## Administrative Rulings for Change of Study Mode and Conversion Tables

- 1. Applications for change of study mode would be allowed only *within the normative period of study.* Continuing students are not allowed to change their study mode.
- 2. Applications must be made not later than course registration of an academic year, or, in any subsequent term, before the close of the add/drop period for the term. Late applications would not be accepted or would have to take effect from the next term. Students will pay the fees of the new study mode. However, if the change takes effect after the commencement of a term (for which exceptional approval is required), students will pay the tuition fee of the new status in the following term for Master's students, or 6-month interval for doctoral students. Tuition fee would not be calculated on a pro-rata basis.

## I) Period of Study for Full-time Students Changing to Part-time Studies

Programme	Normative Period of Study		Maximum Period of Study		Term (or 6-month Period) Completed as FT Student	Full-time Equivalence to Part-time	Remainir of Si	•
	FT	PT	FT	PT			Normative	Maximum
Doctoral:					6 mths.	8 mths.	40 mths.	88 mths.
					12 mths.	16 mths.	32 mths.	80 mths.
(i) For students with a	36 mths.	48 mths.	84 mths.	96 mths.	18 mths.	24 mths.	24 mths.	72 mths.
research Master's					24 mths.	32 mths.	16 mths.	64 mths.
degree					30 mths.	40 mths.	8 mths.	56 mths.
					6 mths.	8 mths.	56 mths.	88 mths.
					12 mths.	16 mths.	48 mths.	80 mths.
(ii) For students					18 mths.	24 mths.	40 mths.	72 mths.
without a research	48 mths.	64 mths.	84 mths.	96 mths.	24 mths.	32 mths.	32 mths.	64 mths.
Master's degree					30 mths.	40 mths.	24 mths.	56 mths.
					36 mths.	48 mths.	16 mths.	48 mths.
					42 mths.	56 mths.	8 mths.	40 mths.
					6 mths.	8 mths.	40 mths.	88 mths.
					12 mths.	16 mths.	32 mths.	80 mths.
Ed.D.	36 mths.	48 mths.	84 mths.	96 mths.	18 mths.	24 mths.	24 mths.	72 mths.
					24 mths.	32 mths.	16 mths.	64 mths.
					30 mths.	40 mths.	8 mths.	56 mths.
		0	4		1 term	1-1/2 terms	5 terms	9 terms
M.Phil.	2 yrs.	3 yrs.	4 yrs.	5 yrs.	2 terms	3 terms	3 terms	7 terms
	(4 terms)	(6 terms)	(8 terms)	(10 terms)	3 terms	4-1/2 terms	2 terms	6 terms
M.A., M.Ed., M.H.Sc.								
M.Mus., M.P.H.,								
M.Sc., M.S.Sc.,	1.55	2.450	2.5	4.000				
PGDE, PG.Dip.	1 yr.		3 yrs.	4 yrs.	1 term	2 terms	2 terms	6 terms
Cutural Anthropology,	(2 terms)		(6 terms)	(8 terms)				
PG.Dip. Prehospital								
and Emergency Care								

					1 term	1 term	5 terms	11 terms
	0	25 mths.	4.400	4	2 terms	2 terms	4 terms	10 terms
M.B.A.	2 yrs. (6 terms)	(6 terms)	4 yrs. (12 terms)	4 yrs. (12 terms)	3 terms	3 terms	3 terms	9 terms
	(o terris)	(6 terris)	(12 terris)	(12 tell16)	4 terms	4 terms	2 terms	8 terms
					5 terms	5 terms	1 term	7 terms
M.S.Sc,	1.15	0.450	2.150	4.470	1 term	2 terms	6 terms	10 terms
Global Political	1 yr.	2 yrs.	3 yrs.	4 yrs.	2 terms	4 terms	4 terms	8 terms
Economy	(4 terms)	(8 terms)	(12 terms)	(16 terms)	3 terms	6 terms	2 terms	6 terms
					1 term	1-1/2 terms	8 terms	14 terms
M C C-			4	_	2 terms	3 terms	6 terms	12 terms
M.S.Sc.	2 yrs.	3 yrs.	4 yrs.	5 yrs.	3 terms	4-1/2 terms	5 terms	11 terms
(Social Work)	(6 terms)	(9 terms)	(12 terms)	(15 terms)	4 terms	6 terms	3 terms	9 terms
					5 terms	7-1/2 terms	2 terms	8 terms
MCM	1 yr.	2 yrs.	3 yrs.	4 yrs.	1 term	0.4	0.4	C 4
M.S.W.	(2 terms)	(4 terms)	(6 terms)	(8 terms)	1 term	2 terms	2 terms	6 terms
	04	40	40	0.4	1 term	1-3/4 terms	6 terms	13 terms
J.D.*	24 mths.	42 mths.	48 mths.	84 mths.	2 terms	3-1/2 terms	4 terms	11 terms
	(4 terms)	(7 terms)	(8 terms)	(14 terms)	3 terms	5-1/4 terms	2 terms	9 terms
LL.M.	1 yr.	2 yrs.	2 yrs.	3 yrs.	1 term	2 terms	2 terms	4 terms
LL.IVI.	(2 terms)	(4 terms)	(4 terms)	(6 terms)	i term	Z terris	Z terriis	4 terris
* For JD / MBA double	degree stude	ents, please	approach th	e Graduate S	School for the conv	ersion information	on.	

