HONG KONG BAPTIST UNIVERSITY
Academic Registry
Admissions Office

**URGENT**

2021 JUPAS Admissions Exercise (Interview / Written Exam in July or August)

**Request Form for Change of Interview / Exam Date / Time**

To: Admissions Office, Academic Registry
E-mail: 334jupas@hkbu.edu.hk

From: (Name) _____

(JUPAS Application No.) _____

Contact: (Mobile) _____

(E-mail Address) _____

*(Applicant will be notified of the result of this request by mobile phone or via e-mail.)*

I would like to request for a change of the interview date/time owing to special circumstances beyond my control, e.g. accident, illness. My request details are as follows:

| **Programme for written test:** | **JUPAS Catalogue No.** | **Programme Title** |
|---|---|---|
| | _____ | _____ |

| | **ORIGINAL** | **REQUEST FOR A CHANGE TO** Requested date and time are considered on an individual basis. | |
|---|---|---|---|
| **Interview / Exam Date:** | | **Requested Date:** | _____ **Jul/Aug** * |
| **Reporting Time:** | | **Requested Time:** | |

Reasons for change of interview date/time

*****Note: Request for Change of interview date/time without supporting document will NOT be entertained)*****

Supporting documents attached: Yes/No* No. of pages attached : _____

Signature: _____ Date: _____

| **For Office Use** | |
|---|---|
| (i) Department's Consideration (to be replied * on / before: _____ )<br><br>Request is approved/ not approved*.<br><br>**New Exam Venue:**<br><br>**New Date/Time:**<br><br>By: _____ Date: _____<br>(name in capital) | (ii) Applicant to be notified of the decision by * Department / Academic Registry via e-mail / phone.<br><br>By: _____ Date: _____<br>(name in capital) |



* Delete whichever is inappropriate.