



Briefing for Student Exchange Programme

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CMI Student Exchange Team



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Exchange Programme



Credit Transfer



Exchange Sharing from CMI Students



Exchange Programme

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- *Our students can have the opportunity to spend one semester and to study in a non-local university to complete some courses*
- *Good opportunity to broaden your global outlook, experience a different culture in another country/region, while fulfilling the academic requirements of your degree at PolyU*

Benefits to students in taking exchange

Student Exchange:

- Students spend one semester studying at a university overseas, in the mainland China or Taiwan.

Benefits to students:

- **Credit transfer for CMI Subjects** – Students apply for pre-approval for credit transfer before going on exchange.
- **Waive of the tuition fee in the Host university** – Tuition fee payable to PolyU ONLY.
- **Academic Opportunities** - You may also have the chance to take courses not available at PolyU.
- **Career Advantages**
- **Global Perspective**
- **Personal Growth**



... and more

Overseas universities

Student Exchange (2024/25 and 2025/26)

Country/Region	University/Institution
Australia	Deakin University
Australia	Griffith University
Australia	The University of Newcastle
Australia	University of New South Wales
Australia	University of Technology Sydney
Belgium	Ghent University
Denmark	University of Southern Denmark
Finland	Tampere University
France	INSA Group - INSA Lyon
Germany	Technical University of Darmstadt
Germany	Technical University of Munich
Sweden	Chalmers University of Technology
Sweden	KTH Royal Institute of Technology
Sweden	Linköping University
Sweden	Lund University
Korea	Korea Advanced Institute of Science & Technology
Korea	Sungkyunkwan University
Korea	Seoul National University
Netherlands	Vrije Universiteit Amsterdam
Singapore	Nanyang Technological University
Singapore	National University of Singapore
UK	Aston University
UK	Cardiff University
UK	Oxford Brookes University
UK	The University of Liverpool
UK	The University of Manchester
UK	University of Leeds
UK	University of Reading
USA	Illinois Institute of Technology
USA	North Carolina State University
USA	University at Buffalo, SUNY

Mainland and Taiwan universities

Country/Region	University/Institution
China (Mainland)	Central University of Finance and Economics
China (Mainland)	Chongqing University
China (Mainland)	Shanghai Jiao Tong University
China (Mainland)	Southeast University
China (Mainland)	South China University of Technology
China (Mainland)	Tongji University
China (Mainland)	Tsinghua University
China (Mainland)	Zhejiang University
Taiwan	National Cheng Kung University
Taiwan	National Taiwan University
Taiwan	Tamkang University

Sponsorships for Student Exchange

Categories of Sponsorships from GEO/FCE	Amount (HKD)
GEO Scholarship for Student Exchange / GEO Funding for Student Exchange	\$8300 - \$19000 / \$5800 - \$13300 (base on destination)
FCE Global Learning Scheme (GLS)	\$10000 + \$1000/\$3,000 (base on destination)

* Other Fundings available for application:

- GEO Exchange Grant (From PolyU)
- HKSAR Government Subsidy (From the Government)

More information: <https://www.polyu.edu.hk/geo/exchange-and-study-abroad/outgoing-students/semester-exchange/>

<https://www.polyu.edu.hk/fce/scholarships-and-awards/fce-global-learning-scheme/>

Student Exchange Programme



CMI Student Exchange Homepage

Student Exchange Programme

The PolyU Global Student Exchange is a programme designed for PolyU undergraduates to broaden their global outlook, experience a different culture in another country while fulfilling the academic requirements of their degrees at PolyU.

Quotas of outbound exchange for Semester 1 and 2, 2025/26 - available for application for current Year 1 and 2 students

