

For office use		
Rec'd date:		
Result:	Approved	Disapproved
Course code:	2024/25-SIC-	

THE UNIVERSITY OF HONG KONG
FACULTY OF ENGINEERING
Innovation Academy

Proposal for Student-initiated course
(to be completed by the hosting team)

A. Course Details				
Title:				
Hosting Team:				
Contact person:				
Contact number:				
Email:				
Date:	From		To	
Time:				
Venue:				
Pre-requisite(s):	<input type="checkbox"/> No			
	<input type="checkbox"/> Yes Please specify:			
Course size:				
Composition of attendees: (please tick the appropriate)	<input type="checkbox"/> Members of Innovation Wing <input type="checkbox"/> InnoHub members <input type="checkbox"/> Students of HKU Engineering <input type="checkbox"/> Students of other faculties at HKU <input type="checkbox"/> Others (Please specify: _____)			
No. of learning hours:				
Course Description: <i>(Please provide a short paragraph. We will use it to promote the course.)</i>				



Learning outcomes:	
Attendance Policy:	Attendees who attend not less than 80% of the course and complete the coursework as required by the course can claim 1 credit from the “Credit Award Scheme for Out-of-classroom Learning Experiences” of the University (https://tl.hku.hk/out-of-class-credits/).
Evaluation Criteria:	

B. Proposed Course Schedule

(Please insert additional rows, if necessary.)

Session	Date	Instructor(s)	Learning activities / Coursework
1			
2			
3			
4			
5			

E. Submission checklist



Items	
Poster – preferably with dimensions of 36 inches (width) x 54 inches (height) with resolution of at least 150 dpi (5,400 x 8,100pixels)	
A 1-minute highlight video for promoting the course	

F. Declaration and Endorsement

- ☐ I understand that I need to apply for credit(s) for Out-of-classroom Learning Experience with HKU Horizons Office directly.
- ☐ I acknowledge that should there be any deviation in the implementation of the proposed course, I shall timely inform the Innovation Academy for endorsement.

	Student Instructor Representative	Supervisor / Faculty Advisor
Signature:		
Name:		
Date:		

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	Approved			
Rate of support:		%	based on the budget proposal of the application and up to	HK\$
Remarks:				
	Disapproved			
Reason(s):				

Signature

Date:

Head of Innovation Academy
Faculty of Engineering, HKU