The Hong Kong Polytechnic University (PolyU) is committed to the mission of achieving academic excellence in a professional context. The emphasis is to provide application-oriented education and training programmes to support the community’s need for skilled and professional manpower.

The University is centrally located in Hung Hom on a site of approximately 93,360m² adjacent to the Cross Harbour Tunnel. Located at the heart of the campus is the Li Ka Shing Tower, a 18-storey building, housing the University’s central administration units, academic offices, teaching rooms, computer rooms and communal facilities. Redevelopment of Pak Sui Yuen provides about 260 guest rooms, ancillary facilities as well as teaching and office accommodation for the School of Hotel and Tourism Management. The Jockey Club Innovation Tower is home to the School of Design and also provides high quality facilities for communal uses as well as self-financed activities. The multi-purpose Jockey Club Auditorium and the Chiang Chen Studio Theatre provide quality venues for performances, exhibitions, conferences and student/staff activities.

Redevelopment of Block X, comprising a low rise and sustainable building with uses including workshops and offices for Aviation Services Research Centre, an indoor swimming pool, a 5-a-side indoor football pitch, an indoor gymnasium and student communal facilities, will also provide landscaped recreational space and serve as a circulation hub for the Main Campus. The project was completed in the summer of 2017. Majority of Block X has been put into operation since September 2017. Meanwhile, an iconic footbridge linking the Main Campus and podium level of Block Z is being constructed and scheduled for completion in early 2019. Upon completion, the footbridge will not only improve the pedestrian connectivity between the Main Campus and Block Z, but also serve as a test bed for academic research activities and part of the cycle route in the long term campus master plan. The University has also received initial approval from government to the potential campus expansion at Ho Man Tin, tentatively including a student hostel for about 1,280 students, and premises for academic, research and communal facilities of over 10,000 m² net floor area. The project is targeted for completion in phases by end of 2024.

The Student Halls of Residence (Hung hom) and the Student Halls of Residence (Homantin), established in 2002 and 2012 respectively, offer a total of 4,654 hostel places for students, with fair facilities and environments conducive to their pursuit of academic excellence and all-round development through experiencing hall community life.

The University is funded by the Government of the Hong Kong Special Administrative Region through the University Grants Committee. The
The governing body of the University is the Council, comprising members from the business, financial, industrial and public sectors, the professions, plus representatives from staff, students and the alumni. The President, as the chief executive of the University, is responsible to the Council for the management, conduct and administration of the institution. The University has undergone extensive development and rapid expansion since its establishment. The University has a student population of over 16,000 students enrolled on taught programmes funded by the University Grants Committee and around 11,000 self-financed students in 2017/18 enrolled on programmes leading to the University’s awards. A total of 176 taught programmes ranging from higher diploma to doctoral degree level in a wide range of disciplines are being offered through a variety of modes of attendance including full-time, part-time, and mixed-mode. Besides, the University registers candidates for the research degrees of Doctor of Philosophy and Master of Philosophy. The institution has 28 academic units grouped under six Faculties, namely, Applied Science and Textiles, Business, Construction and Environment, Engineering, Health and Social Sciences and Humanities; and two independent Schools, namely, School of Design, and School of Hotel and Tourism Management.

Established under the auspices of PolyU in 2002, the College of Professional and Continuing Education (CPCE) oversees the day-to-day operations of two self-financed education units - namely Hong Kong Community College (HKCC) and School of Professional Education and Executive Development (SPEED) - which in tandem provide an alternative pathway to higher education for secondary school leavers as well as lifelong learning opportunities for working professionals. HKCC is dedicated to the provision of quality subdegree programmes leading to PolyU-HKCC awards. It currently offers 28 Associate Degree programmes and 6 Higher Diploma programmes spanning the domains of arts, science, social sciences, business and the specialised areas of design and health care. Over the past 15 years (2003-2017), more than 22,900 HKCC graduates have been admitted to Bachelor’s degree studies. HKCC’s articulation rate averaging at 80.9% for the period from 2003 to 2017 and hitting 87.5% in 2017 - ranks among the highest in Hong Kong. SPEED offers, in both full-time and part-time study modes, a wide array of programmes which aim to support the development of Hong Kong as a knowledge-based economy. In 2018/19 academic year, a total of 31 top-up honours degree programmes (including 28 PolyU-SPEED award programmes and 3 overseas award programmes) are offered to HKCC and other sub-degree graduates. Over the past 13 years (2005 - 2017), SPEED has sent forth nearly 11,000 degree graduates for the PolyU-SPEED awards and more than 5,500 degree graduates for the overseas awards. SPEED also offers a variety of continuing education courses to meet the needs of the community and industry.
In addition to professional competency, the University strives to produce graduates with independent thinking, good communication skills and good general knowledge. Towards this end, the language subjects form part of the curricula for full-time programmes, which also include compulsory general education subjects. The credit-based structure of academic programmes provides flexibility to students in terms of their choice of subjects and pace of studies. To provide a more broad-based education to students, the University also offers double major and major/minor options on full-time Bachelor’s degree programmes.

We take on the responsibility of nurturing the next generation to have the hearts and minds needed to serve the society and to tackle socio-economic issues and challenges in constructive ways, which in turn will bring positive change to the world. As a hallmark of PolyU education, our credit-bearing Service-Learning programme connects professional education with societal needs, providing opportunities for students to apply their knowledge in improving the lives of those less fortunate. PolyU is also the only university in Hong Kong to include a mandatory Work-Integrated Education component for all full-time undergraduate students.

This Calendar provides general information on the organizational structure, key personnel, academic programmes and regulations, facilities and services of the institution. More detailed information about taught and research programmes offered can be found on-line at the website of the University (https://www.polyu.edu.hk).
The Hong Kong Polytechnic University Ordinance

To provide for the establishment of The Hong Kong Polytechnic University and for matters connected therewith.

1. **Short title**

   This Ordinance may be cited as The Hong Kong Polytechnic University Ordinance.

2. **Interpretation**

   In this Ordinance, unless the context otherwise requires —
   ‘Chairman’ (主席) and ‘Deputy Chairman’ (副主席) mean respectively the Chairman of the Council and the Deputy Chairman of the Council;
   ‘Chief Executive’ (行政長官) means the Chief Executive of the Hong Kong Special Administrative Region;
   ‘Chief Executive Officer’ (首席執行官) means the officer of the University who is empowered by the Council with full executive authority to manage the affairs of the University;
   ‘Council’ (校董會) means the Council of the University established under section 5;
   ‘financial year’ (財政年度) means the period fixed by the Council under section 13(2);
   ‘full-time staff’ (全職員工) means persons who are deemed by the University to be full-time employees of the University;
   ‘full-time students’ (全日制學生) means persons who are deemed by the University to be full-time students of the University;
   ‘member’ (成員) means a member of the Council;
   ‘President’ (校長) and ‘Deputy President’ (常務副校長) mean respectively the President of the University and Deputy President of the University;
   ‘Senate’ (教務委員會) means the Senate of the University established under section 8A;
   ‘University’ (大學) means The Hong Kong Polytechnic University established under section 3.

3. **Establishment and objects of the University**

   (1) There is established The Hong Kong Polytechnic University (香港理工大學) as a body corporate with perpetual succession and capable of suing and being sued in its name.

   (2) The University is capable of doing and permitting the acts and things that a body corporate may lawfully do or permit.
(3) The objects of the University are to provide for application-oriented education, training and research in technology, science, commerce, arts and other subjects of learning, as well as services to business, industry and professional sectors.

3A. **Officers of the University**

(1) The officers of the University shall be the persons for the time being holding any of the following offices hereby constituted as offices of the University —

(a) the Chancellor of the University;
(b) the Chairman of the Council;
(c) the Deputy Chairman of the Council;
(d) the Treasurer of the University;
(e) the President of the University; and
(f) the Deputy President of the University.

(2) The Chief Executive is the Chancellor of the University and in his absence, the person for the time being assuming the duties of the Chief Executive according to the provisions of Article 53 of the Basic Law is the Acting Chancellor and has the powers and the duties of the Chancellor while acting.

(2A) The Chancellor may confer degrees and academic awards including honorary degrees and honorary awards in the name of the University and in the absence of the Chancellor, the Chairman may confer degrees and academic awards including honorary degrees and honorary awards in the name of the University.

(3) The Treasurer of the University shall be appointed by the Chief Executive from among the members of the Council appointed under section 10(1)(d).

(4) The appointment of the President and of the Deputy President (if any) shall be in accordance with section 8.

4. **Unauthorised use of name**

(1) A person shall not form, or work in connection with or be a member of —

(a) an organization, institution or body which, without the authority of the Council, claims or purports to be The Hong Kong Polytechnic University or a branch of or connected with the University; or

(b) an organization, other than the University, which uses
the title of ‘The Hong Kong Polytechnic University’ or ‘香港理工大學’ or any title in any language which so closely resembles the expression ‘The Hong Kong Polytechnic University’ as to be calculated to mislead or deceive.

(2) A person who contravenes subsection (1) commits an offence and is liable on conviction to a fine at level 1.

5. Establishment of Council

There is established a Council to be known as the Council of The Hong Kong Polytechnic University which may exercise the powers conferred and shall perform the duties imposed on the University.

5A. Common seal of University

The common seal of the University shall be affixed pursuant to a resolution of the Council and the affixing of the seal authenticated by the signature of 2 members of the Council authorised by the Council to act for that purpose and one of whom shall not be an employee of the University.

6. The powers of the Council

The Council is the governing body of the University with power to make policies and monitor their proper execution, to raise funds and develop resources and to do all such things as are necessary for, or incidental or conducive to, the better carrying out of the objects and policies of the University and may in particular, but without prejudice to the generality of the foregoing —

(a) acquire, take on lease, purchase, hold and enjoy any property and sell, let or otherwise dispose of the same;

(b) enter into any contract;

(c) erect, provide, equip, maintain, keep in repair and regulate the buildings, premises, furniture and equipment and all other means necessary for carrying on the work of the University;

(d) provide appropriate amenities for members, persons in the employment of the University and students;

(e) provide residential accommodation and social and athletic facilities for persons in the employment of the University and students;

(f) approve the expenditure of the funds of the University in the furtherance of its objects;

(g) invest the funds of the University in such manner and to such extent as it thinks necessary or expedient;
(h) borrow money in such manner and on such securities or terms, including mortgaging the property of the University, as it thinks expedient;

(i) apply for any grant in aid for its functions on such conditions as it thinks fit;

(j) employ any professional or expert person to advise it on any matter arising out of or in connection with any of its functions under this Ordinance;

(k) receive and solicit gifts and act as trustee of moneys and other property vested in the University on trust;

(l) confer degrees and other academic awards including honorary degrees and honorary awards;

(m) enter into a partnership or any other form of joint venture with any person;

(n) acquire, hold and dispose of interests in other corporate bodies and take part in forming corporate bodies;

(o) provide for profit or otherwise advisory, consultancy, research and other related services.

7. (Repealed 94 of 1994 s.9)

8. **Appointment of President and other staff**

(1) The Council —

   (a) shall, in accordance with subsection (2), appoint a President as the Chief Executive Officer of the University in whom, subject to the control of the Council, shall be vested with full executive authority for the management, conduct and administration of the University and the discipline of students therein;

   (aa) may, subject to subsection (2), appoint a person to hold the office of Deputy President if it appears to the Council that such appointment is necessary or desirable, and the person so appointed shall undertake such duties as the President may direct;

   (b) may appoint such other persons to be employees of the University as the Council may consider expedient.

(2) The President and, if any person is proposed for appointment as Deputy President, the Deputy President shall be appointed by resolution passed by the votes of not less than two-thirds of all members for the time being.
(3) The policy governing the terms and conditions of service of persons in the employment of the University shall be approved by the Council.

(4) The President and the Deputy President may be removed from office by resolution passed by the votes of not less than two-thirds of all members for the time being on the ground of his misconduct, inefficiency or other good cause.

(4A) The President is not a member for the purpose of appointing or removing himself or herself.

(4B) The Deputy President is not a member for the purpose of appointing or removing himself or herself.

(4C) A Council member who is proposed for appointment as President or Deputy President is not a member for the purpose of the appointment.

(5) The Council may appoint any person to act as President during the absence or incapacity of the President or if that office is or becomes vacant for any reason.

8A. Senate of the University

(1) There shall be a Senate of the University appointed by the Council for the following purposes —

(a) reviewing and developing academic programmes;
(b) directing and regulating the teaching and research conducted in the University;
(c) regulating the admission of persons to approved courses of study and their attendance at such courses;
(d) conducting the examinations leading to the conferring of degrees and academic awards of the University;
(e) determining the eligibility of persons to receive degrees, diplomas, certificates and other academic awards other than honorary degrees or honorary awards.

(2) The membership and procedure of the Senate shall be in accordance with rules made by the Council under section 18.

(3) The Senate may appoint such committees for any general or special purposes as it thinks fit.

(4) Subject to subsection (5), the Senate may, with or without restrictions or conditions as it thinks fit, delegate any of its powers and duties to any committee appointed under subsection (3) or to any member of the Senate.
(5) The Senate shall not delegate a power that the Council may determine shall not be delegated.

9. **Committees generally**

(1) The Council may appoint such committees for any general or special purposes as it thinks fit and any such committee may consist partly of persons who are not members of the Council.

(2) Subject to subsection (3), the Council may, with or without restrictions or conditions as it thinks fit, delegate any of its powers and duties to any committee appointed under subsection (1) or any member of the Council.

(3) The Council shall not delegate to any committee appointed under subsection (1) or to any person the power —

(a) to approve the annual programme and estimates required to be submitted under section 13;

(b) to approve and issue the statements required under section 14(2);

(c) to approve the policy governing the terms and conditions of service of persons in the employment of the University, other than persons in the part-time or temporary employment thereof; or

(d) to make statutes under section 18.

10. **Membership of the Council**

(1) The Council consists of the following members —

(a) the President and the Deputy President;

(b) (Repealed 10 of 2012 s. 9)

(c) 3 members from staff elected in accordance with statutes made under section 18(g) and appointed by the Council of whom—

(i) 2 are to be elected by and from the full-time staff; and

(ii) 1 is to be elected by and from the Senate;

(d) 17 members who are not employees or students of the University or public officers of whom—

(i) 9 are to be appointed by the Chief Executive; and

(ii) 8 are to be appointed by the Council;

(e) 1 member from the alumni who is not an employee of the University and who shall be appointed by the Council;
(f) 2 members from the full-time students appointed by the Council of whom-

(i) 1 is to be elected by and from the full-time undergraduate and sub-degree students; and

(ii) 1 is to be elected by and from the full-time postgraduate students.

(2) The Chief Executive shall appoint one of the members appointed under subsection (1)(d) as Chairman.

(3) (Repealed 10 of 2012 s. 9)

(3A) A member appointed under subsection (1)(d)(i) —

(a) shall be appointed for a period of 3 years or such lesser period as the Chief Executive may in any particular case appoint, but may from time to time be reappointed;

(b) may at any time by notice in writing to the Chief Executive resign from the Council.

(3B) A member appointed by the Council under subsection (1)(c), (d)(ii), (e) or (f) —

(a) shall be appointed for a period of 3 years or such lesser period as the Council may in any particular case appoint, but may from time to time be reappointed;

(b) may at any time by notice in writing to the Chairman of the Council resign from the Council.

(3C) A member who became a member of the Council under subsection (1)(c) or (f) shall cease to be a member of the Council when he ceases to be a member of the body that elected him.

(4) The provisions of this Section are without prejudice to section 42 of the Interpretation and General Clauses Ordinance (Cap 1).

(5) The Chief Executive shall appoint one of the members appointed under subsection (1)(d) as Deputy Chairman, who shall act as Chairman during the absence or incapacity of the Chairman or if that office becomes vacant for any reason.

(5A) If for any period both the Chairman and the Deputy Chairman are unable by reason of absence from Hong Kong or incapacity to perform the functions of their respective offices, or if for any period both of those offices are vacant, the other members of the Council may appoint one of their number to act as Chairman during that period.
(6) More than one half of the total membership for the time being shall form a quorum at a meeting of the Council.

(7) Except as otherwise provided in section 8, any question before the Council at any meeting shall be decided by a majority of votes of the members present.

(7A) For the purpose of section 8(2) and (4) and subsection (7), the acting President or the acting Deputy President who is not a Council member has the right to vote.

(8) A meeting of the Council may be adjourned by the Chairman or, where the Council so resolves, by the Council.

(9) The members elected by the students are excluded from participating in the business of the Council that the Council determines they are to be excluded.

11. Power of the Council to delegate to the President

(1) Subject to subsection (2), the Council may, with or without restrictions or conditions as it thinks fit, delegate to the President any of its powers and duties.

(2) The Council shall not delegate to the President the power —

(a) to approve the annual programme and estimates required to be submitted under section 13;

(b) to approve and issue the statements required under section 14(2);

(c) to approve the policy governing the terms and conditions of service of persons in the employment of the University, other than persons in the part-time or temporary employment thereof; or

(d) to make statutes under section 18.

11A. Power of the President to delegate

(1) Subject to subsection (2), the President may, with or without restrictions or conditions as he thinks fit, delegate to such person or committee of persons as he thinks fit any of his powers and duties, including any power or duty of the Council delegated to him under section 11.

(2) The power conferred by this section on the President to delegate any power or duty of the Council delegated to him under section 11, and the exercise by any person or committee of persons of any such power or duty delegated by the President under this section, shall be subject to any restriction or condition imposed
in respect thereof by the Council under section 11.

12. **Fees and charges**

   (1) The Council is to fix fees for government-funded courses of study provided by the University.

   (2) The authority to approve concession and refund of course fees so fixed is vested with the President.

   (3) The authority to fix, approve, modify, waive and refund charges for facilities, self-financed courses of study and services provided by the University is vested with the President.

13. **Estimates and financial year**

   (1) In each financial year, before a date to be appointed by the Chief Executive, the Council shall submit to the Chief Executive, through a person nominated by the Chief Executive, a programme of its proposed activities and estimates of the income and expenditure of the University for the next financial year.

   (2) The Council may, from time to time, with the prior approval of the Chief Executive, fix a period to be the financial year of the University.

14. **Accounts**

   (1) The Council shall maintain proper accounts and records of all income and expenditure.

   (2) After the end of each financial year, the Council shall cause to be prepared statements of income and expenditure during the previous financial year and of the assets and liabilities of the University on the last day thereof.

15. **Auditors**

   (1) The Council shall appoint auditors, who shall be entitled at any time to have access to all books of account, vouchers and other financial records of the University and to require such information and explanations thereof as they may think fit.

   (2) The auditors shall audit the statements prepared under section 14(2) and shall report thereon to the Council.

16. **Statements and reports to be submitted to the Chancellor**

   (1) The Council shall, not later than six months after the end of each financial year, or before such later date as the Chancellor may allow
in any particular year, submit to the Chancellor a report on the activities of the University and copies of the statements prepared under section 14(2) and the report made under section 15(2).

(2) (Repealed 94 of 1994 s.20)

17. (Repealed 94 of 1994 s.21)

18. **Power of the Council to make statutes**

The Council may make statutes for the better carrying out of the purposes of this Ordinance and in particular, but without prejudice to the generality of the foregoing, may provide for —

(a) the regulation of its proceedings and the proceedings of the Senate and of any committee appointed under section 9;

(b) the membership and quorum of the Senate and of any committee appointed under section 9;

(c) the powers, functions and duties of the Senate and of any committee appointed under section 9;

(d) the discipline of persons in the employment of the University;

(e) the regulation of the conduct and discipline of students of the University;

(f) the conferring of degrees and academic awards including honorary degrees and honorary awards;

(g) the holding and conduct of elections of persons for membership of the Council by staff under section 10(1)(c) and by the full-time students under section 10(1)(f).

19. **Saving**

Nothing in this Ordinance shall affect or be deemed to affect the rights of the Central Authorities or the Government of the Hong Kong Special Administrative Region under the Basic Law and other laws, or the rights of any body politic or corporate or of any other persons except such as are mentioned in this Ordinance and those claiming by, from or under them.
Officers of the University and Senior Management

Officers of the University

Chancellor
The Chief Executive the Honourable Mrs Carrie LAM CHENG Yuet-ngor 行政長官林鄭月娥, GBM; GBS

Chairman of Council
Dr LAM Tai-fai 林大輝, SBS; JP

Deputy Chairman of Council
Dr Lawrence LI Kwok-chang 李國祥, JP

Treasurer of the University
Ms Loretta FONG Wan-huen 方蘊萱

Interim President
Prof. Philip C.H. CHAN 陳正豪, BBS; BSc [Calif.(Davis)]; MSc [Ill.(Urbana-Champaign)]; PhD [Ill.(Urbana-Champaign)]; FHKEng; FHKIE; FIEEE

Deputy President and Provost
Prof. Philip C.H. CHAN 陳正豪, BBS; BSc [Calif.(Davis)]; MSc [Ill.(Urbana-Champaign)]; PhD [Ill.(Urbana-Champaign)]; FHKEng; FHKIE; FIEEE

Senior Management

Interim President
Prof. Philip C.H. CHAN 陳正豪, BBS; BSc [Calif.(Davis)]; MSc [Ill.(Urbana-Champaign)]; PhD [Ill.(Urbana-Champaign)]; FHKEng; FHKIE; FIEEE

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Executive Vice President
Dr Miranda LOU 盧麗華, BA (H.K.); MBA (C.U.H.K.); MSc (Lond.); DBA [PolyU(H.K.)]

Vice President (Campus Development and Facilities)
Mr Andy TONG 唐仕恒, Asso(StructEng) (H.K.Poly); CEng; RSE; MHKIE; MIstructE
Vice President (Research Development)
Ir Prof. Alex WAI 衛炳江, BSc (H.K.); MS (Maryland); PhD (Maryland); FHKEng; FHKIE; FIEEE; FOSA

Vice President (Student Affairs)
Ir Prof. Ben YOUNG 楊立偉, BSc (Syd.); BEng (Syd.); PhD (Syd.); FASCE; FHKIE; FHKISC

Associate Vice President (Academic Support)
Prof. S.L. HO 何兆鎏, BSc (Warw.); PhD (Warw.); MHKIE

Associate Vice President (Learning and Teaching)
Prof. Chetwyn CHAN 陳智軒, BSc (Alta.); MSc (Hull); PhD (Alta.); PDip(OT) (H.K.Poly.); OT(Can.); ABDA; CPSM(U.K.)

Associate Vice President (Research Support)
Prof. Guohua CHEN 陳國華, BEng (Dalian U. of Tech.); MEng (McG.); PhD (McG.); FHKIE
Prof. K.Y. WONG 黃國賢, BSc (H.K.); PhD (H.K.); CChem; FRSC

Associate Vice President (Undergraduate Programme)
Prof. Daniel T.L. SHEK 石丹理, SBS; BSocSc (H.K.); PhD (H.K.); FHKPS; JP

Deans of Faculty

Faculty of Applied Science and Textiles
Prof. WONG Wing-tak 黃永德, BSc (H.K.); MPhil (H.K.); PhD (Camb.); ScD (Camb.); CSci; CChem; FRSC

Faculty of Business
Ir Prof. T.C. Edwin CHENG 鄭大昭, BSc(Eng.) (H.K.); MSc (Birm.); PhD (Camb.); ScD(Camb.); CEng; CMathFIMA; FHKIE; PEng

Faculty of Construction and Environment
Ir Prof. Y.L. XU 徐幼麟, MEngSc (Tongji); PhD (Syd.); Dip(Mech) (Tongji); FASCE; FEMI; FHKIE; FIStructE

Faculty of Engineering
Prof. H.C. MAN 文効忠, BSc(Eng) (Lond.); MSc (Lough. U. T.); PhD (Lond.); DIC (Lond.); CEng; CLSO; FIMMM; FLIA; FHKEng; MHKIE; MIM

Faculty of Health and Social Sciences
Prof. David SHUM 岑浩強, BA (Massey); BA Hons (Massey); PhD (Q'ld)
Faculty of Humanities
Prof. CHU Hung-lam 朱鴻林, BA (Chu Hai); MA (Chu Hai); MA (Prin.); PhD (Prin.)

Deans of School
School of Design
Prof. K.P. LEE, BFA (Chung-Ang); MSc (Ill. Tech.); PhD (Tsukuba)

School of Hotel and Tourism Management
Prof. Kaye CHON 田桂成, A.A. (Maryland); BSc (Ga.State); MSc (Nevada); PhD (Virginia Tech.); CHE

Dean of College of Professional and Continuing Education
Prof. Peter P. YUEN 阮博文, BA [S.U.N.Y.(Buffalo)]; MBA [S.U.N.Y.(Buffalo)]; PhD (Birm.); FCHSE(Aust.)

