附件一: 如何登入 CUSIS 申請豁免中大科目/學分系統

1. 首先登入"MyCUHK" (<u>https://portal.cuhk.edu.hk/</u>)

MyCUHK		
	Login MyCUHK with Student: Student-ID@link.cuhk.edu.hk Staff.alias@cuhk.edu.hk Alumni: alumni-ID@link.cuhk.edu.hk Password: OnePass Password	
	Login ID 1155XXXXX@link.cuhk.edu.hk	
	Password	1
	Sign In	
and the	Change Current / Expired Password Forgot Alumni ID / Password Contact ITSC	The second s
	(CADS Reference Number: 086)	

2. 在 "CUSIS" 系統中選擇 "Applications"

Iniversity nformation System	▼ Student	Homepage		Ş	Q	:
Profile	Applications	Manage Classes	Academic Records			
			2			
1155107955						
Academic Progress	Financial Account	Scholarship and Financial Aid	Non-local Learning Activities)		
	<u>a</u>		**			
Exam Timetable for UG Courses	New Student Registration	Back to MyCUHK				
		МуСИНК				
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3. 然後在左邊清單選擇 "Transfer Credit/Exemption"

< Student Homepage	Application
Academic Related ^	Program-Related Change Application
Program-Related Change	Application Form Status
Transfer Credit / Exemption	$(\hat{\mathbf{i}})$ You have no program change application records.
Exempt CHLT1100 & CHLT1200	
Exempt ELTU1001	ADD NEW APPLICATION
Declare Major (UG)	For Undergraduate Students 1. On-line Program Change function is applicable to: a. Change Major (students who wish to transfer to MB ChB have to contact the Faculty Office of Medicine directly) b. Declare / Change / Drop Minor Declare / Change / Drop Consectables
Science Major Registration	2. In change of major, students can only select the curriculum in accordance with their
Other Applications	 admission qualification, e.g. those admitted to 2-year programmes will be eligible to transfer to other programmes with 2-year curriculum, and those admitted to 4-year curriculum cannot change major to programmes of 2-year or 3-year curriculum. Please refer to the notice on the homepage of Registration and Examinations Section for detailed information/procedures/schedules and related privacy policy statement.

4. 在 "Transfer Credit/Exemption" 首頁的頁底,按 "Create a New Application" 提交新申請

Transfer Credit / Exemption
Application Summary
Transfer Credit / Exemption Application Guidelines
1. Before making online application, student should refer to relevant information listed below:
 Undergraduate: "Course and Unit Exemptions for Undergraduate Students" available at <u>www.res.cuhk.edu.hk</u>
- Postgraduate: "Policy on Course and Unit Exemptions for Postgraduate Students" available at <u>www.cuhk.edu.hk/gss</u>
- Postgraduate Diploma in Education programme (applicable to early childhood education, primary and secondary streams):
Students can apply for exemption up to a maximum of five courses per application.
2. When completing the online application form, please indicate the equivalent course(s) at CUHK. If no equivalent course(s) available,
please indicate the unit(s) to be exempted and in which subject area.
3. Student should upload in this online application the supporting documents as required, e.g. copy of transcript, course outlines.
4. Fee is HK\$160 per each application. Please use the online payment system to make payment. The application fee is non-refundable once the application has been forwarded to concerned departments for consideration.
(i) You have no previous credit transfer transaction.
CREATE A NEW APPLICATION

5. 填寫網上申請表格

Course Transfe	or / Exemption Details			
course mansie	a / Exemption Details		-2-3-	
Edit Transfer /	Exemption Information			
Use this form to apply completed accordingly.	for Course Transfer / Exemption. Ple	ase ensure all sections a	re	
Application Number:				
Institution:	1			1
Career:	Undergraduate 🔻			
Articulation Term:		Q		
Attach Supporting	g Document(Course Outline)			
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