Manual for Students – Submission of Online Application for Change of Home Major (Last Update: 8 June 2021)

1. Login AIMS > Study Plan> Major and Minor Applications.



2. Click on 'Apply Now' under the 'Change of Home Major' to proceed to the online application form.

Major and Minor Applications × +	0 - 0 ×
← → C	
AIMS	•
Development AIMS (Version 8.14) Find a Page	je Go
Personal Information Student Record Course Registration Student Services Study Plan Services for New Student Banner XE	
Major and Minor Applications	
Change of Home Major (Effective from Semester A 2021/22) (For bachelor's degree students with a home major)	
Apply Now	
Add/Drop of Second Major (Effective Term for Adding a Second Major: Semester A 2021/22) (For bachelor's degree students within the stipulated periods of years of study)	
Add/Drop of Minors (Effective Term for Adding a Minor: Semester B 2020/21) (For bachelor's degree students with a home major)	
Date Request Minors Status	
03 Mar 2021 Add Minor Japanese Studies Pending View	
	11:19 AM
	∧ "☐ ⊄× ENG 4/26/2021 20

3. Please make sure you read all the notes and follow the instructions to complete the online application form.

Mpplication for Change of	of Home × +						0	-	- 0) ×
← → C							2		pdate :	
Personal Information	Student Record	Course Registration	Student Services	Study Plan	Services for New Student	Banner XE				1
Application for C	hange of Hom	e Major (effective	e from Semester	: A 2021/22	2)					

APPLICATION PERIOD 31 May 2021 - 8 June 2021 (at 23:00) ANNOUNCEMENT OF RESULTS 9 June 2021

▲ If the completion of the requested major requires students to study additional credit units exceeding the maximum credit limit (e.g., 144 normative 4-year degree, 114 for Advanced Standing I, 84 for Advanced Standing II, 273 for Bachelor of Veterinary Medicine degree) permitted by the University, the major-offering academic unit will recommend the number of extra credit units for completing the requirement of the requested major. Final approval rests with the Associate Provost (Academic Affairs). If such approval is not granted, the receiving major-offering academic unit's consent for change of home major will be rescinded and the student will not be allowed to change the home major.

Please make sure you have read all the notes included in this application, the information on ARRO website for Change of Home Major and the Personal Information Collection Statement before completing this form. If your requested major does not appear in the pull-down list given in Section II below, it means that the major is not available for application in this semester. To complete the submission process, you must click on "Confirm" and "OK" buttons at the end of your application. After submission, you can still access the system to modify your application within the application period. When the application deadline is passed, you can only view your application and the approval status, and no changes to your application can be made.

I. Student Information

Name	TEST, Student One	Student ID	56(
Email Address	testone@cityu.eu.hk	Phone No.	-
Home Academic Unit	Accountancy (AC)	Student Type	Regular Student
Cohort	2020		
Degree	Bachelor of Business Administration (BBA1)	Programme	Bachelor of Business Admin (BBAU4)
Home Major	Accountancy (AC)	Stream	
Second Major		Stream	()
Minor	-	Max. Credit Unit Permitted	144

II. Proposed Change of Home Major

Please indicate the proposed change of home major:



4. Scroll down to Section II 'Proposed Change of Home Major', select the major that you wish to change to and input your personal statement. Click on 'Continue' to proceed to Section III 'Supporting Documents for Application' for uploading supporting documents, if applicable.

Please note that the pull-down list for selection of majors is shown in accordance with the category of students:

Category of Students	Majors for Selection
Year One Normative 4-year degree students	Any majors except those within the students' home academic units
Year Two or above bachelor's degrees students and those admitted with	Any majors except those not open for application as stipulated by individual academic
advanced standing	units
Application for Change of Home 🗙 🕂	• - • ×
← → C a banwebdev.cityu.edu.hk:7065/pls/PRO8/hwschomjr_cityu.P_Application	Q 🕁 🚨 Update 🔅
II. Proposed Change of Home Major Please indicate the proposed change of home major: 1st Choice (Compulsory) Major for Transfer Digital Television and Broadcasting (BA1 - TVB) Major Requirement Major-offering Academic Unit Media and Communication (COM) Personal Statement (plain text; up to 4000 characters including spaces) [see note (i)] aaaa	
Anticipation Anticipation In the personal statement you provide, please cover, among other things, your academic strengths, your reasons for changing please upload your personal statement via Section III, with clear indication of the major that the personal statement is for. If you submit two choices of major (not applicable to Year One Normative 4-year degree students), your application will be cormajor. If both major-offering academic units have approved your application, you will be allocated to your first choice major. Inclusion Inclusion to the major that your home academic unit can retrieve the information of your application for change of home major from AIM Inclusion Save and Exit	your home major, and how your requested major can help you achieve your academic and personal goals. If you find the space provided not sufficient, u choose to upload your personal statement, please type "personal statement uploaded" in the space provided above. sidered by both major-offering academic units simultaneously. If only one academic unit has approved your application, you will be allocated to that S at the application stage, and of your application result when it is available.

