Overseas Internship Scheme (OIS) 2019

15, 16, 18 and 19 October 2018
Maidie LO / Calenina YU
Co-operative Education Centre
Why overseas?

Make new friends

Facing challenge on your own

Independence

Global Perspective

English proficiency

Cultural exposure

Global network

Your CV
Why internship?

- Technical know-hows
- Work experience
- MPhil possibilities
- Your CV
- Teamwork abilities
- Problem solving skills
- Publications
- Professional skills
- Referees
Eligibility

• Penultimate year students.
• CGPA at or above 2.50
• IELTS overall score $\geq 6.5$ is required for some UK and USA positions. Students should take note of the requirements before application.
Course related matters

**FS4005 Overseas Internship Scheme**
(3 CUs)

- DO NOT exceed maximum load limit!!
- 144 CUs maximum

**EXCEPT**

- EE students
- Engineering Training II

- ACE
  (AS/ARCE/CEG/SURV)
  CA3508 OR FS4005
What and When?

Research-based internship

Surveying students: industry-based

Relevant to major study

Emphasize self-learning

Joint-supervision: Host + CityU

Late May – mid Aug (as required by host)
Research-based internship...Good?

- Literature review
- Explore the unknown
- Hi-end technology
- Mind for details
- Problem-solving
- Creative and innovative
- Initiative
- Data handling, interpretation & analysis
Where?
What else?

- Students’ responsibility
- Visa
- Transport
- Accommodation – varies across hosts
- Guest house
- Student dormitory
- Renting apartments
- Host family

Ready to travel, live and work independently – a MUST

My comfort zone....
Money...money...

CityU subsidy
- 25K (Europe & North America)
- 22K (Australia & New Zealand)
- 16K (Asia: Japan, Singapore, S Korea)
- 11K (Asia: outside Japan, Singapore, S Korea)

BUT!

If the host provides accommodation or airfare or allowance, CityU subsidy will be significantly reduced

May: 50% after visa is obtained
Oct: 50% (full completion)
## Other Considerations: Assignments

<table>
<thead>
<tr>
<th>Assignments - Compulsory</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Progress report (&gt;600 words, by email, cc CityU supervisor)</td>
<td>30 Jun</td>
</tr>
<tr>
<td>Final report (&gt;800 words, by email, cc CityU supervisor)</td>
<td>15 Aug</td>
</tr>
<tr>
<td>Reflective essay (&gt;500 words, by email, insert 3 photos)</td>
<td>31 Aug (save in USB drive and copy the files to Co-op Centre)</td>
</tr>
<tr>
<td>Photos (At least 5 at work &amp; 5 outside work, may be used for promotion of OIS)</td>
<td></td>
</tr>
<tr>
<td>Completed Log Book</td>
<td></td>
</tr>
<tr>
<td>Project presentation</td>
<td></td>
</tr>
<tr>
<td>• To institution/ company mentors</td>
<td>Before you return</td>
</tr>
<tr>
<td>• To CityU supervisor – Compulsory</td>
<td>After you return (26-30 Aug 2019, date to be confirmed)</td>
</tr>
<tr>
<td>Debriefing - Compulsory</td>
<td></td>
</tr>
<tr>
<td>Debriefing (to consolidate your OIS experience)</td>
<td>After you return (28 Aug 2019 Wed, to be confirmed)</td>
</tr>
</tbody>
</table>

### Pre-attachment Training – Compulsory

- **Pre-departure Briefing**: 21 or 22 May to be confirmed
- **Workshop on Internship Preparation + Cultural Awareness**: 21 or 22 May to be confirmed
Real business begins

- **Account Activation**
- **Application** 15-24 Oct
- **Departmental Interview** 5-9 Nov
- **Announce Shortlist** 12-13 Nov
- **Submit Choices of Jobs** 14-18 Nov
- **Host Skype Interview** 19 - 30 Nov
- **Host to confirm Offer** End of Nov to Dec
- **Sign the acceptance within 3 days**
Work schedule

- Account activation: **5 Oct 2018 (started already)**
- Application: **15-24 Oct 2018**
- Interview by Dept: **5-9 Nov 2018**
- Announce shortlist: **12-13 Nov 2018**
- Submit choice of jobs: **14-18 Nov 2018**
- Host interview: **19-30 Nov 2018**
- Host to confirm offer: **end of Nov to early Dec 2018 (may extend to January)**
- Late-return job posts will be handled separately with different deadlines
Account Activation

Dear CHAN Po Lam,

1. If you are interested in applying for Overseas Internship Scheme 2019, please activate your user account now via the following link:

   Activate User Account

   *Application Period: 15 – 24 Oct 2018. Late application will not be accepted.