Dean of Students
Prof. Esmond MOK 莫志明, BSc (Tor.); MSc (Lond.); PhD [N’cle. (U.K.)]; Dip(Sur) (Lond.); RPS; MHKIS; MInstCES; MRICS
Emeritus President and Professors

President Emeritus

POON Chung-kwong 潘宗光, GBS; PhD (Lond.); DSc (Lond.); JP
Timothy W. TONG 唐偉章, BSc (Oregon State); MSc (Calif.(Berkeley)); PhD (Calif.(Berkeley)); FASME; FHKEng; JP

Emeritus Professors*

1991
John L. CLARK 郭禮敬, BSc (Durh.); PhD (Durh.); CEng; CPhys; FlnstP; MIEE

1997
Michel MILLODOT 繆朗濤, OD (College of Optometry of Ontario); MSc (Indiana); PhD (Brown); DOSc(Hon) (New England College of Optometry); FAAO; FAAAS; FCOptom

2000
E.J. HEARN 韓毅宏, BSc(Eng) (Lond.); PhD (Syr.); CEng; FBSSM; FIEE; FIDiagE

2002
Joshua Sook-leung WONG 黃肅亮, BSc(Eng) (H.K.); PhD (Leeds); CEng; FHKIE; FIEE

2003
Mike ANSON 安禮信, BA (Oxf.); DIC (Lond.); PhD (Lond.); CEng, FICE; FHKICM; FHKIE

2006
T.P. LEUNG 梁天培, BBS; BSc(Eng) (H.K.); MPhil (H.K.); PhD [City(U.K.)]; DEng (Tsinghua); CEng; EurIng; FHKEng; FHKIE; FIEE; FIMEchE; FBCS; FlnstM&C
C.L. CHOI 蔡忠龍, BSc(Gen) (H.K.); BSc(Sp) (H.K.); PhD (Rensselaer) Applied Physics
Ronald M.C. SO 蘇銘祖, BSc (H.K.); MEng (McG.); MA (Prin.); PhD (Prin.); HonDEng (Waterloo); DSc (H.K.); CEng; FAIAA; FASME; FHKIE; FIMEchE; FRAeS; FWIF
Mechanical Engineering

2009
POON Chung-kwong 潘宗光, GBS; PhD (Lond.); DSc (Lond.); JP
CHEN Yong-qi 陳永奇, PhD (New Br.); Dip(Eng) [W.T.U.S.M.(P.R.C.)]; FCSGPC; FHKIS; FlnstCES; FRICS; FHKInstES
Land Surveying

2010
KO Jan-ming 高贊明, BSc(Eng) (H.K.); PhD (H.K.); CEng; RPE; FASCE; FHKIE; FIStructE
Structural Engineering

* Discipline shown in italics, where applicable
2011
George WOO 胡志城, OD (Wat.); MS (Indiana); PhD (Indiana); LOSc (Melb.); FAAO; FACO; FCOptom
Optometry

2012
C.H. WOO 胡仲豪, BSc (H.K.); BSc(Sp) (H.K.); MSc (Calg.); PhD (Wat.); DSc (H.K.);
FHKIE; SrMCMES
Solid-State Electronics

2017
SIU Wan-chi 蕭允治, APHK (H.K.Poly.); MPhil (C.U.H.K.); PhD (Lond.); DIC (Lond.);
CEng; FIEEE; FIEET
Information Engineering

2018
LEE W.B. 李榮彬, MTech (Brun.); PhD (H.K.); CEng; MHKIE; MIEE; MIMF
Manufacturing Engineering
ZHANG David D. 張大鵬, BSc (Peking U.); MSc (Harbin I.T.); PhD (Harbin I.T.);
PhD (Wat.); FIEEE; FIAPR
Intelligent Computing

2019
Timothy W. TONG 唐偉章, BSc (Oregon State); MSc [Calif. (Berkeley)];
PhD [Calif. (Berkeley)]; FASME; FHKEng; JP
Honorary Awards and Appointments

Honorary Graduates

Doctor of Business Administration

Sir Kumar BHATTACHARYYA 貝達雅, CBE 2003
Raymond CHAN 陳煒文 2003
CHAN Sui Kau 陳瑞球, JP 2001
CHEN Din-hwa 陳廷驊 1994
CHENG Siwei 成思危, MBA 2000
Christopher CHENG Wai-chee 鄭維志, GBS; OBE; JP 2014
CHENG Yu-tung 鄭裕彤, DPMS; LLD; DBA; DSSc 1997
CHEUNG Tsang Kay, Stan 張曾基, PhD; HonLLD; JP 1999
Francis CHOI Chee-ming 蔡志明, GBS; JP 2010
CHOW Yei-ching 周亦卿 1995
Roy CHUNG Chi-ping 鍾志平, JP 2007
Kenneth FANG Hung 方铿, GBS; JP 2005
Victor FUNG Kwok-king 馮國經, GBM; GBS 2018
William FUNG Kwok-lun 馮國樑, SBS; OBE; JP 2008
Patrick FUNG Yuk-bun 馮鈺斌, BEng; MBA 2001
HO Kwon Ping 何光平 2015
James KUNG Ziang-mien 孔祥勉 1991
LAM Tai-fai 林大輝 2004
Harry LEE 李乃熺, SBS; JP 2012
LEE Shau-kee 李兆基, DBA; DSSc 1997
Quo-wei LEE 利國偉, GBM; LLD; DBA; DLitt; HonPhD; FCIB; FRCPEd; FHKCP; JP 1992
Charles LEE Yeh Kwong 李業廣, GBS; JP 2001
Edwin LEONG Siu-hung 梁紹鴻 2013
LEUNG Chun-yung 梁振英, BSc; DBA; JP 1998
LU Guan Qiu 魯冠球 2001
LUI Che-woo 呂志和, GBS; MBE; JP 2005
MONG Man-wai, William 蒙民偉, LLD 1993
David T.Y. MONG 蒙德揚 2017
Robert A. MUNDELL 羅伯特·蒙代爾 2009
Katherine NGAN NG Yu Ying 顏吳餘英, MH; JP 2017
Sir William PURVES 浦偉士, DSO; HonLLD; HonDUniv 1993
Sir Run Run SHAW 邵逸夫, GBM 1991
John SLOSAR 史樂山 2015
TANG Chi Chien, Jack 唐驥千, BSc; MBA 1992
Henry TANG Ying-yen 唐英年, GBS; JP 2002
Donald TSANG 曾蔭權 1999
Tan Sri Frank TSAO Wen-king 曹文錦, SBS 2006
TUNG Chee-chen 董建成, JP 2002
Peter WOO Kwong-ching 吳光正, BSc; MBA; DLitt; DSSc; LLD; JP 1997

**Doctor of Design**

Kigge Mai HVID 2018
KAN Tai-keung 靳埭強, BBS 2005
Victor LO Chung-wing 羅仲榮, GBS; JP 2011
Stefano MARZANO 馬展麟 2009

**Doctor of Engineering**

David C. CHANG 張鍾濬 2015
CHENG Yick Chi 鄭翼之 1992
CHIANG Chen 蔣震, DBA; DSocSc; FHKIE 1990
CHOW Ming-kuen, Joseph 周明權, OBE; BSc; CEng; RPE; FHKIE; FICE; FIstructE; FCIT; JP 1998
Sze-yuen CHUNG 鍾士元, GBM; JP 1989
Irwin Mark JACOBS 2014
KO Jan-ming 高贊明, BSc(Eng) (H.K.); PhD (H.K.); CEng; RPE; FASCE; FHKIE; FIstructE 2016
Thomas KWOK Ping-kwong 郭炳江, SBS; JP 2010
Chung K. LAW 羅志敬 2012
Allen LEE Peng-fei 李鵬飛, BS; FHKIE; JP 1990
LI Guohao 李國豪, Dr.-Ing. 1998
LUAN Enjie 樂恩杰 2007
NG Wing-hong 伍永康 2011
Yunhe PAN 潘雲鶴 2004
WANG Min 王珉 2006
Henry T. YANG 楊祖佑 2011
YANG Wei 楊衛 2011
YE Peijian 葉培建 2016
WEI Yu 韋鈺, BEng; MEng; Dr.-Ing; LLD 1995
WONG Tit-shing 黃鐵城 2018
Savio L-Y. WOO 胡流源, PhD 2008
James WU Man-hon 胡文瀚, BSc(Eng); DEng; LLD; M.ASHRAE; JP 1991
Sir Gordon WU Ying-sheung 胡應湘, KCMG; BSE; DBA; HonD 1994
XIE Heping 謝和平 2012
Samuel YIN Yen-liang 尹衍樑 2009
ZHOU Ji 周濟, Academician of CAE 2002

Doctor of Humanities
Charles CHEN Yidan 陳一丹 2017
William C. KIRBY 柯偉林 2010
LI Ning 李寧 2008
Ida MARTINSON 馬婉麗 2010
POON Chung-kwong 潘宗光, GBS; PhD (Lond.); DSc (Lond.); JP 2009
Dame Alison RICHARD 2015
Göler SABANCI 2013
Annie WU Suk Ching 伍淑清, SBS; JP 2018
Marjorie YANG Mun-tak 楊敏德, GBS; JP 2016

Doctor of Laws
Louis CHA 查良鏞, Chev. de L. d’Honneur 1996
Keith LEGG 李格致, BSc(Eng), MSc; PhD; D’Tech; LLD 1992
Patrick POON Sun-cheong 潘燊昌 2013
Elsie TU 杜葉錫恩, GBM; BA; DCL; DThPT; DSocSc 1994
Ti Liang YANG 楊鐵樑, LLB; DLitt; LLD 1992
Doctor of Letters

Sir Gordon M. MACWHINNIE 麥蘊利, FCA; FHKSA; JP 1990
PAI Hsien-yung 白先勇 2013

Doctor of Science

Leon O. CHUA 蔡少棠 2014
Mildred S. DRESSELHAUS 2013
John F. NASH, Jr. 約翰·納殊 2011
Ryoji NOYORI 野依良治 2007
Gang PEI 裴鋼 2015
Dan SHECHTMAN 2017
WANG Shuguo 王樹國 2018
WU Ta-you 吳大猷, BS; MA; PhD; HonDSc (Mich.); HonDSc (Nankai); HonDSc (National Chiao-tung) 1993
XU Guanhua 徐冠華 2017
YAN Dongsheng 嚴東生, BS; MS; PhD; HonDSc (Ill.); HonDSc (Bordeaux I) 1993
Andrew YAO Chi-chih 姚期智 2014
ZHU Guangya 朱光亞, PhD 1996

Doctor of Social Science

Anita CHAN Lai-ling 陳麗玲, MBE; JP 1997
York CHOW Yat-ngok 周一嶽, SBS; JP 2006
CHUNG Chi-yung 鍾期榮, GBS 2007
Robert F. ENGLE 2016
Rita FAN HSU Lai-tai 范徐麗泰, GMB; GBS; JP 2009
Sir Harry FANG Sin-yang 方心讓, MB; BS; MCH.ORTH; FRCSE; MD; FACS; FRACS; FRCPE; FHKAM; LLD; JP 1996
Stanley HO 何鴻燊, GBS 2003
Henry HU Hung-lick 胡鴻烈, GBS; JP 2007
LI Yining 厲以寧 1998
TSANG Hin-chi 曾憲梓, GBM 2008
Rosanna WONG Yick-ming 王葛鳴, JP 2002
YAN Jun-qi 嚴雋琪 2014
George Yong-Boon YEO 楊榮文 2012
Doctor of Technology

Candice JOHNSON 2016
Barry LAM 林百里 2005
Stan SHIH 施振榮, BSEE; MSEE; HonD 1997
John E. STRICKLAND 施德論, GBS; MA; DBA; JP 1998
Allan WONG Chi-yun 黃子欣, JP 2000

University Fellows

2000

Dr CHING Yuen-kai 程源鑾, PhD; DIC; FIEE
Mr Vincent FANG 方剛
Mr FOO Tak-nam 傅德枬, MSW; Cert. PSW
Mr Patrick FUNG Yuk-bun 馮鈺斌, BEng; MBA
Mr Jeffrey LAM Kin-fung 林健鋒, MBE; JP
Mr LAM Tai-fai 林大輝
Mr Lawrence LAM Yin-ming 林彥明
Prof. John LEONG Chi-yan 梁智仁, OBE; FRCS; FRCSE; FRACS; FHKAM; JP
Prof. LO King-man 盧景文, BA; FRSA; Cav.Merit; MBE; JP
Dr Henry TSENG Chee 曾琦, Dr.ENG.; Msc. EBM

2002

Mr Raymond CHAN 陳煒文
Prof. JIANG Chengyu 姜澄宇, PhD
Mr Kenneth LAM Yiu-kin 林耀堅
Mr David C LEE 李頌熹, BBS; FHKIS; FRICS; JP
Dr the Hon. Eric LI Ka Cheung 李家祥, OBE; JP
Ir Prof. NG Sai Ho 吳世豪, BSc; CEng; FICE; FI StructE; FHKIE; MCI Arb
Dr NG Tat-lun 伍達倫, BBS; MSc(Eng); MBA; MA; LLM; EngD; FHKEng; FIMechE; FIEE; JP
Dr NG Tze-chuen 伍士銓, B.D.S.; L.D.S.R.C.S. (Eng)
The Hon. Kenneth TING Woo-shou 丁午壽, JP
Mr YIP Kam Tim 葉錦添
2004

Mr CHAN Tai-ho 陳大河
Dr the Hon. York CHOW Yat-ngok 周一嶽, SBS; JP
Mr Roy CHUNG Chi-ping 鍾志平
Mr DUAN Yongji 段永基
Dr FONG Yun-wah 方潤華, SBS; JP
Mr Raman HUI Shing-ngai 許誠毅
Sister Helen Marie KENNY 祈愛蘭, MA; BS; R.N.
Mr LIM Por-yen 林百欣
Prof. Diana MAK Ping-see 麥萍施
Mr NG Wai-hung 伍偉雄
Mr NG Wing-hong 伍永康, FCIOB
Dr TIN Ka-ping 田家炳, MBE
Mrs Pauline TSANG Po-yan 曾尹寶恩

2006

Mr Barry Lawson BURTON 貝勵敦, BA; FHKLA
Dr Jonathan CHOI Koon-shum 蔡冠深, JP
Mr Paul CHOW Man-yiu 周文耀, SBS; JP
Mr Andreas L. HOFER 何富華
Dr Patrick LAM See-pong 林師龐
Dr LEE Kang Kuen 李鏡權
Ir Prof. LEUNG Tin-pui 梁天培, PhD; DEng; BBS; JP
Mrs Katherine NGAN NG Yu Ying 顏吳餘英
Prof. Kenneth PANG Tsan-wing 彭贊榮, JP
Ir Otto Lok To POON 潘樂陶, BBS; OBE
Ms Vivienne Yin Yok TAM 譚燕玉
Mr Glory WAN Lee Wa 溫利華
Mr YAU Chun Ying 游俊英, BBS
Mr YU Kwok Chun 余國春, GBS; JP
2009
Mrs Angel S.P. CHAN LAU 劉陳小寶, BBS; JP
Ir Johnny FAN Siu Kay 樊紹基
Dr Rebecca LEE Lok-sze 李樂詩
Mr LO Ka Chung 盧家駿
Mr Joseph K.C. LO 勞建青
Mr Herbert TSOI Hak-kong 蔡克剛, BBS; JP
Dr WANG Jianzhou 王建宙
Dr YIP Kit-chuen 葉傑全

2010
Mr Victor CHA Mou Zing 查懋成
Ms Fiona CHEUNG Sum Yu 張心瑜, MH
Ms Katherine HUNG Siu Lin 洪小蓮
Mr Freeman LAU Siu Hong 劉小康, BBS
Mr LIU Sing Cheong 廖勝昌, JP
Prof. LIU Yingli 劉應力
Mr Louis MAK Law Mo 麥羅武
Mr YAU Wah Yau 丘華有

2011
Dr Aron HARILELA 夏雅朗
Dr Simon KWOK Siu Ming 郭少明, BBS; JP
Miss Cally KWONG Mei Wan 鄭美雲
Mr Edwin LEONG Siu Hung 梁紹鴻
Ir MAK Chai Kwong 麥齊光, GBS; JP
Mr SO Chung Ping 蘇仲平

2012
Mr Clifton KO Chi-sum 高志森, MH
Prof. Norman W.M. KO 高華文
Mr KONG Qingping 孔慶平
Ir TSUI Tack-kong 崔德剛
Mrs Clara WEATHERALL 韋嘉怡
Mr WONG Tit-shing 黃鐵城

2013
Miss Clarea AU Suet Ming 歐雪明
Mrs Nina LAM LEE Yuen Bing 林李婉冰, MH
Mr Peter SUN Kwok Wah 孫國華, MH
Dr Jimmy TANG Kui Ming 鄧鉅明, MH
Dr Loretta YAM Yin Chun 任燕珍, BBS
Ms Belinda YEUNG Bik Yiu 楊碧瑤
Mr Johnny YEUNG Chi Hung 楊志雄
Mrs Betty YUEN SO Siu Mai 阮蘇少湄

2014
Dr CHUNG King Fai 鍾景輝, SBS
Dr Samuel LAM Pak Nin 林柏年
Dr Humphrey LEUNG Kwong Wai 梁廣偉, JP
Dr Dennis NG Wang Pun 吳宏斌, BBS; MH
Ms Josephine SIAO Fong Fong 窩芳芳, MBE
Prof. WANG Jianhua 王建華
Mr Alexander WOO Chung Ho 吳中豪
Dr Royce YUEN Man Chun 袁文俊, JP

2015
Mr Billy LAM Chung Lun 林中麟, GBS; JP
Ir Prof. James LAU Chi Wang 劉志宏, BBS; JP
Dr Joseph LEE Chung Tak 李宗德, GBS; OStJ; JP
Mr Laurence LI Lu Jen 李律仁
Mr Irons SZE 施榮懷, BBS; JP
Ms YAO Jue 姚珏, JP
2016
Mr CHAO Chen-kuo 趙振國
Ms Irene CHOW Man-ling 周雯玲
Mrs Yvonne LAW SHING Mo-han 羅盛慕嫻, JP
Mr Alex LUI Chun-wan 雷震寰
Dr Allen SHI Lop-tak 史立德, MH; JP
Mr Alex WONG Siu-wah 黃少華
Mr Wucius WONG 王無邪, BBS

2017
Prof. John CHAI Yat-chiu 查逸超, JP
Mr CHUNG Po-yang 鍾普洋, SBS; OBE; JP
Mr LANG Lang 郎朗
Mrs Stella LAU KUN Lai-kuen 劉靳麗娟, SBS; JP
Ms NG Yuet-lau 伍月柳
Dr Henry TAN 陳亨利, BBS; JP; LHD
Mr YAU Kwok-fai 游國輝

2018
Dr Sunny Chai 查毅超, BBS
Mr Chan Kam-lam 陳鎔林, GBS, JP
Dr Edward Chan Kwok-man 陳國民
Mr Jimmy Kwok Chun-wah 郭振華, SBS, MH, JP
Dr Ng Chi-ho 吳自豪
Mr Richard Sun Po-yuen 孫寶源, JP
Dr Elizabeth Wang Ming-chun 汪明荃, SBS
Mr Eric C. Yim 嚴志明, JP
Dr Lunlun Zou 鄒倫倫
Distinguished Honorary Professors and Honorary Professors

Distinguished Honorary Professors

Ryoji NOYORI, BSc (Kyoto); MSc (Kyoto); PhD (Kyoto); MACS; MKCS; MPSJ; MSOC; Nobel Laureate in Chemistry 2001

K. Barry SHARPLESS, BA (Dartmouth Coll.); PhD (Stan.); MNAS; MRSChem(Hon.); Nobel Laureate in Chemistry 2001

XU Qiang 徐強, MSc (Osaka); PhD (Osaka); MEURASC

YANG Yang 楊陽, BSc (Natn'l ChengKung); MSc (Massachusetts); PhD(Massachusetts); FAPS; FMRS; FRSC; FEM; FSPIE

Honorary Professors

Department of Applied Biology and Chemical Technology

CHE Chun-tao 車鎮濤, BSc (C.U.H.K.); MPhil (C.U.H.K.); PhD (UIC)

LAM Shun-chiu Dennis 林順潮, MBBS (H.K.); MD (C.U.H.K.); DO (Ireland); DO (Glas); FRCS (Edin.); FRCOphth (U.K.); FCOphth (H.K.); FHKAM(Ophth)

QIU Xuan 邱宣, BSc (Guanxi Normal); MSc (Jilin); PhD (Jilin)

WU Yongning 吳永寧, MD (Nanjing Medical U.); MSc (Chin. Acad.); PhD (Chin. Acad.)

ZHANG Laiwu 張來武, PhD (Peking); PhD (S.U.N.Y.)

Department of Applied Mathematics

John R. BIRGE, AB (Prin.); MS (Stan.); PhD (Stan.)

FAN Jianqing 范劍青, BS (Fudan); MPhil (Chinese Academy of Sciences); PhD [Calif.(Berkeley)]

Max D. GUNZBURGER, BS (N.Y.); MS (N.Y.); PhD (N.Y.)

LIN Xihong 林希虹, BSc (Tsinghua); MSc (Iowa); PhD (Wash.)

MA Zhi-ming 馬志明, BSc (Chongqing Normal); DSc (CAS); Academician of the Chinese Academy of Sciences; Fellow of the Third World Academy of Sciences and Institute of Mathematical Statistics

SHU Chi-wang 舒其望, BS (U.S.T. of China); PhD (UCLA)

Ian H. SLOAN, BA (Melb.); BSc (Melb.); MSc (Adel.); PhD (Lond.)

YE Yinyu 葉蔭宇, BS (Huazhong U.S.T.); MS (Stan.); PhD (Stan.)

YUAN Ya-xiang 袁亞湘, BSc (Xiangtan); PhD (Camb.); Professor of the Chinese Academy of Sciences

The University – Honorary Awards and Appointments
**Department of Applied Social Sciences**

Ian O’CONNOR, BSW (Qld); PhD (Qld)

WANG Sibin 王思斌, BA (Peking); MSoc (Peking)

Angelina YUEN 阮曾媛琪, BBS; BSocSc (H.K.); MEd (Manc.); MSW (Tor.); PhD (H.K.); CQSW; JP

**Department of Biomedical Engineering**

CHAI John 查逸超, BDS (H.K.); MSc (Northwestern); MJ & DLaw (Loyola);
Cert. Pros (Northwestern); FABP; FACP; FCDSHK; FHKAM(Dental Surgery)

FAN Yubo 樊瑜波, BSc (Beijing); PhD (Sichuan)

Ronald Aurele ROY, BS (Maine); MA (Oxf.); MS (Mississippi); MPhil (Yale); PhD (Yale)

William Zev RYMER, MBBS (Melb.); PhD (Monash)

SHUNG K. Kirk 熊克平, BS (Natn'l ChengKung); MS (Missouri); PhD (Wash.)

WOO Lau-yuen Savio 胡流源, BS (ChicoStateCollege); MS (Wash.); PhD (Wash.);
DSc (Calif State); DEng [PolyU(H.K.)]

ZHENG Xiao Xiang 鄭筱祥, BS (Zhejiang); MS (Tsukuba); MD (Tsukuba)

**Department of Chinese Culture**

CHEN Yung-fa 陳永發, BA (Natn'l Taiwan); MA (Natn'l Taiwan); PhD (Stan.);
Academician of Academia Sinica, Taiwan

CHEN Zuwu 陳祖武, MA (CASS);
Academician (equivalent) of the Chinese Academy of Social Sciences

HSING I-tien 邢義田, BA (Natn'l Taiwan); MA (Natn'l Taiwan); PhD (Hawaii);
Academician of Academia Sinica, Taiwan

HUANG Yi-long 黃一農, BSc (NTHU); MSc (Columbia); PhD (Columbia);
Academician of Academia Sinica, Taiwan

Angela K.C. LEUNG 梁其姿, BA (H.K.); MA (EHESS); PhD (EHESS);
Academician of Academia Sinica, Taiwan

Willard J. PETERSON 裴德生, BA (UR); MA (Lond.); PhD (Harv.)

POON Chung-kwong 潘宗光, GBS; PhD (Lond.); DSc (Lond.);
HonDHumanities [PolyU(H.K.)]; JP

**Department of Civil and Environmental Engineering**

Donald Ray BLAKE, BS (UCLA); MS (U.C.I.); PhD (U.C.I.)

Ahsan KAREEM, BEng (W.Pak.Eng); MSc (Hawaii); PhD (Colorado);
Distinguished MASCE; MNAE

Surendra P. SHAH, BE (B.V.M. Coll.); MS (Lehigh); PhD (Cornell); FACI; FRILEM

WAI Chi-sing 韋志成, GBS; BSc (H.K.); MSc (Purdue); FHKEng; FICE; FGS; FCIInstCES;
Hon FCIIH; MHKIE; JP

S.C. WIRASINGHE, BSc (Ceylon); MS [Calif.(Berkeley)]; PhD [Calif.(Berkeley)]; PEng; FCAE;
FCSCE; FIESL; MASCE
Department of Health Technology and Informatics

CHAN Tak-cheung Anthony 陳德章, MBBS (Lond.); MD (C.U.H.K.); FHKAM(Medicine); FHKCP; FRCP (Edin.); FRCP (Glas); FRCP (Lond.)

MA Buig Yue Brigette 馬碧如, MBBS (Monash); MD (C.U.H.K.); FHKAM; FHKCP; FRACP

TIAN Mei 田梅, MSc (Shanxi Medical U.); MD (Shanxi Medical U.); PhD (Gunma)

ZHANG Hong 張宏, PhD (Gunma)

Department of Industrial and Systems Engineering

LIN, Otto C.C. 林垂宙, BS (Natn'l Taiwan); MA (Col.); PhD (Col.)

Department of Rehabilitation Sciences

HE Chengqi 何成奇, BMed (Chengdu U. of TCM); MMed (Fujian U. of TCM); PhD (Sichuan)

QIN Ling 秦嶺, BA (Beijing Sports); MPhil (Beijing Sports); PhD (German Sports); AIMBE Fellow(U.S.A.)

YUNG Shu Hang Patrick 容樹恒, MBChB (C.U.H.K.); FRCS (Edin.); FCSSHK; FHKAM(Orthopaedic Surgery); FHKCONS; FRCS(Orthopaedic Surgery) (Edin.)

School of Design

KAN Tai-keung 靳埭強, SBS; BBS; Hon DDes [PolyU(H.K.)]

Victor LO Chung-wing 羅仲榮, GBM; GBS; Hon DDes [PolyU(H.K.)]; OBE; JP

Henry STEINER 石漢瑞, BFA (Hunter Coll.); MFA (Yale); Fulbright Fellowship; FCSD; AGI; AIGA; HKDA; NYAD

Daan van EIJK, BEng (Delft); MEng (Delft)

School of Hotel and Tourism Management

Jackie CHAN 陳港生, SBS; DSSc (H.K. Baptist U.); MBE

School of Nursing

Athanassios KARATZIAS, BSc (North College); MSc (Stirling); PhD (Stirling); PsyD [Open(U.K.)]

LAI Kam-yuk 賴錦玉, BHS (C.Sturt); MN (Tor.); PhD (H.K.); PRegDip(N) (H.K.Poly.); RM(H.K.); RN(H.K.); SCM(U.K.C.C.); SRN(U.K.C.C.)

Jane Louise PHILLIPS, BAppSc (Curtin); PhD (W.Syd.); PgD (Curtin)

Didier PITTET, MD (Geneve); MS (Iowa); CBE

Anne Marie RAFFERTY, BSc (Edin.); MPhil (Nott.); DPhil (Oxf.)
School of Optometry

PANG Chi Pui Calvin 彭智培, BSc (Lond.); DPhil (Oxf.)

WONG David Sai Hung 黃世雄, MBChB (Liv.); FRCOphth; FRCP; FRCS; MRCP

YAN Hua 顏華, BMed (Tianjin Medical U.); MMed (Tianjin Medical U.); PhD (Tianjin Medical U.)

YANG Xiong-li 楊雄里, BSc (Shanghai U.S.T); PhD (Shizuoka U. and NIPS)

Research Institute for Sustainable Urban Development

Dan M. FRANGOPOL, PhD (Liège); Dip [Institute of Civil Engineering(Romania)]; HonDD(Liège); HonDD [PolyU of Milan(Italy)]; HonDD [Technical University of Civil Engineering(Romania)]; HonDD [Technical University of Iaşi(Romania)]; Dist.M. ASCE; FACI; FEMI; FIABSE; FISHMII; FSEI

Endowed Professors

Christina Lee Endowed Professorship in Accounting and Finance
Prof. J.C. LIN 林基財, Chair Professor of Finance, School of Accounting and Finance

Patrick S.C. Poon Endowed Professorship in Applied Chemistry
Prof. K.Y. WONG 黃國賢, Chair Professor of Chemical Technology, Department of Applied Biology and Chemical Technology

Henry G. Leong Endowed Professorship in Biomedical Engineering
Ir Prof. Yongping ZHENG 鄭永平, Professor, Department of Biomedical Engineering

Fung Yiu King - Wing Hang Bank Endowed Professorship in Business Administration
Ir Prof. T.C. Edwin CHENG 鄭大昭, Chair Professor of Management, Department of Logistics and Maritime Studies

Yeung Kin Man Endowed Professorship in Business Administration
To be appointed

Henry G. Leong Endowed Professorship in Elderly Vision Health
Prof. TO Chi-ho 杜嗣河, Professor, School of Optometry

Clarea Au Endowed Professorship in Energy
Prof. Raymond Wai-yeung WONG 黃維揚, Chair Professor of Chemical Technology, Department of Applied Biology and Chemical Technology
Cheng Yik Hung Endowed Professorship in Fashion
Prof. WONG Wai-keung 黃偉強, Professor, Institute of Textiles and Clothing

Lee Family Endowed Professorship in Fashion and Textiles
Prof. John XIN 忻浩忠, Chair Professor of Textile Chemistry, Institute of Textiles and Clothing

Angel S.P. Chan Lau Endowed Professorship in Health and Longevity
Prof. Alex MOLASIO TIS 莫禮士, Chair Professor of Nursing, School of Nursing

Eric C. Yim Endowed Professorship in Inclusive Design
Ir Prof. Kin Wai Michael SIU 邵健偉, Chair Professor of Public Design, School of Design

Walter Kwok Foundation Endowed Professorship in International Hospitality Management
Prof. Kaye CHON 田桂成, Chair Professor of Hotel and Tourism Management, School of Hotel and Tourism Management

Mr and Mrs Chan Chak Fu Endowed Professorship in International Tourism
Prof. Haiyan SONG 宋海岩, Chair Professor of Tourism, School of Hotel and Tourism Management

K.B. Woo Family Endowed Professorship in Optometry
Prof. Maurice K.H. YAP 葉健雄, Chair Professor of Optometry, School of Optometry

Lo Ka Chung Charitable Foundation Endowed Professorship in Pharmaceutical Sciences
Prof. Thomas Y.C. LEUNG 梁潤松, Professor, Department of Applied Biology and Chemical Technology

Alex Wong Siu Wah Gigi Wong Fook Chi Endowed Professorship in Product Design Engineering

To be appointed

Cally Kwong Mei Wan Endowed Professorship in Psychosocial Health
Prof. Hector TSANG Wing-hong 曾永康, Professor, Department of Rehabilitation Sciences

Li & Fung Endowed Professorship in Service Leadership Education
Prof. Daniel T.L. SHEK 石丹理, Chair Professor of Applied Social Sciences, Department of Applied Social Sciences
Yim, Mak, Kwok & Chung Endowed Professorship in Smart Structures
Ir Prof. Y.L. Xu 徐幼麟, Chair Professor of Structural Engineering, Department of Civil and Environmental Engineering

Ko Jan Ming Endowed Professorship in Sustainable Structures and Materials
Ir Prof. Teng Jin-guang 滕錦光, Chair Professor of Structural Engineering, Department of Civil and Environmental Engineering

Vincent and Lily Woo Endowed Professorship in Textiles Technology
Prof. Tao Xiaoming 陶肖明, Chair Professor of Textile Technology, Institute of Textiles and Clothing

Endowed Fellow

Shun Hing Education and Charity Fund Endowed Fellowship in Rehabilitation Sciences
Prof. Margaret Mak 麥潔儀, Professor, Department of Rehabilitation Sciences
## Teaching Semesters and Key Dates of the 2018/2019 Academic Year

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### Events

- **Sep. 3:** Sem. 1 commences (13 teaching weeks 3 Sep - 1 Dec 2018)
- **Sep. 3-15:** Add/Drop Period for Sem. 1
- **Sep. 24:** Mid-Autumn Festival (all evening classes suspended)
- **Sep. 25:** The day following Mid-Autumn Festival
- **Sep. 27:** Senate Meeting
- **Oct. 1:** The National Day
- **Oct. 6:** PolyU Education Info Day (all day-time and evening classes suspended)
- **Oct. 17:** Chung Yeung Festival
- **Oct. 28:** Twenty-fourth Congregation (Main Conferment Session, also first session)
- **Nov. 16:** Twenty-fourth Congregation (Last Conferment Session)
- **Dec. 1:** Sem. 1 teaching ends
- **Dec. 3-5:** Revision Days for Sem. 1
- **Dec. 6-21:** Examination Period for Sem. 1
- **Dec. 13:** Senate Meeting
- **Dec. 22:** Winter Solstice
- **Dec. 25:** Christmas Day
- **Dec. 26:** The first weekday after Christmas Day

**General Holidays**

**Dates of finalisation of examination results**
### The University – Teaching Semesters and Key Dates of the 2018/2019 Academic Year

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#### Events

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<td>First Day of January</td>
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<td>Jan. 2:</td>
<td>All subject assessment results finalised</td>
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<td>Jan. 10:</td>
<td>Finalisation of overall assessment results</td>
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<td>Jan. 11:</td>
<td>Announcement of Sem. 1 overall assessment results</td>
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<td>Jan. 14-26:</td>
<td>Add/Drop Period for Sem. 2</td>
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<td>Feb. 4:</td>
<td>Lunar New Year’s Eve (all evening classes suspended)</td>
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<td>Feb. 5-7:</td>
<td>Lunar New Year Holidays</td>
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<td>Feb. 8-9:</td>
<td>Lunar New Year Break (all day-time and evening classes suspended)</td>
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<td>Mar. 28:</td>
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<td>Apr. 5:</td>
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<td>Apr. 18:</td>
<td>Sem. 2 teaching ends</td>
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<td>Apr. 19-22:</td>
<td>Easter Holidays</td>
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<td>Apr. 23-25:</td>
<td>Revision Days for Sem. 2</td>
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<td>Apr. 26-May 14: Examination Period for Sem. 2</td>
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## Teaching Semesters and Key Dates of the 2018/2019 Academic Year

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### Events

- **May 1:** Labour Day
- **May 13:** The day following the Buddha’s Birthday
- **May 22:** All subject assessment results finalised
- **May 27:** Summer Term commences (7 teaching weeks: 27 May - 13 Jul 2019)
- **May 27-Jun. 1:** Add/Drop Period for Summer Term
- **May 30:** Finalisation of overall assessment results
- **May 31:** Announcement of Sem. 2 overall assessment results
- **Jun. 6:** Senate Meeting
- **Jun. 7:** Tuen Ng Festival
- **Jul. 1:** The HKSAR Establishment Day
- **Jul. 13:** Summer Term teaching ends
- **Jul. 15-20:** Examination Period for Summer Term
- **Jul. 29:** All subject assessment results finalised
- **Aug. 6:** Finalisation of overall assessment results
- **Aug. 7:** Announcement of Summer Term overall assessment results
- **Sep. 1:** Academic Year 2018-19 ends

- **General Holidays:**
- **Dates of finalisation of examination results:**
Governing Bodies and Committees
Powers and Role

1. Pursuant to Section 6 of The Hong Kong Polytechnic University Ordinance, Council is the governing body of the University with power to make policies and monitor their proper execution, to raise funds and develop resources and to do all such things as are necessary for, or incidental or conducive to the better carrying out of the objects and policies of the University and may in particular, but without prejudice to the generality of the foregoing —

(a) acquire, take on lease, purchase, hold and enjoy any property and sell, let or otherwise dispose of the same;

(b) enter into any contract;

(c) erect, provide, equip, maintain, keep in repair and regulate the buildings, premises, furniture and equipment and all other means necessary for carrying on the work of the University;

(d) provide appropriate amenities for members, persons in the employment of the University and students;

(e) provide residential accommodation and social and athletic facilities for persons in the employment of the University and students;

(f) approve the expenditure of the funds of the University in the furtherance of its objects;

(g) invest the funds of the University in such manner and to such extent as it thinks necessary or expedient;

(h) borrow money in such manner and on such securities or terms including mortgaging the property of the University, as it thinks expedient;

(i) apply for any grant in aid for its functions on such conditions as it thinks fit;

(j) employ any professional or expert person to advise it on any matter arising out of or in connection with any of its functions under the University Ordinance;
(k) receive and solicit gifts and act as trustee of moneys and other property vested in the University on trust;
(l) confer degrees and other academic awards including honorary degrees and honorary awards;
(m) enter into a partnership or any other form of joint venture with any person;
(n) acquire, hold and dispose of interests in other corporate bodies and take part in forming corporate bodies;
(o) provide for profit or otherwise advisory, consultancy, research and other related services.