5. Click on the icon 'Choose File' to link to the file that you wish to upload.

a Application for Chan	ige of Home × +	•					• - • ×
\leftrightarrow \rightarrow C $($	C a banwebdev.cityu.edu.hk:7065/pls/PRO8/hwschomjr_cityu.P_Application						Q 🖈 🚨 Update 🔅
Personal Information	Student Record	Course Registration	Student Services	Study Plan	Services for New Student	Banner XE	

Application for Change of Home Major (effective from Semester A 2021/22)

APPLICATION PERIOD 31 May 2021 - 8 June 2021 (at 23:00) ANNOUNCEMENT OF RESULTS 9 June 2021

▲ If the completion of the requested major requires students to study additional credit units exceeding the maximum credit limit (e.g., 144 normative 4-year degree, 114 for Advanced Standing I, 84 for Advanced Standing II, 273 for Bachelor of Veterinary Medicine degree) permitted by the University, the major-offering academic unit will recommend the number of extra credit units for completing the requirement of the requised major. Final approval rests with the Associate Provost (Academic Affairs). If such approval is not granted, the receiving major-offering academic unit's consent for change of home major will be rescinded and the student will not be allowed to change the home major.

III. Supporting Documents for Application

Please upload the following information which will be of assistance to the assessment of your change of home major application:

1. Previous academic achievements (e.g. post-secondary education results, public examination results, etc.)

2. Any additional relevant information in support of your application

Upload Documents Online	Uploaded Documents	
 Notes Please note the following when you upload the file(s): Only pdf, gif, jpg, png, excel or word files are acceptable. Compress or reduce the file size before uploading. Each file size should not exceed 1 MB. The total file size of all uploaded documents should not exceed 5 MB. The file upload will go through virus scanning. The scanning of each file will take about two minutes. The message "The file has been successfully uploaded" will be shown once the file upload is completed. File to be Uploaded (File name should not contain spaces or special characters) Choose File No file chosen File Description (up to 30 characters) 	You have not uploaded any documents.	
		*



へ 🕼 🖓 ↓× ENG 11:59 AM

6/8/2021

6. Type in a file description and press the 'Upload' icon. After a few seconds, a message 'The file has been successfully uploaded.' will be displayed beside the 'Upload' icon, and the document uploaded will be indicated on the right side of the screen under the heading 'Uploaded Documents'.