## II) Period of Study for Full-time Students Changing to Part-time Studies (for "articulated" M.Phil.-Ph.D. programmes only)

Programme		ive Period Maximur Study of St			Term (or 6-month Period) Completed as FT Student	Full-time Equivalence to Part-time	Remainir of Si	
	FT	PT	FT	PT			Normative	Maximum
Doctoral:					6 mths. 12 mths.	8 mths. 16 mths.	40 mths. 32 mths.	76 mths. 68 mths.
(i) For students with a research Master's degree	36 mths.	48 mths.	72 mths.	84 mths.	18 mths. 24 mths. 30 mths.	24 mths. 32 mths. 40 mths.	24 mths. 16 mths. 8 mths.	60 mths. 52 mths. 44 mths.
(ii) For students without a research Master's degree	48 mths.	64 mths.	84 mths.	100 mths.	6 mths. 12 mths. 18 mths. 24 mths. 30 mths. 36 mths. 42 mths.	8 mths. 16 mths. 24 mths. 32 mths. 40 mths. 48 mths. 56 mths.	56 mths. 48 mths. 40 mths. 32 mths. 24 mths. 16 mths. 8 mths.	92 mths. 84 mths. 76 mths. 68 mths. 60 mths. 52 mths. 44 mths.
M.Phil.	2 yrs. (4 terms)	3 yrs. (6 terms)	4 yrs. (8 terms)	5 yrs. (10 terms)	1 term 2 terms 3 terms	1-1/2 terms 3 terms 4-1/2 terms	5 terms 3 terms 2 terms	9 terms 7 terms 6 terms

Programme	Normative Period of Study			m Period study	Term (or 6-month Period) Completed as PT Student	Full-time Equivalence	Remaining Period of Study	
	PT	FT	PT	FT			Normative	Maximum
					6 mths.	4-1/2 mths.	32 mths.	80 mths.
Doctoral:					12 mths.	9 mths.	27 mths.	75 mths.
					18 mths.	13-1/2 mths.	23 mths.	71 mths.
(i) For students with	48 mths.	36 mths.	96 mths.	84 mths.	24 mths.	18 mths.	18 mths.	66 mths.
a research					30 mths.	22-1/2 mths.	14 mths.	62 mths.
Master's degree					36 mths.	27 mths.	9 mths.	57 mths.
· ·					42 mths.	31-1/2 mths.	5 mths.	53 mths.
					6 mths.	4-1/2 mths.	44 mths.	80 mths.
					12 mths.	9 mths.	39 mths.	75 mths.
					18 mths.	13-1/2 mths.	35 mths.	71 mths.
					24 mths.	18 mths.	30 mths.	66 mths.
(ii) For students					30 mths.	22-1/2 mths.	26 mths.	62 mths.
without a research	64 mths.	48 mths.	96 mths.	84 mths.	36 mths.	27 mths.	21 mths.	57 mths.
Master's degree					42 mths.	31-1/2 mths.	17 mths.	53 mths.
					48 mths.	36 mths.	12 mths.	48 mths.
					54 mths.	40-1/2 mths.	8 mths.	44 mths.
					60 mths.	45 mths.	3 mths.	39 mths.
					6 mths.	4-1/2 mths.	32 mths.	80 mths.
Ed.D.		36 mths.	96 mths.	84 mths.	12 mths.	9 mths.	27 mths.	75 mths.
					18 mths.	13-1/2 mths.	23 mths.	71 mths.
	48 mths.				24 mths.	18 mths.	18 mths.	66 mths.
					30 mths.	22-1/2 mths.	14 mths.	62 mths.
					36 mths.	27 mths.	9 mths.	57 mths.
					42 mths.	31-1/2 mths.	5 mths.	53 mths.
		<u> </u>			1 term	2/3 term	4 terms	8 terms
	3 yrs.	2 yrs. (4 terms)	5 yrs. (10 terms)	4 yrs. (8 terms)	2 terms	1-1/3 terms	3 terms	7 terms
M.Phil.					3 terms	2 terms	2 terms	6 terms
IVI.I IIII.	(6 terms)				4 terms	2-2/3 terms	2 terms	6 terms
					5 terms	3-1/3 terms	1 term	5 terms
M.A., M.Ed.,				<u> </u>	O territo	0 1/0 1011110	1 101111	O torrito
M.H.Sc., M.Mus.,								
M.P.H., M.Sc.,								
M.S.Sc., PGDE,	2 yrs.	1 yr.	4 yrs.	3 yrs.	1 term	1/2 term	2 terms	6 terms
PG.Dip. Cultural	(4 terms)	(2 terms)	(8 terms)	(6 terms)	2 terms	1 term	1 term	5 terms
Anthropology,	(4 (611113)	(2 (01113)	(0 (011113)	(0 (011113)	3 terms	1-1/2 terms	1 term	5 terms
PG.Dip. Prehospital								
and Emergency Care								
and Emergency Care					1 term	1 term	5 terms	11 terms
					2 terms	2 terms	4 terms	10 terms
M.B.A.	25 mths.	2 yrs.	4 yrs.	4 yrs.	3 terms	3 terms	3 terms	9 terms
M.D./ (.	(6 terms)	(6 terms)	(12 terms)	(12 terms)	4 terms	4 terms	2 terms	8 terms
					5 terms	5 terms	1 term	7 terms
					1 term	1/2 term		
M.S.Sc,							4 terms	12 terms
Global Political	2 yrs.	1 yr.	4 yrs. (16 terms)	3 yrs.	2 terms 3 terms	1 term 1-1/2 terms	3 terms	11 terms
Economy	(8 terms)	(4 terms)		(12 terms)			3 terms	11 terms
•					4 terms	2 terms	2 terms	10 terms