2. Council may make statutes for the better carrying out of the purposes of the University Ordinance.

3. Council may delegate any of its powers and duties to the President except that of the following:
   (a) to approve the annual programme of proposed activities and financial estimates;
   (b) to approve and issue the financial statements of the University;
   (c) to approve the policy governing the terms and conditions of service of persons in the employment of the University other than persons in the part time or temporary employment thereof; and
   (d) to make statutes.

Composition

Chairman

Dr LAM Tai-fai 林大輝, SBS; JP

Deputy Chairman

Dr Lawrence LI Kwok-chang 李國祥, JP

Treasurer of the University

Ms Loretta FONG Wan-huen 方蘊萱

Members

President

Prof. Philip C.H. CHAN 陳正豪, BBS (Interim President)
Deputy President
Prof. Philip C.H. CHAN 陈正豪, BBS

Three elected staff members appointed by Council
Elected by and from full-time staff
Dr CHAN Ming-yin 陈铭贤
Dr CHU W.C. Rodney 朱偉志

Elected by and from Senate
Ir Prof. T.C. Edwin CHENG 鄭大昭

Seventeen members who are not employees or students of the University or public officers, including

(i) nine appointed by the Chief Executive
Ms Karen CHAN Ka-yin 陳嘉賢, JP
Ms Loretta FONG Wan-huen 方蘊萱 (also as Treasurer of the University)
Dr LAM Tai-fai 林大輝, SBS; JP (also as Chairman)
Mr LAU Ping-cheung 劉炳章, GBS; JP
Mr Stephen LIU Ling-hong 廖凌康
The Hon. Jimmy NG Wing-ka 吳永嘉, JP
Mr Peter SIT Kien-ping 薛建平
Mr Jaime SZE Wine-him 施榮忻, JP
Mr Augustus TANG Kin-wing 鄧健榮

(ii) eight appointed by Council
Ms Shirley CHAN Suk-ling 陳淑玲, BBS; JP
Ir Dr James LAU Chi-wang 劉志宏, BBS; JP
Ms Julia LAU Man-kwan 劉文君
Ir Dr Humphrey LEUNG Kwong-wai 梁廣偉, JP
Dr Raymond LEUNG Siu-hong 梁少康
Mr Richard LEUNG Tim-chiu 梁甜昭
Dr Lawrence LI Kwok-chang 李國祥, JP (also as Deputy Chairman)
Ms Amy LUNG Pui-ying 龍佩英
One member from the alumni who is not an employee of the University and who shall be appointed by Council

Mr Alex WONG Chun-bong 王振邦

Two members from the full-time students appointed by Council

Elected by and from the full-time undergraduate and sub-degree students

Mr Owan LI 李傲然

Elected by and from the full-time postgraduate students

(To be elected)

Secretary

Miss Connie CHAN Yuk-wa 陳育華
Committees of Council

Audit Committee 審核委員會

Terms of Reference

1. The Audit Committee will play an advisory role and report directly to Council.
2. It will perform a review of the University’s annual accounts, focusing on the adequacy and fairness of disclosure, before its submission to Council for approval.
3. It will be responsible for ensuring that an appropriate control environment is maintained, that risks are identified and appropriate controls implemented to address the risks, and that such controls are functioning effectively.
4. It will satisfy itself that external and internal audits are functioning effectively.
5. It will approve the appointment or re-appointment of external auditors.
6. It will meet with, as necessary, the external auditors and assess key audit findings, and with internal auditors and receive copies of all internal audit reports.
7. It may be invited to assist Council in addressing other relevant issues that might emerge from time to time.
8. It will invite relevant units and executives of the University to support its work.

Composition

Chairman

Lay member of Council with appropriate expertise, excluding those serving on other Council Standing Committees, appointed by Council Chairman

Mr Augustus TANG Kin-wing 鄧健榮

Members

Two lay members of Council with appropriate expertise, excluding those serving on other Council Standing Committees, appointed by Council Chairman
Mr Alex WONG Chun-bong 王振邦
To be appointed

Secretary
Ms Eva CHIU Sau-chun 趙秀珍, Head, Internal Audit Unit

Campus Development Committee 校園發展委員會

Terms of Reference
1. To advise Council on all questions relating to the acquisition, purchase, lease, development, erection, alteration and maintenance of all the University’s lands and buildings.
2. To advise on and approve on behalf of Council, or endorse for Council’s approval, as appropriate, the appointment of architects and other professional consultants for the development of buildings and acquisition and installation of plant and equipment.
3. To examine and approve sketch designs and estimates.
4. To receive reports and to approve on behalf of Council, or endorse for Council’s approval, as appropriate, recommendations from the Works Tender Board.
5. To appoint sub-committees or project teams, as and when necessary, to deal with major building projects.

Composition
Chairman
A lay member of Council appointed by Council Chairman
Dr Raymond LEUNG Siu-hong 梁少康

Members
Up to five other lay members of Council appointed by Council Chairman
Dr LAM Tai-fai 林大輝, SBS; JP
Ms Julia LAU Man-kwan 劉文君
Mr LAU Ping-cheung 劉炳章, GBS; JP
Mr Peter SIT Kien-ping 薛建平
President (or nominee)
Prof. Philip C.H. CHAN 陳正豪, BBS (Interim President)

The elected staff member who is serving the first year of his/her term of office
Dr CHU W.C. Rodney 朱偉志

A member of Senior Management nominated by the President and appointed by Council Chairman
Mr Andy TONG 唐仕恒, Vice President (Campus Development and Facilities)

Secretary
Director of Campus Development
Mr Daniel SUEN 孫頌強

Council Membership Nominations Committee
校董會成員提名委員會

Terms of Reference
1. To recommend candidates to Council for appointment as Council Members under Section 10(1)(d)(ii) of the PolyU Ordinance, ie. Members who are not employees or students of the University or public officers appointed by Council, when vacancy arises.

2. To recommend to Council the re-appointment of existing Council Members appointed under Section 10(1)(d)(ii) of the PolyU Ordinance.

3. In making the recommendations, the Committee shall seek to achieve a balance of membership in terms of expertise and experience in order to meet the needs of the University.

4. The Committee may invite nominations for Council membership from the University community, including Council members, staff, students and alumni, as deemed appropriate.

Note
Members shall not participate in the discussion or decision regarding their own re-appointment.
Composition

Chairman

Chairman of Council

Dr LAM Tai-fai 林大輝, SBS; JP

Members

Deputy Chairman of Council

Dr Lawrence LI Kwok-chang 李國祥, JP

Treasurer of the University

Ms Loretta FONG Wan-huen 方蘊萱

President

Prof. Philip C.H. CHAN 陳正豪, BBS (Interim President)

Up to two other Council Members appointed by Council Chairman

Ir Dr Humphrey LEUNG Kwong-wai 梁廣偉, JP
Dr Raymond LEUNG Siu-hong 梁少康

Secretary

Secretary to Council

Miss Connie CHAN Yuk-wa 陳育華

Disciplinary Committee

紀律委員會

Terms of Reference

1. To receive cases of misconduct as referred to it by Management.

2. To consider cases of misconduct in accordance with Appendix A of the Conditions of Service for Academic and Equivalent Administrative Staff on Superannuable Terms.

3. To decide on the removal of staff from appointment, or otherwise, with regard to cases of misconduct.
Composition

Chairman*

_Lay member of Executive Committee_

(In the absence of the Chairman, a Deputy Chairman, who should also be a lay member of Executive Committee, could be appointed to deputise for the Chairman.)

Members

_One Vice President or one Faculty Dean_

_One academic Head of Department or Chair Professor_

_One non-academic Head of Department_

(These three members should not be from the same Faculty or Department as the subject of review.)

Secretary

_A member of staff from the Human Resources Office appointed by the Director of Human Resources_

Executive Committee

Terms of Reference

1. To consider such matters as are referred to it by Council including the making of decisions with power delegated by Council as appropriate.

2. To provide a forum for initial discussion/information of aspects of strategic planning and development of the University, formulation of proposals and review of major policies, _inter alia_, and to make recommendations to Council where appropriate.

3. To receive reports from the Standing Committees of Council.

4. To provide advice and opinion on matters of University business at the request of the President.

5. To receive regular reports from Management covering businesses as appropriate of the President.

* Chairman of Disciplinary Committee shall not be the same person appointed as Chairman of Staffing Committee.
6. To recommend to Council for approval, and make decision on behalf of Council, as appropriate, on major policies on staffing, appointment and conditions of service.

7. To consider the agenda for forthcoming Council meetings and to give initial consideration as necessary to major items of Council business.

8. In accordance with the general policies of Council, and subject to reporting to Council at the next available opportunity, to deal with items of business, which for reasons of urgency, cannot await to be resolved by the full Council.

9. To monitor the implementation of Council’s decisions.

Composition

Chairman

Deputy Chairman of Council
Dr Lawrence LI Kwok-chang 李國祥, JP

Members

Treasurer of the University and Chairman of Finance Committee
Ms Loretta FONG Wan-huen 方蘊萱

Chairman of Campus Development Committee
Dr Raymond LEUNG Siu-hong 梁少康

Up to three other lay members of Council appointed by Council Chairman
Ir Dr Humphrey LEUNG Kwong-wai 梁廣偉, JP

President

Prof. Philip C.H. CHAN 陳正豪, BBS (Interim President)

A member of Senior Management nominated by the President and appointed by Council Chairman
Prof. Philip C.H. CHAN 陳正豪, BBS, Deputy President and Provost

The staff member elected by and from Senate
Ir Prof. T.C. Edwin CHENG 鄭大昭

Secretary

Miss Connie CHAN Yuk-wa 陳育華, Secretary to Council
Finance Committee
財務委員會

Terms of Reference

1. To advise Council on all matters within the jurisdiction of Council which have important finance implications including treasury functions, except for investment management.

2. To advise Council on strategies to obtain resources exceeding the levels of funding available from UGC and from tuition fees and other income.

3. To advise Council on proposals from the University Management in respect of triennial estimates, annual budgets and annual budget reviews.

4. To advise Council on preparation of annual financial statements.

5. To receive performance reports on all University retirement schemes.

6. To perform such other functions laid upon it by Council.

Composition

Chairman

Treasurer of the University
Ms Loretta FONG Wan-huen 方蘊萱

Members

Up to four other lay members of Council appointed by Council Chairman
Ir Dr James LAU Chi-wang 劉志宏, BBS; JP
Mr Stephen LIU Ling-hong 廖凌康
Ms Amy LUNG Pui-ying 龍佩英

President (or nominee)
Prof. Philip C.H. CHAN 陳正豪, BBS (Interim President)

A member of Senior Management nominated by the President and appointed by Council Chairman
Dr Miranda LOU 盧麗華, Executive Vice President

The elected staff member who is serving the second year of his/her term of office
Dr CHAN Ming-yin 陳銘賢
Governing Bodies and Committees

– Committees of Council

Secretary

Director of Finance

Miss April WONG 黃素琴

Governance Committee

管治委員會

Terms of Reference

1. To provide advice and recommendations to Council on matters relating to University governance.

2. To review from time to time the effectiveness of prevailing policies, systems and procedures on governance issues, and to recommend to Council appropriate improvements, if deemed necessary.

Composition

Chairman

A member of Council appointed by Council Chairman

Mr Peter SIT Kien-ping 薛建平

Members

Up to three other members of Council appointed by Council Chairman

Dr LAM Tai-fai 林大輝, SBS; JP

Mr LAU Ping-cheung 劉炳章, GBS; JP

Dr CHU W.C. Rodney 朱偉志

President

Prof. Philip C.H. CHAN 陳正豪, BBS (Interim President)

A member of senior management nominated by the President and appointed by Council Chairman

Dr Miranda LOU 盧麗華, Executive Vice President

Secretary

A staff member appointed by the President

Ms Vivian CHEN 陳淑清, Senior Executive Officer, Council Secretariat
Honorary Degrees and Awards Committee
榮譽學位及榮銜委員會

Terms of Reference

1. To consider and make recommendations to Council for approval on persons on whom the University shall confer Honorary Degrees.
2. To consider and approve nominations for conferment of University Fellowship.
3. To consider any matter associated with the conferment of Honorary Degrees and Honorary Awards that Council/Management may refer to it.

Composition

Chairman

Chairman of Council
Dr LAM Tai-fai 林大輝, SBS; JP

Members

Chairman of Executive Committee
Dr Lawrence LI Kwok-chang 李國祥, JP

Chairman of Campus Development Committee
Dr Raymond LEUNG Siu-hong 梁少康

Chairman of Finance Committee
Ms Loretta FONG Wan-huen 方蘊萱

President

Prof. Philip C.H. CHAN 陳正豪, BBS (Interim President)

A member of Senior Management nominated by the President and appointed by Council Chairman
Dr Miranda LOU 盧麗華, Executive Vice President

Up to two senior academics nominated by the President and appointed by Council Chairman
Prof. CHU Hung-lam 朱鴻林, Dean, Faculty of Humanities
Prof. H.C. MAN 文効忠, Dean, Faculty of Engineering

Secretary
Miss Connie CHAN Yuk-wa 陳育華, Secretary to Council

Investment Committee
投資委員會

Terms of Reference
1. To recommend to Council the investment objectives, as promulgated in the Statement of Investment Policies and Guidelines (SIPG).
2. To formulate investment strategies for the management of the University’s Working Capital Funds, in pursuit of the objectives stated in SIPG.
3. Pursuant to the delegated authority from Council, to engage the services of investment consultants and professionals, appoint external fund managers and custodians and to terminate their engagement, where necessary.
4. To establish appropriate and relevant investment benchmark, for the purpose of monitoring the performance of external fund managers/Finance Office who manage the investment portfolios as well as the performance of the Working Capital Fund itself.
5. To expeditiously deal with investment business items in times of exigency, for and on behalf of Council, and to report such dealings to Council via the Executive Committee.
6. To advise Council on proposals from the University Management in respect of investment management.
7. To perform such other functions laid upon it by Council.

Composition

Chairman
A member of Council appointed by Council Chairman
Mr Richard LEUNG Tim-chiu 梁甜昭

Members
Treasurer of the University
Ms Loretta FONG Wan-huen 方蘊萱
A member of Senior Management nominated by the President and appointed by Council Chairman

Dr Miranda LOU 麗華, Executive Vice President

One to two members of Council, who are not members of the Finance Committee, appointed by Council Chairman

Mr Jaime SZE Wine-him 施榮忻, JP

One to two independent non-Council members, who are experts in investment, appointed by Council Chairman

Mr CHUNG Man-wing 鍾民穎
Ms Anna WONG Wai-kwan 黃慧群

Secretary

Director of Finance

Miss April WONG 黃素琴

Knowledge Transfer Committee

知識轉移委員會

Terms of Reference

1. To advise Council on matters relating to knowledge and technology transfer, including the development of policies and an effective model for knowledge and technology transfer, the establishment of an effective governance structure and accountability as well as exit strategies for the University’s involvements in knowledge and technology transfer initiatives and activities.

2. To review from time to time the effectiveness of the prevailing policies and model for knowledge and technology transfer.

3. To receive periodic reports from Management on the performance of the University’s involvements in knowledge and technology transfer initiatives and activities.

4. To provide advice and opinion on matters relating to knowledge and technology transfer at the request of the President.
Composition

Chairman

*Lay member of Council appointed by Council Chairman*

Ir Dr Humphrey LEUNG Kwong-wai 梁廣偉, JP

Members

*Up to three other lay members of Council and/or external members appointed by Council Chairman*

Mrs Sophia CHAN 陳葉佩坤

Dr Raymond LEUNG Siu-hong 梁少康

*Up to two members of Senior Management nominated by the President and appointed by Council Chairman*

Dr Miranda LOU 盧麗華, Executive Vice President

Ir Prof. Alex WAI 衛炳江, Vice President (Research Development)

*Up to two other staff members nominated by the President and appointed by Council Chairman*

Prof. Xiaoli DING 丁曉利, Associate Dean, Faculty of Construction and Environment

Ir Prof. K.L. YUNG 容啟亮, BBS, Associate Head, Department of Industrial and Systems Engineering

Secretary

*A staff member appointed by the President*

Ms Maquita WONG 王寶卿, Administrative Manager, Institute for Entrepreneurship
Senior Executives Evaluation and Compensation Committee
管理層評核及薪酬委員會

Terms of Reference

1. To establish policies governing the appointment, compensation, evaluation, removal and terms of office of the President, the Deputy President & Provost, the Executive Vice President and Vice Presidents of the University, and the terms of office of Faculty Deans.

2. To recommend for Council's approval the appointment, re-appointment and/or removal of the President, the Deputy President & Provost and the Executive Vice President, and the terms and conditions of employment inclusive of salary and benefits, and to recommend to Council for approval on changes to the terms and conditions of employment of the President, the Deputy President & Provost and the Executive Vice President or make decisions on behalf of Council on minor changes to their terms and conditions of employment as appropriate.

3. To, upon the recommendation of the President, approve on behalf of Council the appointment, re-appointment and/or removal of Vice Presidents, and the terms and conditions of employment inclusive of salary and benefits as well as the change thereof whenever deemed necessary and appropriate.

4. To receive from the President annually his major objectives for the year concerned and provide advice to him on such objectives; to receive annually a narrated report from the President on his accomplishment against agreed objectives of the year concerned and evaluate his performance based on the agreed objectives; and to receive a report of his performance review conducted according to the practice of the university and in a manner agreed with this Committee.

5. To comprehensively review the performance of the President prior to the end of each of his term of office. Wherever applicable, to make recommendations to Council on whether the incumbent should be offered further appointment and the conditions thereof.

6. To receive annually a report from the President on the performance of the Deputy President & Provost, the Executive Vice President, Vice Presidents and Faculty Deans conducted according to the practice of the University.

7. To decide, on behalf of Council, detailed arrangements on the provision of benefits or facilities to the President, the Deputy President & Provost, and the Executive Vice President and on other matters relating to their work.
in the University; to provide interpretation on their terms and conditions of appointment with the University and exercise discretion in respect of the President’s, the Deputy President & Provost’s and the Executive Vice President’s personal affairs in a similar manner as the President exercises discretion with regard to the generality of his subordinate staff.

**Composition**

**Chairman**

*Chairman of Council*

Dr LAM Tai-fai 林大輝, SBS; JP

**Ex-officio**

*President*

Prof. Philip C.H. CHAN 陳正豪, BBS (Interim President)

**Members**

*All lay members of Executive Committee*

Ms Loretta FONG Wan-huen 方蘊萱
Ir Dr Humphrey LEUNG Kwong-wai 梁廣偉, JP
Dr Raymond LEUNG Siu-hong 梁少康
Dr Lawrence LI Kwok-chang 李國祥, JP

**Secretary**

*Secretary to Council*

Miss Connie CHAN Yuk-wa 陳育華

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* The President shall be excluded in the event that he/she is the subject of review or discussion.
**Staffing Committee**

**Terms of Reference**

1. To receive cases of removal from appointment on grounds of inefficiency or other good cause as referred to it by Management.

2. To consider such cases in accordance with Appendix A of the Conditions of Service for Academic and Equivalent Administrative Staff on Superannuable Terms.

3. To decide on the removal of staff from appointment, or otherwise.

4. To recommend to Council, with reference to the seriousness of the case(s) considered, if the rights and advantages of the appointment(s) in question should be forfeited, or otherwise.

**Composition**

**Chairman**

* Lay member of Executive Committee

*(In the absence of the Chairman, a Deputy Chairman, who should also be a lay member of Executive Committee, could be appointed to deputise for the Chairman.)*

**Members**

One *Vice President or one Faculty Dean*

One *academic Head of Department or Chair Professor*

One *non-academic Head of Department*

*(These three members should not be from the same Faculty or Department as the subject of review.)*

**Secretary**

*A member of staff from the Human Resources Office appointed by the Director of Human Resources*

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* Chairman of Staffing Committee shall not be the same person appointed as Chairman of Disciplinary Committee.*
The Hong Kong Polytechnic University Foundation
香港理工大學基金

Honorary Chairman

Dr Patrick POON Sun-cheong 潘桑昌, SBS
Dr Sir Gordon WU Ying-sheung 胡應湘, GBS; KCMG; FICE
Dr YIP Kit-chuen 葉傑全

Governing Committee

Chairman

Dr Katherine NGAN NG Yu-ying 顏吳餘英, MH; JP*

Deputy Chairman

Dr Raymond CHAN 陳煒文, JP*

Treasurer

Dr Roy CHUNG Chi-ping 鍾志平, GBS; JP*

Members

Dr Daniel C.Y. CHAN 陳正欣
Ms Shirley CHAN Suk-ling 陳淑玲, BBS; JP
Mrs Angel S.P. CHAN LAU 劉陳小寶, BBS; JP
Ms Fiona CHEUNG Sum-yu 張心瑜, MH
Mr Bob CHONG Hot-hoi 莊學海, BBS
Ms Katherine HUNG Siu-lin 洪小蓮
Miss Cally KWONG 鄭美雲
Mrs Nina LAM 林李婉冰, MH
Mr Kino LAW 羅建一
Mr Richard SUN Po-yuen 孫寶源, JP
Ir TSUI Tack-kong 崔德剛
Mr Alex WONG Chun-bong 王振邦
Mr Alex WONG Siu-wah 黃少華
Ir WONG Tit-shing 黃鐵城

* Officers of the PolyU Foundation
Mr Johnny YEUNG 楊志雄, MH
Dr Royce YUEN 袁文俊, JP

Ex-officio Committee Members

*Treasurer of the University*
Ms Loretta FONG Wan-huen 方蘊萱

*President of the University*
Prof. Philip C.H. CHAN 陳正豪, BBS (Interim President)

*Up to two senior staff members of the University (holding the position of Vice President or above) who are responsible for institutional advancement*
Dr Miranda LOU 盧麗華, Executive Vice President

*Secretary*

*Director of Alumni Affairs and Development*
Ms Belinda CHOW 周敏珊*

*Officers of the PolyU Foundation*
University Court

Function

The Court shall be the supreme advisory body to Council on matters of direction or general interests or any other matter referred to it by Council, with a view to promoting the well-being of the University.

Terms of Reference

1. To promote the interests of the University by assuming an advisory role to Council on matters of broad policy and direction.

2. To enhance the University’s public profile, and to strengthen its ability in the securing of funds from non-Government sources to support developments in the University.

