

# Application for Credit Transfer/Module Exemption for AY19/20 (For New Higher Diploma Programme – under the new academic structure)

1. Please prepare the relevant documents (e.g. copy of student card or HKID, payment receipt, transcript or other supporting documents) and make sure that the form is signed before submission. Application without providing necessary evidence or beyond the application deadline will not be considered.
2. Applicants will normally be notified of the result by mail by the end of Oct, 2019. Before announcement of the application result, the applicant should attend relevant classes and assessments of the module(s) concerned.
3. The application fee paid is not refundable even if the application is not supported or the applicant is de-registered from programme
4. The applicant should consult the Programme Leader for advice before applying

EG314702 HD in Building Services Engineering Programme Leader: Mr. Chan Chi Kwong Tel: 2835 4890 e-mail: <a href="mailto:chan-ck@vtc.edu.hk">chan-ck@vtc.edu.hk</a>	EG524702 HD in Building Services Engineering Programme Leader: Mr. Law Man Kwong Tel: 2835 4892 e-mail: <a href="mailto:mklaw825@vtc.edu.hk">mklaw825@vtc.edu.hk</a>
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EG314702 / EG524702	
Exemption Criteria 《 <a href="#">click here</a> 》	Curriculum Structure 《 <a href="#">2018 intake</a> 》 《 <a href="#">2019 intake</a> 》

<b>Academic module</b>	<b>Application Form</b> 《 <a href="#">click here</a> 》 Based on relevant academic background
<b>Practice training module</b>	<b>Application Form</b> 《 <a href="#">click here</a> 》 Based on relevant working experience
<b>Industrial Attachment</b>	<b>Application Form</b> 《 <a href="#">click here</a> 》 Based on relevant working experience <b>(for Year 2 promote to Year 3 students)</b>
<b>Whole Person Development (WPD) module (by assessment)</b>	<b>Application Form (with assessment)</b> 《 <a href="#">click here</a> 》 <b>(for Year 2 students only)</b> Contact: Department of ENG: 2835 8342 SDO: 2835 8398