

The Education University of Hong Kong
Guidelines for Visiting Research Students at Postgraduate Level

Postgraduate students from non-local universities who would like to enrich their learning and research experience at EdUHK may apply for admission as Visiting Research Students.

Eligibility

1. Students enrolling in a full-time postgraduate programme / or equivalent in a recognized university outside Hong Kong are eligible to apply for admission as Visiting Research Students.
2. The applicant should have an educational background deemed satisfactory by the Department / Research Centre which is willing to admit him/her as Visiting Research Student.
3. The applicant should have obtained a recommendation in a form of a letter from the home institution, either issued by the head of department or the research centre.

Application Deadlines

4. Applications are accepted throughout the year.

Application Procedures

5. Applicant should submit the application to the chosen Department / Research Centre for approval. Upon approval, the respective Department / Research Centre will issue an acceptance letter to the applicant and inform relevant units including the Registry, Graduate School, Greater China Affairs Office / International Office about the decision.

Visiting Period

6. The visiting period may range from a minimum of one month to a maximum of one year.

Research Supervisory Arrangement

7. Upon approval of the application, the affiliated Department / Research Centre will designate at least one supervisor for the applicant if research supervisory arrangement is deemed necessary.

Fees

8. Applicants are required to pay a non-refundable application fee and student visa fee.
9. Visiting Research students will not be required to pay tuition fees if they are only involved in research related activities.

10. Upon recommendation of their supervisor, Visiting Research Students may also audit taught course(s) and/or sit in selected lectures without paying tuition fees, subject to the approval of the relevant Head of Department / Research Centre as well as agreement of the course lecturer. In these cases, they are not required to attend any assessment(s) of the course(s)/lecture(s). However, if the Visiting Research Students undertake taught courses earning credit points, then all existing relevant guidelines applicable to Visiting Students will apply.
11. Visiting Research students are also required to pay, at the time of registration, the caution money of HK\$350 which will be refunded normally within one month of the date of formal withdrawal, after deducting any outstanding fees, if applicable.

Financial Assistance

12. Visiting Research Students are not eligible for any scholarships or financial assistance.

Rules and Regulations

13. Visiting Research Students are subject to the same Code of Student Conduct and academic policies and regulations as applicable to the other regular students of the University.
14. Visiting Research Students are required to follow strictly the rules and regulations of the Immigration Department, The Government of the Hong Kong Special Administrative Region. For detailed information, please refer to the “Guidebook for Entry for Study in Hong Kong – ID(E)996(10/2008)” at <http://www.immd.gov.hk/ehhtml/id996.htm> or visit the Immigration Department's homepage at www.immd.gov.hk

Facilities and Student Services

15. Upon registration, Visiting Research Students will be issued with a Student Identity Card valid for the entire period of study at the University which enable the students to gain access to all the facilities available to regular students including library, sports facilities and IT facilities, etc.
16. According to the existing student accommodation policy and practice, the University does not guarantee on-campus accommodation, but Visiting Research Students may apply for accommodation in the Tai Po campus subject to availability of places. Since on-campus accommodation is highly competitive and places are limited, Visiting Research Students are advised to seek off-campus accommodation. Please contact Student Affairs Office or Estates Office for detailed information regarding on-campus accommodation arrangements.

May 2016

(Approved by the Board of Graduate Studies at its meetings held on 4 September 2015)