

## **Declaration / Change / Cancellation of Minor(s) Offered under the Faculty of Business Administration (Deadline: 30 June 2008)**

Dear students,

### **Application for Declaration / Change / Cancellation of Minor under the Faculty of Business Administration (Deadline: 30 June 2008)**

We would like to inform you that the application period for declaring / changing / canceling minor(s) offered under the Faculty of Business Administration (*except* Minor in Accountancy which the student should approach the School of Accountancy directly) will be open **between 2 and 30 June 2008**. If you are interested in selecting one or two of the following as your minor(s), please note the general requirement, application procedures and schedule as detailed below:

#### **Minors Offered**

**Applicable to all students (*except* Integrated BBA Majors)**

1. Integrated BBA
2. Business Economics
3. Management Information System
4. Supply Chain and Logistics Management
5. Finance
6. Human Resource Management
7. Management of International Business
8. Management
9. Marketing

#### **General Requirement**

Overall GPA at CUHK  $\geq$  2.70

#### **Application Procedures**

##### ***Declaration / Change of Minor(s)***

Please submit a *preliminary* application **ONLINE** at <http://www3.baf.cuhk.edu.hk/bba/ibbaminor> **on or before 30 June 2008 (Monday)**. **Late applications will NOT be accepted or considered.** Students who are successful in this *preliminary* application will be informed of the results via their student email accounts and be requested to submit the University's "Application Form for Declaration/Change/Cancellation of Minor" to Undergraduate Office, Faculty of Business Administration, G13, K.K. Leung Building **on or before 5:45 pm, 11 July 2008 (Friday)** for endorsement. **Please note that successful applicants who submit the form as prescribed by the University for our endorsement after the specified deadline will NOT be accepted or processed.** The endorsed form should be returned to the Registration and Examinations Section (RES) on or before 17 July 2008.

##### ***Cancellation of Minor(s)***

Students are requested to submit the University's "Application Form for Declaration/Change/Cancellation of Minor" to Undergraduate Office, Faculty of Business

Administration, G13, K.K. Leung Building **on or before 5:45 pm, 11 July 2008 (Friday)** directly. The endorsed form should be returned to the Registration and Examinations Section (RES) on or before 17 July 2008.

**Schedule for Declaration / Change of Minor(s)**

- ***Preliminary*** application period via online system (2 – 30 June 2008)
- Announcement of ***preliminary*** application results via the student email accounts (By early July 2008)
- Successful applicants to submit the University's "*Application Form for Declaration/Change/Cancellation of Minor*" to Undergraduate Office, Faculty of Business Administration for endorsement (by 5:45 pm, 11 July 2008)
- Successful applicants to complete other relevant procedures on declaration / change / cancellation of minor(s) as required by the Registrations and Examinations Section (RES) (before 17 July 2008)

If you are not able to submit the University's application form in person during the application period, you may authorize a representative to submit the form to us for endorsement before the specified deadline, together with a copy of your CUHK Student ID card for identity verification.

For enquiry, please contact us at 2609 7746 / 2696 1848 or email to [bba@cuhk.edu.hk](mailto:bba@cuhk.edu.hk).

Undergraduate Office  
Faculty of Business Administration  
The Chinese University of Hong Kong