

GENERAL INFORMATION	
Name	The Hong Kong Institute of Education (HKIED)
Address	10 Lo Ping Road, Tai Po, New Territories, Hong Kong
In-charge Unit	International Office (IO)
Main Contact	<p>Student Exchange Coordinator Miss Carmen Cheung (Inbound) Tel: (852) 2948 7729 E-mail: cheungkm@ied.edu.hk</p> <p>Miss Maggie Ng (Outbound) Tel: (852) 2948 8728 Email: ngtinyan@ied.edu.hk</p> <p>Student Exchange Assistant Miss Inez Siu (Inbound) Tel: (852) 2948 8727 E-mail: inezsiu@ied.edu.hk</p> <p>Miss Julia Lai (Outbound) Tel: (852) 2948 8609 Email: lshukyi@ied.edu.hk</p>
Fax	(852) 2948 8198 / 2948 8695
Website	http://www.ied.edu.hk/
Medium of Instruction	English
Student Exchange Website	http://www.ied.edu.hk/io/cs_student_exchange.html
APPLICATION	
Application Deadline	Fall semester (Semester 1): 17 April 2009 Spring semester (Semester 2): 9 October 2009
Minimum GPA	2.7
Application Procedures	<p>Applications can be mailed, faxed, or scanned to the International Office:</p> <p>To: Miss Carmen Cheung / Miss Inez Siu International Office The Hong Kong Institute of Education 10 Lo Ping Road, Tai Po, N.T., Hong Kong Fax: (852) 2948 8198 / 2948 8695 E-mail: cheungkm@ied.edu.hk / inezsiu@ied.edu.hk</p>

Application Forms	Please complete and return the following documents for application: <ol style="list-style-type: none"> 1. Registration Form 2. Health Declaration Form 3. Official transcript of your student record 4. Original copy of visa application form with passport-sized photo and copies of supporting documents 5. Study Plan 6. Application form for Student Accommodation 7. Insurance Arrangement Declaration Form
Academic Calendar	2009/10 academic calendar: Fall semester (Semester 1): 7 September 2009 – 19 December 2009 Spring semester (Semester 2): 4 January 2010 – 12 June 2010 For more details, please refer to: http://www2.ied.edu.hk/itjob/academic.asp
Study load per semester	ALL exchange students are required to take ONE compulsory module (3 credit points) The standard workload is 15 credit points (5 modules) per semester (with compulsory module included) The minimum workload is 9 credit points (3 modules) per semester (with compulsory module included)
Module Add/Drop Period	First week of each semester
ACCOMMODATION	
On-Campus Accommodation	Please refer to the following links: http://www.ied.edu.hk/sao/e/ss_stuacc/index.htm
MISCELLANEOUS	
Pre-Departure Checklist	http://www.ied.edu.hk/io/cs_pre_departure.html
Student Visa	1. Application form: http://www.ied.edu.hk/io/cs_study_visa.html
Insurance	It is mandatory for exchange students to make their own arrangements for travel and health insurance throughout the entire period of your studies in Hong Kong. This self-arranged insurance should include travel, personal accident, medical expenses (accident and non-accident), hospitalization and emergency evacuation/repatriation.
Suggested Date of arrival	31 August – 1 September 2009 (Semester 1) 27 – 28 December 2009 (Semester 2)
Orientation Week	2 – 5 September 2009 (Semester 1) 29- 31 December 2009 (Semester 2) (Tentative)
Airport pickup	Exchange students are required to pay HK\$360 for the airport pick up service fee.

Student Support Activities	Buddy Programme: http://www.ied.edu.hk/io/cs_student_exchange.html#08 Host Family Programme: http://www.ied.edu.hk/io/cs_student_exchange.html#09
HKIED Maps	http://www.hkied.edu.hk/maps/directions-maps.html
City of Hong Kong	http://www.discoverhongkong.com/login.html

Updated as at 8 September 2009