3. To consider any matter referred to it by Council.

Composition

Chairman

Dr the Hon. Victor LO Chung-wing 羅仲榮, GBM; GBS; OBE; JP

Honorary Chairmen

Dr Roy CHUNG Chi-ping 鍾志平, GBS; JP
Dr TUNG Chee-chen 董建成, GBS; JP
Dr Sir Gordon WU Ying-sheung 胡應湘, GBS; KCMG; FICE

Ex-officio Members

Chairman of Council
Dr LAM Tai-fai 林大輝, SBS; JP

Deputy Chairman of Council
Dr Lawrence LI Kwok-chang 李國祥, JP

Treasurer of the University
Ms Loretta FONG Wan-huen 方蘊萱
President of the University
Prof. Philip C.H. CHAN 陳正豪，BBS (Interim President)

A member of Senior Management nominated by the President
Dr Miranda LOU 盧麗華，Executive Vice President

President of Federation of The Hong Kong Polytechnic University Alumni Associations
Mr Alex WONG Chun-bong 王振邦

President of the Students’ Union
Mr LAM Wing-hang 林穎恒

Immediate Past Chairman of Council
Mr CHAN Tze-ching 陳子政, BBS; JP

Honorary Members
Dr Patrick FUNG Yuk-bun 馮鈺斌, JP
Dr the Hon. Stanley HO Hung-Sun 何鴻燊, GBM; GBS
Ms Katherine HUNG Siu-lin 洪小蓮
The Hon. Jeffrey LAM Kin-fung 林健鋒, GBS; JP
Mr Kenneth LAM Yiu-kin 林耀堅
Mr Lawrence LAM Yin-ming 林彥明, PMSM
Dr Allen LEE Peng-fei 李鵬飛, JP
Dr the Hon. LUI Che-woo 呂志和, GBM; MBE; JP
Ir NG Sai-ho 吳世豪
Dr Danny NGAI Kam-fai 倪錦輝, JP
Mr James Pei-chun TIEN 田北俊, GBS; JP
Dr Henry TSENG Chee 曾琦
Dr Allan WONG Chi-yun 黃子欣, GBS; JP
Dr the Hon. Jose YU Sunsay 楊孫西, GBM; GBS; JP

Members
Mr Dennis CHAN Shui-lun 陳瑞麟
Mr CHAN Kam-lam 陳鑑林, GBS; JP
Dr Raymond CHAN 陳煒文, JP
Dr Francis CHOI Chee-ming 蔡志明, GBS; JP
Dr Jonathan CHOI Koon-shum 蔡冠深, GBS; JP
Ms Irene CHOW Man-ling 周雯玲
Mr Oscar CHOW Vee-tsung 周維正
Ir Johnny FAN Siu-kay 樊紹基
Ms Pansy HO 何超瓊, JP
Mr Jimmy KWOK Chun-wah 郭振華, SBS; MH; JP
Mr Billy LAM Chung-lun 林中麟, GBS; JP
Mrs Yvonne LAW SHING Mo-han 羅盛慕嫻, BBS; JP
Mr LEE Ka-shing 李家誠, JP
Mr Laurence LI Lu-jen 李律仁, JP
Mr LIU Sing-cheong 廖勝昌, JP
Mr Andrew LO Ching-leung 羅正亮
Mr Joseph LO Kin-ching 勞建青
Mr Alex LUI Chun-wan 雷震寰
Mr NG Wai-hung 伍偉雄, MH
Ms Winnie NG Wing-mui 伍穎梅, JP
Dr Katherine NGAN NG Yu-ying 顏吳餘英, MH; JP
Mr Kenneth PANG Tsan-wing 彭贊榮, SBS
Dr Patrick POON Sun-cheong 潘燊昌, SBS
Mr Irons SZE 施榮懷, BBS; JP
Mr Cliff SUN Kai-lit 孫啟烈, BBS; JP
Dr Henry TAN 陳亨利, BBS; JP; LHD
Ir Dr Peter WONG Kwok-keung 王國強, GBS; JP
Mr Eric C. YIM 嚴志明, JP
Dr YU Kwok-chun 余國春, GBS; SBS; JP
Mrs Betty YUEN SO Siu-mai 阮蘇少湄, JP
Secretary

Miss Connie CHAN Yuk-wa 陳育華, Secretary to Council
Terms of Reference

Subject to the provision of the Ordinance, Senate shall have power:

1. to provide programmes leading to the Postgraduate, Undergraduate and Sub-degree awards of the University and such other programmes of study as may be deemed desirable from time to time and which are within the general policy laid down by Council;

2. to direct and regulate the instruction and education in the University, to stimulate the advancement of knowledge by research, publications and other scholarly activities, and to direct the manner in which examinations shall be conducted;

3. to determine and periodically review the University’s systems and processes for ensuring the quality of its academic programmes;

4. to determine what examinations or study programmes in other educational institutions or places of learning shall be deemed equivalent to examinations or programmes of study in the University;

5. to organize the Faculties and Schools, and to review, approve, refer back, amend or disallow any act of the Board of any Faculty or School, and to give directions to the Boards of the Faculty or School;

6. to advise Council on the provision of facilities for educational and other academic matters;

7. to decide, in accordance with the regulations, what persons have qualified for the conferment of Postgraduate, Undergraduate and Sub-degree awards and other awards and marks of distinction (other than honorary degrees);

8. to determine the time, mode and conditions of competition for, and to award fellowships, scholarships and prizes in accordance with the terms thereof;

9. to require any student, on academic grounds or on other grounds deemed appropriate by Senate, to terminate his studies at the University;
10. to provide recommendations and advice on any matter affecting the welfare of students;

11. to advise Council or the President on any matter referred to Senate by Council or the President;

12. to appoint Boards, committees, working parties and such other bodies which shall report to Senate and to do all such other things as are necessary to give effect to the powers conferred on Senate by the Ordinance or Council;

13. to direct and control by means of regulations made by Senate the form and content of education in the University; and in pursuance of this power to make regulations from time to time in respect of any of the following matters or for any of the following purposes:

   (a) the admission, promotion and registration of students;

   (b) the conditions for the award of Postgraduate, Undergraduate and Sub-degree awards, and other academic awards and marks of distinction;

   (c) programmes of study and examinations;

   (d) the award of scholarships, prizes and other forms of recognition for academic distinction;

   (e) staff appraisal and development;

   (f) research and other scholarly activities;

   (g) the use of University libraries, laboratories, workshops and other educational facilities; and

   (h) generally, all matters which by the Ordinance or Council statutes under Section 18 of the Ordinance it is empowered to regulate;

14. to set policies and guidelines for consultancy and other forms of services to the community;

15. to recommend to the President the appointment of internal examiners, external examiners, and external members on Senate Committees;

16. to approve the appointment of Honorary Professors, including the conferment of Emeritus Professorships;

17. to elect one member to Council, as provided for in Section 10 of the Ordinance.
Composition

Chairman

President

Deputy Chairman

Deputy President and Provost

Members

Executive Vice President

Vice Presidents

Associate Vice Presidents

Dean of each Faculty, and Chairman of each School Board

Dean of College of Professional and Continuing Education

Dean of Students

Chair Professors, other than Heads of academic units

The Chairmen of Standing Committees of the Senate, who are not otherwise members of the Senate

Heads of academic units

Director of Educational Development

Director, Industrial Centre

Director of Information Technology

University Librarian

One staff member elected by and from the full-time academic staff of each academic unit, excluding affiliate academic staff

Student Representatives

The President of the Hong Kong Polytechnic University Students’ Union (HKPUSU) or, failing him/her, a Vice President or an officer (of HKPUSU) so nominated by the HKPUSU

One other student to be nominated by the Hong Kong Polytechnic University Students’ Union

The President of the Hong Kong Polytechnic University Postgraduate Association (PolyUPA) or, failing him/her, a Vice President or an officer (of PolyUPA) so nominated by the PolyUPA
Co-opted Members (up to five)

Secretary

*Academic Secretary*

For membership of Senate, please visit:
https://www2.polyu.edu.hk/as/Polyu/committee/senate.pdf
Committees of Senate

The committees of Senate are listed below:

- Academic Appeals Committee 教務申訴委員會
- Academic Planning and Regulations Committee 教務策劃及規章委員會
- Faculty/School/College Boards 學院院務委員會
- Learning and Teaching Committee 教學委員會
- Quality Assurance Committee (Academic Departments) 質素委員會（教學部門）
- Research Committee 研究委員會

For details of the above committees, please visit:
https://www.polyu.edu.hk/cpa/committee/
Committees of the President

The committees of the President are listed below:

• Budget and Resources Committee 資源統籌委員會
• Grievance Committee 申訴委員會
• President’s Executive Committee 校長行政委員會
• Review Committee 審查委員會
• Staff Discipline Committee 教職員紀律委員會

For details of the above committees, please visit:
https://www.polyu.edu.hk/cpa/committee/
Other Committees of the University

Other committees of the University are listed below:

• Academic Council 學術政策委員會
• Appointments Committees 聘任委員會
• Areas of Excellence Committee 卓越學術領域委員會
• Campus Development and Space Allocation Committee 校園發展及校舍分配委員會
• Campus Sustainability Committee 校園可持續發展委員會
• Culture Promotion Committee 文化推廣委員會
• Entrepreneurial Programmes Management Committee 創業計劃管理委員會
• Equipment and General Purchases Tender Committee 採購招標委員會
• Ethics Committee 操守委員會
• Health and Safety Committee 健康及安全委員會
• Information Services Steering Committee 資訊服務督導委員會
• Quality Assurance Committee (Non-academic Units) 質素委員會（非教學部門）
• Student Discipline Committee 學生紀律委員會

For details of the above committees, please visit:
https://www.polyu.edu.hk/cpa/committee/
Regulations
Academic Regulations

Taught programmes ranging from Professional Doctoral degree level down to Sub-degree level, will be subject to the following regulations:

A. Regulations Governing Academic Programme Design
B. Academic Regulations for Taught Postgraduate Programmes; Programmes under the 3-year Undergraduate Curriculum and Higher Diploma Programmes (2012 intake cohort and before)
C. Academic Regulations for 4-year Undergraduate Degree Programmes
D. Academic Regulations for 2-year Higher Diploma Programmes (2012 intake cohort and thereafter)
E. Regulations on Appeals Against Decisions of Assessment Results/ Boards of Examiners

A. Regulations Governing Academic Programme Design

1. Definitions of Programme, Subject, Credit, and Award

1.1 An academic programme comprises a number of subjects, each of which has value expressed in terms of credits.

1.2 The modes of study for programmes leading to awards of the University include:

   (a) **Full-time (FT)**
   A programme of study that requires students to devote the whole of their time to study. Classes are predominately held in the daytime.

   (b) **Part-time (PT)**
   A programme of study that requires students to attend classes in the evening on weekdays or during weekends.

   (c) **Mixed-mode (MM)**
   A programme of study that provides an option for students to engage in a full-time or part-time study load, and to attend classes in the daytime, evening or a combination of both. The class attendance pattern for individual programmes will be specified in the admission/programme documents. Students enrolled on these programmes are given mixed-mode status.
(d) **Distance learning (DL)**
A programme of study that provides self-contained learning materials to students, in place of classroom teaching and supplementary supports, including group tutorials and/or practical sessions. Students on these programmes are given part-time status.

(e) **Online (OL)**
A programme of study, the teaching of which is delivered through the web and complemented by online academic guidance and periodic face-to-face tutorials. Students on these programmes are given part-time status.

1.3 Each subject, as specified by its subject offering Department*, may have pre-requisites, co-requisites and exclusions, which will remain unchanged regardless of the programme under which the subject is offered and may not necessarily be restricted to subjects offered by the subject offering Department. In order not to hamper the progression of students with pre-requisite/co-requisite requirements that are not academically justified, the number of pre-requisites and co-requisites should be kept to a minimum.

1.4 The pre-requisite of a subject, which may also include University entrance requirements such as HKDSE subjects, must have been obtained before a student registers for that subject. However, the subject offering Department has the discretion to waive the pre-requisite requirements of a subject, if deemed appropriate. If a subject has a co-requisite, the subject and co-requisite subject must be taken in the same semester. If a subject has another subject as an exclusion, in which case usually the two subjects overlap significantly in content, a student having completed one cannot take another one and have this other one counted towards the award.

1.5 In terms of student effort and load, a student is expected to spend approximately 35 to 45 hours of study (inclusive of contact hours, private study etc.) to earn a credit.

1.6 The graduation requirement for an academic award will be expressed in terms of credits earned through completion of compulsory and elective subjects. If there are practical training

*The term ‘Department(s)’ is used to represent academic units generally, which may be designated as either ‘Centre’, ‘College’, ‘Department’, ‘Institute’ or ‘School’.*
components in the programme, the practical training subjects need to be identified. Whether the training credits* should be counted within or outside the range of credit requirement is to be decided by the programme offering Department depending on the nature of the programme. The credit requirements and the normal duration for completion of different levels of academic awards are provided as guides in Annex I.

1.7 The credit requirements and the normal duration for completion of each programme will be decided with reference to the guides in Annex I and the academic requirements for the programmes concerned; and will be specified in individual definitive programme document.

2. **Subject Code and Level**

2.1 Each subject will be given a unique identification code. The subject code will indicate the level (i.e. the intellectual demand placed upon students), the recommended sequence of study, and the discipline.

3. **Specified Progression Pattern**

3.1 There is normally a specified progression pattern for each academic programme. The specified progression pattern will be stipulated in the definitive programme document. Students are normally expected to follow the pattern unless special approval has been granted for pacing students’ own studies.

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*‘Training credits’ is used as a generic term only, and also includes clinical/field credits for programmes in different study disciplines. Laboratory experiments done as a subject/an integral part of a subject to satisfy the academic requirements is not considered to be practical training.*
B. **Academic Regulations for Taught Postgraduate Programmes; Programmes under the 3-year Undergraduate Curriculum and Higher Diploma Programmes (2012 intake cohort and before)**

1. **General**

   1.1 To be eligible to apply for admission to the University, applicants must have satisfied:

   (a) the University’s general minimum entrance requirements in Section 2; and

   (b) the programme-specific entrance requirements in Section 3.

2. **General Minimum Entrance Requirements**

   **Professional Doctoral Degree**

   2.1 Applicants seeking admission to Professional Doctoral degree programmes should possess an appropriate Master’s degree.

   **Master’s Degree**

   2.2 Applicants seeking admission to Master’s degree programmes should possess a Bachelor’s degree.

   **Postgraduate Diploma or Postgraduate Certificate**

   2.3 Applicants seeking admission to Postgraduate Diploma or Postgraduate Certificate programmes should possess a Bachelor’s degree.

   **Bachelor’s Degree (3-year Full-time)**

   2.4 Applicants seeking admission to Bachelor’s degree programmes other than those specified in Section 2.5 should possess:

   (a) For those applying on the basis of HKALE:

      (i) E in HKALE Chinese Literature, or E in HKALE (AS-Level) Chinese Language & Culture, or (for applicants who have not taken Chinese since Secondary Five) D in a HKCEE language other than Chinese and English; and

      (ii) E in HKALE (AS-Level) Use of English; and

      (iii) E in two other HKALE subjects, or E in one other HKALE subject and two other HKALE (AS-Level) subjects; and
(iv) E in five HKCEE subjects. (For attempts of English Language and Chinese Language in 2007 and after, at least Level 2 is required.)

(b) For those applying on the basis of other local qualifications:

(i) An appropriate Diploma* from The Hong Kong Polytechnic University or the Hong Kong Institute of Vocational Education (IVE) – or the former Technical Institutes (TI) or Hong Kong Polytechnic/Technical College, either with Credit or Pass at Merit Level in at least three Level III subjects; or

(ii) An appropriate Higher Certificate*

(iii) An appropriate Associate Degree/Higher Diploma from a recognised institution (suitable candidates will be considered for advanced standing entry to the senior year curriculum).

2.5 Part-time Bachelor's degree programmes normally admit students on the basis of a specified Higher Diploma or professional qualifications and appropriate working experience.

Higher Diploma

2.6 Applicants seeking admission to Higher Diploma programmes should possess:

(a) For those applying on the basis of HKALE:

(i) E in one HKALE subject, or E in two HKALE (AS-Level) subjects; and

(ii) E in six HKCEE subjects including English Language (Syllabus B)*, and Chinese Language* or Chinese Literature or a language other than Chinese and English.

(b) For those applying on the basis of other qualifications:

An appropriate Diploma or Higher Certificate* from The Hong Kong Polytechnic University or the Hong Kong Institute of Vocational Education (IVE) – or the former Technical Institutes (TI) or Hong Kong Polytechnic/Technical College.

* The ‘appropriate’ Diplomas and Higher Certificates will be specified in the individual programme entries for reference of applicants.

* For attempts in 2007 and after, at least Level 2 is required.
2.7 The results of HKALE/HKCEE required for admission may be accumulated through multiple sittings.

3. **Programme-specific Entrance Requirements**

3.1 In addition to the general minimum entrance requirements, the University also has programme-specific entrance requirements, which are determined in relation to the programme’s aims, curriculum contents (particularly of the first year), teaching methods and its duration, as well as the level of demand from applicants. Such programme-specific requirements are set at or above the University’s general minimum entrance requirements, and may include non-academic criteria as set out in Section 4.1.

4. **Criteria for Admission**

4.1 In selecting applicants for admission to a programme, the University shall, in addition to the academic qualifications of individual applicants, take into consideration the following factors:

(a) the motivation, non-academic qualities and interests of individual applicants;

(b) the employment experience, if any, of individual applicants;

(c) the ability of individual applicants to communicate effectively in English (except for programmes approved to be taught in Chinese); and

(d) the overall balance of the cohort of students to be admitted – this allows for a group of students who have a balance of experience to be selected, where this is relevant to the aims of the programme.

4.2 The public-examination grades of those applicants meeting the specific entrance requirements for a particular programme may be weighted, to reflect the relevance or otherwise of each subject to that programme.

4.3 The Departmental Programme Committee is responsible for ensuring, as far as possible, that all students admitted are potentially capable of completing the programme successfully.
5. Acceptable Alternatives to Admission Requirements

5.1 The University accepts attainments in other local public examinations and GCE/GCSE/IGCSE examinations as alternatives to HKCEE and HKALE for the purpose of meeting entrance requirements. The acceptable alternatives to HKCEE requirements are shown in Annex II. Weightings will be applied to attainments in GCE/GCSE/IGCSE for calculation of selection score.

5.2 Applicants holding an International Baccalaureate (IB) Diploma or Associate degree are considered as having satisfied the general minimum entrance requirements of the University for study programmes up to and including Bachelor’s degree level.

5.3 Applicants holding non-local qualifications may also be considered for admission to Bachelor’s degree programmes.

5.4 (a) Applicants seeking admission to full-time Bachelor’s degree programmes on the strength of non-local qualifications may not be able to meet the HKALE (AS-Level) Use of English requirement. In such cases the following may be considered as equivalent qualifications:

(i) a Test of English as a Foreign Language (TOEFL) score of 550 or above for the paper-based tests, or a score of 80 or above for the internet-based tests*; OR

(ii) an overall Band Score of 6 in the International English Language Testing System (IELTS)*;

(iii) applicants from English-medium international schools and from schools in English-speaking countries normally do not possess a qualification in English Language beyond GCE O-Level/GCSE Level. As these applicants do not have any problem with their English ability, the approval by Faculty Dean/School Board Chairman for admitting applicants who do not possess AS-Level Use of English is not required. Such students should have, however, studied in those schools for a minimum of two years and are required to meet the minimum total subject requirements e.g. 3 AL or 2 AL plus 2 AS or 1 AL plus 4 AS plus 5 HKCEE passes for admission to degree programmes.

* These will also be applicable to any admittee to taught postgraduate programmes who is not a native speaker of English, or whose Bachelor’s degree or equivalent qualification is awarded by institutions where the medium of instruction is not English.
(b) The other language requirement (i.e. HKCEE Grade D in a language other than Chinese or English) will be waived for applicants who are pursuing a non-local curriculum. Such applicants are however required to meet the minimum total subject requirements e.g. 3 AL or 2 AL plus 2 AS or 1 AL plus 4 AS plus 5 HKCEE passes for admission to degree programmes.

(c) Individual cases will be considered by the Departments concerned on their own merit. Applicants concerned may be required to attend interviews or tests to further ascertain their language proficiency.

5.5 The University will consider other qualifications as being equivalent to the specified entrance requirements, on their individual merits.

6. Admission of Applicants without the Approved Qualifications

6.1 The University may, on an individual and exceptional basis, admit applicants including mature applicants who do not possess the stipulated entrance requirements or do not satisfy the Faculty minimum A-Level score for A-Level-based applicants. The main criterion for such admission is that applicants must demonstrate sufficient motivation, knowledge and potential to indicate a high probability of being able to complete the programme successfully. The applicants can demonstrate this either through documented qualifications, performance at interview, the results of a special assessment process, and/or a record of relevant working experience.

6.2 The authority to approve the admission of such applicants is the appropriate Faculty/School Board, which will decide on the basis of the following criteria:

(a) that all necessary steps have been taken to ascertain the applicant’s suitability for admission to the programme concerned;

(b) that the proportion of such applicants admitted to the programme (taking into account also the number of subject-based students planned to be admitted) will not be such as to distort the normal teaching/learning patterns of the programme, nor to affect detrimentally the progress of those students who hold the approved
entrance qualifications and for whom the programme is thus designed;

(c) that the overall proportion of such applicants admitted to programmes in the Faculty concerned will remain to be low.

7. Admission of Mature Applicants

7.1 Applicants who have reached the age of 25 before 1 September, in the year in which they seek admission, are categorised as mature applicants. Those mature applicants who do not hold approved entrance qualifications may be admitted on an individual and exceptional basis.

8. Admission of Applicants with Disabilities / Special Educational Needs

8.1 PolyU adopts a non-discriminatory policy in admitting applicants with disabilities / special educational needs, so long as they can fulfil the essential academic requirements for entry; and can satisfy the physical demands of particular programmes, if necessary with reasonable use of assistive technology.

8.2 Applicants with disabilities / special educational needs, have the right to choose, at their own discretion, whether to provide information in relation to their disabilities / special educational needs when they submit their application, so as to enable the University to have their disabilities / special educational needs taken into consideration during the admission selection process. Such an arrangement, if exercised by the applicant, is intended to enable these applicants to be counselled on the suitability or otherwise of the programme(s) they have applied for, and to enable them to find out as early as possible the special assistance and facilities which the University can provide to them on admission.

8.3 Departments may seek further information or advice from the PolyU’s Network on Students with Special Needs via its Secretary before meeting with the applicants concerned if they require any assistance on (a) interpretation of applicants’ disabilities / special educational needs and general information on the possible impact of the disabilities / special educational needs on students’ learning; (b) general information on the kind of special assistance which PolyU may offer to students
with a particular disability / special educational need; and/or
(c) general information in relation to the compliance of the
Disability Discrimination Ordinance.

8.4 In all other respects, the regulations on admissions set out
in this Chapter make no distinction between applicants with
disabilities / special educational needs and other applicants.

8.5 A separate arrangement for students with disabilities is made
within the Joint University Programmes Admissions System
(JUPAS). Students with disabilities can, if they wish, opt for
consideration under this separate arrangement after they have
submitted their JUPAS application. They, if considered suitably
qualified, will receive offers earlier than the JUPAS Main Round
Exercise. They are however not required to make a decision
on whether to accept the earlier offers. Their application will
continue to be considered by institutions in the JUPAS Main
Round Exercise to see if an even ‘better’ offer could be given.
The final offer will either be the earlier offer or the Main
Round offer, whichever is of a higher priority. It is expected
that this separate arrangement will facilitate applicants with a
disability, since institutions may provide suitable counselling
and assistance to them.

9. Admission of Students with Outstanding
Non-academic Achievements

9.1 The University is prepared to give appropriate special
consideration to applicants who have shown outstanding
non-academic achievements or all-round development in
non-academic aspects, such as music, sports, community
services and leadership, for admission to full-time Bachelor’s
degree and Higher Diploma programmes. Applicants with very
outstanding non-academic achievements (e.g. with awards /
prizes attained in prominent competitions) will be favourably
considered for admission, so long as they have satisfied the
general minimum entrance requirements of the University.

9.2 To further encourage the all-round development of secondary
school students, the University has also operated a Self
Recommendation Scheme (SRS) up to the 2012/13 admissions
exercise. Eligible applicants are invited to provide information
on their non-academic achievements to the University for
consideration in the admission process.
9.3 The above provision also applies to applicants recommended under the JUPAS Sub-system for School Principal’s Nominations (SPNS), and the PolyU’s Outstanding Sportsmen Recommendation Scheme (OSRS).

10. Admission of Advanced Standing Students Based on Advanced Academic Qualifications

10.1 The Faculty/School Board may approve provisions for students to be admitted to a programme beyond the initial stage. The entrance requirements specified for such admission shall be such as to ensure that the students entering the later stage will have knowledge and experience comparable to those who have progressed from the initial stage(s). Such admission routes will be included in the relevant definitive programme document. These students will still be labelled as first year students even though they are following the curriculum of a later stage.

10.2 Individual students may be admitted to a later stage of a programme provided that they have demonstrably reached the general level of educational development which would have been reached had they taken the earlier stage(s) of the programme, and provided that there is a high probability that they will complete the programme successfully. This is normally shown by evidence of success in other programmes of an appropriate level, although it is possible in exceptional cases for an equivalent level to be attained through experience in employment and/or through learning outside formal educational settings. Where other studies are used as the basis for admission, it is not necessary for each component in the omitted stage(s) of the programme to have been covered. The authority for such admissions, and the procedures and criteria to be followed, are the same as those set out in Section 6.2.

10.3 Students admitted via the above-mentioned admission routes will be advised that based on advanced academic qualifications, they will be required to take fewer credits than those admitted through normal entry.

11. Admission of Non-local Students

11.1 Non-local students are defined as those who require student visas/permits issued by the Hong Kong Immigration Department to enter Hong Kong for the purpose of education. Spouses and dependent children up to 18 years old of non-local persons who are permitted to work in Hong Kong by
the Immigration Department (and are holding dependent visas) are not considered to be non-local students. If non-local applicants only possess visitor or tourist visas, the PolyU can neither register them as students, nor allow them to commence their studies until the applicants concerned have obtained a student visa.

11.2 With effect from the 2016/17 academic year, all new non-local students in sub-degree, undergraduate and taught postgraduate programmes should be admitted through over-enrolment outside the approved UGC-funded student number targets, capped at a level equivalent to 20% of the approved UGC-funded student number targets for these programmes, by study level.

11.3 Non-local students will have to pay a higher rate of tuition fees, to be determined by the PolyU. Non-local students are not eligible to apply for any Government-funded student financial assistance scheme.

11.4 There is no quota restriction of non-local admittees to self-financed taught postgraduate programmes. For self-financed undergraduate and sub-degree programmes* (normally Immigration Department will only grant student visas to those attending full-time programmes.), however, there is a quota limit of 10% of the previous year’s local student enrolment number for individual institutions for recruitment from the Chinese mainland, Macau and Taiwan, as stipulated by the Education Bureau.

11.5 Any programme mounted specifically for non-local students will be so designed and funded as not to deprive local applicants of admission to the University and not to deprive enrolled local students of access to the University’s facilities. This generally means that such programmes must be designed and offered on a self-financed basis.

12. Admission of Subject-based Students

12.1 Students who wish to take individual subjects, but do not wish to register as a candidate for an award, may apply for admission as subject-based students.

* Normally Immigration Department will only grant student visas to those attending full-time programmes.
12.2 Subject-based students are subject to the following regulations:

(a) **Coverage**

(i) The provision for admission of subject-based students applies only to subjects which form part of a self-financed programme.

(ii) Subject-based students may be admitted to take subjects at any level. However, priority to take subjects shall be given to regular students, i.e. those enrolled on a programme basis.

(iii) Subjects which are open for selection by subject-based students will be determined by the subject offering departments.

(b) **Suitability for admission and re-enrolment**

(i) The Department offering the subject to be enrolled by the subject-based students will determine their suitability for admission. The Department concerned should ensure that the students have the ability to benefit from the subject, having regard to working experience and other background, if deemed necessary.

(ii) Subject-based students need not necessarily possess equivalent entry qualifications as regular students.

(iii) Subject-based students may register for a period of not more than one semester. Students need to apply again if they wish to register in the following semester.

(c) **Assessment and certification of academic achievement**

(i) Subject-based students are subject to assessment, which will be conducted at the same time and in the same manner as the regular students.

(ii) Subject-based students will earn credits if they are successful in the assessment for the subject.

(iii) Subject-based students will receive an official assessment result notification for the subjects taken. The assessment result notification will stipulate the same details of the subjects examined, as for the regular students. A transcript of studies will be issued to these students on request.
(d) **Credit transfer**

(i) If subject-based students later wish to further their studies on PolyU programmes leading to a formal award, they should follow the normal application procedures to seek admission, and will be subject to the University regulations governing such admission including satisfying the programme entrance requirements.

(ii) The prevailing University regulations on credit transfer and validity period of credits earned will apply when the subject-based students are being admitted to pursue a formal PolyU award.

(e) **Administration**

Subject-based students will be issued student ID cards, and be eligible to access the same teaching/learning facilities as other students on the subject concerned. They will also have the same benefits as the regular part-time students in terms of access to other campus facilities.

(f) **Student proportion**

(i) The number of subject-based students to be admitted per class should not exceed 25% of the total class enrolment. Approval from Faculty Dean/School Board Chairman is required for admission of subject-based students above the 25% ceiling.

(ii) The proportion of subject-based students admitted to any subject should not be such as to distort the normal teaching/learning patterns of the subject, nor to affect the progress of regular students who hold the approved entrance qualifications of the programme concerned.

(g) **Fees**

(i) Subject-based students will be charged tuition fees on a credit basis.

(ii) Subject-based students are required to pay the same amount of caution money as prescribed for regular students. The caution money paid is refundable upon their completion of studies, subject to there being no outstanding debts.
13. **Re-admission**

13.1 Students who have been required to withdraw on grounds of academic failure or have been de-registered or students who have discontinued their studies without completing the proper procedures for official withdrawal shall not be considered for re-admission to the same programme/stream in the following academic year. However, for students being de-registered / withdrawn from a 3-year full-time Bachelor’s degree programme, they will be allowed to apply to the 4-year degree programme leading to the same award.

14. **Admission by Semester**

14.1 Students will be recruited on a yearly basic except for Taught Postgraduate programmes which recruit students by semester.

15. **Minimum Enrolment Number**

**UGC-funded Programmes**

15.1 The minimum enrolment number for Postgraduate programmes is 10 in headcount. The minimum enrolment number for other programmes is 20 in headcount for full-time and sandwich programmes; 25 in headcount for part-time programmes.

15.2 Failure to recruit students up to the minimum enrolment number for a programme two weeks before the commencement of the academic year will result in cancellation of the programme for that year, unless exceptional approval is given by the APRC Chairman. If exceptional approval is granted, the Academic Secretary should be informed immediately by the approving authority.

15.3 The registration of students on programmes with enrolment numbers below the minimum may be provisional. Confirmation or otherwise of the offer of programmes will be sent to applicants before the commencement of the semester/term or academic year.

