

Course Add/Drop Form

[Applicable to applications beyond the University Add/Drop Period]

Notes:

1. This Course Add/Drop Form is applicable only to add/drop applications of the courses offered by the Department of Linguistics and Translation beyond the University Add/Drop period published by ARRO/SGS.
2. The application will not be considered without strong justifications and supporting documents.
3. The application form together with supporting documents should be submitted to the General Office of Department of Linguistics and Translation (Room LI-5470, Lift 5, Li Dak Sum Yip Yio Chin Academic Building). The application will be reviewed by the Course Leader and respective Year 1 Tutor/Major/Programme Leader.

Section A Student's Particulars

Student Name: _____ Student No.: _____

Programme / Major: _____ Cohort: _____

Contact Phone No.: _____ Email: _____

Section B Details of the Application

I would like to apply to add/drop* the following course(s):

I. Course(s) to be dropped

	CRN	Course Code	Section	Course Title
1				
2				

II. Course(s) to be added

	CRN	Course Code	Section	Course Title
1				
2				

III. Justifications (Use separate sheet, if required):

Signature of Student: _____

Date: _____

Please submit the form to the Department of Linguistics and Translation for consideration.



Department of Linguistics and Translation
City University of Hong Kong
Room LI-5470, Lift 5, Li Dak Sum Yip Yio Chin Academic Building
Tel No.: 3442-8705
Email: LTenquiry@cityu.edu.hk

Section C Decision of the Department

<p>*Recommended/ Not recommended by: _____ Name: _____ Course Leader</p> <p>Comments, if any:</p>	<p>Date: _____</p>
<p>*Supported/ Not supported by: _____ Name: _____ *Year 1 Tutor/ Major/ Programme Leader</p> <p>Comments, if any:</p>	<p>Date: _____</p>
<p>*Approved/ Not approved by: _____ Name: Prof. Chunyu KIT Acting Head of LT</p> <p>Comments, if any:</p>	<p>Date: _____</p>

**Please delete as appropriate*