

The Process of Application for Credit Transfer/Course Exemption (For Student)

A freshman who wants to apply for credit transfer/course exemption should do so by filing an application for the entire program to his/her faculty/department after settling the tuition fees and **before registration for the first academic year**. Relevant subjects must have been completed within the last five years. He/she should fill in the “Application Form for Credit Transfer/Course Exemption”, settle all related administrative fees at the Finance Division, and then submit the Application Form together with course descriptions and transcripts to the faculty/department. Application is only allowed once (please refer to the Student Handbook for details)