15.4 The minimum planned class size for each subject of Postgraduate programmes is 10 in headcount and that for subjects of other programmes is 15 in headcount. These numbers apply to each of the teaching activities of the subject e.g. lecture, tutorial, seminar, laboratory.
15.5 The Head of the subject offering Department has the discretion to continue with the offering of under-enrolled subjects before the commencement of a semester/term. If it is so decided, the Faculty Dean/School Board Chairman concerned should be informed. Should a subject be cancelled due to under-enrolment, students should be informed by the Department concerned. If it is a servicing subject, the agreement of the Department offering the programme, under which the subject is offered, should be sought.

Self-financed Programmes

15.6 Failure to recruit students up to the minimum viable number approved by the Senate for a programme may result in the cancellation of the programme for that year. However, in cases where offers are made and tuition fees received, the Department concerned will have to offer the programmes, even though the minimum viable numbers are not met, unless exceptional approval is given by the Deputy President and Provost for the programmes to be cancelled.

15.7 In running a programme below the minimum viable number, the Department concerned should forecast if the programme will still be financially viable in the circumstance of its discontinuation in admitting new students in the subsequent year, which may pose constraints for achieving an economy of scale in the offer of the remaining subjects in the subsequent years for the cohort of admittees in question.

16. Concurrent Enrolment

16.1 Students are not permitted to enrol concurrently on two full-time/sandwich programmes, whether or not one of the programmes is offered by another institution.

16.2 Except for programmes which do not lead to any formal award, students are not allowed to enrol concurrently on a full-time/sandwich programme and a part-time programme, or on more than one part-time programmes, including those offered by another institution, without permission from the Head(s) of Department concerned.

16.3 The policies set out in Sections 16.1 and 16.2 are also applicable to programmes leading to the University awards offered through the School of Professional Education and Executive Development (SPEED).
17. **Transfer of Study within the University**

17.1 Students who have not completed their programme may apply to transfer to another programme, and may be admitted, provided that the total period of registration does not exceed the maximum period of registration of the programme with the longer duration. However, year one new students will only be considered for transfer to another programme offered in the same mode of study, starting from their second semester of registration. For UGC-funded undergraduate programmes, the maximum number of approved transfer for both local and non-local students should normally not exceed the unfilled UGC-funded places within the planned student number for the programme concerned.

17.2 Students who are currently on a UGC-funded programme and wish to transfer to another PolyU full-time UGC-funded programme of the same level should submit an application for transfer of study, instead of a new application in the non-JUPAS application period. Current Higher Diploma students who have chosen to submit an application via JUPAS applications would not be allowed to apply for transfer of study to full-time programmes within the University.

17.3 All applications for transfer of study will be considered in competition with other new applications.

18. **Transfer of Study between Institutions**

18.1 The University is prepared to admit students who have completed all or part of a programme offered by another institution to the senior stages of a cognate programme. The number of students admitted on this basis will be small, and admission will be subject to the provisions as set out in Section 10.

18.2 In accordance with the policy on inter-institutional transfer of students stipulated by the UGC, repeating of UGC-funded study across institutions, irrespective of whether there is a change of programme or discipline, is generally discouraged and only cases with justifiable reasons will be exceptionally considered, and on a case-by-case basis.
19. **Student Status**

**Self-paced Students**

19.1 There will be a specified progression pattern for each programme, and students are normally expected to follow this study pattern. Students who wish to study at their own pace instead of following the specified progression pattern will have to seek prior approval from their Departments. These students are referred to as self-paced students.

19.2 Students who register on programmes without any specified progression pattern are also known as self-paced students.

**Full-time Students**

19.3 Students enrolling on full-time/sandwich programmes, or on mixed-mode programmes with a study load of 9 credits (12 for students admitted in or before 2004/05) or more in a semester are classified as full-time students. Students on full-time/sandwich programmes or on mixed-mode programmes who wish to change their study load to less than 9 credits in a semester, will have to seek prior approval from their Department. Students who enrol on full-time programmes but have been given permission to take less than 9 credits in a semester will be given the option to pay credit fees. If students wish to exercise such option, they have to inform Departments before the end of the add/drop period of that semester.

19.4 Full-time local students enrolled on UGC-funded programmes are eligible to apply for financial assistance from the HKSAR Government in the form of grant and loan. Government grant and loan may not be granted beyond the normal period of study for the programme.

**Part-time Students**

19.5 Students enrolling on part-time, distance learning, online and mixed-mode programmes with a study load of less than 9 credits in a semester (unless otherwise approved by Departments), are classified as part-time students.

**Mixed-mode Students**

19.6 Students enrolling on mixed-mode programmes are classified as mixed-mode students. They may engage in a full-time or part-time study load and attend classes either in the evening, in the daytime, or a combination of both. If the mixed-mode
students take subjects with a study load reaching the minimum requirement of a full-time student, they will be given full-time status in that semester. If their study load does not reach this minimum of 9 credits, they will be given part-time status (unless otherwise approved by the Department).

Subject-based Students

19.7 Students who wish to take individual subjects, but do not wish to register as a candidate for an award, are classified as subject-based students.

20. Subject Registration and Withdrawal

20.1 In addition to programme registration, students need to register for the subjects at specified periods prior to the commencement of the semester. An add/drop period will also be scheduled for each semester/term. Students may apply for withdrawal of their registration on a subject after the add/drop period if they have a genuine need to do so. The application should be made to the relevant programme offering Department and will require the approval of both the subject lecturer and the host Department Programme Leader concerned (or an alternate academic staff authorised by the programme offering Department). Applications submitted after the commencement of the examination period will not be considered. For approved applications of subject withdrawal, the tuition fee paid for the subject will be forfeited and the withdrawal status of the subject will be shown in the assessment result notification and transcript of studies, but will not be counted towards the calculation of GPA.

20.2 Subject to the maximum study load of 21 credits (as from 2005/06 cohort of intakes) per semester and the availability of study places, students are allowed to take additional subjects on top of the prescribed credit requirement for award before they become eligible for graduation. For students of full-time programmes, they can take additional subjects from within or outside their programme curriculum. Students can choose freely from those subjects which are available for selection (unless they are barred because of pre-requisites). For students of part-time programmes, they can only take additional subjects from the curriculum of the programme which they have enrolled.
21. **Maximum Duration for Completion of a Programme**

21.1 The maximum period of registration on, and for completion of, a programme is normally twice the duration of the programme, and must not exceed 8 years. This 8 year maximum period shall apply to programmes whose specified duration is more than 4 years. This period shall exclude deferment granted for justifiable reasons such as illness or posting to work outside Hong Kong, but any semester in which the students are allowed to take zero subject will be counted towards the maximum period of registration.

21.2 A student’s registration shall lapse if it is no longer possible for him to obtain an award within the maximum period of registration.

22. **Validity Period of Subject Credits**

22.1 The validity period of subject credits earned is eight years from the year of attainment, i.e. the year in which the subject is completed, unless otherwise specified by the Department responsible for the content of the subject. Credits earned from previous study should remain valid at the time when the student applies for transfer of credits. For exceptional cases such as those set out in Sections 22.1(a) to 22.1(c), subject offering Departments have the flexibility to extend the validity period of subject credits on a case-by-case basis (for ‘Broadening’ GE subjects, the decision will be made by the programme offering Department).

(a) Mature learners whose previous studies were mostly completed a long time before their admission to this University, but who have working experience which would have kept them actively involved in the relevant area of study. The flexibility to be granted to these students based on academic comparability of subjects is in line with the policy of the University in promoting lifelong learning.

(b) Students for whom the expiry of validity of credits is beyond their control such as medical reasons.

(c) Students have been approved for deferment of study, or approved for going beyond the maximum period of registration.
23. **Residential Requirement**

23.1 In order to be considered for a PolyU award, a student must complete at least 1/3 of the normal credit requirement for the award he is currently enrolled, unless the professional bodies concerned stipulate otherwise. (For programmes with professional requirements, the Departments concerned should consult the relevant professional bodies and tighten up this residential requirement accordingly.) This 1/3 requirement is also applicable to Minor programme, i.e. students must complete at least 6 credits of the Minor programme curriculum.

24. **Study Load**

24.1 For students following the progression pattern specified for their programme, they have to take the number of credits as specified in the Definitive Programme Document, for each semester.

24.2 The normal study load is 15 credits in a semester. The maximum study load to be taken by a student in a semester is 21 credits (as from 2005/06 cohort of intakes), unless exceptional approval is given by Head of the programme offering Department.

24.3 To help improve the academic performance of students on academic probation, these students will be required to take a reduced study load in the following semester (Summer Term excluded). The maximum number of credits to be taken by the students varies according to the policies of individual Departments and will be subject to the approval of the authorities concerned. (Note)

24.4 Students are not allowed to take zero subject in any semester, including the mandatory summer term as required by some programmes, unless they have obtained prior approval from the programme offering Department; otherwise they will be classified as having unofficially withdrawn from their programme. Students who have been approved for zero subject enrolment (i.e. taking zero subject in a semester) are allowed to retain their student status and continue using campus facilities.

Note: The maximum number of credits to be taken in a semester by students on academic probation will be decided by the Departments. The maximum number could be set on a departmental basis or programme basis, or even student-specific, as deemed appropriate. If the maximum number proposed is from 16 to 18 credits in a semester, approval by Faculty/School Deans is required. For students to be allowed to take more than 18 credits in a semester, approval by Quality Assurance Committee (Academic Departments) will be required.
and library facilities. Any semester in which the students are allowed to take zero subject will nevertheless be counted towards the maximum period of registration (Ref. Section 21.1 above).

24.5 Students who have obtained approval to pace their studies and students on programmes without any specified progression pattern who wish to take more than the normal load of 15 credits (as from 2005/06 cohort of intakes) in a semester should seek advice from the Department concerned before the selection of subjects.

24.6 Students enrolled on mixed-mode programmes are required to take 9 credits or more in a semester in order to retain full-time status. Otherwise, they will be given a part-time status. (Please refer to Section 19 above)

25. **Subject Exemption**

25.1 Students may be exempted from taking any specified subjects, including mandatory language or general education subjects, if they have successfully completed similar subjects previously in another programme or have demonstrated the level of proficiency/ability to the satisfaction of the subject offering Department. Subject exemption is normally decided by the subject offering Department (for ‘Broadening’ GE subjects and for all subjects at admission stage, the decision will be made by the programme offering Department). However, for applications which are submitted by students who have completed an approved student exchange programme, the subject exemption is to be decided by the programme offering Department in consultation with the subject offering Departments. In case of disagreement between the programme offering Department and the subject offering Department, the two Faculty Deans/School Board Chairmen concerned will make a final decision jointly on the application. If students are exempted from taking a specified subject, the credits associated with the exempted subject will not be counted towards the award requirements (except for exemptions granted at admission stage). It will therefore be necessary for students to consult the programme offering Department and take another subject in order to satisfy the credit requirement for the award.
26. **Credit Transfer**

26.1 Students may be given credits for recognised previous studies (including mandatory language or general education subjects (except for full-time articulation Bachelor’s degree programmes, where only exemptions are to be given)) and the credits will be counted towards meeting the requirements for award. Transferred credits may be counted towards more than one award. The granting of credit transfer is a matter of academic judgment. In assessing the transferability of subjects previously taken, the syllabus of that subject should be carefully scrutinized to ascertain that it is comparable to the PolyU’s curriculum. Whether the previous studies are from institutions on credit-based or non-credit-based system should not be a matter of concern, and the subject size need not be a perfect match. To ascertain the academic standing of the institution offering the previous studies, the Department might need to request the institutions concerned to provide more relevant information.

26.2 Credit transfer may be done with or without the grade being carried over; the former should normally be used when the credits were gained from PolyU. Credit transfer with the grade being carried over may be granted for subjects taken from outside the University, if deemed appropriate, and with due consideration to the academic equivalence of the subjects concerned and the comparability of the grading systems adopted by the University and the other approved institutions. Subject credit transfer is normally decided by the subject offering Department (for ‘Broadening’ GE subjects, however, the decision will be made by the programme offering Department). However, for applications which are submitted by students who have completed an approved student exchange programme, the decision will be made by the programme offering Department in consultation with the subject offering Departments. As the application for credit transfer may involve subjects offered by more than one Department, the programme offering Department should coordinate and check whether the maximum limit for credit transfer for a student has been exceeded, and whether the student has fulfilled the residential requirement as stipulated in Section 23 above.

26.3 In case of disagreement between the programme offering Department and the subject offering Department, the two Faculty Deans/School Board Chairmen concerned will make a final decision jointly on the application. The validity period
of credits previously earned is up to 8 years after the year of attainment.

26.4 Normally, not more than 50% of the credit requirement for award may be transferable from approved institutions outside the University. For transfer of credits from programmes offered by PolyU, normally not more than 67% of the credit requirement for award can be transferred. In cases where both types of credits are being transferred (i.e. from programmes offered by PolyU and from approved institutions outside the University), not more than 50% of the credit requirement for award may be transferred. The 50% and 67% ceiling is also applicable to Minor programme, i.e. credit transfer can be given for not more than 9 credits of a Minor programme if the previous credits were earned from approved institutions outside of the university; and not more than 12 credits of a Minor programme if the previous credits were earned from programmes offered by PolyU.

26.5 If the transferred credits are part of a PolyU programme which is accredited by a professional body, the Department concerned should ensure that the transferred credits will also meet the requirement of the relevant professional body.

26.6 If a student is waived from a particular stage of study on the basis of advanced qualifications held at the time of admission (see Section 10 of above), the student concerned will be required to complete fewer credits for award. For these students, the ‘deducted’ credits at admission stage will be counted towards the maximum limit for credit transfer when students apply for further credit transfer after their admission.

26.7 Notwithstanding the upper limits stipulated in Section 26.4 above, (and unless professional bodies stipulate otherwise) students may be given more credit transfer than these upper limits (e.g. upon completion of exchange activity as mentioned in Section 26.8 below), subject to their satisfying the residential requirement as stated in Section 23 above.

26.8 Credit transfer can be applicable to credits earned by students through study at an overseas institution under an approved exchange programme. Students should, before they go abroad for the exchange programme, seek prior approval from the programme offering Department (who will consult the subject offering Departments as appropriate) on their study plan and credit transferability. As with all other credit
transfer applications, the Departments concerned should scrutinise the syllabuses of the subjects which the students are going to take at the overseas institution, and determine their credit transferability based on academic equivalence with the corresponding subjects on offer at the PolyU, and the comparability of the grading systems adopted by PolyU and the overseas institution. The transferability of credits, and the suitability for allowing grades to be carried over, must be determined and communicated to students before they go abroad for the exchange programme. In order to overcome the problems associated with subject-to-subject mappings, block credit transfer rather than subject-by-subject credit transfer can be given.

26.9 All credit transfers approved will take effect only in the semester for which they are approved. A student who applies for transfer of credits during the re-enrolment or the add/drop period of a particular semester will only be eligible for graduation at the end of that semester, even if the granting of credit transfer will immediately enable the student to satisfy the credit requirement for the award.

26.10 For credit transfer of retaken subjects, the grade attained in the last attempt should be taken in the case of credit transfer with grade being carried over. Students applying for credit transfer for a subject taken in other institutions are required to declare that the subject grade used for claiming credit transfer was attained in the last attempt of the subject in their previous studies. If a student fails in the last attempt of a retaken subject, no credit transfer should be granted, despite the fact that the student may have attained a pass grade for the subject in the earlier attempts.

26.11 Students should not be granted credit transfer for a subject which they have attempted and failed in their current study unless the subject was taken by the student as an exchange-out student in his current programme.

27. Attendance

27.1 A student is required to follow his programme with due diligence and to complete the requirements of the programme to the satisfaction of the examiners. There may also be specific requirements for student attendance on individual subjects/programmes.
28. **Medium of Instruction**

28.1 English is the medium of instruction (the only exceptions are for a small number of programmes/subjects which have got special approval to be taught and examined in Chinese, due to the nature and objectives of the programmes/subjects concerned). Chinese could only be used in small group discussions/tutorials/practical sessions if and when necessary.

28.2 In the presence of non-Cantonese-speaking students, English should be used all the time.

29. **Deferment of Study**

29.1 Students may apply for deferment of study if they have a genuine need to do so such as illness or posting to work outside Hong Kong. Approval from the programme offering Department is required. The deferment period will not be counted as part of the maximum period of registration.

29.2 Application for deferment of study will be entertained only in exceptional circumstances from students who have not yet completed the first year of a full-time or sandwich programme.

29.3 Where the period of deferment of study begins during a stage for which fees have been paid, no refund of such fees will be made.

29.4 Students who have been approved for deferment are not entitled to enjoy any campus facilities during the deferment period.

30. **General Assessment Regulations**

30.1 These General Assessment Regulations (GAR) shall govern all programmes which lead to an award of the University, except where Senate decides otherwise.

30.2 Each programme shall, in addition, have programme-specific regulations, and be governed by the relevant scheme regulations, if it is a constituent programme of a study scheme. The programme-specific regulations shall be confirmed at the stage of validation and published in the definitive programme document and scheme regulations shall be confirmed at the formulation of the scheme. Students shall be advised of these regulations at the commencement of an academic year. Unless otherwise specified, students of Bachelor’s degree programmes who have opted for the Major/Minor route should abide by the academic regulations, including assessment regulations,
stipulated in the definitive programme document applying to students of the single-discipline Major programme.

30.3 For all programmes, students progress by credit accumulation, i.e. credits earned by passing individual subjects can be accumulated and counted towards the final award.

30.4 **Subject Level**

30.4.1 A ‘level’ in a programme indicates the intellectual demand placed upon students and may characterise each subject with respect to its recommended sequencing within that programme.

30.4.2 Upper level subjects should normally build on lower level subjects. Pre-requisite requirements, if any, must therefore be spelt out on a subject basis.

30.4.3 For the purpose of these regulations, a ‘subject’ is defined as a discrete section of the programme which is assigned a separate assessment. A list of subjects, together with their level and weightings, shall be published in the definitive programme document.

30.4.4 The different levels of a subject are indicated by different level codes as follows:

<table>
<thead>
<tr>
<th>Level code</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Sub A-Level standard</td>
</tr>
<tr>
<td>1</td>
<td>A-Level standard</td>
</tr>
<tr>
<td>2</td>
<td>Standard comparable to year 1 of a 3-year degree programme</td>
</tr>
<tr>
<td>3</td>
<td>Standard comparable to year 2 of a 3-year degree programme</td>
</tr>
<tr>
<td>4</td>
<td>Standard comparable to the final year of a 3-year degree programme</td>
</tr>
<tr>
<td>5</td>
<td>Master’s level</td>
</tr>
<tr>
<td>6</td>
<td>Doctoral level</td>
</tr>
</tbody>
</table>

30.4.5 **Language of Assessment**

The language of assessment for all programmes/subjects shall be English, unless approval is given for it to be otherwise.
31. **Principles of Assessment**

31.1 Assessment of learning and assessment for learning are both important for assuring the quality of student learning. Assessment of learning is to evaluate whether students have achieved the intended learning outcomes of the subjects that they have taken and have attained the overall learning outcomes of the academic programme at the end of their study at a standard appropriate to the award. Appropriate methods of assessment that align with the intended learning outcomes should be designed for this purpose. The assessment methods will also enable the teacher to differentiate students’ different levels of performance within the subject. Assessment for learning is to engage students in productive learning activities through purposefully designed assessment tasks.

31.2 Assessment will also serve as feedback to students. The assessment criteria and standards should be made explicit to students before the start of the assessment to facilitate student learning, and feedback provided should link to the criteria and standards. Timely feedback should be provided to students so that they are aware of their progress and attainment for the purpose of improvement.

31.3 The ultimate authority in the University for the confirmation of academic decisions is Senate, but, for practical reasons, Senate has delegated to Faculty/School Boards the authority to confirm the decisions of Boards of Examiners (BoE) provided these are made within the framework of GAR. Recommendations from BoE which fall outside these regulations shall be ratified by the Academic Planning and Regulations Committee (APRC) and reported to Senate as necessary.

32. **Assessment Methods**

32.1 Students’ performance in a subject can be assessed by continuous assessment and/or examinations, at the discretion of the individual subject offering Department. Where both continuous assessment and examinations are used, the weighting of each in the overall subject grade shall be clearly stated in the definitive programme document. The subject offering Department can decide whether students are required to pass both the continuous assessment and examination components, or either component only, in order to obtain a subject pass, but this requirement (to pass both, or either, components) shall
be specified in the Definitive Programme Document. Learning outcome should be assessed by continuous assessment and/or examination appropriately, in line with the outcome-based approach.

32.2 Continuous assessment may include tests, assignments, projects, laboratory work, field exercises, presentations and other forms of classroom participation. Continuous Assessment assignments which involve group work should nevertheless include some individual components therein. The contribution made by each student in continuous assessment involving a group effort shall be determined and assessed separately, and this can result in different grades being awarded to students in the same group.

32.3 Assessment methods and parameters of subjects shall be determined by the subject offering Department.

32.4 At the beginning of each semester, the subject teacher should inform students of the details of the methods of assessments to be used within the assessment framework as specified in the definitive programme document.

33. Progression/Academic Probation/Deregistration

33.1 BoE shall, at the end of each semester determine whether each student is

(a) eligible for progression towards an award; or

(b) eligible for an award; or

(c) required to be de-registered from the programme.

33.2 When a student has a Grade Point Average (GPA) lower than 2.0, he will be put on academic probation in the following semester. Once when a student is able to pull his GPA up to 2.0 or above at the end of the semester, the status of ‘academic probation’ will be lifted. The status of ‘academic probation’ will be reflected in the assessment result notification but not in transcript of studies.

33.3 A student will have ‘progressing’ status unless he falls within any one of the following categories which shall be regarded as grounds for deregistration from the programme:

(a) the student has exceeded the maximum period of registration for that programme as specified in the definitive programme document; or
(b) the student’s GPA is lower than 2.0 for two consecutive semesters and his Semester GPA in the second semester is also lower than 2.0; or

(c) the student’s GPA is lower than 2.0 for three consecutive semesters.

33.4 When a student falls within the categories as stipulated above, the Board of Examiners shall de-register the student from the programme without exception.

33.5 A student may be de-registered from the programme enrolled before the time frame specified in Sections 33.3(b) or 33.3(c) if his academic performance is poor to the extent that the BoE deems that his chance of attaining a GPA of 2.0 at the end of the programme is slim or impossible.

33.6 The progression of a student to the following academic year will not be affected by the GPA obtained in Summer Term of the current academic year, unless Summer Term study is mandatory for all students of the programme and constitutes a requirement for graduation, and is so specified in the Definitive Programme Document.

33.7 If the student is not satisfied with the de-registration decision of the Board of Examiners, he can lodge an appeal. All such appeal cases will be referred directly to Academic Appeals Committee (AAC) for final decision. Views of Faculties/Schools/Departments will be sought and made available to AAC for reference.

34. Retaking of Subjects

34.1 Students may retake any subject for the purpose of improving their grade without having to seek approval, but they must retake a compulsory subject which they have failed, i.e. obtained an F grade. However, students who have passed a General University Requirements (GUR) subject are not allowed to re-take the same GUR subject for the purpose of improving their grade. Retaking of subjects is with the condition that the maximum study load of 21 credits per semester is not exceeded. Students wishing to retake passed subjects will be accorded a lower priority than those who are required to retake (due to failure in a compulsory subject) and can only do so if places are available.
34.2 The number of retakes of a subject is not restricted. Only the grade obtained in the final attempt of retaking (even if the retake grade is lower than the original grade for originally passed subject) will be included in the calculation of the Grade Point Average (GPA). If students have passed a subject but failed after retake, credits accumulated for passing the subject in a previous attempt will remain valid for satisfying the credit requirement for award. (The grades obtained in previous attempts will only be reflected in transcript of studies.)

34.3 In cases where a student takes another subject to replace a failed elective subject, the fail grade will be taken into account in the calculation of the GPA, despite the passing of the replacement subject. Likewise, students who fail a Cluster Area Requirements (CAR) subject may need to take another subject from the same Cluster Area in order to fulfill this part of the GUR, since the original CAR subject may not be offered; in such cases, the fail grade for the first CAR subject will be taken into account in the calculation of the GPA, despite the passing of the second CAR subject. (Note)

35. Exceptional Circumstances

Absence from an Assessment Component

35.1 If a student is unable to complete all the assessment components of a subject, due to illness or other circumstances which are beyond his control and considered by the subject offering Department as legitimate, the Department will determine whether the student will have to complete a late assessment and, if so, by what means. This late assessment shall take place at the earliest opportunity, and before the commencement of the following academic year (except that for Summer Term, which may take place within 3 weeks after the finalisation of Summer Term results). If the late assessment cannot be completed before the commencement of the following academic year, the Faculty/School Board Chairman shall decide on an appropriate time for completion of the late assessment.

Note: In these circumstances when students do not have a choice to retake a failed subject, such as when the failed subject has been phased out, a ‘tie-subject’ arrangement can be made with the approval of the Faculty/School Board. Under the arrangement, another appropriate subject can be taken as equivalent to the subject which is not offered. Upon passing the equivalent subject, the fail grade of the original subject will be replaced by the latest grade of the retake subject and the failure grade of the original subject will not be taken into account in the calculation of the GPA.
35.2 The student concerned is required to submit his application for late assessment in writing to the Head of Department offering the subject, within five working days from the date of the examination, together with any supporting documents. Approval of applications for late assessment and the means for such late assessments shall be given by the Head of Department offering the subject or the Subject Lecturer concerned, in consultation with the Programme Leader.

Assessment to be completed

35.3 For cases where students fail marginally in one of the components within a subject, the BoE can defer making a final decision until the students concerned have completed the necessary remedial work to the satisfaction of the subject examiner(s). The remedial work must not take the form of re-examination.

Aegrotat Award

35.4 If a student is unable to complete the requirements of the programme in question for the award due to very serious illness or other very special circumstances which are beyond his control, and considered by BoE as legitimate, Faculty/School Board will determine whether the student will be granted an aegrotat award. Aegrotat award will be granted under very exceptional circumstances.

35.5 A student who has been offered an aegrotat award shall have the right to opt either to accept such an award, or request to be assessed on another occasion to be stipulated by BoE; the student’s exercise of this option shall be irrevocable.

35.6 The acceptance of an aegrotat award by a student shall disqualify him from any subsequent assessment for the same award.

35.7 An aegrotat award shall normally not be classified, and the award parchment shall not state that it is an aegrotat award. However, BoE may determine whether the award should be classified provided that they have adequate information on the student’s academic performance.

Other Particular Circumstances

35.8 A student’s particular circumstances may influence the procedures for assessment, but not the standard of performance expected in assessment.
36. **Grading**

36.1 Assessment grades shall be awarded on a criterion-referenced basis. A student’s overall performance in a subject shall be graded as follows:

<table>
<thead>
<tr>
<th>Subject grade</th>
<th>Short description</th>
<th>Elaboration on subject grading description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>Exceptionally Outstanding</td>
<td>The student’s work is exceptionally outstanding. It exceeds the intended subject learning outcomes in all regards.</td>
</tr>
<tr>
<td>A</td>
<td>Outstanding</td>
<td>The student’s work is outstanding. It exceeds the intended subject learning outcomes in nearly all regards.</td>
</tr>
<tr>
<td>B+</td>
<td>Very Good</td>
<td>The student’s work is very good. It exceeds the intended subject learning outcomes in most regards.</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>The student’s work is good. It exceeds the intended subject learning outcomes in some regards.</td>
</tr>
<tr>
<td>C+</td>
<td>Wholly Satisfactory</td>
<td>The student’s work is wholly satisfactory. It fully meets the intended subject learning outcomes.</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>The student’s work is satisfactory. It largely meets the intended subject learning outcomes.</td>
</tr>
<tr>
<td>D+</td>
<td>Barely Satisfactory</td>
<td>The student’s work is barely satisfactory. It marginally meets the intended subject learning outcomes.</td>
</tr>
<tr>
<td>D</td>
<td>Barely Adequate</td>
<td>The student’s work is barely adequate. It meets the intended subject learning outcomes only in some regards.</td>
</tr>
<tr>
<td>F</td>
<td>Inadequate</td>
<td>The student’s work is inadequate. It fails to meet many of the intended subject learning outcomes.</td>
</tr>
</tbody>
</table>

‘F’ is a subject failure grade, whilst all others (‘D’ to ‘A+’) are subject passing grades. No credit will be earned if a subject is failed.
36.2 A numeral grade point is assigned to each subject grade, as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Grade Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>Exceptionally Outstanding</td>
<td>4.5</td>
</tr>
<tr>
<td>A</td>
<td>Outstanding</td>
<td>4</td>
</tr>
<tr>
<td>B+</td>
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<td>3.5</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3</td>
</tr>
<tr>
<td>C+</td>
<td>Wholly Satisfactory</td>
<td>2.5</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2</td>
</tr>
<tr>
<td>D+</td>
<td>Barely Satisfactory</td>
<td>1.5</td>
</tr>
<tr>
<td>D</td>
<td>Barely Adequate</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>Inadequate</td>
<td>0</td>
</tr>
</tbody>
</table>

36.3 At the end of each semester/term, a GPA will be computed as follows, and based on the grade point of all the subjects:

\[
\text{GPA} = \frac{\sum \text{Subject Grade Point} \times \text{Subject Credit Value}}{\sum \text{Subject Credit Value}}
\]

where \( n \) = number of all subjects (inclusive of failed subjects) taken by the student up to and including the latest semester/term, but for subjects which have been retaken, only the grade point obtained in the final attempt will be included in the GPA calculation.