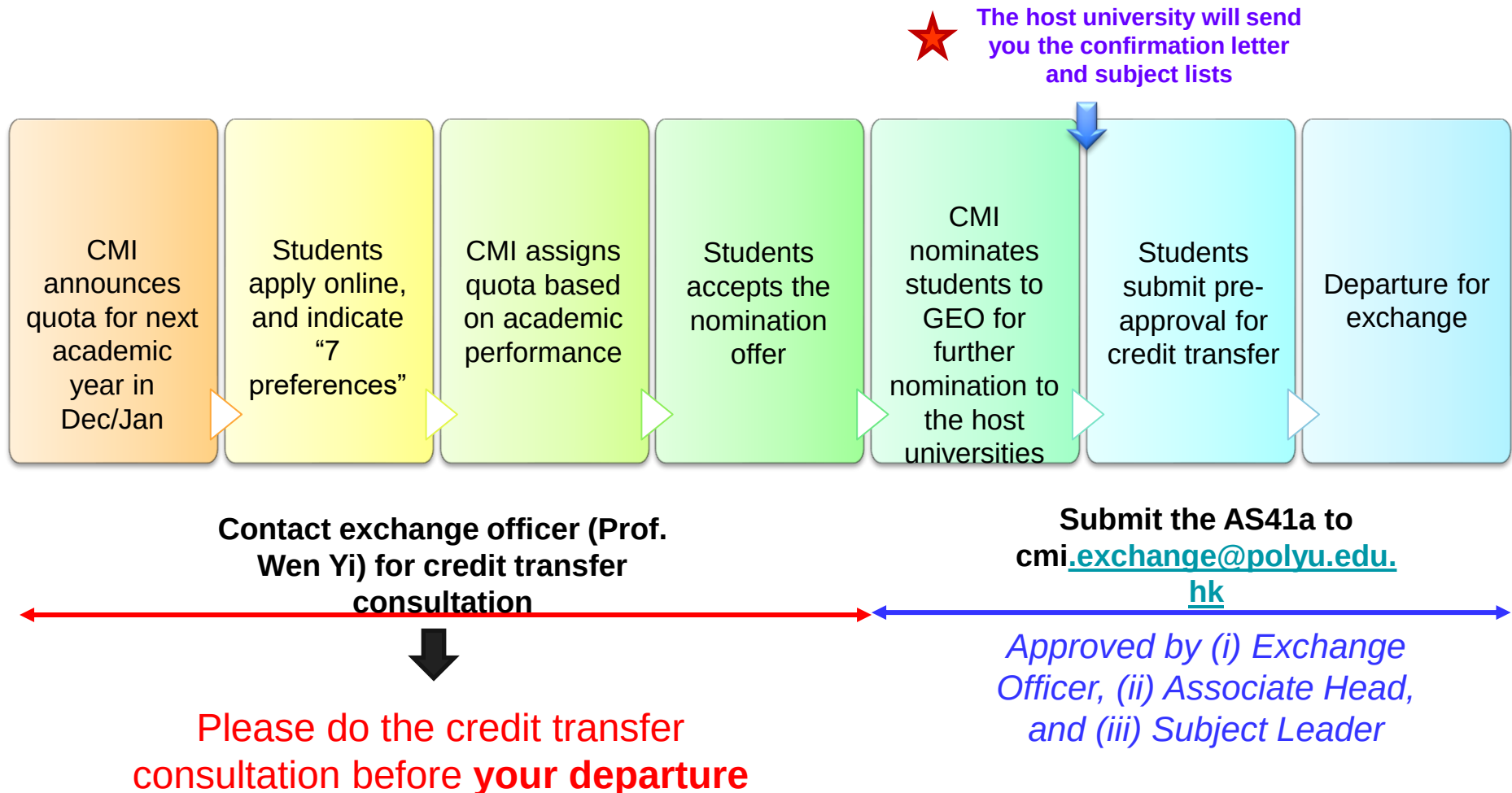
• [More](#)

Instructions Applying for Pre-approval of Subject Matchings in Students Exchange:

• [More](#)

Pre-Approval of Subject Matchings (AR41a) - Outbound Exchange 2022/23, 2023/24, 2024/25 and 2025/26 (Semester 1)

Procedure in applying for Semester Exchange in CMI



When you get the confirmation letter from the host university

- Visa/Entry Permit
- Vaccination Record (if required by your host country/region/institution)
- Insurance
- Air ticket (round trip)
- Accommodation
- Budgeting
- GEO Pre-departure Form + Exchange Funding Application Submission

Credit Transfer

2

Submission of Pre-approval of Credit Transfer

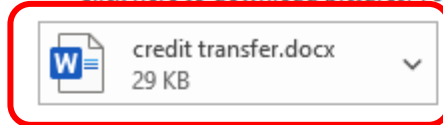
- Your host university
- Name of PolyU subject & Contents of potential subjects for credit transfer
- Weblink / evidence on the contents of the potential subjects for credit transfer
- AS41a (<https://www.polyu.edu.hk/cmi/experience-and-opportunities/student-exchange-programme/>)



Email to (1) cmi.exchange@polyu.edu.hk and (2) wen.yi@polyu.edu.hk

 You replied to this message on 11/4/2024 8:37 AM.