2. View Job Vacancies.

   After doing the account activation, you can visit the Co-op Centre website at www.cityu.edu.hk/ces/cec and search under Overseas Internship Scheme to view the latest available job openings. More job vacancies will be uploaded in Oct/Nov. DO NOT indicate your choice of job posts at this stage.

3. Submit Application

   Please log on to the System and submit your application from 00:00 15 Oct 2018 (Mon) to 24:00 24 Oct 2018 (Wed). Please start your application early to avoid any delay. Late submission will not be entertained.

   For OIS Online Application, please use Internet Explorer only to access the system.

   For technical problems, please contact Mr Francis Yip (3442-6177).

   For other queries, please contact Miss Wayne Li on 3442-7735 (wayne.l@cityu.edu.hk).

   With best regards,

   Co-operative Education Centre
Account Activation

Please enter your password in the following Account Activation Form and then submit to us. Upon receiving the form, you have a right to access Job Vacancy Area and OIS/IAS/CES application under CEC web site. Thank you.

- Student ID: 10000018
- Password: 
- Retype Password: 

[Submit] [Reset]
Account Activation

Your student account has been activated successfully.
You are now allowed to access the Job Vacancy and OIS/IAS/CES application areas on CEC web site.

Close
Application

- 15 Oct (Mon) (0:00) to 24 Oct (Wed) (24:00)
- Online at our website
- Late application will NOT be considered
- Start preparing for CV – needed for host screening
Application

Don’t let the system lay idle for more than 30 minutes!

IMPORTANT:

1. Please check the job post from CEC’s webpage first before you start your application. You can only view the job number BUT NOT the job details from this site.
2. **DO NOT** let this system lay idle for more than 30 minutes; or else, you need to start all over again.
3. Recommend to use IE (Internet Explorer) for application.

Note for Applicants:

The information provided will be used for internship recruitment, processing and related purposes. It may be disclosed to companies registered at the CEC database for purposes relating to recruitment and appointment.

For correction of or access to personal data after submission of the application form, please contact staff of CEC.

We thank applicants for their interest, but advise that only shortlisted candidates will be notified of the result of the application.
Application

Co-operative Education Centre
College of Science and Engineering
On-line Workflow Management System

Please complete the following resume and submit to us for department screening.

Section A: Personal Particulars
(This system may not support simplified Chinese. Please use CSC Student-Lan.)

- Name (English) *
  - Surname First Name (example: CHAN Tai Man)
- Name (Chinese) *
- Student ID 10000018 *
- Student Type ○ UGC ○ Non-UGC/Self-Financed *
- Gender ○ Male ○ Female *
- Department Please select... *
- Programme Please select... *
- Year Please select... *
- Mobile *
- Home/2nd Conact *
- Address (District) -- Hong Kong Island -- *

Fields marked with an asterisk * denote mandatory fields.

Section B: Academic Results

- CGPA *

20 Sep 2018 (Thu) 10:48:29 AM
Section C: Working Experience

<table>
<thead>
<tr>
<th>No</th>
<th>Period</th>
<th>Job Post</th>
<th>Duties</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1/</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Add

Section D: Additional Information

- Technical knowledge and strengths
  - (e.g. C++, VB.Net, AutoCAD, Java, Japanese, Putonghua, etc.)

- Extra-curricular activities

Student can present additional information to the training company during your interview.

Section E: Declaration, Terms and Conditions

1. I declare that
   - I am a holder of Hong Kong permanent identity card.
   - I am a holder of Student Visa. I understand that the final approval of my work placement rests with the Hong Kong Immigration Department.

2. I authorize CEC to extract and attach my academic transcript to the application form to be sent to the training company for consideration.

3. I permit Co-operative Education Centre to release the information contained in/attached to this resume to training companies for student selection purpose under the internship schemes offered by the Co-operative Education Centre.

4. Once I submit this application, I undertake to participate in the selection interview(s) that follow(s), and if given a placement offer, I shall complete the scheme(s) duly.

