

香港中文大学(深圳)  
THE CHINESE UNIVERSITY OF HONG KONG, SHENZHEN  
教务处

Registry Office  
超逾课业负荷申请表  
Application Form for Exceeding Course Load

注意  
Note:  
请留意本科生总学则 5.1 及 5.3 条规定, 将已获主修课程/学院批准的申请表交回教务处。  
Please note clause 5.1 & 5.3 of the General Regulations Governing Undergraduate Studies and submit the application form to the Registry Office after endorsement from the Major Programme/ School.

姓名 (英文) \_\_\_\_\_ (中文) \_\_\_\_\_  
Name: ( in English ) \_\_\_\_\_ ( in Chinese ) \_\_\_\_\_  
学院 \_\_\_\_\_ 主修课程 \_\_\_\_\_ 学号 \_\_\_\_\_  
School: \_\_\_\_\_ Major Programme: \_\_\_\_\_ Student I.D. No: \_\_\_\_\_  
修业年 \_\_\_\_\_ 预期毕业年份/学期 \_\_\_\_\_ 联络电话 \_\_\_\_\_  
Year of Attendance: \_\_\_\_\_ Expected Year/Term of Graduation: \_\_\_\_\_ Contact Tel. No.: \_\_\_\_\_

请在适当位置打√ (Please tick as appropriate)

- 本人拟申请于\_\_\_\_\_学年\_\_\_\_\_学期超逾**学期**课业负荷至\_\_\_\_\_学分。  
 I wish to apply for exceeding **term course load** for \_\_\_\_\_ term of academic year \_\_\_\_\_ to \_\_\_ units.
- 本人拟申请于\_\_\_\_\_学年超逾**学年**课业负荷至\_\_\_\_\_学分。  
 I wish to apply for exceeding **year course load** for academic year \_\_\_\_\_ to \_\_\_ units.

请注明申请原因及附上学业成绩表以供主修课程/学院参考  
Please specify reason(s) and attach an unofficial transcript for the reference of your Major Programme/ School:

是否曾获批准超逾学期/学年修课学分? 如有, 请注明。  
Have you been approved to exceed term course load/ year course load in previous academic term/year? If yes, please specify.  
 没有 No  
 有 Yes \_\_\_\_\_

原因  
Reason(s):

签字 \_\_\_\_\_ 日期 \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**收集个人资料声明**

1. 此表格所收集的资料将用以处理有关的申请, 所提供的资料于无需保留时将全部销毁。
2. 本表格所收集的资料或会转交香港中文大学(深圳)其他行政或教学部门作考虑或批核用。
3. 如在递交此表格后要查阅或改正个人资料, 请联络教务处: (电话: (86)755-84273626 传真: (86)755-84273691 电邮: registry@cuhk.edu.cn)

**Personal Information Collection Statement:**

1. The personal data provided on this form will be used by the Registry Office for the purpose of processing this application. All information provided, when no longer required, will be destroyed.
2. Information provided on this form may be transferred to other departments/administrative units within CUHK(SZ) for consideration and granting approval, where applicable.
3. For correction of or access to the personal data after submission of this form, please contact the Registry Office:  
(Tel. No.: (86)755-84273626, Fax No.: (86)755-84273691, e-mail address: registry@cuhk.edu.cn)

**Major Programme/ School**

I \*endorse / do not endorse the student's application.

Signature of Dean/ Programme Coordinator \_\_\_\_\_ Date \_\_\_\_\_

**Director of Registry Services**

I \*approve / do not approve the student's application.

Signature of Director of Registry Services \_\_\_\_\_ Date \_\_\_\_\_