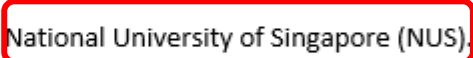
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.



- (i) Name of PolyU subjects
- (ii) Contents of potential subjects for credit transfer in the host university

[This message is sent from PolyU Connect: CHEUNG, Pak Yin Hugo [****3497D]]

Dear Professor Wen,

I am writing to inquire about the process for transferring credits to the  National University of Singapore (NUS). In our previous conversation, you mentioned that I should outline the courses I believe to be similar, so you could provide further guidance.

I have compiled a list of courses that may align with those offered by the Building and Real Estate (BRE) department. I understand that not all courses may be eligible for transfer, but my goal is to identify 5 to 6 suitable options. The courses I found are listed on the NUSMODS website, which can be accessed here  [NUSMODS Courses.](#)

If you have any questions or would like to discuss this matter further, please feel free to let me know, and I would be happy to meet with you at your office.

Thank you for your assistance.

Best regards,

Weblink / evidence on the contents of the potential subjects for credit transfer in the host universities

PolyU subjects

BRE217 Planning & Development (or BRE437 Facility Management ?)

• PF3305 Facilities Planning and Design

This course covers the fundamental principles of planning and designing of facilities such as space allocation, planning and implementation. The topics include facilities management planning process, space and design basics, human factors, universal design, programming, site analysis, master planning, environmental planning, capital planning, space management, design for various facility types.

• RE2701 Urban Planning

The course will provide students with a thorough understanding of urban planning principles and processes that influence the function and design of cities. It will include an introduction to the history of modern city planning, and contemporary planning concepts such as Garden Cities, City Beautiful movement, Vertical Cities, etc. There will also be a discussion of New Town Planning, Urban Renewal and conservation. Singapore will be introduced as a case study, but selected cities elsewhere are discussed for comparison and better understanding.

• RE1701 Urban Land Use and Development

This is an introductory course providing students with theories, concepts and components of the urban built environment. Discussions will cover the urbanisation process, development of urban forms and structures, land policy and development constraints, national development and the land use planning process, the role of government in the planning process, the property development process, and the roles and functions of parties involved in real estate as well as urban development.

• GES1026 Urban Planning in Singapore

This module aims to give students an understanding of the nature of urban planning, basic planning models and theories. Urban planning will be discussed, in the context of urbanisation and globalisation, as an important force shaping the modern human settlements. A study of the institutional aspect of planning will relate to Singapore's planning system in which issues of planning implementation will be elaborated. Learning objectives: Understanding nature of urban planning; understanding urban planning processes; understanding urban planning principles. Major topics to be covered: Urbanisation history and its impact; Urban forms: organic growth of urban settlements; Utopian city/the garden city movement; The city beautiful movement/ Neighbourhood; New town; Urban design and conservation; Institutional Structure for planning; Concept Plan and Master Plan; Development control/planning implementation; Planning analysis: population and transportation; Public participation in planning.

BRE364 Construction Contract Law & Administration /

BRE 336 Development Control Law/

BRE 206 The Legal Context of Construction & Real Estate

• LL4014V Construction Law

The objective of this course is to introduce students to the legal principles that form the foundation of construction law and to the common practical problems that arise in this field. Topics will include: (a) general principles of construction law, including completion, defects, retention and certification; (b) basic provisions of construction contracts; (c) claims procedure & dispute resolution, including arbitration procedure; and (d) relevant provisions of standard form building contracts. This course will be of interest to students interested in construction practice or a practical approach to the study of law. This course is taught by partners from the Construction Practice Group of Wong Partnership.