7. Click on 'Continue' to view the information you input and proceed to complete Section IV 'Declaration'.

→ C banwebdev.cityu.edu.hk:7065/pls/PRO8/hwschomjr_cityu.P_Application	Q 🏠 🗰
Proposed Change of Home Major	
1 st Choice (Compulsory)	
Maior for Transfer	
Jigital Television and Broadcasting (BA1 - TVB)	
Aajor Requirement	
lajor-offering Academic Unit	
ledia and Communication (COM)	
equirements/Information	
in CGPA 3.2	
ersonal Statement (plain text; up to 4000 characters including spaces)	
ocdef	
Supporting Documents for Application	(245929 bytes)
Supporting Documents for Application Poster_CSF_20210305_r.jpg test jpg	(245929 bytes) Uploaded on 26 Apr 2021 17:22
Supporting Documents for Application oster_CSF_20210305_rjpg est jpg Declaration	(245929 bytes) Uploaded on 26 Apr 2021 17:22
Supporting Documents for Application oster_CSF_20210305_r.jpg est jpg Declaration I confirm that the information I have entered in the application form is complete and correct.	(245929 bytes) Uploaded on 26 Apr 2021 17:22
Supporting Documents for Application oster_CSF_20210305_r.jpg est jpg Declaration confirm that the information I have entered in the application form is complete and correct. understand that if my application for change of home major is approved:	(245929 bytes) Uploaded on 26 Apr 2021 17:22
Supporting Documents for Application ester_CSF_20210305_r.jpg est jpg Declaration confirm that the information I have entered in the application form is complete and correct. understand that if my application for change of home major is approved: i. The change will take effect from the following semester; ii. All courses and oracles and oracles and oracles and requested degree and major;	(245929 bytes) Uploaded on 26 Apr 2021 17:22
Supporting Documents for Application oster_CSF_20210305_rjpg est jpg Declaration confirm that the information I have entered in the application form is complete and correct. understand that if my application for change of home major is approved: i. The change will take effect from the following semester; ii. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; iii. If a minor that I am undertaking is exclusive with the requested major, I will need to drop the minor in accordance with the procedures stipulated by the University; iii. In a minor that I am undertaking is exclusive with the requested major, I will need to drop the minor in accordance with the procedures stipulated by the University;	(245929 bytes) Uploaded on 26 Apr 2021 17-22
Supporting Documents for Application oster_CSF_20210305_rjpg est jpg Declaration I confirm that the information I have entered in the application form is complete and correct. I understand that if my application for change of home major is approved: I. The change will take effect from the following semester; I. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; II. If a minor that I am undertaking is exclusive with the requested major, I will need to drop the minor in accordance with the procedures stipulated by the University; I. I the completion of my requested major reguires me to study additional credit units exceeding the maximum credit limit (e.g., 144 normative 4-year degree, 114 for Advanced S	(245929 bytes) Uploaded on 26 Apr 2021 17:22 ons for Undergraduate Degrees: tanding I, 84 for Advanced Standing II, 273 for Bachelor of Veterinary Medicine degree) permitted by the University, the major-offering
Supporting Documents for Application ester_CSF_20210305_r.jpg est jpg Declaration confirm that the information I have entered in the application form is complete and correct. understand that if my application for change of home major is approved. i. The change will take effect from the following semester; ii. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; iii. If a minor that I am undertaking is exclusive with the requested major, I will need to drop the minor in accordance with the procedures stipulated by the University; iv. I need to abide by the maximum period of study (inclusive of any change of majors, periods of leave of absence and suspension of studies) stipulated in the Academic Regulation. v. If the completion of my requested major requires me to study additional credit units exceeding the maximum credit limit (e.g., 144 normative 4-year degree, 114 for Advanced 5 v. Notwithstanding the above, if I subsequently pursue a double major / double degree, any extra credit units exceeding the original maximum credit limit permitted by the Universiter or non-local study	(245929 bytes) Uploaded on 26 Apr 2021 17:22 ons for Undergraduate Degrees; tanding 1, 84 for Advanced Standing II, 273 for Bachelor of Veterinary Medicine degree) permitted by the University, the major-offering ents) until completion of the extra credit units permitted for the requested major; ity should be paid on a self-financing basis.
Supporting Documents for Application seter_CSF_20210305_r.jpg set jpg Declaration confirm that the information I have entered in the application form is complete and correct. understand that if my application for change of home major is approved. i. The change will take effect from the following semester, ii. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; iii. If a minor that I am undertaking is exclusive with the requested major, I will need to drop the minor in accordance with the procedures stipulated by the University; I's. I need to abide by the maximum period of study (inclusive of any change of majors, periods of leave of absence and suspension of studies) stipulated in the Academic Regulati V. If the completion of my requested major requires me to study additional credit units exceeding the maximum credit limit (e.g., 144 normative 4-year degree, 114 for Advanced S academic unit will stipulate a ceiling for additional credit units to be permitted. I will be required to confinue to pay the prevaiing tuition fees (or non-local rate for non-local rate v. Notwithstanding the above, if I subsequently pursue a double major / double degree, any extra credit units exceeding the original maximum credit limit permitted by the University would like to declare that (please check the appropriate box given below):	(245929 bytes) Uploaded on 26 Apr 2021 17:22 ons for Undergraduate Degrees: tanding I, 84 for Advanced Standing II, 273 for Bachelor of Veterinary Medicine degree) permitted by the University, the major-offering ents) until completion of the extra credit units permitted for the requested major; ity should be paid on a self-financing basis.
