



香港藝術學院
HONG KONG ART SCHOOL
A division of Hong Kong Arts Centre

HONG KONG ART SCHOOL APPLICATION FORM FOR MODULE EXEMPTION

For Office Use Only

Received on:

Ref. No.:

Exemption Fee: Y / N

Handled by:

NOTES TO STUDENTS (PLEASE READ CAREFULLY BEFORE FILLING THE FORM)

- Please complete all the information in **Section A, B & C** in **BLOCK LETTERS** with **BLACK** or **BLUE INK** and provide all necessary documents as required. Incomplete form will not be processed.
- Please refer to Section C for documents in support of application for module exemption.
- It is the responsibility of the applicants to ensure that all the required documents and the application form must be reached Hong Kong Art School by the deadline. Otherwise, the applications will neither not be processed nor considered.
- Please note that all basic entry requirements for the programme cannot be used for exemption application.
- Students applying for module exemption may be required to sit an assessment interview to be determined by Hong Kong Art School as appropriate. Portfolio should be presented during interview for verification as appropriate.
- A non-refundable exemption fee of HK\$200 per module. The fee should be paid by cash (in person only) or cheque. Cheque should be made payable to "Hong Kong Arts Centre". Post-dated cheque will not be accepted. Please put down the student's name and programme code on the back of the cheque.
- A completed application form and supporting document(s) (as appropriate) must be submitted to Hong Kong Art School (Pao Haung Sue Ing Campus), 8 Tam Kung Temple Road, Shau Kei Wan, Hong Kong within 1 week after the commencement of respective academic year.
- No exemption application is accepted concerning major modules and Graduation Projects.
- The approval of exemption will be depended on the document(s) submitted and the performance during interview, if any.

A. Student Personal Data

Surname : _____ Given Names : _____ Name in Chinese : _____
 Student ID : _____ H.K.I.D./Passport No : _____ E-mail Address : _____
 Contact Tel. No. : _____ (Day) _____ (Night)
 Programme Code : _____ Programme Title : _____ Year : _____

B. Exemption Details

Module Code	Exemption Module	Module Name of previously completed studies & Grade	Award of Studies (e.g. dip./ cert./ degree) & Year of Completion	Name of previously attended Institute & its location

C. Documents in support of Application for Module Exemption (Please ✓ the appropriate box below)

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Date of receipt (Signature)

(I) Certified true copies of:

1. Module syllabi curriculum 2. Transcript(s) 3. Certificate(s) (II) Portfolio (III) Letter of Job specification (IV) Recommendation letter

Signature of Student

Date

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D. Exemption Result

Decision: Accepted (State the module code(s): _____)
 Rejected (State the module code(s): _____)

Name of Programme Leader /
Programme CoordinatorSignature of Programme Leader /
Programme Coordinator

Date