• LL4209 Legal Argument & Narrative

This module will focus on the advanced argumentative techniques possible with legal narrative, which refers to how information is selected and organised to construct a persuasive view of the facts. Fact construction plays a particularly prominent role in litigation, but it also appears in methods of alternative dispute resolution and justifications of policy positions. This module will analyze the pervasive reach of fact construction in the law, examine why fact construction is such an effective tool of legal persuasion, and explore advanced techniques of fact construction.

• LL4029BV International Commercial Arbitration

This course aims to equip students with the basic understanding of the law of arbitration to enable them to advise and represent parties in the arbitral process confidence. Legal concepts peculiar to arbitration viz. separability, arbitrability and kompetenz-kompetenz will be considered together with the procedural laws on the conduct of the arbitral process, the making of and the enforcement of awards. Students will examine the UNCITRAL Model Law and the New York Convention, 1958. This course is most suited for students with some knowledge of the law of commercial transactions, shipping, banking, international sale of goods or construction.

• LL4164V International Projects Law & Practice

This course is intended to introduce students to the practice and law relating to international projects and infrastructure. The various methods of procurement and the construction process involved will be

Potential subjects for credit transfer in the host university

APPLICATION FOR PRIOR AGREEMENT FOR SUBJECT SELECTION AT EXCHANGE-OUT INSTITUTION
(For exchange-out students, and for ONE subject ONLY)

This is the ___ subject matching applied out of ___ (total subject matching to be applied) – Maximum: 5 matchings, expect for International Study

Please read the notes before completing this form.

I. PARTICULARS OF STUDENT

Name _____ Student No.

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Faculty/ Department _____ CMI _____ Programme Title _____ Current Year of Study: _____

Day-time Contact Number: _____ Email address: _____

II. DETAILS OF EXCHANGE

Period of exchange: Academic year 20 26/20 27

☐ First Semester

(Please ✓ as appropriate. More than one ✓ is allowed.)



☒ Second Semester

☐ Summer Term

Exchange Institution: _____
(please also specify the country)

Expected date of departure: _____ Expect to resume study at PolyU in Semester _____ of academic year 20____/20____

III. LIST OF SUBJECTS TO BE TAKEN AT EXCHANGE-OUT INSTITUTION

To be completed by the student						To be completed by the Subject Leader	
Subjects to be taken				Corresponding subjects offered at PolyU		Approval (Y/N)	Endorsed by*
Subject Level	Subject Title	Credit Value	Medium of Instruction	Subject code (credit value)	Subject Title (AND indicate compulsory or elective)		
				()			

This application is received by subject leader on:

Reasons for reject: _____

* Conditions (additional requirement) for granting credit transfer: _____

To Subject Leader : Please return the form either by email to Exchange Team cmi.exchange@polyu.edu.hk or in hard copy to Janice Lau.

IV. SUBJECT COMPARISON TABLE (MUST FILL – VERY IMPORTANT)

Learning Outcomes of the subject to be taken in the host university

(in bullet point)

•

Content + Link (References)

NUSMODS

🕒 Today

📅 Timetable

📖 Courses

📍 Venues

📅 Planner

⚙️ Settings

⭐ Contribute

💬 Whispers

AY2024/25 courses now available!

NUSMods now has AY2024/25 course information available. The data is accurate but subject to change. If there are any discrepancies with course data, please contact your respective faculty's office. Happy learning!

📅 This course is not offered in this academic year. You may use this information to map exchange courses or to see courses that were previously or may be offered in the future.

CE5808

Digital Design and Construction (BIM and VDC)

Civil and Environmental Engineering • College of Design and Engineering • 4 Units

Virtual Design and Construction (VDC) features the integration and management of multi-disciplinary Building Information Models (BIM). The goal of the course is to enable participants to understand the business value of VDC, and how it can be applied to current infrastructure and building projects as well as the technology underpinning BIM. Specifically, the course will expose participants to the core principles and methodologies of VDC and equip them with competencies to create, manipulate and update the data residing in BIM. Specific topics include Integrated Project Delivery, BIM quality, Lean Design Management, Process Mapping, Algorithmic Thinking, and understanding of data standards.

