The Chinese University of Hong Kong
Registration and Examinations Section

Declaration / Change of Concentration(s) / Stream(s)
(applicable for graduating students in 2nd term 2017-18)

1. Major Programmes with Concentration(s) / Stream(s)

(a) Students of the following major programmes need to declare concentration(s) / stream(s) under CUSIS in accordance with their major study scheme.

- Chinese Studies / Contemporary China Studies
- Cultural Management
- Cultural Studies
- Economics
- Integrated BBA
- Japanese Studies
- LLB
- Public Health
- Psychology
- Religious Studies
- Sociology
- Statistics
- Urban Studies

(b) Students of these programmes do NOT need to make the declaration under CUSIS. Department will provide the information directly to Registration and Examinations Section (RES). These students should check if the record(s) is / are correctly inputted under CUSIS on or after 16 April 2018.

- Biomedical Science
- Chemistry
- Earth System Science
- Fine Arts
- Mathematics
- Physics
- Professional Accountancy
- Risk Management Science

2. Application Period

1 February - 1 March 2018

If students do NOT declare concentration / stream by 1 March, RES will be unable to perform the graduation check for fulfilment of graduation requirements for these students.
3. Application Procedures (Logon CUSIS and select “Application for Program Change”)

**Add Concentration(s) / Stream(s)**

(a) Check existing concentration(s) / stream(s)
Students should check their existing concentration(s) / stream(s), if any, under “My Academies” to make sure whether they should make any changes.

(b) Input courses under CUSIS
Students MUST check the course fulfillment of the concentration(s) / stream(s) by referring to the study schemes, and input the courses taken for the concentration(s) / stream(s). Students’ applications will be approved if they have registered / nearly registered all the course requirements. Department may also enquire student’s course history to check all the courses taken.

(c) Students of Chinese Studies, Economics, Integrated BBA, Mathematics, Psychology and Sociology may declare up to TWO concentrations / streams according to their study schemes. Other Major Programmes allow ONE concentration / stream only.

**Change Concentration(s) / Stream(s)**

For students who wish to change from one concentration / stream to another one (e.g. from Management Information Systems to Supply Chain and Logistics Management), do NOT use “Add” as the action, please CHOOSE “Change Concentration” as the action. Follow the above steps (a) and (b).

**Cancel Concentration(s) / Stream(s)**

For students who wish to cancel the concentration, please choose “Drop Concentration” as the action.

4. Department Approval

Department can review and approve the above applications during the specified application period. Student should check their application status on their own from time to time on CUSIS. The last day for department to make on-line approval is **8 March 2018**.

5. System Walkthrough and Enquiry

Please refer to the appendix for the system walkthrough. For further enquiries, please contact RES:

Email : ugadmin@cuhk.edu.hk
Telephone : 3943 9888
Fax : 2603 5129

31 January 2018