					5 terms	2-1/2 terms	2 terms	10 terms
					6 terms	3 terms	1 term	9 terms
					7 terms	3-1/2 terms	1 term	9 terms
					1 term	2/3 term	6 terms	12 terms
					2 terms	1-1/3 terms	5 terms	11 terms
					3 terms	2 terms	4 terms	10 terms
M.S.Sc.	3 yrs.	2 yrs.	5 yrs.	4 yrs.	4 terms	2-2/3 terms	4 terms	10 terms
(Social Work)	(9 terms)	(6 terms)	(15 terms)	(12 terms)	5 terms	3-1/3 terms	3 terms	9 terms
					6 terms	4 terms	2 terms	8 terms
					7 terms	4-2/3 terms	2 terms	8 terms
					8 terms	5-1/3 terms	1 term	7 terms
	2 1/20	1	E vec	4 yrs. (8 terms)	1 term	1/2 term	2 terms	6 terms
M.S.W.	2 yrs.	1 yr.	5 yrs.		2 terms	1 term	1 term	5 terms
	(4 terms)	(2 terms)	) (10 terms)		3 terms	1-1/2 terms	1 term	5 terms
					1 term	1/2 term	4 terms	8 terms
					2 terms	1 term	3 terms	7 terms
LD *	42 mths.	24 mths.	84 mths.	48 mths.	3 terms	1-1/2 terms	3 terms	7 terms
J.D.*	(7 terms)	(4 terms)	(14 terms)	(8 terms)	4 terms	2 terms	2 terms	6 terms
					5 terms	2-1/2 terms	2 terms	6 terms
					6 terms	3 terms	1 term	5 terms
		_			1 term	1/2 term	2 terms	4 terms
LL.M.	2 yrs.	1 yr.	3 yrs.	2 yrs.	2 terms	1 term	1 term	3 terms
	(4 terms)	(2 terms)	(6 terms)	(4 terms)	3 terms	1-1/2 terms	1 term	3 terms
* For JD / MBA double	degree stude	ents, please	approach th	e Graduate	School for the con	version informatio	n.	•

## IV) Period of Study for Part-time Students Changing to Full-time Studies (for "articulated" M.Phil.-Ph.D. programmes only)

Programme	Normative Period of Study		Maximum Period of Study		Term (or 6-month Period) Completed as PT Student	Full-time Equivalence	Remaining Period of Study	
	PT	FT	PT	FT			Normative	Maximum
Doctoral:	48 mths.	36 mths.	84 mths.	72 mths.	6 mths. 12 mths. 18 mths. 24 mths.	4-1/2 mths. 9 mths. 13-1/2 mths.	32 mths. 27 mths. 23 mths.	68 mths. 63 mths. 59 mths.
a research  Master's degree	40 muis.	30 muis.	04 ITIUIS.	72 muis.	30 mths. 36 mths. 42 mths.	22-1/2 mths. 27 mths. 31-1/2 mths.	14 mths. 9 mths. 5 mths.	50 mths. 45 mths. 41 mths.
(ii) For students without a research Master's degree	64 mths.	48 mths.	100 mths.	84 mths.	6 mths. 12 mths. 18 mths. 24 mths. 30 mths. 36 mths. 42 mths. 48 mths. 54 mths.	4-1/2 mths. 9 mths. 13-1/2 mths. 18 mths. 22-1/2 mths. 27 mths. 31-1/2 mths. 36 mths. 40-1/2 mths.	44 mths. 39 mths. 35 mths. 30 mths. 26 mths. 21 mths. 17 mths. 12 mths. 8 mths. 3 mths.	80 mths. 75 mths. 71 mths. 66 mths. 62 mths. 57 mths. 53 mths. 48 mths. 44 mths.

M.Phil. 3 yrs. 2 yrs. (6 terms) (4 terms)					1 term	2/3 term	4 terms	8 terms
	2	2	E vero	4.400	2 terms	1-1/3 terms	3 terms	7 terms
	5 yrs.	4 yrs.	3 terms	2 terms	3 terms	6 terms		
	(6 terms) (4 t	(4 terms)	(10 terms)	(8 terms)	4 terms	terms 2-2/3 terms	2 terms	6 terms
					5 terms	3-1/3 terms	1 term	5 terms