5. I understand that IAS participants are NOT allowed to take courses during the Pre-summer Term and/or Summer Term.
Application

Please complete the following resume and submit to us for department screening.

Information for Internal Use Only

- Choice of Internship Mode
  - OIS (Overseas Internship Scheme)
  - IAS (Industrial Attachment Scheme)
  - CES (Co-operative Education Scheme)

- Choice of Training Post For OIS
  - Priority
    - 1
    - 2
    - 3
    - 4
    - 5

- Choice of Training Post For IAS
  - Priority
    - 1
    - 2
    - 3
    - 4
    - 5

- Choice of Training Post For CES
  - Priority
    - 1
    - 2
    - 3
    - 4
    - 5

Do you want to try other posts if all your choices failed?
- Yes
- No (If you choose "No", we will not contact you again for IAS/CES/OIS.)

Study Plan (For CES application only)

You will normally be released at most 1 day per week for attending classes. Thus, you should not take more than 2 courses each semester. The remaining courses can be taken after Year 3. (excluding FS4001 / FS4003 / FS50)
If you do not see this confirmation note, it means your application is not complete.

Please check for emails from Co-op Centre for interview arrangement in the weeks ahead.

If students wish to apply for IAS/CES, you will need to submit your application again in March 2019.
Selection interview

• Interview
  – ~ 5-9 Nov 2018 [exact schedule to be confirmed]
  – Failure to attend will be treated as withdrawal (Skype, if not in HK)
  – If clashes with class time, Co-op Centre will issue certification letter

• Assessment criteria
  – Technical knowledge
  – Academic performance
  – Attitude
  – English proficiency
Job vacancies & selection

• Announce shortlist: 12-13 Nov
• View job posts & submit choice: 14-18 Nov
• ~ 90% of the vacancies will have returned by Nov 2018 and job posting will freeze during 14-18 Nov (no need to wait for more posts)
• 5 choices: not a must to fill all
• Failure to reply by the deadline will be treated as withdrawal
• Matching: based on interview & academic performance & preference
• Late-return posts (after 18 Nov):
  • upload upon return
  • only for students without offers
View Job Posts

College of Science and Engineering

OIS

Internship Services
- Industrial Attachment Scheme (IAS)
- Co-operative Education Scheme (CES)
- Training Company Registration
- Overseas Internship Scheme (OIS)
- Other Internship Opportunities

Student Exchange
- Partner Institutions
- Outgoing Exchange Students
- Incoming Exchange Students
- Exchange Coordinators
- Student Exchange Club

User Logon

Logon ID
Password
Logon
View Job Posts

Overseas Internship Scheme (OIS)

Vacancies of CSE

Department of

Architecture and Civil Engineering (last modified on 19 September 2018)
Biomedical Engineering
Biomedical Sciences
Chemistry (last modified on 19 September 2018)
Civil and Architecture Engineering
Computer Science
Electronic Engineering (last modified on 19 September 2018)
English and Communication
Materials Science and Engineering (last modified on 19 September 2018)
Mathematics (last modified on 19 September 2018)
Mechanical and Biomedical Engineering (last modified on 19 September 2018)
Mechanical Engineering
Physics (last modified on 19 September 2018)
Systems Engineering and Engineering Management (last modified on 19 September 2018)

Department of Electronic Engineering

Vacancies (Post still open)

Tampere University of Technology

Total Vacancies: 1

Department of Biomedical Sciences and Engineering
Post: Research Assistant
Project Title: Wireless identification and sensing applications
Job Description: We are working to develop passive RFID-based wireless solutions for identification and sensing applications. Internship work may include different fabrication methods, materials, reliability analysis, and wireless measurements. Duration of training can be agreed together.

