

Application for Concurrent Enrolment

Please read the notes overleaf before completing this form.

I. PARTICULARS OF STUDENT/ APPLICANT

Name _____

HKID Card/ Passport/

PRC Resident ID Card No. * _____ Contact No. _____

II. PROGRAMMES FOR WHICH APPROVAL FOR CONCURRENT ENROLMENT IS BEING SOUGHT

(1)	Programme being applied for/ undertaken in CPCE			
	Programme Title		Mode of Attendance ^	FT/ PT *
	Student/ Application No.		Planned Duration of Study (Academic Year)	From / to / (e.g. 2025/26 to 2026/27)

(2)	Programme to be taken concurrently at			
	Institution		Faculty/ Department	
	Programme Title		Programme Level #	PhD/ MPhil/ Master's Degree/ Bachelor's Degree/ AD/ HD *
	Programme Code and Stream (if any)		Mode of Attendance ^	FT/ PT/ SAND/ DL/ MIX/ OL *
	Student/ Application No.		Planned Duration of Study (Academic Year)	From / to / (e.g. 2025/26 to 2026/27)

^ FT = full-time/ PT = part-time/ SAND = sandwich/ DL = distance learning/ MIX = mixed mode/ OL = on-line

PhD = Doctor of Philosophy/ MPhil = Master of Philosophy/ AD = Associate Degree/ HD = Higher Diploma

III. REASON(S) FOR CONCURRENT ENROLMENT (Please use additional sheet(s) if needed)

Signature of
Student/ Applicant _____

Date Click or tap to enter a date. _____

IV. FOR ACADEMIC STAFF AND OFFICE USE ONLY

☐ This application is **approved/ rejected** * by Head of Programme Administrative Hosting Division concerned or his/her delegate

Signature _____ Date _____

(Name & Position: _____)

☐ Notification sent to student/ applicant by _____ on _____

* delete as appropriate

NOTES TO STUDENTS/ APPLICANTS

1. Students/ Applicants are not allowed to enrol concurrently on more than one programme (regardless of the mode of study) leading to any formal award, including those offered by another institution, unless with approval from the Head of Programme Administrative Hosting Division concerned prior to enrolment. Failure to obtain written approval will result in discontinuation of study at CPCE and the tuition fees paid for the programme(s) will not be refunded.
2. Students/ Applicants who have been approved concurrent enrolment should note that CPCE is not responsible for making special timetable arrangements in case of time clashes in classes and examinations.
3. You should complete Sections I, II and III of this form and submit it to the CPCE Academic Registry **before registration on the programme(s) concerned**.
4. You will normally receive written notification of the application result within two weeks of submission.
5. The information given in this form will only be used for processing this application and/ or statistical purposes.

Submission Method:	Email:	cpce.ar@cpce-polyu.edu.hk
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