Supporting Documents for Application oster_CSF_20210305_rjpg est jpg Declaration confirm that the information I have entered in the application form is complete and correct. understand that if my application for change of home major is approved: i. The change will take effect from the following semester; ii. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; iii. If a minor that I am undertaking is exclusive with the requested major, application of study (inclusive of any change of majors, periods of leave of absence and suspension of studies) stipulated in the Academic Regulation v. I the completion of my requested major requires me to study additional credit units exceeding the maximum credit limit (e.g., 144 normative 4-year degree, 114 for Advanced S academic unit will stipulate a ceiling for additional credit units to be permitted. I will be required to continue to pay the prevailing tuition fees (or non-local rate for non-local rate f	(245929 bytes) Uploaded on 26 Apr 2021 17:22 ons for Undergraduate Degrees, tanding I, 84 for Advanced Standing II, 273 for Bachelor of Veterinary Medicine degree) permitted by the University, the major-offering ents) until completion of the extra credit units permitted for the requested major; ity should be paid on a self-financing basis.
Supporting Documents for Application oster_CSF_20210305_rjpg est jpg Declaration confirm that the information I have entered in the application form is complete and correct. understand that if my application for change of home major is approved: i. The change will take effect from the following semester; ii. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; iii. If a minor that I am undertaking is exclusive with the requested major, I will need to drop the minor in accordance with the procedures stipulated by the University; iv. I need to abilde by the maximum period of study (inclusive of any change of majors, periods of leave of absence and suspension of studies) stipulated in the Academic Regulati v. If the completion of my requested major requires me to study additional credit units exceeding the maximum credit limit permitted by the University; vi. Notwithstanding the above, if I subsequently pursue a double major / double degree, any extra credit units exceeding the original maximum credit limit permitted by the University vould like to declare that (please check the appropriate box given below):) I am not awarded any scholarship for my current home major.) I am currently receiving a scholarship for title:) I am currently receiving a scholarship for title:	(245929 bytes) Uploaded on 26 Apr 2021 17:22 ons for Undergraduate Degrees; tanding I, 84 for Advanced Standing II, 273 for Bachelor of Veterinary Medicine degree) permitted by the University, the major-offering ents) until completion of the extra credit units permitted for the requested major; ity should be paid on a self-financing basis.
Supporting Documents for Application ster_CSF_20210305_r.jpg stipg Coclaration confirm that the information I have entered in the application form is complete and correct. understand that if my application for change of home major is approved: i. The change will take effect from the following semester; ii. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; ii. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; ii. All courses and grades from my previous major requires me to study additional credit units exceeding the maximum credit limit (e.g., 144 normative 4-year degree, 114 for Advanced S academic unit will stipulate a celling for additional credit units to be permitted. I will be required to continue to pay the prevailing tuition fees (or non-local rate for non-local study vi. Notwithstanding the above, if I subsequently pursue a double major / double degree, any extra credit units exceeding the original maximum credit limit permitted by the Universe would like to declare that (please check the appropriate box given below):) I am not awarded any scholarship for my current home major.) I am currently receiving a scholarship (title:), and have obtained approval from the relevant authority to transfer my scholarship to the req	(245929 bytes) Uploaded on 26 Apr 2021 17:22 ons for Undergraduate Degrees: tanding I, 84 for Advanced Standing II, 273 for Bachelor of Veterinary Medicine degree) permitted by the University, the major-offering ents) until completion of the extra credit units permitted for the requested major; ity should be paid on a self-financing basis. uested major If my application for change of home major is successful.
Supporting Documents for Application Dester_CSF_20210305_r.jpg set jpg Declaration confirm that the information I have entered in the application form is complete and correct. understand that if my application for change of home major is approved: i. The change will take effect from the following semester; ii. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; ii. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; ii. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; ii. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; ii. All courses and grades from my previous major will be included in the CGPA calculation for my requested degree and major; ii. All courses and grades from my previous major requires me to study additional credit units exceeding the maximum credit limit (e.g., 144 normative 4-year degree, 114 for Advanced S academic unit will stipulate a ceiling for additional credit units exceeding the maximum credit limit equires to the obub degree, any extra credit units exceeding the original maximum credit limit permitted by the Universe would like to declare that (please check the appropriate box given below):) and nave obtained approval from the relevant authority to transfer my scholarship to the req and warded any scholarship for my current home major.), and have obtained approval from the relevant authority to transfer my scholarship to the req and the to Previous Step Save and Exit	(245929 bytes) Uploaded on 26 Apr 2021 17:22 ons for Undergraduate Degrees: tanding 1. 84 for Advanced Standing II, 273 for Bachelor of Veterinary Medicine degree) permitted by the University, the major-offering ents) until completion of the extra credit units permitted for the requested major, ity should be paid on a self-financing basis. uested major if my application for change of home major is successful.