- No. of Vacancies: 1
- Remaining Vacancies: 1
- Duration: 10-12 weeks
- Travelling Mode: Station outside PRD
- Working Location: Finland
- Eligible Applicants: ACE/CHEM/EE/MA/MBE/MSE/PHY/SEEM/ZZZ
- Specific Requirement: This training requires independent working, especially during July
- Remarks: 1) Allowance: No
2) Training period: 28 May - 3 August 2018
3) Duty day & Time: normal office hours
Host screening

- Paper screening: CV + transcript
- Skype interview: in HK or currently overseas
- Prepare well in advance
Acceptance of offer

• To sign an Acceptance of Offer within **THREE** working days after offer confirmed
• Not signing within the period = decline offer
• Signing = commitment + consent to FS4005 registration in summer
  – EE: Engineering Training II
  – ACE (AS/ARCE/CEG/SURV) -- CA3508
  – CA3508 or FS4005 (to confirm with Dept)
• Withdrawal after signing → course registration + **failure** of the course
# OIS Summary Statistics

<table>
<thead>
<tr>
<th>Dept</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACE</td>
<td>3</td>
<td>9</td>
<td>7</td>
</tr>
<tr>
<td>AP</td>
<td>10</td>
<td>13</td>
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<tr>
<td>BCH</td>
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<td>9</td>
<td>N/A</td>
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<tr>
<td>BMS</td>
<td>5</td>
<td>5</td>
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<tr>
<td>CHEM</td>
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<tr>
<td>CS</td>
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<td>N/A</td>
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<tr>
<td>EE</td>
<td>28</td>
<td>35</td>
<td>43</td>
</tr>
<tr>
<td>MA</td>
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<td>6</td>
<td>7</td>
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<tr>
<td>MBE</td>
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<td>13</td>
<td>19</td>
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<tr>
<td>MSE</td>
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<td>N/A</td>
<td>8</td>
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<tr>
<td>PHY</td>
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<td>N/A</td>
<td>2</td>
</tr>
<tr>
<td>SEEM</td>
<td>3</td>
<td>4</td>
<td>3</td>
</tr>
<tr>
<td>Total</td>
<td>77</td>
<td>94</td>
<td>96</td>
</tr>
</tbody>
</table>
I not only gained a lot of work experience but also commanded knowledge about Geographic Information System. I presented in front of many colleagues and managers, which harden my courage and present skills. I learned so many things during this internship, which will be very helpful for my further study and work.
OIS is an experience that I cannot get in Hong Kong. I am trained to be more independent and my problem solving skill is enhanced.

During the course of the experiments, my horizon is broadened. This is something I will not experience during the lab lesson in Hong Kong and it is a great experience to learn something outside the textbook or lecture room.
I have learned tons of practical skills and product designing skills in the field of the antenna, which is the part I barely approached before. This has broadened my vision. OIS made me become more self-motivated and independent and inspired me to resolve the problems with patience.
OIS was full of challenges and opportunities. This was an unforgettable experience. I learnt a lot on how to conduct a research project efficiently. My presentation skills improved a lot. I also submitted my first academic paper to a journal and a conference.
I learned a lot of knowledge and method in arranging the experiments and resolving problems. Apart from the laboratory experience, the life in the US is much different from that in Hong Kong. I am moved by their enthusiasm and spirit of optimism. This summer is a meaningful experience in my life.
During the course of the experiments, I learnt to be more cautious and careful. Other than enriching the techniques in applying theories and models, my problem solving skills and AQ have been enhanced. The most valuable thing I have learnt is to be independent. I am grateful for being offered this chance to undertake an internship in Imperial College London.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Wan Ching Yin</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department (Major):</td>
<td>MSE (Materials Engg)</td>
</tr>
<tr>
<td>Host Institution/Company:</td>
<td>Imperial College London, UK</td>
</tr>
<tr>
<td>Host Supervisor:</td>
<td>Dr. Janet WONG</td>
</tr>
<tr>
<td>CityU Supervisor:</td>
<td>Prof. LI Kwok Yiu Robert</td>
</tr>
<tr>
<td>Project Title:</td>
<td>Building a Shearing Device</td>
</tr>
</tbody>
</table>
With the concerted effort I paid, valuable results were yield. The compressibility, coefficient of thermal expansion, glass transition temperature and thermal conductivity of our product were probed successfully. Apart from academic, I also learned American culture and communication skill and got memorable friendship and experience. I sincerely appreciate the chance provided by CityU and that I could have a new chapter in my life.
Other than solid working experience and language proficiency, OIS also delivered me with a more comprehensive vision of my future career. I am more determined about devoting my career to the field of Computer. OIS did benefit me by equipping me to be a better candidate in the job market.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Leung Kam Ho</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department (Major):</td>
<td>SEEM (e-logistics and Technology Management)</td>
</tr>
<tr>
<td>Host Institution/Company:</td>
<td>University of Portsmouth, UK</td>
</tr>
<tr>
<td>Host Supervisor:</td>
<td>Prof. Dylan Jones</td>
</tr>
<tr>
<td>CityU Supervisor:</td>
<td>Dr. TAN Hwai Yong Matthias</td>
</tr>
<tr>
<td>Project Title:</td>
<td>To Develop A Web Application For The Wind Industry Port Selection Tool</td>
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# PHY & MSE – OIS 2018

