

ARRANGEMENT GUIDE FOR STUDENTS ON ENROLLING MODULE ACROSS PROGRAMMES/ DEPARTMENT/ FACULTIES

The following contents are prepared for easier reference and will be subject to further changes if there is any policy change in future.

B. Non-ECE student enrol for graduate module (4 MCs) hosted by ECE Dept in AY2022/2023.

Type of Student	MOE-subsidised module	Self-funded module
Graduate Coursework student	Waived	<ul style="list-style-type: none"> • Students from within CDE: Waived • Students from outside CDE: Chargeable on a per module basis based on ECE current programme fee for the Academic year. <ul style="list-style-type: none"> ○ Amount is subject to prevailing GST rate. ○ There might be an additional cost to be borne by student unless otherwise arranged by student's home department.
Graduate Research student	Waived	<ul style="list-style-type: none"> • Waived currently.
Non-graduating student	Waived	<ul style="list-style-type: none"> • Chargeable on per module basis based on ECE current programme fee for the Academic year. Contact ECE Dept for more details. • Amount is subject to prevailing GST rate. • This is an additional cost borne by student.
Undergraduate student	Waived	<ul style="list-style-type: none"> • Waived for AY2022/2023

IMPORTANT:

- i. Application by student is to be made through ModReg using "submit module request" or "unable secure module" appeal function during stipulated period.
- ii. Application will be assessed for approval on a case-by-case basis by ECE Dept.
- iii. ECE Dept reserved the right to accept/reject/closed module request as it is subject to module condition (if any) and quota availability. Priority of module allocation will be for ECE graduate programme.
- iv. Not all ECE graduate module will be open for cross programme/dept/faculty request.
- v. If required, ECE Dept will notify student concern and/or student home dept regarding the additional cost to be borne by student to determine if to proceed with the request. Exception for CDE graduate students on agreed arrangement.
- vi. If module is available but we did not received confirmation from student by stipulated timeframe (which will be indicated in email correspondence) on the charges to be incurred, then request will be auto-rejected.
- vii. Student must make their decision before the end of instructional week 2.
- viii. The arrangement for billing will be after instructional week 2, when the penalty period of "W" grade begins. Once charges/payment made, it is non-refundable and non-transferable even if student decide to drop the module in the penalty period.

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