36.4 Exempted, ungraded or incomplete subjects, withdrawn subjects and subjects for which credit transfer has been approved\(^\text{a}\) without a grade assigned will be excluded from the GPA calculation. Subject which has been given an ‘S’ code, i.e. absent from assessment will be included in the GPA calculation and will be counted as ‘zero’ grade point. GPA is therefore the unweighted cumulative average calculated for a student, for all relevant subjects taken from the start of the programme to a particular point of time. GPA is an indicator of overall performance. The GPA is capped at 4.0.

36.5 For programmes with training components, whether these training credits\(^*\) will be counted in the GPA calculation will be decided by the programme offering Department.

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\(^{a}\) Subjects taken in PolyU or elsewhere and with grades assigned, and for which credit transfer has been approved, will be included in the GPA calculation.

\(^{*}\) ‘Training credits’ is used as a generic term only, and also includes clinical/field credits for programmes in different study disciplines. Laboratory experiments done as a subject/an integral part of a subject to satisfy the academic requirements is not considered to be practical training.
37. **University Graduation Requirements**

37.1 A student would be eligible for award if he satisfies all the conditions listed below:

(i) Accumulation of the requisite number of credits for the particular award, as defined in the definitive programme document; and

(ii) Satisfying the residential requirement for at least 1/3 of the credits to be completed for the award he is currently enrolled, unless the professional bodies stipulate otherwise (Ref. Section 23 above); and

(iii) Satisfying all requirements as defined in the definitive programme document and as specified by the University; and

(iv) Having a Grade Point Average (GPA) of 2.0 or above at the end of the programme (see Note 1); and

(v) Satisfying other requirements as stipulated in the definitive programme document e.g. Work-integrated education (WIE) (see Note 2), co-curricular activities (CCA) (see Note 3), GSLPA (see Note 4) and other language requirements.

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**Note 1:** For programmes leading to nested awards where satisfaction of the conditions leading to the lesser award is a subset of the conditions leading to the more advanced award, and where students opt to graduate with the lesser award when failing to complete the requirements for the more advanced award, subjects taken solely for fulfilling the requirements for the more advanced award may be excluded in the GPA calculation for the purpose of satisfying this condition.

**Note 2:** With effect from the 2005/06 intake cohort, students on UGC-funded 3-year full-time undergraduate degree programmes are required to complete an appropriate credit-bearing Work-integrated Education (WIE) component, as part of their graduation requirements. For standalone Double Degree programmes, the arrangements by which individual students would satisfy their WIE requirements are to be agreed between the 2 programme host Departments concerned, and the Departments will communicate the agreed arrangements to the students concerned.

**Note 3:** With effect from the 2008/09 intake cohort, students on 3-year full-time undergraduate degree programmes are required to attend at least 6 hours of non-credit bearing Co-curricular activities (CCA) as part of their mandatory graduation requirements.

**Note 4:** Students of UGC-funded 3-year full-time undergraduate degree programmes, up to the 2010/11 intake cohort, are required to sit for the Graduating Students’ Language Proficiency Assessment (GSLPA) in both English and Chinese, as part of their graduation requirements. This requirement has been abolished with effect from the 2011/12 intake cohort, and students are required to complete compulsory credit-bearing language subjects.
37.2 The University requirement for credit-bearing General Education (GE) subjects forms part of the total credit requirements of all UGC-funded Bachelor’s degree under the 3-year curriculum and Higher Diploma programmes (pre-2012 cohort). As from the 2005/06 cohort of intakes, credit-bearing profession-specific language training (PSLT) requirements should also form part and parcel of the curriculum for all UGC-funded Bachelor’s degree and Higher Diploma programmes. For UGC-funded full-time Bachelor’s degree programmes, students are required to complete at least two 2-credit GE subjects (one under the ‘Broadening’ category, which should be offered by Departments not of their own, and one ‘China Studies’ subject). For UGC-funded full-time Higher Diploma programmes which cater for school leavers, students are required to complete at least one 2-credit ‘China Studies’ GE subject. With effect from the 2008/09 cohort of intakes, students enrolled on UGC-funded or self-financed articulation programmes, which cater for Higher Diploma/Associate Degree holders, are required to complete one 2-credit GE subject (either in the ‘Broadening’ or ‘China Studies’ area, as deemed appropriate by the programme offering Department). Faculties/Departments may prescribe additional requirements for general education. Apart from general language proficiency (non-credit bearing enhancement programmes for general language proficiency to be prescribed by English Language Centre (ELC) and the Department of Chinese and Bilingual Studies (CBS) for individual students in accordance with their proficiency level), different disciplines may have different profession-based language requirements. Credit-bearing profession-specific language subjects to be prescribed by individual Faculties/Departments will be incorporated into the respective curricula of individual programmes.

37.3 Students taking the Major/Minor option will be considered for an award when they have satisfied the requirements for both the Major and Minor studies and have also submitted an application for graduation. If the 18 credits (21 credits for students admitted before 2005/06) taken for the Minor study can meet the requirements for a specific Minor, the Major students may apply to graduate with a specific Minor, in addition to their Major. If the 18 credits (21 credits for students admitted before 2005/06) taken are a free collection of electives in any combination of disciplines in conjunction
37.4 Students graduating with double Majors, a single-discipline degree and a Major, or two full degrees (the 3 possible pathways under the double degree programmes model), will receive two award parchments which will be issued upon completion of the second degree. Students following the two full degrees pathway should claim for the degree completed if they decide not to continue with the second degree. (However, this provision will not be applicable to Double Degree programmes which have a separate admission quota e.g. Double Degree in Business Administration and Engineering, Double Degree in Computing and Management.)

38. Guidelines for Award Classification

38.1 The guidelines for award classification should be stated in the definitive programme document, and both the GPA or a Weighted GPA may be used as guidelines. Weighted GPA will be computed as follows:

\[
\text{Weighted GPA} = \frac{\sum_{n} \text{Subject Grade Point} \times \text{Subject Credit Value} \times W_i}{\sum_{n} \text{Subject Credit Value} \times W_i}
\]

where \( n \) = number of subjects counted in GPA calculation as set out in Section 36.3, except those exclusions specified in Sections 38.1 and 38.2

\( W_i \) = weighting of between 0 and 1, to be assigned according to the level of the subject

38.2 The level weightings assigned will be applied across all subjects of the same level within a programme. The weighting of each level is a measure of the relevance of the level to the classification of the award. The weighting of all levels should be made known in the definitive programme document. Elective subjects of the same level should be given the same weighting. If a particular subject will not contribute to the award classification, it should be specified in the definitive programme document that the subject will not be included in the calculation of the Weighted GPA. Same as GPA, Weighted GPA is capped at 4.0.

38.3 Any subjects passed after the graduation requirement has been met or subjects taken on top of the prescribed credit
requirements for award shall not be taken into account in the grade point calculation for award classification. However, if a student attempts more elective subjects (or optional subjects) than those required for graduation in or before the semester in which he becomes eligible for award, the elective subjects (or optional subjects) with a higher grade/contribution shall be included in the grade point calculation (i.e. the excessive subjects attempted with a lower grade/contribution, including failed subjects, will be excluded).

**Students taking the Major/Minor study route**

38.4 For students who have completed a Major/Minor programme, a single classification will be awarded and their award classification will mainly be based on their ‘Major GPA’, but it can be moderated by the Board of Examiners with reference to the ‘Minor GPA’. For students who have completed a Major programme combined with free electives, their award classification will be determined by their ‘Major GPA’ and the grades obtained for the free electives.

38.5 ‘Major GPA’ is derived based on all subjects of the Major programme, including those meeting the University’s mandatory General Education requirement and programme-specific language requirement, but not necessarily including the training credits. Whether the ‘Major GPA’ should be weighted or unweighted and the level weighting to be designated will depend on the parameters set for the single-discipline degree from which the Major programme is developed.

38.6 The mechanism for deriving the ‘Major GPA’ is same as that for the GPA for award classifications of students on the single-discipline degree (see Sections 38.1 to 38.2 above), except that there will be fewer subjects to be counted for the ‘Major GPA’ due to the difference in the curriculum between a Major programme and a single-discipline degree.

38.7 ‘Minor GPA’ is derived based on the 18 credits (21 credits for students admitted before 2005/06) of specific Minor programme. ‘Minor GPA’ is unweighted.

38.8 The ‘Major GPA’ and the ‘Minor GPA’ will be presented separately to the Board of Examiners for consideration.

38.9 Where a student has a high GPA for his Major but a lower GPA for his Minor, he will not be ‘penalised’ in respect of his award classification, which is attached to the Major. On the
other hand, if a student has a lower GPA for his Major than his GPA for the Minor, the Board of Examiners may consider giving the student a higher award classification than with reference to his Major GPA.

**Double Degree Programmes**

38.10 The derivation of GPA for award classification for the respective degrees (particularly on the counting of subjects common to both degrees) will be decided by the Department offering the degree programme. The honours classification of the two degrees need not be identical.

**C. Academic Regulations for 4-year Undergraduate Degree Programmes**

1. **Introduction**

1.1 This set of regulations shall apply to all 4-year full-time undergraduate degree programmes, including programmes of 5-years’ duration due to the requirements of the discipline area, e.g. Nursing, or standalone Double Degree/Joint Degree programmes which have a separate admissions quota, and articulation degree programmes.

1.2 Under the framework of the 4-year undergraduate degree programmes, students can work for either a single discipline Major, a Major plus a Minor, or Double Majors. These regulations shall apply to the above circumstances, unless otherwise specified. Regulations governing Minor, Double Majors and Joint Degree study are also set out separately for the sake of clarity.

2. **Admission**

2.1 For admission to full-time UGC-funded undergraduate degree programmes, provision has been made for applicants to apply to a broad discipline (BD), in addition to a specific Major, with the target award within the BD being declared no later than the end of Semester One in their second year of study.\(^1\) This

\(^1\) The designation of Double Degree is only used for the 2012/13 intake cohort. With effect from 2013/14, the designation is Joint Degree.

\(^2\) Under special circumstances and in the interests of the students concerned, Departments have the discretion to arrange for students who have not gone through the BD curriculum to defer their decisions on opting their Major. As long as these students have gone through the BD curriculum (meaning that they have taken the subjects without necessarily passing all the subjects concerned), they will be invited to opt their Major.
provision is meant to facilitate students’ active exploration of a broad discipline, and allow applicants who are undecided on their Major study to defer their decision to after their admission to PolyU.

2.2 The broad disciplines, as approved by Senate, currently comprise *Applied Sciences*; *Business*; *Computing*; *Construction & Environment*; *Design*; *Engineering*; *Fashion & Textiles*; *Health Sciences*; *Hotel & Tourism Management*; *Language, Culture & Communication*; and *Social Sciences*, i.e. 11 altogether.

2.3 Depending on the particular circumstances of each broad discipline, individual BD’s may seek exemption from the APRC Chairman for not joining the BD admission system (e.g. the Health Sciences BD has not joined, since the majority of its programmes are subject to UGC’s specific manpower requirements). An extremely popular Major within a BD, or Majors which are jointly offered by more than one BD, can also be singled out for the purpose of special direct admission only.

2.4 For disciplines joining the BD admission system, at least 20% of the admission quota of their specific Majors will be set aside for admitting students as broad discipline students. Students admitted to a broad discipline would be guaranteed for admission to any Major within the BD without any additional requirements.

2.4.1 As from the 2015/16 entry, BDs which volunteer to admit 100% BD students are allowed to apply screening when the students choose their Majors.

2.4.2 The host departments of the Majors will decide on the screening criteria to be adopted, which can be one or more of the following:

(i) Setting quotas for individual Majors (consideration could be given to allowing popular Majors to admit a certain percentage of students above its FYFD quotas, so that more deserving students can be admitted);

(ii) Setting academic criteria such as minimum GPA requirement (i.e. students will be admitted to the

* The broad discipline is not offered for admission with effect from the 2019/20 intake cohort.
* The broad discipline is not offered for admission with effect from the 2017/18 intake cohort.
preferred Major so long as the stipulated GPA requirement is met);

(iii) Any other thresholds as deemed appropriate by the BD’s.

2.5 In addition to BD admission, the 4-year undergraduate degree framework allows students to work for a single discipline Major, a Major plus a Minor (unless the Major is so designed as to preclude the possibility of a further Minor study) or Double Majors.

**Minor Study**

2.5.1 Minor study will be a free choice by students and not mandatory. Normally, this option to study for a Minor will not be applicable to students who are admitted to the advanced stage of a programme, nor to students who are admitted to an articulation degree programme. On the other hand, students admitted on the basis of advanced standing may be allowed to study for a Minor, if so decided by the programme-host Department. This decision will be made at the time of admission, based on the merits of each individual case. (In this respect, students who are approved for transfer of study, deferment of study, or zero credit enrolment will be given the same allowance as for students admitted on the basis of advanced standing.) Each student is allowed to take not more than one Minor. Students who opt for Minor study will be subject to the following regulations:-

(i) A Minor programme is a collection of subjects totalling 18 credits with at least 50% (9 credits) of the subjects at Level 3 or above. The subjects under a Minor should have a coherent theme introducing students to a focused area of study;

(ii) Students interested in a Minor must submit their applications to and obtain approval from the Minor-offering Department, at the start of second year of study. Students should submit their applications to their Major Department, which will indicate its support or otherwise (since the taking of a Minor will increase the student’s study load), before the Minor-offering Department makes a final decision on the application;
(iii) Students are expected to complete their approved Minor as part of their graduation requirements. Students who wish to withdraw from a Minor need to apply for approval officially from the Minor offering department, before the end of the add/drop period of the last Semester of study;

(iv) Students with approved Minor will be given a higher priority in taking the Minor subjects over the students who take the subjects as free-electives. ‘Free electives’ under the 4-year Ug degree programmes refers to any subjects (including CAR subjects) offered by the University, unless otherwise specified;

(v) Subject to approval by the Minor-offering Department, students may count up to 6 credits from their Major/GUR [including Language Communication Requirement (LCR) subjects at proficiency level] towards their chosen Minor; Nevertheless, students must take at least 6 credits from their chosen Minor programme in order to satisfy the residential requirement of their chosen Minor. In addition, to be eligible for the Major and Minor awards, the total number of credits taken by the students for their Major-Minor studies must not be lower than the credit requirement of the single discipline Major programme.

(vi) Only students with a GPA of 2.5 or above can be considered for Minor study enrolment. The Minor-offering Department may set a quota (normally capped at 10 students or 20% of the Major intake quota, whichever is higher) and additional admission requirements for their Minor; and

(vii) Students are required to obtain a GPA of at least 2.0 in order to satisfy the requirement for graduation with a Major plus a Minor.

2.5.2 A Minor-offering Department can admit students enrolled on Major programmes offered by other Departments and on its own Major programme(s). Enrolment of students from Major programmes outside
the Department will be subject to the quota approved for the Minor although the Minor-offering Department can admit more students as long as the number does not exceed the approved quota by more than 20%, if there is a strong demand. As for admission of its own students, there is no limit on the number.

2.5.3 Notwithstanding 2.5.1 (iv) above, there is no guarantee that a clash-free timetable can be provided for all students who pursue Minor study. Minor-offering Departments will be responsible for ensuring that students enrolled on their Minors can take the requisite subjects and graduate within the normative study period.

Double Majors

2.5.4 Double Majors will provide an opportunity for the more capable students, who are interested in expanding their study beyond a single degree, to take a Second Major study. Students who opt for a double Major study will be subject to the following regulations:

(i) Completion of Double Majors requires more than the normative study period of 4/5 years and extra credits on self-financed basis (i.e. higher tuition fee). The total credit requirements of a Double Major will depend on the degree of commonality between the 2 Majors. Apart from the 30 credits of GUR subjects, up to 1/3 of the Discipline-Specific Requirements (DSR) of the First Major which are common to the Second Major can be double-counted towards the Second Major.

(ii) Students who wish to take a Second Major must obtain approval from the host Department of the first Major. They can then submit their applications to the second Major-offering department starting from their second year of study. Only students with a GPA of 3.0 or above can be considered for admission to a Second Major, while Departments offering the Second Major can stipulate a higher GPA requirement if appropriate.

(iii) Students enrolled in a second Major will be given priority in taking second Major subjects over the students who take the subjects as free electives.
(iv) Students will be put on academic probation if they fail to obtain a GPA of 2.0 or above.

(v) Students are required to obtain an overall GPA of at least 2.0, in order to satisfy the requirement for graduation with Double Majors. They will not be allowed to graduate with one of the 2 Majors.

(vi) Students who wish to withdraw from a Second Major must obtain approval from the Department offering the Second Major, before the end of the add/drop period of the last Semester of study.

(vii) Students will not be allowed to withdraw from a First Major and continue with the Second Major only.

**Joint Degree** (to be implemented with effect from 2013/14)

2.5.5 Joint Degree will be developed via an integrated and pre-defined curriculum which combines the studies of two disciplines and will lead to a single award. Students admitted to joint degree programmes will be subject to the following regulations:

(i) Students will register for a Joint Degree programme at entry.

(ii) The minimum credit requirement for a Joint Degree programme is 150 credits. Completing a Joint Degree therefore requires at least one more year of study offered on self-financed basis (i.e. higher tuition fee) than that of a single discipline degree. The actual number of credits required for graduation may vary from programme to programme. All university and programme requirements must be met in order to graduate.

3. **General minimum entrance requirements**

For admission to undergraduate degree programmes, the University requires applicants to have taken the Hong Kong Diploma of Secondary Education Examination (HKDSE) or obtained a relevant local qualification, or a local/non-local qualification deemed to be

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3 The designation of Double Degree is only used for the 2012/13 intake cohort. With effect from 2013/14, the designation is Joint Degree.
acceptable equivalents for admission purpose. Details of these are specified below:

3.1 For those applying on the basis of HKDSE results:

- Level 3 in English Language and Chinese Language;
- AND
- Level 2 in Mathematics, Liberal Studies; AND
- Level 3 in 2 Other Elective subjects [can include Extended Modules of Mathematics (M1/M2)]

3.2 For those applying on the basis of other local qualifications:

- An appropriate Diploma passed with credit or a Higher Certificate from a recognised institution; OR
- An appropriate Associate Degree / Higher Diploma from a recognised institution (suitable candidates will be considered for advanced standing entry to the senior year curriculum).

3.3 Other local/non-local qualifications deemed to be acceptable for admission purpose

3.3.1 The University accepts attainments in HKALE / HKASLE, GCEALE / GCEASLE and IB for admission to its 4-year degree programmes. Applicants holding A-Level and IB qualifications will be granted credit transfer upon admission.

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4 Flexibilities are provided for considering Applied Learning, Other Language subjects and Extended Modules of Mathematics for meeting the University’s general entrance requirements for both Bachelor’s degree and Higher Diploma programmes. Departments will be informed of the arrangements at the start of each admissions exercise.

5 Alternative Chinese qualifications will continue to be accepted for students who meet the conditions specified by EDB: (a) students who have learned Chinese Language for less than 6 years while receiving primary and secondary education; (b) students who have learned Chinese Language for 6 years or more in schools, but have been taught an adapted and simpler Chinese Language curriculum not normally applicable to the majority of students in local schools. Students achieving the required grade in the relevant subject [i.e. Grade E or above in GCE(A-level)/GCE(AS-level) OR Grade C or above in IGCSE/GCSE/GCE(O-Level) Chinese Language subject or Applied Learning Chinese [ApL(C)] with Attained level or above] will be regarded as obtaining a Level 3 in HKDSE Chinese for meeting our entrance requirements and for calculation of the related admission scores. If these applicants also sit for the examination of HKDSE Chinese, the “best” result of either the Alternative Chinese qualifications or HKDSE Chinese would be taken into account in the admission and selection process.

6 For applicants seeking admission on the strength of A-Level qualifications (i.e. either HKALE or GCEALE) with effect from the 2015/16 entry, Grade E in 3 A-Level subjects or 2 A-Level and 2 AS-Level subjects will be required.

7 For applicants seeking admission on the strength of International Baccalaureate (IB) qualifications, a minimum score of 24 with at least Level 4 in 2 Higher Level subjects are required.
Language requirements

3.3.2 (i) Applicants seeking admission to full-time Bachelor’s degree programmes on the strength of non-HKDSE qualifications are required to hold one of the following qualifications for English language:

a) A Test of English as a Foreign Language (TOEFL) score of 550 or above for the paper-based tests, OR a score of 80 or above for the internet-based tests; OR

b) An overall Band Score of 6 in the International English Language Testing System (IELTS).

c) For applicants applying on the strength of GCE results, Grade C or above in GCSE / IGCSE/GCEOL English or Grade 4 or above in GCSE / IGCSE English or equivalent.

d) For applicants possessing IB qualifications, Level 4 in English.

(ii) With the last offer of HKALE in 2013, HKALE applicants might need to use a combination of HKALE / HKALE(AS Level) and GCEALE / GCEASLE results to apply for admission. To give proper recognition to these applicants’ previous / future attempt in the English subject, Grade E or above in HKASLE Use of English and Level 3 or above in HKDSE English will also be accepted as alternative qualifications to meet the English language requirement.

(iii) Individual cases will be considered by the Departments concerned on their own merit. Applicants concerned may be required to attend interviews or tests to further ascertain their language proficiency.

3.3.3 The University will consider other qualifications, on their individual merits, as being equivalent to the specified entrance requirements.

3.4 The public examination results required for admission purpose may be accumulated through multiple sittings.
4. **Programme-specific entrance requirements**

4.1 The entrance requirements for each particular programme are determined in relation to the aims, curriculum contents (particularly of the first year), teaching methods and its duration, as well as the level of demand from applicants. Such programme-specific requirements are set at or above the University's general minimum entrance requirements, and may include non-academic criteria (see Section 5.1 below).

5. **Criteria for admission**

5.1 In selecting applicants for admission to a programme, the following factors, in addition to the academic qualifications of individual applicants, are considered by the person(s) responsible for admission:

(i) the motivation, non academic qualities and interests of individual applicants;

(ii) the other experiences and achievements, if any, of individual applicants;

(iii) the ability of individual applicants to communicate effectively in English (except for programmes approved to be taught in Chinese); and

(iv) the overall balance of the cohort of students admitted - this allows for a group of students who have a balance of experience to be selected, where this is relevant to the aims of the programme.

5.2 The Departmental Programme Committee is responsible for ensuring, as far as possible, that all students admitted are potentially capable of completing the programme.

6. **Admission of mature applicants**

6.1 Applicants who have reached the age of 25 before 1 September, in the year in which they seek admission, are categorised as mature applicants.

6.2 Those mature applicants who do not hold approved entrance qualifications may be admitted, on an individual and exceptional basis (see Section 7 below).

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8 The public examination grades of those applicants meeting the specific entrance requirements for a particular programme may be weighted to reflect the relevance or otherwise of each subject to that programme.
7. Admission of applicants without the approved qualifications

7.1 Applicants, including mature applicants who do not possess the stipulated entrance requirements or do not satisfy the threshold score (T-Score) requirement for public examinations, if any, may only be admitted on an individual and exceptional basis. The main criterion is that they can demonstrate sufficient motivation, knowledge and potential to indicate a high probability of being able to complete the programme successfully. Evidence for this may include documented qualifications, performance at interview, the results of a special assessment process, and/or a record of relevant working experience.

7.2 The authority to approve the admission of such applicants is the appropriate Faculty/School Board, which will decide on the basis of the following criteria:

(i) that all necessary steps have been taken to ascertain the applicant’s suitability for admission to the programme concerned (see Section 7.1 above);

(ii) that the proportion of such applicants being admitted to the programme (taking into account also the number of subject-based students planned to be admitted) will not be such as to distort the normal teaching/learning patterns of the programme, nor to affect detrimentally the progress of those students who hold the approved entrance qualifications and for whom the programme is designed;

(iii) that the overall proportion of such applicants admitted to programmes in the Faculty will remain to be low.

8. Admission of applicants with disabilities / special educational needs

8.1 PolyU adopts a non-discriminatory policy in admitting applicants with disabilities / special educational needs, so long as they can fulfil the essential academic requirements for entry; and can satisfy the physical demands of particular programmes, if necessary with reasonable use of assistive technology.
8.2 Applicants with disabilities / special educational needs have the right to choose, at their own discretion, whether to provide information in relation to their disabilities / special educational needs when they submit their application, so as to enable the University to have their disabilities / special educational needs taken into consideration during the admission selection process. Such an arrangement, if exercised by the applicant, is intended to enable these applicants to be counselled on the suitability or otherwise of the programme(s) they have applied for, and to enable them to find out as early as possible the special assistance and facilities which the University can provide to them on admission.

8.3 Departments may seek further information or advice from the PolyU’s Network on Students with Special Needs via its Secretary before meeting with the applicants concerned if they require any assistance on (a) interpretation of applicants’ disabilities / special educational needs and general information on the possible impact of the disabilities / special educational needs on students’ learning; (b) general information on the kind of special assistance which PolyU may offer to students with a particular disability / special educational need; and / or (c) general information in relation to the compliance of the Disability Discrimination Ordinance.

8.4 In all other respects, the regulations set out in this Section make no distinction between applicants with disabilities / special educational needs and other applicants.

8.5 A separate arrangement for students with disabilities is made within the Joint University Programmes Admissions System (JUPAS). Students with disabilities can, if they so wish, opt for consideration under this separate arrangement after they have submitted their JUPAS application. If considered suitably qualified, they will receive offers earlier than the JUPAS Main Round Exercise. They are however not required to make a decision on whether to accept the earlier offers. Their application will continue to be considered by institutions in the JUPAS Main Round Exercise to see if an even ‘better’ offer could be given. The final offer will either be the earlier offer or the Main Round offer, whichever is of a higher priority. It is expected that this separate arrangement will facilitate applicants with a disability, since institutions may provide suitable counselling and assistance to them.
9. Admission of students with outstanding non-academic achievements

9.1 The University is prepared to give appropriate special consideration to applicants who have shown outstanding non-academic achievements or all-round development in non-academic aspects, such as music, sports, community services and leadership, for admission to full-time undergraduate programmes. Applicants with very outstanding non-academic achievements (e.g. with awards / prizes attained in prominent competitions) will be favourably considered for admission, so long as they have satisfied the general minimum entrance requirements of the University.

9.2 The above provision also applies to applicants recommended under the JUPAS Sub-system for School Principal’s Nominations (SPNS), and the PolyU’s Outstanding Sportsmen Recommendation Scheme (OSRS).

10. Admission of advanced standing students based on advanced academic qualifications

10.1 A Departmental Programme Committee may propose and the Faculty/School Board may approve provisions for students to be admitted to the programme beyond the initial stage(s). The entrance requirements specified for such admission shall be such as to ensure that the students entering the later stage will have the knowledge and experience comparable to those who have progressed from the initial stage(s). Such admission routes should be included in the Definitive Programme Document. These students will still be labelled as first year students even though they are following the curriculum of a later stage.

10.2 Individual students may be admitted to a later stage of a programme provided that they have demonstrably reached the general level of educational development which would have been reached had they taken the earlier stage(s) of the programme, and provided that there is a high probability that they will be able to complete the programme successfully. This is normally shown by evidence of success in other programmes of an appropriate level, although it is possible in exceptional cases for an equivalent level to be attained through experience in employment and/or through learning outside formal educational settings. Where other studies are used as the basis for admission, it is not necessary for each component in the omitted stage(s) of the programme to have been covered. The authority for such admissions, and the procedures and criteria
10.3 Students admitted on the strength of IB/A-Level qualifications will be given credit transfer, up to a maximum of 25% of the credit requirement for a 4-year degree programme in which 6 credits are for the Cluster Area Requirements (CAR), 3 credits for Freshmen Seminar, and 3 credits University English. For IB/GCE candidates who are able to attain the specified grade and total score requirements, a maximum of 6 credits could be further given from the English and Chinese LCR subjects. Any further credit transfer on the remaining CAR or discipline-specific subjects will be decided by the programme host department.

11. Admission of non-local students

11.1 Non-local students are defined as those who require student visas/permits issued by the Hong Kong Immigration Department to enter Hong Kong for the purpose of education. Spouses and dependent children up to 18 years old of non-local persons who are permitted to work in Hong Kong by the Immigration Department (and are holding dependent visas) are not considered to be non-local students. If non-local applicants only possess visitor or tourist visas, the PolyU can neither register them as students, nor allow them to commence their studies until the applicants concerned have obtained a student visa.