<table>
<thead>
<tr>
<th>Country</th>
<th>Institution</th>
<th>Degree</th>
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<tbody>
<tr>
<td>Austria</td>
<td>University of Vienna</td>
<td>MAE</td>
</tr>
<tr>
<td>UK</td>
<td>Brunel University, Imperial College London, Loughborough University, University of Oxford</td>
<td>AP, MAE</td>
</tr>
<tr>
<td>USA</td>
<td>Joint Institute for Computational Sciences, University of Tennessee/ORNL</td>
<td>PHY</td>
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</table>
# CHEM – OIS 2018

<table>
<thead>
<tr>
<th>Country</th>
<th>Institution</th>
<th>Program</th>
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</thead>
<tbody>
<tr>
<td>France</td>
<td>Polytech Montpellier, Universite de Montpellier</td>
<td>AB</td>
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<tr>
<td>Japan</td>
<td>AIST</td>
<td>CHEM, ESM</td>
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<tr>
<td>Taiwan</td>
<td>China Medical University</td>
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</tr>
<tr>
<td>UK</td>
<td>Brunel University, University of Cambridge</td>
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</tr>
</tbody>
</table>
## ACE – OIS 2018

<table>
<thead>
<tr>
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<th>Institution</th>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australia</td>
<td>Rider Levett Bucknall, Canberra</td>
<td>SURV</td>
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<tr>
<td>Canada</td>
<td>Polytechnique Montreal</td>
<td>CVSE</td>
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<tr>
<td>Germany</td>
<td>Technische Hochschule Nuernberg Georg Simon Ohm</td>
<td>CEM</td>
</tr>
<tr>
<td>New Zealand</td>
<td>Rider Levett Bucknall, Auckland</td>
<td>SURV</td>
</tr>
<tr>
<td>Spain</td>
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<td>CVSE</td>
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<td>Country</td>
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<tr>
<td>Canada</td>
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<td>ECE, INFE</td>
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<td>Loughborough University, University College London, University of York</td>
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**EE – OIS 2018**
<table>
<thead>
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<tbody>
<tr>
<td>Spain</td>
<td>CTTC Fundació Centre Tecnològic de Telecomunicacions de Catalunya</td>
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<td>UK</td>
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<td>University of Portsmouth</td>
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<td>USA</td>
<td>Institute for Computational Sciences, University of Tennessee/ORNL</td>
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<tr>
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<td>Texas A&amp;M University</td>
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## MBE and SEEM – OIS 2018

<table>
<thead>
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<th>Institution</th>
<th>MTE/TQE</th>
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<tbody>
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<tr>
<td>Denmark</td>
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<tr>
<td>France</td>
<td>Polytech Montpellier, Universite de Montpellier</td>
<td>TQE</td>
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<td>Technische Hochschule Nuernberg Georg Simon Ohm</td>
<td>MTE</td>
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<td>Taiwan</td>
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# MBE and SEEM – OIS 2018

<table>
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<th>Country</th>
<th>Institutions</th>
<th>Programmes</th>
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<tbody>
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<td>Imperial College London, Loughborough University, University of Portsmouth</td>
<td>MTE, BIE, MTE ELTM</td>
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<tr>
<td>USA</td>
<td>Arizona State University, Institute for Computational Sciences, University of Tennessee/ORNL, University at Buffalo (UB), SUNY</td>
<td>BIE, TQE, BIE</td>
</tr>
</tbody>
</table>
Further information

• Ms Maidie LO
  – Tel: 3442 9148
  – Email: Maidie.lo@cityu.edu.hk

• Ms Wayne Li
  – Tel: 3442 7735
  – Email: wayne.li@cityu.edu.hk

• Website: http://www.cityu.edu.hk/cse/cec

• Address: Co-operative Education Centre
  Room 4A, 4/F, Block 1, To Yuen Building
Q & A

Thank you!