8. Click on 'Confirm' and 'OK' to submit your application.



9. The following summary and application status 'Pending' will be shown if you have submitted your application successfully. You may make changes to your application, if necessary, within the application period.

Application for C	Change of Home 🗙	+					G	- 1	o ×
← → C	banwebdev.cityu	.edu.hk:7065/pls/PRO8	/hwschomjr_cityu.P_Applic	ation			Q	* • (Update :
			Deve	iopment Alws (version 8.14)			Find a Page		60
Personal Information	Student Record	Course Registration	Student Services Study Pl	an Services for New Stude	nt Banner XE				
Application for (Change of Hom	e Major (effective	from Semester A 2021	/22)					
APPLICATION PERIO	31 May 2021 - 8 June the requested major requ mmend the number of ex allowed to change the ho	e 2021 (at 23:00) ANNOUNC irres students to study addition tra credit units for completing me major.	EMENT OF RESULTS 9 June 202 al credit units exceeding the maxim the requirement of the requested m	um credit limit (e.g., 144 normative ajor. Final approval rests with the A	4-year degree, 114 for Advanced Standing I, 84 fo ssociate Provost (Academic Affairs). If such appror	r Advanced Standing II, 273 for Bachelor of Veterinary M ral is not granted, the receiving major-offering academic	fedicine degree) permitted by the Univer unit's consent for change of home majo	sity, the major- will be rescind	offering led and
I. Update / View NEC Modification to t Choices of New H Uploaded Docum Scholarship Decle II. Application S	r My Application he following can be made ome Major ents ration Status	e within the application period.							
Order of Priority	Major for Transfer		Major-offering Academic Un	it Application Status R	emark from Major-offering Academic Unit	Allocated Major (Subject to condition, if any)			
1 st Choice	Digital Television and	Broadcasting (BA1 - TVB)	Media and Communication (C	OM Pending		10 60 04 74 89.000			
Please note the folio i. The change will te ii. All courses and g iii. Students who are iv. For students who academic unit >> v. Students need to vi. If the completion of major-offering aca major; vii. Notwithstanding th Announcement of re o. Students can view Back to Main Menu	wing if the application i ake effect from the followin rades from the previous n undertaking a minor shou have been approved to c new receiving major-offer abide by the maximum pro- fithe requested major re- idemic unit will stipulate a he above, if the students : sult: the application result fro Withdraw My Applicat	s approved: ng semester; najor will be included in the GF Juld review if the minor is exclu- hange their major AND add a r ing academic unit). If the char eriod of study (inclusive of any puices students to study additi i ceiling for additional credit un subsequently pursue a double m 16 July 2021. E-mail will NC ion	A calculation for the student's reque sive with the requested major. If so, minor in the same application round ge of major will result in exceeding change of majors, periods of leave onal credit units exceeding the stipu its to be permitted. If the recommen major / double degree, any extra cr	sted degree and major, students will need to drop the minc effective from the same semester, he maximum credit limit, the appro- f absence and suspension of stuc ated maximum credit limit (e.g., 14 dation of credit units is approved, t dation of credit units is approved, t edit units exceeding the original ma ons.	r in accordance with the procedures stipulated by the request for adding a minor should be further a val for adding a minor will be rescinded and the st ies) stipulated in the Academic Regulations for Un 4 for normative 4-year degree, 114 for Advanced S he students will continue to pay the prevailing tuttic eximum credit limit permitted by the University shou	the University; pproved by the new receiving major-offering academic un udents concerned will not be allowed to add the minor. dergraduate Degrees; tanding I, 84 for Advanced Standing II, 273 for Bachelor in fees (or non-local rate for non-local students) until com uld be paid on a self-financing basis.	nit (i.e., current home academic unit >> of Veterinary Medicine degree) permitte npletion of the extra credit units permitte	minor-offering d by the Univer d for the reques	rsity, the sted
📢 🔎	🥭 👔	📄 🗴 🌖	vi 💽 📼				^ 🖪 📮 ⊄×	ENG 12:10	2021 200

10. Click on 'Back to main page' at the bottom of the page. Your overall application status will be displayed.



11. If you wish to withdraw your application, click on 'Withdraw My Application' and 'OK' to confirm your withdrawal of application within the application period.

