Class Timetable Enquiry – Frequently Asked Questions

Q1. What is “Start Week”?
A1. This shows the commencement week of the teaching activity. If the start week of a lecture is “3” and is scheduled on Friday, this means the first lesson of the lecture is held on Friday of Week 3. Please refer to the Academic Calendar for details of the semester weeks for the current academic year.

Q2. What is “End Week”?
A2. This shows the last lesson of the teaching activity. If the end week of a lecture is “11” and is scheduled on Friday, this means the last lesson of the lecture is held on Friday of Week 11. Please refer to the Academic Calendar for details of the semester weeks for the current academic year.

Q3. What is “For Every _ Week(s)?
A3. This indicates the frequency of the teaching activity. If a tutorial is held for every “2” weeks with a start week and end week of “3” and “11” respectively, students are required to attend the tutorial classes in weeks 3, 5, 7, 9 and 11.

Q4. How to check the Programme-Stream Timetable?
A4. You should choose the department offering the programme in the field of “Programme Offering Department” and then select the programme-stream code. For example, to check the class timetable of “26001-ACN”, please select “[GSB] Graduate School of Business (26)” and “26001-ACN (MSc Accountancy)” in the fields of “Programme Offering Department” and “Programme-Stream” respectively.

Q5. How to reset my P.I.N.?
A5. You can gain access to the “Reset P.I.N.” function from the “AS Student Page” under “myPolyU”. After entering your personal data, the P.I.N. will then be reset to the first six digits of your HKID/Passport No.

Q6. Why is there no record in my personal class timetable?
A6. The personal class timetable will only be available if you have registered subject(s) for the semester. If you have not yet performed subject registration, you may check the class timetable by subjects or by programme-stream. Please contact your programme offering department if in doubt.

Q7. Why is there discrepancy between the class timetable in the web enquiry system and the one I received from Department?
A7. The class timetable in the web enquiry system contains information known as of the released date and any changes made after this day and before the end of the Add/Drop period will not be captured. Please contact your programme offering department for clarification.

Q8. Will there be any classes held on Thursday and Friday in the last week of 2011-12 Semester One?
A9. As Semester One ends on Wednesday 7 December 2011, the last lesson of Thursday and Friday classes will be held on 1 December 2011 and 2 December 2011 respectively, unless you are separately advised by your subject offering department.

Q10. Will there be any classes held on Monday in the first week of 2011-12 Semester Two?
A10. As Semester Two commences on Tuesday 3 January 2012, the first lesson of Monday classes will be held on 9 January 2012, unless you are separately advised by your subject offering department.

Q11. Will there be any classes held on Tuesday, Wednesday, Thursday and Friday in the last week of 2011-12 Semester Two?
A11. As Semester Two ends on Monday 16 April 2012, the last lesson of Tuesday, Wednesday, Thursday and Friday classes will be held on 10 April 2012, 11 April 2012, 12 April 2012 and 13 April 2012 respectively, unless you are separately advised by your subject offering department.