Grading
Graded

⚠️ Rep

<https://nusmods.com/courses/CE5808/digital-design-and-construction-bim-and-vdc>

Learning Outcomes of the CMI subject

https://www.polyu.edu.hk/cmi/study/undergraduate-programmes/subjects_syllabi/

Major learning contents of the CMI subject

V. SYLLABUS OF THE SUBJECT BY HOST UNIVERSITY (MUST ATTACH OR TYPE BELOW)

VI. DECLARATION OF STUDENT

Copies of syllabus of the subjects listed in Section III are attached.

I have read “Instructions on Applying for Pre-approval of Subject Matchings in Student Exchange”.

I declare that the information given by me in this form is complete and true to the best of my knowledge. I authorise the University to verify the data provided by me in this application where necessary. I also understand that any false information given in this application will result in nullification of the application or approval.

Signature of Student _____

Date of Submission _____

VII. FOR OFFICE USE Decision returned to CMI Exchange Team on _____; Applicant is informed on _____

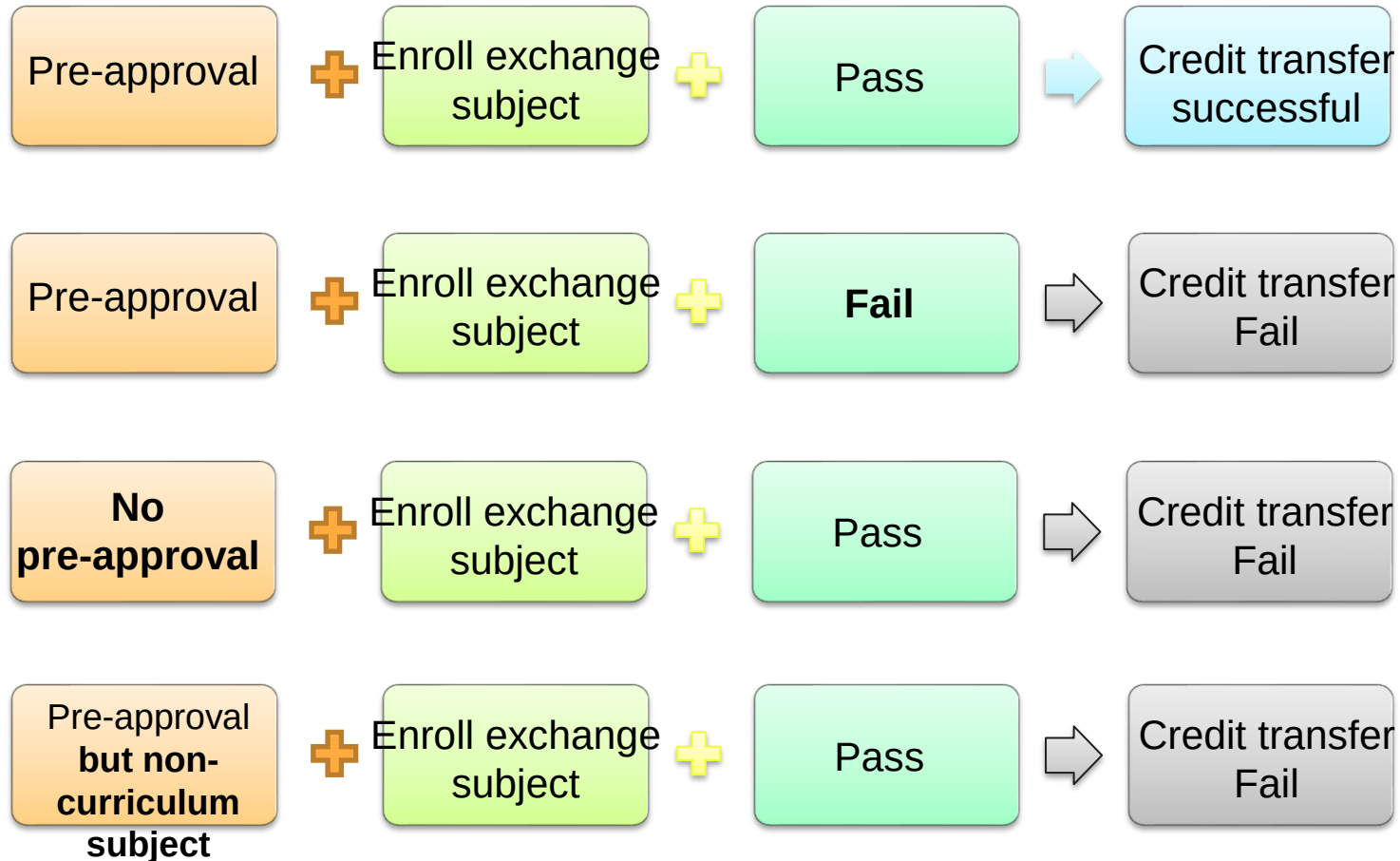
Notes to CMI Students (MUST READ)