11.2 With effect from the 2016/17 academic year, all new non-local students in sub-degree, undergraduate and taught postgraduate programmes should be admitted through over-enrolment outside the approved UGC-funded student number targets, capped at a level equivalent to 20% of the approved UGC-funded student number targets for these programmes, by study level.

11.3 Non-local students will have to pay a higher rate of tuition fees, to be determined by the PolyU. Non-local students are not eligible to apply for any Government-funded student financial assistance scheme.

11.4 There is no quota restriction of non-local admittees to self-financed taught postgraduate programmes. For self-financed undergraduate and sub-degree programmes, however, there

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9 Normally Immigration Department will only grant student visas to those attending full-time programmes.
is a quota limit of 10% of the previous year's local student enrolment number for individual institutions for recruitment from the Chinese mainland, Macau and Taiwan, as stipulated by EDB.

11.5 Any programme mounted specifically for non-local students will be so designed and funded as not to deprive local applicants of admission to the University and not to deprive enrolled local students of access to the University's facilities. This generally means that such programmes must be designed and offered on a self-financed basis.

12. Admission of subject-based students

12.1 Students who wish to take individual subjects, but do not wish to register as a candidate for an award, may apply for admission as subject-based students.

12.2 Subject-based students are subject to the following regulations:

(a) Coverage

(i) The provision for admission of subject-based students applies only to subjects which form part of a self-financed programme.10

(ii) Subject-based students may be admitted to take subjects at any level. However, priority to take subjects shall be given to regular students, i.e. those enrolled on a programme basis.

(iii) Subjects which are open for selection by subject-based students will be determined by the subject offering departments.

(b) Suitability for admission and re-enrolment

(i) The Department offering the subject to be enrolled by the subject-based students will determine their suitability for admission. The Department concerned should ensure that the students have the ability to benefit from the subject, having regard to working experience and other background, if deemed necessary.

(ii) Subject-based students need not necessarily possess equivalent entry qualifications as regular students.

10 Graduates from UGC-funded programmes will not be restricted to taking only subjects from a self-financed programme (ref. section 21.2) For specific summer school programmes, students will not be restricted to taking only subjects from a self-financed programme.
(iii) Subject-based students may register for a period of not more than one semester. Students need to apply again if they wish to register in the following semester.

(c) **Assessment and certification of academic achievement**

(i) Subject-based students are subject to assessment, which will be conducted at the same time and in the same manner as the regular students.

(ii) Subject-based students will earn credits if they are successful in the assessment for the subject.

(iii) Subject-based students will receive an official assessment result notification for the subjects taken. The assessment result notification will stipulate the same details of the subjects examined, as for the regular students. A transcript of studies will be issued to these students on request.

(d) **Credit transfer**

(i) If subject-based students later wish to further their studies on PolyU programmes leading to a formal award, they should follow the normal application procedures to seek admission, and will be subject to the University regulations governing such admission including satisfying the programme entrance requirements.

(ii) The prevailing University regulations on credit transfer and validity period of credits earned will apply when the subject-based students are being admitted to pursue a formal PolyU award.

(e) **Administration**

Subject-based students will be issued student ID cards, and be eligible to access the same teaching/learning facilities as other students on the subject concerned. They will also have the same benefits as the regular part-time students in terms of access to other campus facilities.

(f) **Student proportion**

(i) The number of subject-based students to be admitted per class should not exceed 25% of the total class enrolment. Approval from Faculty Dean/School Board Chairman is required for admission of subject-
Regulations – Academic Regulations

based students above the 25% ceiling.

(ii) The proportion of subject-based students admitted to any subject should not be such as to distort the normal teaching/learning patterns of the subject, nor to affect the progress of regular students who hold the approved entrance qualifications of the programme concerned.

(g) Fees

(i) Subject-based students will be charged tuition fees on a credit basis.

(ii) Subject-based students are required to pay the same amount of caution money as prescribed for regular students. The caution money paid is refundable upon their completion of studies, subject to there being no outstanding debts.

13. Re-admission

Students who have been required to withdraw on grounds of academic failure or have been de-registered, and those who have discontinued their studies without completing the proper procedures for official withdrawal, shall not be considered for re-admission to the same programme / stream in the following academic year. However, for students de-registered / withdrawn from a 3-year full-time Bachelor’s degree programme, they will be allowed to apply to the 4-year degree programme leading to the same award. Those de-registered / withdrawn from a Broad Discipline will also be allowed to apply to the constituent single discipline programmes, and vice versa, in the following academic year.

14. Transfer of study within the University

14.1 A student who has not completed his programme of study may apply to transfer to another programme, and may be admitted, provided that the total period of registration does not exceed the maximum period of registration of the programme with the longer duration. However, year one new students will only be considered for transfer to another programme offered in the same mode of study, starting from their second semester of registration. For UGC-funded undergraduate programmes, the maximum number of approved transfer for both local and non-local students should normally not exceed the unfilled UGC-funded places within the planned student number for the programme concerned.
14.2 Students who are currently on a UGC-funded programme and wish to transfer to another PolyU full-time UGC-funded programme of the same level should submit an application for transfer of study, instead of a new application in the non-JUPAS application period. In addition, current Higher Diploma students who have chosen to submit an application via JUPAS would not be allowed to submit a further application for transfer of study to full-time programmes within PolyU.

14.3 All applications for transfer of study will be considered in competition with other new applications.

15. Transfer of study between institutions

15.1 The University is prepared to admit students who have completed all or part of a programme offered by another institution, to the advanced stages of a cognate programme. The number of students admitted on this basis will be small, and admission will be subject to the provisions set out in Section 10 above.

15.2 In accordance with the policy on inter-institutional transfer of students stipulated by the UGC, repeating of UGC-funded study across institutions, irrespective of whether there is a change of programme or discipline, is generally discouraged, and only cases with justified reasons will be exceptionally considered, and on a case-by-case basis.

16. Concurrent enrolment

16.1 Students are not permitted to enrol concurrently on two full-time/sandwich programmes, whether or not one of the programmes is offered by another institution.

16.2 Except for programmes which do not lead to any formal award, students are not allowed to enrol concurrently on a full-time/sandwich programme and a part-time programme, or on more than one part-time programmes, including those offered by another institution, without permission from the Head(s) of Department concerned.

16.3 The policy as stated in Sections 16.1 and 16.2 above is also applicable to programmes leading to PolyU awards offered through the School of Professional Education and Executive Development (SPEED).
17. **Minimum enrolment number for UGC-funded programmes**

17.1 The minimum enrolment number for postgraduate programmes is 10 (headcount). The minimum enrolment number for other programmes is 20 (headcount) for full-time and sandwich programmes; 25 (headcount) for part-time programmes.

17.2 Failure to recruit students up to the minimum enrolment number for a programme two weeks before the commencement of the academic year will result in the cancellation of the programme for that year, unless exceptional approval is given by the APRC Chairman. If exceptional approval is granted, the Academic Secretary should be informed immediately by the approving authority.

17.3 The registration of students on programmes with enrolment numbers below the minimum may be provisional. Confirmation or otherwise of the offer of programmes will be sent to applicants before the commencement of the semester/term or academic year.

17.4 The minimum planned class size for each subject of the postgraduate programmes is 10 in headcount, and that for subjects of other programmes is 15 in headcount. These numbers apply to each of the teaching activities of the subject e.g. lecture, tutorial, seminar, laboratory.

17.5 The Head of the subject offering Department has the discretion to continue with the offering of under-enrolled subjects before the commencement of a semester/term. If it is so decided, the Faculty Dean/School Board Chairman concerned should be informed. Should a subject be cancelled due to under-enrolment, students should be informed by the Department concerned. If it is a servicing subject, the agreement of the Department offering the programme which includes the subject should also be sought.

18. **Maximum duration for completion of a programme and the validity period of subject credits**

18.1 The maximum period of registration on, and for completion of, a programme is normally twice the duration of the programme, and must not exceed 8 years. This 8 year maximum period shall apply to programmes whose specified duration is more than 4 years. This period shall exclude deferment granted for justifiable
reasons such as illness or posting to work outside Hong Kong, but any semester in which the students are allowed to take zero subject will be counted towards the maximum period of registration. For Senior Year intakes to 4-year Ug programmes with effect from 2014/15, students are normally expected to complete their study in 2 years, with a maximum period of registration of 4 years. For Ug programmes which are of 5 years’ duration, these students’ normal study duration will be 3 years and the maximum period of registration will be 6 years.

18.2 A student’s registration shall lapse if it is no longer possible for him to obtain an award within the maximum period of registration.

18.3 The validity period of subject credits earned is eight years from the year of attainment, i.e. the year in which the subject is completed, unless otherwise specified by the Department responsible for the contents of the subject. Credits earned from previous study should remain valid at the time when the student applies for credit transfer. For exceptional cases such as those stated in (i) to (iii) below, subject offering Departments shall have the discretion to approve the transfer of credits which have exceeded the validity period on a case-by-case basis. All such exceptional cases must be reported to the Faculty/School Board with full justifications.

**Exceptional cases**

(i) Mature learners whose previous studies were mostly completed a long time before their admission to this University, but who have working experience which would have kept them actively involved in the relevant area of study. The flexibility to be granted to these students based on academic comparability of subjects is in line with the policy of the University in promoting life-long learning.

(ii) Students for whom the expiry of validity of credits is beyond their control, e.g. due to medical reasons.

(iii) Students have been approved for deferment of study, or approved for going beyond the maximum period of registration.

19. **Residential requirement**

In order to be considered for a PolyU award, a student must complete at least 1/3 of the normal credit requirement for the award he is currently enrolled, unless the professional bodies concerned stipulate
otherwise. (For programmes with professional requirements, the Departments concerned should consult the relevant professional bodies and tighten up this residential requirement accordingly.) This 1/3 requirement is also applicable to Minor programme. Students must take at least 6 credits from their chosen Minor programme in order to satisfy the residential requirement of their chosen Minor.

20. Student status

20.1 Self-paced students

(i) Departments are advised to specify a progression pattern for each programme, and students are normally expected to follow this study pattern. Students who wish to study at their own pace instead of following the specified progression pattern will have to seek prior approval from their Departments. These students are referred to as self-paced students.

(ii) Students who register on programmes without any specified progression pattern are also known as self-paced students.

20.2 Full-time students

(i) Students enrolling on full-time/sandwich programmes or on mixed-mode programmes with a study load of 9 credits or more in a semester, are classified as full-time students. Students on full-time/sandwich programmes or on mixed-mode programmes who wish to change their study load to less than 9 credits in a semester, will have to seek prior approval from their Department. Students who enrol on full-time programmes but have been given permission to take less than 9 credits in a semester will be given the option to pay credit fees. If students wish to exercise such option, they have to inform Departments before the end of the add/drop period of that semester.

(ii) Full-time local students enrolled on UGC-funded programmes are eligible to apply for financial assistance from the Government in the form of grant and loan. Government grant and loan may not be granted beyond the normal period of study for the programme.

20.3 Part-time students

Students enrolling on part-time, distance learning, online, and mixed-mode programmes, with a study load of less
than 9 credits in a semester (unless otherwise approved by Departments), are classified as part-time students.

20.4 **Mixed-mode students**

Students enrolling on mixed-mode programmes are classified as mixed-mode students. They may engage in a full-time or part-time study load and attend classes either in the daytime, in the evening, or a combination of both. If the mixed-mode students take subjects with a study load reaching the minimum requirement of a full-time student, they will be given full-time status in that semester. If their study load does not reach this minimum of 9 credits, they will be given part-time status (unless otherwise approved by the Department).

20.5 **Subject-based students**

Students who wish to take individual subjects, but do not wish to register as a candidate for an award, are classified as subject-based students.

21. **Subject registration and withdrawal**

21.1 In addition to programme registration, students need to register for the subjects at specified periods prior to the commencement of the semester. An add/drop period will also be scheduled for each semester/term. Students may apply for withdrawal of their registration on a subject after the add/drop period, if they have a genuine need to do so. The application should be made to the relevant programme offering Department and will require the approval of both the subject lecturer and the host Department Programme Leader concerned (or an alternate academic staff authorised by the programme offering Department). Applications submitted after the commencement of the examination period will not be considered. For approved applications of subject withdrawal, the tuition fee paid for the subject will be forfeited and the withdrawal status of the subject will be shown in the assessment result notification and transcript of studies, but will not be counted in the calculation of the GPA.

21.2 Subject to the maximum study load of 21 credits per semester and the availability of study places, students are allowed to take additional subjects on top of the prescribed credit requirement for award before they become eligible for graduation. Students will be allowed to take additional subjects for broadening purpose, after they fulfil the graduation requirements and
for the following semester. However, they will still be subject to the maximum study load of 21 credits per semester and the availability of places in the subjects concerned, and their enrolment will be arranged as subject-based students only and be subject to the rules on ‘Admission of Subject-based Students’, except that graduates from UGC-funded programmes will not be restricted to taking only subjects from a self-financed programme [see Section 12.2a(i) above].

22. Study Load

22.1 For students following the progression pattern specified for their programme, they have to take the number of credits and subjects, as specified in the Definitive Programme Document, for each semester. Students cannot drop those subjects assigned by the department unless prior approval has been given by the department.

22.2 The normal study load is 15 credits in a semester. The maximum study load to be taken by a student in a semester is 21 credits, unless exceptional approval is given by the Head of the programme offering Department.

22.3 To help improve the academic performance of students on academic probation, these students will be required to take a reduced study load in the following semester (Summer Term excluded). The maximum number of credits to be taken by the students varies according to the policies of individual Departments and will be subject to the approval of the authorities concerned.¹¹

22.4 Students are not allowed to take zero subject in any semester, including the mandatory summer term as required by some programmes, unless they have obtained prior approval from the programme offering Department; otherwise they will be classified as having unofficially withdrawn from their programme. Students who have been approved for zero subject enrolment (i.e. taking zero subject in a semester) are allowed to retain their student status and continue using campus facilities and library facilities. Any semester in which the students are allowed to take zero subject will nevertheless be counted

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¹¹ The maximum number of credits to be taken in a semester by students on academic probation will be decided by the Departments. The maximum number could be set on a departmental basis or programme basis, or even student-specific, as deemed appropriate. If the maximum number proposed is from 16 to 18 credits in a semester, approval by Faculty/School Deans is required. For students to be allowed to take more than 18 credits in a semester, approval by Quality Assurance Committee (Academic Departments) will be required.
22.5 Students who have obtained approval to pace their studies and students on programmes without any specified progression pattern who wish to take more than the normal load of 15 credits in a semester should seek advice from the Department concerned before the selection of subjects.

23. **Subject exemption**

Students may be exempted from taking any specified subjects, including mandatory General University Requirements (GUR) subjects, if they have successfully completed similar subjects previously in another programme or have demonstrated the level of proficiency/ability to the satisfaction of the subject offering Department. Subject exemption is normally decided by the subject offering Department. However, for applications which are submitted by students who have completed an approved student exchange programme, the subject exemption is to be decided by the programme offering Department in consultation with the subject offering Departments. In case of disagreement between the programme offering Department and the subject offering Department, the two Faculty Deans/School Board Chairmen concerned will make a final decision jointly on the application. If students are exempted from taking a specified subject, the credits associated with the exempted subject will not be counted towards meeting the award requirements (except for exemptions granted at admission stage). It will therefore be necessary for the students to consult the programme offering Department and take another subject in order to satisfy the credit requirement for the award.

24. **Credit transfer**

24.1 Students may be given credits for recognised previous studies including mandatory General University Requirements (GUR) subjects; and the credits will be counted towards meeting the requirements for award. Transferred credits may be counted towards more than one award. The granting of credit transfer is a matter of academic judgment. In assessing the transferability of subjects previously taken, the syllabus of that subject should be carefully scrutinized to ascertain that it is comparable to the PolyU’s curriculum. Whether the previous studies are from institutions on credit-based or non-credit-based system should not be a matter of concern, and the subject size need not be a perfect match. To ascertain the academic standing of
the institution offering the previous studies, the Department might need to request the institutions concerned to provide more relevant information.

24.2 Credit transfer may be done with or without the grade being carried over; the former should normally be used when the credits were gained from PolyU. Credit transfer with the grade being carried over may be granted for subjects taken from outside the University, if deemed appropriate, and with due consideration to the academic equivalence of the subjects concerned and the comparability of the grading systems adopted by the University and the other approved institutions. Subject credit transfer is normally decided by the subject offering Department. However, for applications which are submitted by students who have completed an approved student exchange programme, the decision will be made by the programme offering Department in consultation with the subject offering Departments. As the application for credit transfer may involve subjects offered by more than one Department, the programme offering Department should coordinate and check whether the maximum limit for credit transfer for a student has been exceeded, and whether the student has fulfilled the residential requirement as stipulated in Section 19 above.

24.3 In case of disagreement between the programme offering Department and the subject offering Department, the two Faculty Deans/School Board Chairmen concerned will make a final decision jointly on the application. The validity period of credits previously earned, is 8 years after the year of attainment.

24.4 Normally, not more than 50% of the credit requirement for award may be transferable from approved institutions outside the University. For transfer of credits from programmes offered by PolyU, normally not more than 67% of the credit requirement for award can be transferred. In cases where both types of credits are being transferred (i.e. from programmes offered by PolyU and from approved institutions outside the University), not more than 50% of the credit requirement for award may be transferred. The 50% and 67% ceiling is also applicable to Minor programme, i.e. credit transfer can be given for not more than 9 credits of a Minor programme if the previous credits were earned from approved institutions outside of the university; and not more than 12 credits of a Minor programme if the previous credits were earned from programmes offered by PolyU. For students admitted to an
Articulation Degree or Senior Year curriculum which is already a reduced curriculum, they should not be given credit transfer for any required GUR subjects, and they must complete at least 60 credits to be eligible for award. Students exceptionally admitted to an Articulation Degree or Senior Year curriculum before 2017/18 based on qualification more advanced than Associate Degree/Higher Diploma may be given credit transfer for the required GUR subjects if they had completed comparable components in their earlier studies. These students can take fewer than 60 credits for attaining the award. As from the 2017/18 intake cohort, all students admitted to an Articulation Degree or Senior Year curriculum, irrespective of the entry qualifications they held when applying for admission to the programmes, are required to complete at least 60 credits to be eligible for award.

24.5 If the transferred credits are part of a PolyU programme which is accredited by a professional body, the Department concerned should ensure that the transferred credits will also meet the requirement of the relevant professional body.

24.6 If a student is waived from a particular stage of study on the basis of advanced qualifications held at the time of admission (see Section 10 above), the student concerned will be required to complete fewer credits for award. For these students, the ‘deducted’ credits at admission stage will be counted towards the maximum limit for credit transfer when students apply for further credit transfer after their admission. This also applies to students admitted to an Articulation Degree or Senior Year curriculum when they claim further credit transfer after admission.

24.7 Notwithstanding the upper limits stipulated in Section 24.4 above, (and unless professional bodies stipulate otherwise) students may be given more credit transfer than these upper limits (e.g. upon completion of an exchange programme as mentioned in Section 24.8 below), subject to their satisfying the residential requirement as stated in Section 19 above.

24.8 Credit transfer can be applicable to credits earned by students through study at an overseas institution under an approved exchange programme. Students should, before they go...
abroad for the exchange programme, seek prior approval from the programme offering Department (who will consult the subject offering Departments as appropriate) on their study plan and credit transferability. As with all other credit transfer applications, the Departments concerned should scrutinise the syllabuses of the subjects which the students are going to take at the overseas institution, and determine their credit transferability based on academic equivalence with the corresponding subjects on offer at the PolyU, and the comparability of the grading systems adopted by PolyU and the overseas institution. The transferability of credits, and the suitability for allowing grades to be carried over, must be determined and communicated to students before they go abroad for the exchange programme. In order to overcome the problems associated with subject-to-subject mappings, block credit transfer rather than subject-by-subject credit transfer can be given.

24.9 All credit transfers approved will take effect only in the semester for which they are approved. A student who applies for transfer of credits during the re-enrolment or the add/drop period of a particular semester will only be eligible for graduation at the end of that semester, even if the granting of credit transfer will immediately enable the student to satisfy the credit requirement for the award.

24.10 Regarding credit transfer for GUR subjects, the Programme Host Department is the approval authority at the time of admission to determine the number of GUR credits which an Advanced Standing student will be required to complete for the award concerned. Programme Host Departments should make reference to the mapping lists of GUR subjects, compiled by the Committee on General University Requirements (CoGUR), on the eligibility of the subjects which can qualify as GUR subjects. Applications for credit transfer of GUR subjects after admission will be considered, on a case-by-case basis, by the Subject Offering Department or Office of General University Requirements (OGUR)/Office of Service Learning (OSL), in consultation with the relevant Sub-committee(s) under CoGUR, as appropriate.

24.11 For credit transfer of retaken subjects, the grade attained in the last attempt should be taken in the case of credit transfer with grade being carried over. Students applying for credit transfer for a subject taken in other institutions are required to
declare that the subject grade used for claiming credit transfer was attained in the last attempt of the subject in their previous studies. If a student fails in the last attempt of a retaken subject, no credit transfer should be granted, despite the fact that the student may have attained a pass grade for the subject in the earlier attempts.

24.12 Students should not be granted credit transfer for a subject which they have attempted and failed in their current study unless the subject was taken by the student as an exchange-out student in his current programme.

25. **Deferment of study**

25.1 Students may apply for deferment of study if they have a genuine need to do so such as illness or posting to work outside Hong Kong. Approval from the Department offering the programme is required. The deferment period will not be counted towards the maximum period of registration.

25.2 Application for deferment of study will be entertained only in exceptional circumstances from students who have not yet completed the first year of a full-time or sandwich programme.

25.3 Where the period of deferment of study begins during a stage for which fees have been paid, no refund of such fees will be made.

25.4 Students who have been approved for deferment are not entitled to enjoy any campus facilities during the deferment period.

26. **General Assessment Regulations**

26.1 These General Assessment Regulations shall govern all full-time 4-year undergraduate degree programmes and articulation degree programmes, except where the Senate decides otherwise.

26.2 Each programme shall, in addition, have programme-specific regulations, and be governed by the relevant scheme regulations if it is a constituent programme of a study scheme. The programme-specific regulations shall be confirmed at the stage of validation and published in the definitive programme document and scheme regulations shall be confirmed at the formulation of the scheme. Students shall be advised of these regulations at the commencement of an academic year. Unless otherwise specified, students who have opted for the Major/Minor route should abide by the academic regulations, including assessment regulations, stipulated in the definitive
programme document applicable to students of the single-discipline Major programme.

26.3 For all programmes, students progress by credit accumulation, i.e. credits earned by passing individual subjects can be accumulated and counted towards the final award.

26.4 Subject Level

26.4.1 A ‘level’ in a programme indicates the intellectual demand placed upon students and may characterise each subject with respect to its recommended sequencing within that programme. Upper level subjects should normally build on lower level subjects. Pre-requisite requirements, if any, must therefore be spelt out on a subject basis.

26.4.2 A ‘subject’ is defined as a discrete section of the programme which is assigned a separate assessment. A list of subjects, together with their level and weightings, shall be published in the definitive programme document.

26.4.3 The following is the Subject Level code adopted by this University:

<table>
<thead>
<tr>
<th>Level Code</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Pre-university level standard (and remedial subjects taken by new admittees to a 4-year degree programme, or some subjects offered to Higher Diploma students only)</td>
</tr>
<tr>
<td>1</td>
<td>Standard comparable to year 1 of a 4-year degree programme</td>
</tr>
<tr>
<td>2</td>
<td>Standard comparable to year 2 of a 4-year degree programme</td>
</tr>
<tr>
<td>3</td>
<td>Standard comparable to year 3 of a 4-year degree programme</td>
</tr>
<tr>
<td>4</td>
<td>Standard comparable to the final year of a 4-year degree programme</td>
</tr>
<tr>
<td>5</td>
<td>Master’s degree level</td>
</tr>
<tr>
<td>6</td>
<td>Doctoral degree level</td>
</tr>
</tbody>
</table>
26.5 **Language of assessment**

The language of assessment for all programmes/subjects shall be English, unless approval is given for it to be otherwise. Such approval shall normally be granted at the stage of validation.

27. **Principles of assessment**

27.1 Assessment of learning and assessment for learning are both important for assuring the quality of student learning. Assessment of learning is to evaluate whether students have achieved the intended learning outcomes of the subjects that they have taken and have attained the overall learning outcomes of the academic programme at the end of their study at a standard appropriate to the award. Appropriate methods of assessment that align with the intended learning outcomes should be designed for this purpose. The assessment methods will also enable the teacher to differentiate students’ different levels of performance within the subject. Assessment for learning is to engage students in productive learning activities through purposefully designed assessment tasks.

27.2 Assessment will also serve as feedback to students. The assessment criteria and standards should be made explicit to students before the start of the assessment to facilitate student learning, and feedback provided should link to the criteria and standards. Timely feedback should be provided to students so that they are aware of their progress and attainment for the purpose of improvement.

27.3 The ultimate authority in the University for the confirmation of academic decisions is the Senate, but for practical reasons, the Senate has delegated to the Faculty/School Boards the authority to confirm the decisions of Boards of Examiners provided these are made within the framework of the General Assessment Regulations. Recommendations from Board of Examiners which fall outside these Regulations shall be ratified by the Academic Planning and Regulations Committee (APRC) and reported to the Senate.

28. **Assessment methods**

28.1 Students’ performance in a subject can be assessed by continuous assessment and/or examinations, at the discretion of the individual subject offering Department. Where both continuous assessment and examinations are used, the weighting
of each in the overall subject grade shall be clearly stated in the definitive programme document. The subject offering Department can decide whether students are required to pass both the continuous assessment and examination components, or either component only, in order to obtain a subject pass, but this requirement (to pass both, or either, components) shall be specified in the Definitive Programme Document. Learning outcome should be assessed by continuous assessment and/or examination appropriately, in line with the outcome-based approach.

28.2 Continuous assessment may include tests, assignments, projects, laboratory work, field exercises, presentations and other forms of classroom participation. Continuous Assessment assignments which involve group work should nevertheless include some individual components therein. The contribution made by each student in continuous assessment involving a group effort shall be determined and assessed separately, and this can result in different grades being awarded to students in the same group.

28.3 Assessment methods and parameters of subjects shall be determined by the subject offering Department.

28.4 At the beginning of each semester, the subject teacher should inform students of the details of the methods of assessments to be used, within the assessment framework as specified in the definitive programme document.

29. Progression/Academic Probation/Deregistration

29.1 The Board of Examiners shall, at the end of each semester determine whether each student is

(i) eligible for progression towards an award; or
(ii) eligible for an award; or
(iii) required to be deregistered from the programme.

29.2 When a student has a Grade Point Average (GPA) (see Section 32.3 below) lower than 2.0, he will be put on academic probation in the following semester. If a student is able to pull his GPA up to 2.0 or above at the end of the semester, the status of ‘academic probation’ will be lifted. The status of ‘academic probation’ will be reflected in the assessment result notification but not in the transcript of studies.
29.3 A student will have ‘progressing’ status unless he falls within any one of the following categories which shall be regarded as grounds for deregistration from the programme:

(i) the student has exceeded the maximum period of registration for that programme, as specified in the Definitive Programme Document; or

(ii) the student’s GPA is lower than 2.0 for two consecutive semesters and his Semester GPA in the second semester is also lower than 2.0; or

(iii) the student’s GPA is lower than 2.0 for three consecutive semesters.

29.4 When a student falls within the categories as stipulated above, the Board of Examiners shall de-register the student from the programme without exception.

29.5 A student may be de-registered from the programme enrolled before the time frame specified in Sections 29.3(ii) or 29.3(iii) above if his academic performance is poor to the extent that the Board of Examiners deems that his chance of attaining a GPA of 2.0 at the end of the programme is slim or impossible.

29.6 The progression of students to the following academic year will not be affected by the GPA obtained in the Summer Term, unless Summer Term study is mandatory for all students of the programme and constitutes a requirement for graduation, and is so specified in the Definitive Programme Document.

29.7 If the student is not satisfied with the de-registration decision of the Board of Examiners, he can lodge an appeal. All such appeal cases will be referred directly to Academic Appeals Committee (AAC) for final decision. Views of Faculties/Schools/Departments will be sought and made available to AAC for reference.

30. **Retaking of subjects**

30.1 Students may retake any subject for the purpose of improving their grade without having to seek approval, but they must retake a compulsory subject which they have failed, i.e. obtained an F grade. However, students who have passed a General University Requirements (GUR) subject are not allowed to re-take the same GUR subject for the purpose of improving their grade. Retaking of subjects is with the condition that the maximum study load of 21 credits per semester is not exceeded.
Students wishing to retake passed subjects will be accorded a lower priority than those who are required to retake (due to failure in a compulsory subject) and can only do so if places are available.

30.2 The number of retakes of a subject is not restricted. Only the grade obtained in the final attempt of retaking (even if the retake grade is lower than the original grade for originally passed subject) will be included in the calculation of the Grade Point Average (GPA). If students have passed a subject but failed after retake, credits accumulated for passing the subject in a previous attempt will remain valid for satisfying the credit requirement for award. (The grades obtained in previous attempts will only be reflected in transcript of studies.)

