

THE CHINESE UNIVERSITY OF HONG KONG
Graduate School

Application Form for Shortening of Normative Study Period
(For Taught Postgraduate Students)

Notes to Applicants

According to Clause 5.2 of the *General Regulations Governing Postgraduate Studies*, it stipulated that “A student who wishes to graduate before the end of the normative study period of his/her respective programme may, according to the prescribed procedures, apply to the Graduate Division concerned for shortening of his/her period of study for approval by the Graduate Council, subject to the statutory minimum of 12 months for master’s programmes and 24 months for doctoral programmes.”

Please ✓ the appropriate boxes below.

I. PERSONAL PARTICULARS

Name (English) _____ (Chinese) _____
 Student ID No. _____ Admission Date _____
 Programme of Study _____ *(.e.g. MA in Music/Ph.D. in Music)*
 Mode of Study Full-time Part-time

II. DETAILS OF APPLICATION

Original Normative End Date: _____ (i.e. _____ / _____ / _____)
dd mm yy Term Academic Year
 Proposed Normative End Date: _____ (i.e. _____ / _____ / _____)
dd mm yy Term Academic Year
 Normative Period to be Shortened by: (See Notes 2 and 3 above) _____ months (_____ term(s))

III. DECLARATION

Subject to the approval of this application, I understand that I will need to settle the full tuition fee of the term(s) that I have shortened and also the fees for the remaining term(s) if so required by the Programme.

Signature _____ Date _____

Personal Information Collection Statement:

- The personal data provided on this form will be used by the Graduate School for the purpose of processing this application. All information provided, when no longer required, will be destroyed.
- Information provided on this form may be transferred to other departments/administrative units within CUHK for consideration and granting approval, where applicable. Your information will not be used for other purpose or be transferred to a third party without our prior consent.
- For correction of or access to the personal data after submission of this form, please contact the Graduate School by sending a request at <https://www.gradsch.cuhk.edu.hk/help/>.

IV. APPROVAL

Programme Director Recommended Not Recommended

Comments _____

Signature _____ Date _____

Division Head Approved Not Approved

Comments _____

Signature _____ Date _____

For Graduate School Use Only : Completed all programme requirements

Checked by _____ (FS) _____ (FO)