Application for C	Change of Home × +						• - • ×
← → C	banwebdev.cityu.edu.ł	.hk:7065/pls/PRO8,	/hwschomjr_cityu.P_Applicati	on			Q 🕁 🚨 Update 🔅
Personal Information	Student Record Cou	urse Registration	Dev Student Services Study P	anwebdev.cityu.ed	u.hk:7065 says draw the application?		Find a Page Go
Application for	Change of Home Ma	ajor (effective f	from Semester A 202	(2)	OK Can	cel	
APPLICATION PERIO	D 31 May 2021 - 8 June 2021	(at 23:00) ANNOUNC	CEMENT OF RESULTS 9 June 202				
If the completion of academic unit will record the student will not be	the requested major requires stu ommend the number of extra crea allowed to change the home ma	udents to study additiona adit units for completing t ajor.	al credit units exceeding the maximum the requirement of the requested major.	credit limit (e.g., 144 norma Final approval rests with th	tive 4-year degree, 114 for Advanced Standing I, 84 for ne Associate Provost (Academic Affairs). If such approv	Advanced Standing II, 273 for Bachelor of Veterinary N al is not granted, the receiving major-offering academic	Nedicine degree) permitted by the University, the major-offering unit's consent for change of home major will be rescinded and
I. Update / View INFO Modification to 1 • Choices of New H • Uploaded Docum • Scholarship Deck II. Application \$	v My Application the following can be made within lome Major ents irration Status	1 the application period.					
Order of Priority	Major for Transfer		Major-offering Academic Unit	Application Status	Remark from Major-offering Academic Unit	Allocated Major (Subject to condition, if any)	
1 st Choice	Digital Television and Broad	dcasting (BA1 - TVB)	Media and Communication (COM) Pending		177	
Please note the follo i. The change will te ii. All courses and g iii. Students who are iv. For students who academic unit >> v. Students need to vi. If the completion of major: vii. Notwithstanding te Announcement of re o. Students can view Back to Main Menu	wing If the application is appro- ake effect from the following sem rades from the previous major wi undertaking a minor should revi- have been approved to change to new receiving major-offering acc abide by the maximum period of of the requested major requires s ademic unit will stipulate a ceiling the above, if the students subsequent sult: with application result from 16 Jun Withdraw My Application	oved: nester; i'll be included in the GP/ iew if the minor is exclus their major AND add a n ademic unit). If the chang if study (inclusive of any if study (inclusive of any if study (inclusive of any) students to study additio g for additional credit unit quently pursue a double if July 2021. E-mail will NO	A calculation for the student's requester sive with the requested major. If so, stu- minor in the same application round effe ge of major will result in exceeding the change of majors, periods of leave of a onal credit units exceeding the stipulate- its to be permitted. If the recommendati major / double degree, any extra credit DT be sent for unsuccessful applications	d degree and major; lents will need to drop the n ctive from the same semes maximum credit limit, the ap beence and suspension of d maximum credit limit (eg on of credit units is approve units exceeding the origina	ninor in accordance with the procedures stipulated by the ter, the request for adding a minor should be further ap oproval for adding a minor will be rescinded and the stu studies) stipulated in the Academic Regulations for Und 144 for normative 4-year degree, 114 for Advanced St d, the students will continue to pay the prevailing tuition I maximum credit limit permitted by the University shoul	ne University; proved by the new receiving major-offering academic u dents concerned will not be allowed to add the minor. lergraduate Degrees; anding I, 84 for Advanced Standing II, 273 for Bachelor 1 fees (or non-local rate for non-local students) until con Id be paid on a self-financing basis.	nit (i.e., current home academic unit >> minor-offering of Veterinary Medicine degree) permitted by the University, the mpletion of the extra credit units permitted for the requested
							12:11 PM
		<u> </u>					^ [3] 1⊥ 1× ENG 6/8/2021 20

12. If your application is withdrawn or saved and <u>not</u> submitted, the status will be displayed as 'Saved but not yet submit'. You may click on 'Edit' to modify your application and proceed to submit it <u>within</u> the application period.



