview / Written test / Aptitude test required ^
- Approval from Programme Leader required

(Previous Programme Code \_\_\_\_\_ )

Total no. of credit changed  Yes  No

**Result: Application is approved / not approved. ^**

Newly Approved Programme: \_\_\_\_\_

^ Delete where appropriate.

Remarks / Reasons: \_\_\_\_\_

Signature of Admission / Programme Officer \_\_\_\_\_ Date \_\_\_\_\_

**Actions to be taken by the College:**

Informed applicant of decision on \_\_\_\_\_ (E-mail / SMS) SMS record updated on \_\_\_\_\_

## **Notes for Applicants**

1. This form facilitates applicants / freshmen submitting their requests of changing programme choice. For existing HKCC students who wish to apply for transfer of study, please fill in Form 22.
2. Applicants should take deliberate consideration before submitting this application. Application for changing to a previously rejected programme or changing back to the original programme will **NOT** be processed.
3. Please note that there are additional academic requirements for specific programmes (please refer to [www.hkcc-polyu.edu.hk/entryrequirement](http://www.hkcc-polyu.edu.hk/entryrequirement) for details). Second interview, written test, submission of portfolio or aptitude test may be required.
4. The College shall consider your application according to the requirements of your newly selected programme. However, application result depends on the availability of study places and your suitability in studying the new programme.
5. Should your application be unsuccessful, your status of registration / offer / conditional offer with the original programme will remain unchanged.
6. Applicants will receive a reply from the College via email within 10 working days after the date of application.
7. Enquiry hotline: (852) 3746 0123

\* *The completed form, together with a **COPY** of Notice of Offer / Notice of Conditional Offer (if applicable), should be submitted:*

- (i) *in person to Information Kiosk, UG/F, PolyU Hung Hom Bay Campus, 8 Hung Lok Road, Hung Hom, Kowloon;*
- (ii) *by post to Admissions Section, PolyU Hung Hom Bay Campus, 8 Hung Lok Road, Hung Hom, Kowloon;*
- (iii) *by email to [ccadmission@hkcc-polyu.edu.hk](mailto:ccadmission@hkcc-polyu.edu.hk); or*
- (iv) *by fax to 2994-8721.*

## **Programmes offered by PolyU HKCC in 2018/19**

<b><u>Programme Name</u></b>	<b><u>Programme Code</u></b>
Associate in Health Studies	8C106
<b>Associate Degree Scheme in Business</b>	
Associate in Business (Accounting)	8C108-ACC
Associate in Business (Business Management)	8C108-BM
Associate in Business (Finance)	8C108-FIN
Associate in Business (Hospitality Management)	8C108-HM
Associate in Business (Human Resources Management)	8C108-HR
Associate in Business (International Business)	8C108-IB
Associate in Business (Logistics and Supply Chain Management)	8C108-LM
Associate in Business (Marketing)	8C108-MK
Associate in Business (Tourism Management)	8C108-TM
Associate in Business	8C108-NS
<b>Associate Degree Scheme in Humanities and Communication</b>	
Associate of Arts	8C110-AA
Associate in Bilingual Communication	8C110-BC
Associate in Chinese Language and Literature <sup>New</sup>	8C110-CLL
Associate in English for Professional Communication <sup>New</sup>	8C110-EPC
Associate in Language and Culture	8C110-LC
Associate in Public Relations and Communication	8C110-PR
Associate in Translation and Interpretation	8C110-TI
<b>Associate Degree Scheme in Applied Social Sciences</b>	
Associate in Applied Social Sciences (Psychology)	8C111-PSY
Associate in Applied Social Sciences (Social Policy and Administration)	8C111-SPA
Associate in Applied Social Sciences (Sociology and Culture)	8C111-SC
Associate in Applied Social Sciences	8C111-NS
<b>Associate Degree Scheme in Science and Technology</b>	
Associate of Science	8C112-AS
Associate in Engineering	8C112-ENG
Associate in Information Technology	8C112-IT
Associate in Statistics and Data Science	8C112-SDS
<b>Associate Degree Scheme in Design</b>	
Associate in Design (Advertising Design)	8C113-ADV
Associate in Design (Environment and Interior Design)	8C113-EI
Associate in Design (Visual Communication)	8C113-VC
<b>Higher Diploma Scheme in Business</b>	
Higher Diploma in Event Management	8C121-EM
Higher Diploma in Service Management	8C121-SVM
<b>Other Higher Diploma Programmes</b>	
Higher Diploma in Mechanical Engineering	8C118
Higher Diploma in Aircraft Services Engineering	8C122
Higher Diploma in Social Work	8C123