

**HONG KONG BAPTIST UNIVERSITY**  
**Undergraduate Studies Section**

**Application for Transfer of Units to Fulfill Minor Programme Requirements (For students admitted directly to Year 2 or Year 3)**

<b>Student Particulars</b>	
Name: _____	Student No.: _____
Study Programme: _____	Phone/Mobile No.: _____
Signature of Student: _____	Date: _____

**Courses Applied for Transfer of Units** (*please use separate forms for courses offered by different academic units*)

**Course Offering Department:** \_\_\_\_\_ (e.g. CHI)

Course(s) Taken in Other Tertiary Institution (Please attach relevant course description and grade report)				Equivalent Course(s) in HKBU				Recommendation of offering Department	SAAR's Approval	
Course Code	Course Title	No. of Units	Grade Obtained	Course Code	Course Title	No. of Units	Course Group	Recommended for Transfer ( Yes / No )	Yes	No
							#U-			

Signature: \_\_\_\_\_  
 Programme Director (BBA)/Programme/Department Head

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
 Senior Assistant Academic Registrar

Date: \_\_\_\_\_

<p><u>For AR use only</u></p> <p>Application received by _____ on _____</p> <p>Result sent to student by _____ on _____</p> <p><u>Successful application:</u></p> <p>Grade Entry by _____ on _____</p>
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