📲 P 🔒 健 😰 🥽 💵 🧿 🖬 💽 🛢

Major and Minor Applications	× +					• - • ×
← → C	ityu.edu.hk:7065/pls/PRO8/hwsm	njrmnr_c <mark>it</mark> yu.P_M <mark>ai</mark> n				④ ☆ #8# :
Cityu					How to Navigate Site	Map Help Exit
AIMS						
	Develo	pment AIMS (Version 8.14)			Find a Page	Go
Personal Information	Student Record	Course Registration	Student Services	Study Plan	Services for New Student	Banner XE

13. From the result announcement date onwards, students who have submitted their applications will be able to view their application result in AIMS.

Major and Minor Applications

Date	Choice	Status	
7 Apr 2021	1 st Choice Digital Television and Broadcasting (BA1 - TVB)	Approved with Condition(s): • Subject to minimum CGPA 3.20 in Semester B 2020/21	View

14. Click on 'View' to see the details of the application result, e.g., remark from the Major-offering Academic Unit (if any).



Application for Change of Home Major (effective from Semester A 2021/22)

APPLICATION PERIOD 26 April 2021 - 27 April 2021 (at 23:59) ANNOUNCEMENT OF RESULTS 28 April 2021

A If the completion of the requested major requires students to study additional credit units exceeding the maximum credit limit (e.g., 144 normative 4-year degree, 114 for Advanced Standing I, 84 for Advanced Standing II, 273 for Bachelor of Veterinary Medicine degree) permitted by the University, the major-offering academic unit will recommend the number of extra credit units for completing the requirement of the requested major. Final approval rests with the Associate Provost (Academic Affairs). If such approval is not granted, the receiving major-offering academic unit's consent for change of home major will be rescinded and the student will not be allowed to change the home major.

I. View My Application

INFO Modification to the following can be made within the application period

- · Choices of New Home Major
- Uploaded Documents
- Scholarship Declaration

II. Application Status

Order of Priority	Major for Transfer	Major-offering Academic Unit	Application Status	Remark from Major-offering Academic Unit	Allocated Major (Subject to condition, if any)
1 st Choice	Digital Television and Broadcasting (BA1 - TVB)	Media and Communication (COM)	Approved with Condition(s): • Subject to minimum CGPA 3.20 in Semester B 2020/21	Need to study hard after admitting to this major.	Pending

Please note the following if the application is approved:

- i. The change will take effect from the following semester;
- ii. All courses and grades from the previous major will be included in the GPA calculation for the student's requested degree and major,
- iii. Students who are undertaking a minor should review if the minor is exclusive with the requested major. If so, students will need to drop the minor in accordance with the procedures stipulated by the University;
- iv. For students who have been approved to change their major AND add a minor in the same application round effective from the same semester, the request for adding a minor should be further approved by the new receiving major-offering academic unit (i.e., current home academic unit >> minor-offering academic unit >> new receiving major-offering academic unit). If the change of major will result in exceeding the maximum credit limit, the approval for adding a minor will be rescinded and the students concerned will not be allowed to add the minor.
- v. Students need to abide by the maximum period of study (inclusive of any change of majors, periods of leave of absence and suspension of studies) stipulated in the Academic Regulations for Undergraduate Degrees;
- vi. If the completion of the requested major requires students to study additional credit units exceeding the stipulated maximum credit limit (e.g., 144 for normative 4-year degree, 114 for Advanced Standing I, 84 for Advanced Standing II, 273 for Bachelor of Veterinary Medicine degree) permitted by the University, the major-offering academic unit will stipulate a ceiling for additional credit units to be permitted. If the recommendation of credit units is approved, the students will continue to pay the prevailing tultion fees (or non-local rate for non-local students) until completion of the extra credit units permitted for the requested major;

vii. Notwithstanding the above, if the students subsequently pursue a double major / double degree, any extra credit units exceeding the original maximum credit limit permitted by the University should be paid on a self-financing basis.

Announcement of result:

· Students can view the application result from 16 July 2021. E-mail will NOT be sent for unsuccessful applications.

