

From: [HKUST Fok Ying Tung Graduate School](#)
To: dphd-list@lists.ust.hk; [Ping GAO](#); [Jianping GAN](#); [Jiang XU](#); [Huihe QIU](#); [Lei CHEN](#); [XIONG Hui](#); [Huamin OU](#); [Prof. Danny Tsang](#); [Ning CAI](#); [Ye QI](#); [KAN Ge Lin](#); [Robert Zhong QI](#); [Hai YANG](#); [Ming LIU](#); [Kai TANG](#)
Cc:

Subject: Memo on Transfer of study program within and across campus(es)
Date: Friday, 19 August 2022 12:28:54 PM
Attachments: Arrangements for Transfer Across the Campuses.pdf

To: Department Heads (CWB) and Thrust Heads (GZ)
Cc: President Lionel Ni, Wei Shyy, Dean of FYTGS, Deans/DIPO (CWB), Acting Deans (GZ), School/Department administrators, Hub/Thrust administrators, FYTGS colleagues, ARO colleagues, IPO colleagues

Dear all,

We would like to bring your attention to the new arrangements for transfer of postgraduate students within and across the Clear Water Bay (CWB) and Guangzhou (GZ) campuses which were approved by the Joint Deans/DIPO's meeting held on 18 May 2022. In view of the increased enquiries from pilot scheme students on transfer, a standardized procedure and guidelines have been devised as follows. You may also wish to refer to the attached summary on the arrangements.

Transfer within CWB campus

For current 1st – 3rd cohort GZ pilot scheme students, transfer from the IIP (GZ thrust area) program to non-IIP program within CWB campus with the same prime supervisor is allowed except in the last term of their in-time period. Approval on students' application for change of study program is at the discretion of the "transfer-in" program and the respective Department and School, which should follow the prevailing transfer policy and procedure. Supervisors should be mindful that upon transfer, PGS from GZ central will cease, and there will be no PGS matching from CWB central.

Transfer between CWB and GZ campus

Following the formal establishment of HKUST(GZ), both CWB and GZ students (from 4th cohort onwards) may apply for change of study programs across campuses through admission, with the condition that the prime supervisors of the "new" and "withdrawal" programs cannot be identical. Students are required to withdraw from the existing program before registering to a program in another campus. PGS will continue to be provided according to the prevailing policy of the respective campus. Admission to GZ programs should comply with the related regulations/policy under the Ministry of Education (MoE) in Mainland China.

The above arrangement of supervisor and PGS arrangement will take immediate effect. It will be appreciated if you would disseminate the above to the supervisors and administrative colleagues within your Departments and Thrusts; so that the program transfer applications will be processed according to the above guidelines.

Should you have any questions, please feel free to contact me, my colleagues Nicole

(nicolelee@ust.hk) or Alison Gao (alisongao@ust.hk).

Best Regards,

Peggy

HKUST Fok Ying Tung Graduate School

Arrangements for Transfer Across the Campuses

With immediate effect, current students interested in “transferring” to a program offered by another campus, may apply for program transfer or admission according to the following:

1st – 3rd cohort pilot scheme students (admitted at CWB initially)	➔	Program Transfer to regular CWB non-IIP program (Not allowed for students in their last term of the in-time period)	
		Supervisor arrangement	Same prime supervisor for transfer-in and transfer-out programs allowed
		PGS arrangement	1. PGS support from GZ will cease 2. No PGS matching from CWB Central
4th cohort onwards GZ students	➔	Apply for admission* as a new student to CWB (E.g. withdraw from PhD(AI) in GZ, and apply for admission to PhD(CSE) in CWB)	
		Supervisor arrangement	Prime supervisors of the new and withdrawal programs <u>CANNOT</u> be identical
		PGS arrangement	Student time-limit reset, PGS offer according to the prevailing policy of the respective campus

*To comply with the related admissions policy under MoE and practices in Mainland China

** CWB students may be transferred to GZ as long as prime supervisors in the GZ campus can be identified. Full PGS has to be provided by the new supervisors.