1. This form is for students who have been given initial approval to study at an exchange institution and wish to seek prior agreement from the Department concerned for recognising the subjects/credits to be taken at the exchange institution for fulfilling the award requirement of the current PolyU programme.
2. The approval given in this form is provisional only. Students need to fulfil the conditions specified for each individual subject in this form in order to qualify themselves for subsequent application for credit transfer at the PolyU.
3. Upon successful completion of the exchange programme/activity, students need to submit a formal application for credit transfer of the subjects taken at the exchange-out institution by completing Form AS41c. The approved AS41a, relevant written communication concerning the recognition of the subjects issued by the Faculty/Department and evidence of the successful completion of the subjects/credits concerned at the exchange institution should be submitted together with Form AS41c. The Department reserves the right to approve or otherwise the application for credit transfer.
4. Please note that the information given in this form will only be used for processing this application.

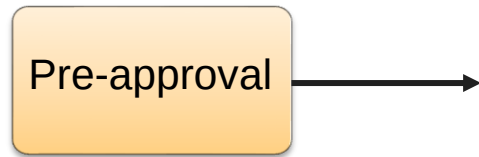
Submit the AS41a to
CMI.exchange@polyu.edu.hk

Submission of Pre-approval of Credit Transfer

- **AS41a** (<https://www.polyu.edu.hk/cmi/experience-and-opportunities/student-exchange-programme/>)



- If you have successfully transfer credit for one subject, you will have **1 credit for BRE365**
- **The PolyU subject should be in your curriculum**



**No class for the pre-
approved subjects**



- Try **5** subjects for pre-approval
- Please contact me ASAP and apply credit transfer for other subject(s) in the host university

Complete Your Exchange

- AS41c (online portal)
- Exchange photo
- 200 words exchange reports



APPLICATION FOR SUBJECT EXEMPTION/CREDIT TRANSFER

(For subjects other than General University Requirements (GUR) Subjects)

(Not applicable to Research programmes and PolyU award programmes administered by SPEED)

Please read the notes overleaf before completing this form.

I. PARTICULARS OF STUDENT

Name _____ Student No.

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 Day-time Contact Number _____

Programme:

Programme Code

--	--	--	--	--

 - Stream

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Faculty/Department _____ Programme Title _____

II.(a) APPLICATION FOR SUBJECT EXEMPTION/CREDIT TRANSFER (Note 3,4)

Subjects offered under your current PolyU programme				Subjects you have completed from your previously study				
Apply for	Code	Title	No. of Credit(s)	Name of Examination/Award Obtained	Subject Name	No. of Credit(s)	Grade Obtained	Year of Completion of Subject
Subject Exemption/ Credit Transfer*								
For Subject Offering Department Use Only		Result: Accept / Reject*			Subject Grade (if appropriate):			
		Signature: _____			Date: _____			
Subject Exemption/ Credit Transfer*								
For Subject Offering Department Use Only		Result: Accept / Reject*			Subject Grade (if appropriate):			
		Signature: _____			Date: _____			
Subject Exemption/ Credit Transfer*								
For Subject Offering Department Use Only		Result: Accept / Reject*			Subject Grade (if appropriate):			
		Signature: _____			Date: _____			

As of today, I have been granted transfer of _____ credits for meeting the requirements of my current programme. I have/have not submitted a separate Form AS41d for application for credit transfer for GUR subjects. I declare that the information provided by me in this application is complete and true to the best of my knowledge. I authorise the University to verify the data provided by me in this application where necessary. I also understand that any false information given in this application will result in nullification of the application or approval.

Signature of Student _____ Date of Submission _____

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