30.3 In cases where a student takes another subject to replace a failed elective subject, the fail grade will be taken into account in the calculation of the GPA, despite the passing of the replacement subject. Likewise, students who fail a Cluster Area Requirements (CAR) subject may need to take another subject from the same Cluster Area in order to fulfill this part of the GUR, since the original CAR subject may not be offered; in such cases, the fail grade for the first CAR subject will be taken into account in the calculation of the GPA, despite the passing of the second CAR subject.  

31. Exceptional circumstances

31.1 Absence from an assessment component

31.1.1 If a student is unable to complete all the assessment components of a subject, due to illness or other circumstances which are beyond his control and considered by the subject offering Department as legitimate, the Department will determine whether the student will have to complete a late assessment and, if so, by what means. This late assessment shall take place at the earliest opportunity, and before the commencement of the following academic year (except that for Summer Term, which may take place

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13 In these circumstances when students do not have a choice to retake a failed subject, such as when the failed subject has been phased out, a ‘tie-subject’ arrangement can be made with the approval of the Faculty/School Board. Under the arrangement, another appropriate subject can be taken as equivalent to the subject which is not offered. Upon passing the equivalent subject, the fail grade of the original subject will be replaced by the latest grade of the retake subject and the failure grade of the original subject will not be taken into account in the calculation of the GPA.
within 3 weeks after the finalisation of Summer Term results). If the late assessment cannot be completed before the commencement of the following academic year, the Faculty/School Board Chairman shall decide on an appropriate time for completion of the late assessment.

31.1.2 The student concerned is required to submit his/her application for late assessment in writing to the Head of Department offering the subject, within five working days from the date of the examination, together with any supporting documents. Approval of applications for late assessment and the means for such late assessments shall be given by the Head of Department offering the subject or the Subject Lecturer concerned, in consultation with the Programme Leader.

31.2 Assessment to be completed

For cases where students fail marginally in one of the components within a subject, the BoE can defer making a final decision until the students concerned have completed the necessary remedial work to the satisfaction of the subject examiner(s). The remedial work must not take the form of re-examination.

31.3 Aegrotat award

31.3.1 If a student is unable to complete the requirements of the programme in question for the award due to very serious illness, or other very special circumstances which are beyond his control, and considered by the Board of Examiners as legitimate, the Faculty/School Board will determine whether the student will be granted an aegrotat award. Aegrotat award will be granted under very exceptional circumstances.

31.3.2 A student who has been offered an aegrotat award shall have the right to opt either to accept such an award, or request to be assessed on another occasion to be stipulated by the Board of Examiners; the student’s exercise of this option shall be irrevocable.

31.3.3 The acceptance of an aegrotat award by a student shall disqualify him from any subsequent assessment for the same award.
31.3.4 An aegrotat award shall normally not be classified, and the award parchment shall not state that it is an aegrotat award. However, the Board of Examiners may determine whether the award should be classified, provided that they have adequate information on the students’ academic performance.

31.4 Other particular circumstances

A student’s particular circumstances may influence the procedures for assessment, but not the standard of performance expected in the assessment.
32. Grading

32.1 Assessment grades shall be awarded on a criterion-referenced basis. A student’s overall performance in a subject (including GUR subjects) shall be graded as follows:

<table>
<thead>
<tr>
<th>Subject grade</th>
<th>Short description</th>
<th>Elaboration on subject grading description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>Exceptionally Outstanding</td>
<td>The student’s work is exceptionally outstanding. It exceeds the intended subject learning outcomes in all regards.</td>
</tr>
<tr>
<td>A</td>
<td>Outstanding</td>
<td>The student’s work is outstanding. It exceeds the intended subject learning outcomes in nearly all regards.</td>
</tr>
<tr>
<td>B+</td>
<td>Very Good</td>
<td>The student’s work is very good. It exceeds the intended subject learning outcomes in most regards.</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>The student’s work is good. It exceeds the intended subject learning outcomes in some regards.</td>
</tr>
<tr>
<td>C+</td>
<td>Wholly Satisfactory</td>
<td>The student’s work is wholly satisfactory. It fully meets the intended subject learning outcomes.</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>The student’s work is satisfactory. It largely meets the intended subject learning outcomes.</td>
</tr>
<tr>
<td>D+</td>
<td>Barely Satisfactory</td>
<td>The student’s work is barely satisfactory. It marginally meets the intended subject learning outcomes.</td>
</tr>
<tr>
<td>D</td>
<td>Barely Adequate</td>
<td>The student’s work is barely adequate. It meets the intended subject learning outcomes only in some regards.</td>
</tr>
<tr>
<td>F</td>
<td>Inadequate</td>
<td>The student’s work is inadequate. It fails to meet many of the intended subject learning outcomes.</td>
</tr>
</tbody>
</table>

‘F’ is a subject failure grade, whilst all others (‘D’ to ‘A+’) are subject passing grades. No credit will be earned if a subject is failed.
32.2 A numeral grade point is assigned to each subject grade, as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.5</td>
</tr>
<tr>
<td>A</td>
<td>4</td>
</tr>
<tr>
<td>B+</td>
<td>3.5</td>
</tr>
<tr>
<td>B</td>
<td>3</td>
</tr>
<tr>
<td>C+</td>
<td>2.5</td>
</tr>
<tr>
<td>C</td>
<td>2</td>
</tr>
<tr>
<td>D+</td>
<td>1.5</td>
</tr>
<tr>
<td>D</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
</tr>
</tbody>
</table>

32.3 At the end of each semester/term, a Grade Point Average (GPA) will be computed as follows, and based on the grade point of all the subjects:

\[
\text{GPA} = \frac{\sum_n \text{Subject Grade Point} \times \text{Subject Credit Value}}{\sum_n \text{Subject Credit Value}}
\]

where \( n = \text{number of all subjects (inclusive of failed subjects) taken by the student up to and including the latest semester/term. For subjects which have been retaken, only the grade point obtained in the final attempt will be included in the GPA calculation} \)

In addition, the following subjects will be excluded from the GPA calculation:

(i) Exempted subjects
(ii) Ungraded subjects
(iii) Incomplete subjects
(iv) Subjects for which credit transfer has been approved, but without any grade assigned

(v) Subjects from which a student has been allowed to withdraw (i.e. those with the code ‘W’)

32.4 Subject which has been given an ‘S’ code, i.e. absent from assessment, will be included in the GPA calculation and will be counted as ‘zero’ grade point. GPA is thus the unweighted cumulative average calculated for a student, for all relevant subjects taken from the start of the programme to a particular point of time. GPA is an indicator of overall performance, and is capped at 4.0.

32.5 For programmes with training components, whether these training credits will be counted in the GPA calculation will be decided by the programme offering Department.

33. University Graduation Requirements

33.1 Bachelor’s Degree Programme

33.1.1 To be eligible for a Bachelor’s Degree award under the 4-year full-time undergraduate curriculum, a student must:

(i) Complete successfully a minimum of 120 credits.
(ii) Earn a cumulative GPA of 2.00 or above at graduation.
(iii) Complete successfully the mandatory Work-Integrated Education (WIE) component as specified by their programme/Major.

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14 Subjects taken in PolyU or elsewhere and with grades assigned, and for which credit transfer has been approved, will be included in the GPA calculation.

15 ‘Training credits’ is used as a generic term only, and also includes clinical/field credits for programmes in different study disciplines. Laboratory experiments done as a subject/an integral part of a subject to satisfy the academic requirements is not considered to be practical training.

16 This minimum only applies to students who are admitted through the normal route.
(iv) Satisfy the following GUR requirements:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Language and Communication Requirements(^{17})</td>
<td>9</td>
</tr>
<tr>
<td>(b) Freshman Seminar</td>
<td>3</td>
</tr>
<tr>
<td>(c) Leadership and Intra-Personal Development</td>
<td>3</td>
</tr>
<tr>
<td>(d) Service-Learning</td>
<td>3</td>
</tr>
<tr>
<td>(e) Cluster Area Requirements (CAR)</td>
<td>12</td>
</tr>
<tr>
<td>(f) China Studies Requirement</td>
<td>(3 of the 12 CAR credits)</td>
</tr>
<tr>
<td>(g) Healthy Lifestyle(^{18})</td>
<td>Non-credit bearing</td>
</tr>
</tbody>
</table>

**Total = 30 credits**

(v) Satisfy the residential requirement as stated in Section 19 above.

(vi) Satisfy any other requirements as specified in the Definitive Programme Document.

33.1.2 There are subjects which are designed to fulfil the credit requirement of different types of subject. Students passing these subjects will be regarded as having fulfilled the credit requirements of the particular types of subject concerned. Nevertheless, the subject passed will only be counted once in fulfilling the credit requirements of the award, and the students will be required to take another subject in order to meet the total credit requirement of the programme concerned.

33.1.3 Remedial subjects are designed for new students who are in need of additional preparations in a particular subject area, and only identified students of a programme are required to take these subjects. These subjects should therefore be counted outside the regular credit requirement for award.

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17 Non-Chinese speakers and those students whose Chinese standards are at junior secondary level or below will by default be exempted from the DSR - Chinese and CAR - Chinese Reading and Writing requirements. However, this group of students would still be required to take one Chinese LCR subject to fulfil their Chinese LCR.

18 Students admitted to the programmes as Senior Year Intakes are not required to take the Healthy Lifestyle Programme. Advanced Standing students are required to take HLS (except for those who are HD/AD holders who follow the Senior Year/Articulation Degree programme GUR curriculum).
33.1.4 In addition, students may be required to take subjects that are designed to enhance their skills in particular subject areas to underpin their further advanced study in the discipline. These underpinning subjects could be of different subject areas (e.g. Mathematics, science subjects), and the number of credits each student is required to take in a particular underpinning subject area may vary according to the different academic backgrounds of the students. With effect from the 2015/16 intake cohort, the regular credit requirement for award will count the lowest number of credits taken by the students in the same subject area. For example, some students in an engineering programme are required to take 10 credits of underpinning subjects in Mathematics, whilst others in the programme are required to take 6 credits of underpinning subjects in Mathematics. Only 6 credits will be recognised for counting towards the regular credit requirement of the programme. The extra 4 credits taken by some students will be counted outside the regular credit requirement.

33.1.5 Senior Year intakes admitted to the 4-year Undergraduate Degree programmes on the strength of the Associate Degree/Higher Diploma qualifications are required to complete at least 60 credits in order to be eligible for a Bachelor’s degree. Exemption may be given from subjects already taken in the previous Associate Degree/Higher Diploma studies. In that case, students should take other electives (including free electives) instead to make up the total of 60 credits required. For students who are exceptionally admitted before 2017/18 on the basis of academic qualification(s) more advanced than Associate Degree/Higher Diploma\textsuperscript{19}, such as the advanced stage of a 4-year degree curriculum programme, Departments can continue to grant credit transfer as appropriate, so as to give recognition to the advanced study taken. and these students can take fewer than 60 credits for attaining

\textsuperscript{19} The admission of students to UGC-funded Articulation Degree programmes and Senior Year intakes on the basis of qualification(s) more advanced than Associate Degree/Higher Diploma is subject to the conditions stipulated by UGC governing the UGC-funded Senior Year places.
the award. The proportion of these students should remain low.

33.1.6 As from the 2017/18 intake cohort, all students admitted to an Articulation Degree or Senior Year curriculum, irrespective of the entry qualifications they held when applying for admission to the programmes, are required to complete at least 60 credits to be eligible for award.

33.1.7 Level-0 subjects and training subjects (including clinical/field training) will not be counted to fulfill free elective requirement for graduation purpose.

33.2 Articulation Degree Programme

33.2.1 To be eligible for an Articulation Degree award under the 4-year full-time undergraduate curriculum, a student must:

(i) Complete successfully a minimum of 60 credits\(^{20}\).

(ii) Earn a cumulative GPA of 2.00 or above at graduation.

(iii) Complete successfully the mandatory Work-Integrated Education (WIE) component as specified by their programme/Major.

(iv) Satisfy the following GUR requirements:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a) Cluster Area Requirements (CAR)</td>
<td>6</td>
</tr>
<tr>
<td>(b) China Studies Requirement</td>
<td>(3 of the 6 CAR credits)</td>
</tr>
<tr>
<td>(c) Service-Learning(^{21})</td>
<td>3</td>
</tr>
<tr>
<td>(d) Language and Communication Requirements(^{22})</td>
<td></td>
</tr>
</tbody>
</table>

\(\text{Total} = 9 \text{ credits}\)

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\(^{20}\) This minimum only applies to students who are admitted through the normal route.

\(^{21}\) Prior to its full implementation, students may take a 3-credit free elective in lieu of the Service Learning requirement.

\(^{22}\) This is normally not required. Only those students not meeting the equivalent standard of the Undergraduate Degree LCR (based on their previous studies in AD/HD programmes and their academic performance) will be required to take degree LCR subjects on top of the normal curriculum requirement. The Programme offering department will refer to the guidelines provided by the Language Centres (ELC and CBS) to determine whether a new student has met the equivalent standard. Non-Chinese speakers and those students whose Chinese standards are at junior secondary level or below will by default be exempted from the DSR - Chinese and CAR - Chinese Reading and Writing requirements. However, this group of students would still be required to take one Chinese LCR subject to fulfil their Chinese LCR.
(v) Satisfy the residential requirement as stated in Section 19 above.

(vi) Satisfy any other requirements as specified in the Definitive Programme Document.

33.2.2 There are subjects which are designed to fulfil the credit requirement of different types of subject. Students passing these subjects will be regarded as having fulfilled the credit requirements of the particular types of subject concerned. Nevertheless, the subject passed will only be counted once in fulfilling the credit requirements of the award, and the students will be required to take another subject in order to meet the total credit requirement of the programme concerned.

33.2.3 Remedial subjects are designed for new students who are in need of additional preparations in a particular subject area, and only identified students of a programme are required to take these subjects. These subjects should therefore be counted outside the regular credit requirement for award.

33.2.4 In addition, students may be required to take subjects that are designed to enhance their skills in particular subject areas to underpin their further advanced study in the discipline. These underpinning subjects could be of different subject areas (e.g. Mathematics, science subjects), and the number of credits each student is required to take in a particular underpinning subject area may vary according to the different academic backgrounds of the students. With effect from the 2015/16 intake cohort, the regular credit requirement for award will count the lowest number of credits taken by the students in the same subject area. For example, some students in an engineering programme are required to take 10 credits of underpinning subjects in Mathematics, whilst others in the programme are required to take 6 credits of underpinning subjects in Mathematics. Only 6 credits will be recognized for counting towards the regular credit requirement of the programme. The extra 4 credits taken by some students will be counted outside the regular credit requirement.
33.2.5 In the case that students have already taken certain subject(s) in their previous Associate Degree/Higher Diploma studies, exemption may be given from these subjects and students should take other electives (including free electives) instead to make up the minimum of 60 credits required. For students who are exceptionally admitted before 2017/18 on the basis of academic qualification(s) more advanced than Associate Degree/Higher Diploma\(^{23}\), such as the advanced stage of a 4-year degree curriculum programme, Departments can continue to grant credit transfer as appropriate when admitting them to an Articulation Degree programme, so as to give recognition to the advanced study taken, and these students can take fewer than 60 credits for attaining the award. The proportion of these students should remain low. As from the 2017/18 intake cohort, all students admitted to an Articulation Degree or Senior Year curriculum, irrespective of the entry qualifications they held when applying for admission to the programmes, are required to complete at least 60 credits to be eligible for award.

33.2.6 Level-0 subjects and training subjects (including clinical/field training) will not be counted to fulfill free elective requirement for graduation purpose.

33.3 A student is required to graduate as soon as he satisfies the graduation requirements as stipulated in Section 33.1.1 and 33.2.1 above. The student concerned is required to apply for graduation, in the semester in which he is able to fulfil all his graduation requirements, and after the add/drop period for that semester has ended.

\(^{23}\) The admission of students to UGC-funded Articulation Degree programmes and Senior Year intakes on the basis of qualification(s) more advanced than Associate Degree/Higher Diploma is subject to the conditions stipulated by UGC governing the UGC-funded Senior Year places.
33.4 **Students taking the Major/Minor option**

33.4.1 Students taking the Major/Minor option will be considered for an award when they have satisfied the requirements for both the Major and Minor studies and have also submitted an application for graduation. If the 18 credits taken for the approved Minor study can meet the requirements for that Minor, the Major students may apply to graduate with a specific Minor, in addition to their Major. Otherwise, students will graduate with a Major only.

33.4.2 Subject to approval by the Minor-offering Department, students may count up to 6 credits from their Major/GUR [including Language Communication Requirements (LCR) subjects at proficiency level] towards their chosen Minor. Nevertheless, students must take at least 6 credits from their chosen Minor programme in order to satisfy the residential requirement of their chosen Minor. In addition, to be eligible for the Major and Minor awards, the total number of credits taken by the students for their Major-Minor studies must not be lower than the credit requirement of the single discipline Major programme.

33.5 **Students taking the Double Majors option**

Students are required to obtain an overall GPA of at least 2.0, in order to satisfy the requirement for graduation with Double Majors. They will not be allowed to graduate with one of the 2 Majors. The total credit requirement of Double Majors will depend on the degree of commonality between the two Majors. Apart from the 30 credits of GUR subjects, up to 1/3 of the DSR of the first Major which are common to the second Major can be double-counted towards the second Major.

33.6 **Students taking a Joint Degree programme** (applicable to students admitted to joint degree programmes with effect from 2013/14)

Students taking the joint degree programmes will be considered for an award when they have satisfied all university and programme requirements.
33.7 **Students taking a Double Degree programme** (applicable to students admitted to the Double Degree in Business Administration and Engineering, and the Double Degree in Computing and Management in 2012/13)

Students taking the Double Degree programmes will be considered for award when they have satisfied the requirements for both degree programmes.

### 34. Guidelines for award classification

34.1 The guidelines for award classification should be stated in the Definitive Programme Document. In using these guidelines, the Board of Examiners shall exercise its judgement in coming to its conclusions as to the award for each student, and where appropriate, may use other relevant information.

34.2 The Weighted GPA will be used as a guide to help determine award classifications, and the level weighting to different subjects of all disciplines and programmes will need to be specified in the Definitive Programme Document.

Weighted GPA will be computed as follows:

\[
\text{Weighted GPA} = \frac{\sum \text{Subject Grade Point} \times \text{Subject Credit Value} \times W_i}{\sum \text{Subject Credit Value} \times W_i}
\]

where \( W_i \) = weighting to be assigned according to the level of the subject

\( n \) = number of all subjects counted in GPA calculation as set out in Section 32.3, except those exclusions specified in Section 34.3.

34.3 For calculating the weighted GPA (and award GPA) to determine the Honours classification of students who satisfy the graduation requirements of Bachelor’s degree awards, a University-wide standard weighting\(^24\) will be applied to all subjects of the same level, with a weighting of 2 for Level 1 and 2 subjects, a weighting of 3 for Level 3 and 4 subjects. Same as for GPA, Weighted GPA is capped at 4.0.

34.4 Any subjects passed after the graduation requirement has been met will not be taken into account in the grade point calculation for award classification.

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\(^24\) Requests for deviation from this University-wide standard require specific approval by the Academic Planning and Regulations Committee.
34.5  **Students taking the Major/Minor studies**

34.5.1 For students who have completed a Major/Minor programme, a single classification will be awarded and their award classification will mainly be based on the ‘Major GPA’, but it can be moderated by the Board of Examiners with reference to the ‘Minor GPA’. For students who have completed a Major programme combined with free electives, their award classification will be determined by their ‘Major GPA’ which includes grades obtained for the free electives, if appropriate.

34.5.2 ‘Major GPA’ is derived based on all subjects of the Major programme, including those meeting the mandatory General University Requirements (GUR) and programme-specific language requirement, but not necessarily including the training credits.

34.5.3 ‘Minor GPA’ is derived based on the 18 credits of specific Minor programme. ‘Minor GPA’ is unweighted.

34.5.4 The ‘Major GPA’ and the ‘Minor GPA’ will be presented separately to the Board of Examiners for consideration.

34.5.5 Where a student has a high GPA for his Major but a lower GPA for his Minor, he will not be ‘penalised’ in respect of his award classification, which is attached to the Major. On the other hand, if a student has a lower GPA for his Major than his GPA for the Minor, the Board of Examiners may consider giving the student a higher award classification than with reference to his Major GPA.

34.6  **Students taking the Double Majors option**

The derivation of GPA for award classification for the First Major and Second Major (particularly on the counting of subjects common to both Majors) will be decided by the Department offering the Major programme. Students will be given two award parchments, one for each Major programme, which will be issued upon completion of both Majors. The honours classification of the two Major awards need not be identical.
34.7  **Students taking a Joint Degree programme** (applicable to students admitted to joint degree programmes with effect from 2013/14)

A Joint Degree programme will only lead to one award and one award classification, which will be based on the studies of two disciplines covered in the programme curriculum.

34.8  **Students admitted in 2012/13 to the Double Degree in Business Administration and Engineering, and the Double Degree in Computing and Management**

The derivation of GPA for award classification for the respective degree (particularly on the counting of subjects common to both degrees) will be decided by the Department offering the degree programme. The Double Degree programme will lead to 2 discrete awards and designations. The honours classification of the two degree awards need not be identical.

35.  **Medium of instruction**

35.1  English is the medium of instruction (the only exceptions are for a small number of programmes/subjects which have got special approval to be taught and examined in Chinese, due to the nature and objectives of the programmes/subjects concerned). Chinese could only be used in small group discussions/tutorials/practical sessions if and when necessary.

35.2  In the presence of non-Cantonese-speaking students, English should be used all the time.
D. Academic Regulations for 2-year Higher Diploma Programmes (2012 intake cohort and thereafter)

1. Introduction

This set of regulations shall apply to all 2-year full-time Higher Diploma programmes with effect from the 2012/13 cohort of intakes, including the Higher Diploma in Nursing, which is of 3-year duration due to the requirements of the discipline area.

2. General minimum entrance requirements

For admission to Higher Diploma programmes, the University requires applicants to have taken the Hong Kong Diploma of Secondary Education Examination (HKDSE), or obtained a relevant local qualification, or a local/non-local qualification deemed to be acceptable equivalents for admission purpose. Details of these are specified below:

2.1 For those applying on the basis of HKDSE results:

- Level 2 in five HKDSE subjects including English Language and Chinese Language

2.2 For those applying on the basis of A-Level results with effect from the 2015/16 entry:

- E in one A-Level subject or in two AS-Level subjects plus satisfying the English Language requirement

2.3 For those applying on the basis of a relevant local qualification:

- An appropriate Diploma or Higher Certificate from The Hong Kong Polytechnic University or the Hong Kong Institute of Vocational Education (IVE) – or the former Technical Institutes (TI) or Hong Kong Polytechnic/Technical College

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1 Alternative Chinese qualifications will continue to be accepted for students who meet the conditions specified by EDB: (a) students who have learned Chinese Language for less than 6 years while receiving primary and secondary education; (b) students who have learned Chinese Language for 6 years or more in schools, but have been taught an adapted and simpler Chinese Language curriculum not normally applicable to the majority of students in local schools. Students achieving the required grade in the relevant subject [i.e. Grade E or above in GCE(A-level)/GCE(AS-level) ) OR Grade C or above in IGCSE/GCSE/GCE(O-Level) Chinese Language subject or Applied Learning Chinese [ApL(C)] with Attained level or above] will be regarded as obtaining a Level 3 in HKDSE Chinese for meeting our entrance requirements and for calculation of the related admission scores. If these applicants also sit for the examination of HKDSE Chinese, the ‘best’ result of either the Alternative Chinese qualifications or HKDSE Chinese would be taken into account in the admission and selection process.
2.4 Other local/non-local qualifications deemed to be acceptable equivalents for admission purpose

2.4.1 The University accepts attainments in HKALE / HKASLE, GCEALE / GCEASLE and IB for admission to its 2-year HD programmes. Applicants holding A-Level and IB qualifications might be granted credit transfer upon admission.

2.4.2 The University will consider other qualifications, on their individual merits, as being equivalent to the specified entrance requirements. Applicants concerned may be required to attend interviews or tests to further ascertain their language proficiency.

2.5 The public examination results required for admission purpose may be accumulated through multiple sittings.

3. Programme-specific entrance requirements

3.1 The entrance requirements for each particular programme are determined in relation to the aims, curriculum contents (particularly of the first year), teaching methods and its duration, as well as the level of demand from applicants. Such programme-specific requirements are set at or above the University’s general minimum entrance requirements, and may include non academic criteria (see Section 4.1 below).

4. Criteria for admission

4.1 In selecting applicants for admission to a programme, the following factors, in addition to the academic qualifications of individual applicants\(^2\), are considered by the person(s) responsible for admission:

(i) the motivation, non academic qualities and interests of individual applicants;

(ii) the other experiences and achievements, if any, of individual applicants;

(iii) the ability of individual applicants to communicate effectively in English (except for programmes approved to be taught in Chinese); and

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\(^2\) The public examination grades of those applicants meeting the specific entrance requirements for a particular programme may be weighted to reflect the relevance or otherwise of each subject to that programme.
(iv) the overall balance of the cohort of students admitted - this allows for a group of students who have a balance of experience to be selected, where this is relevant to the aims of the programme.

4.2 The Departmental Programme Committee is responsible for ensuring, as far as possible, that all students admitted are potentially capable of completing the programme.

5. Admission of mature applicants

5.1 Applicants who have reached the age of 25 before 1 September, in the year in which they seek admission, are categorised as mature applicants.

5.2 Those mature applicants who do not hold approved entrance qualifications may be admitted, on an individual and exceptional basis (see Section 6 below).

6. Admission of applicants without the approved qualifications

6.1 Applicants, including mature applicants who do not possess the stipulated entrance requirements, may only be admitted on an individual and exceptional basis. The main criterion is that they can demonstrate sufficient motivation, knowledge and potential to indicate a high probability of being able to complete the programme successfully. Evidence for this may include documented qualifications, performance at interview, the results of a special assessment process, and/or a record of relevant working experience.

6.2 The authority to approve the admission of such applicants is the appropriate Faculty/School Board, which will decide on the basis of the following criteria:

(i) that all necessary steps have been taken to ascertain the applicant’s suitability for admission to the programme concerned (see Section 6.1 above);

(ii) that the proportion of such applicants being admitted to the programme (taking into account also the number of subject-based students planned to be admitted) will not be such as to distort the normal teaching/learning patterns of the programme, nor to affect detrimentally the progress of those students who hold the approved entrance qualifications and for whom the programme is designed;
(iii) that the overall proportion of such applicants admitted to programmes in the Faculty will remain to be low.

7. Admission of applicants with disabilities / special educational needs

7.1 PolyU adopts a non-discriminatory policy in admitting applicants with disabilities / special educational needs, so long as they can fulfil the essential academic requirements for entry; and can satisfy the physical demands of particular programmes, if necessary with reasonable use of assistive technology.

7.2 Applicants with disabilities / special educational needs have the right to choose, at their own discretion, whether to provide information in relation to their disabilities / special educational needs when they submit their application, so as to enable the University to have their disabilities / special educational needs taken into consideration during the admission selection process. Such an arrangement, if exercised by the applicant, is intended to enable these applicants to be counselled on the suitability or otherwise of the programme(s) they have applied for, and to enable them to find out as early as possible the special assistance and facilities which the University can provide to them on admission.

7.3 Departments may seek further information or advice from the PolyU’s Network on Students with Special Needs via its Secretary before meeting with the applicants concerned if they require any assistance on (a) interpretation of applicants’ disabilities / special educational needs and general information on the possible impact of the disabilities / special educational needs on students’ learning; (b) general information on the kind of special assistance which PolyU may offer to students with a particular disability / special educational needs; and / or (c) general information in relation to the compliance of the Disability Discrimination Ordinance.

7.4 In all other respects, the regulations set out in this Section make no distinction between applicants with disabilities / special educational needs and other applicants.

7.5 A separate arrangement for students with disabilities is made within the Joint University Programmes Admissions System (JUPAS). Students with disabilities can, if they so wish, opt for consideration under this separate arrangement after they have submitted their JUPAS application. If considered suitably qualified, they will receive offers earlier than the
JUPAS Main Round Exercise. They are however not required to make a decision on whether to accept the earlier offers. Their application will continue to be considered by institutions in the JUPAS Main Round Exercise to see if an even ‘better’ offer could be given. The final offer will either be the earlier offer or the Main Round offer, whichever is of a higher priority. It is expected that this separate arrangement will facilitate applicants with a disability, since institutions may provide suitable counselling and assistance to them.

8. **Admission of students with outstanding non-academic achievements**

8.1 The University is prepared to give appropriate special consideration to applicants who have shown outstanding non-academic achievements or all-round development in non-academic aspects, such as music, sports, community services and leadership, for admission to full-time undergraduate programmes. Applicants with very outstanding non-academic achievements (e.g. with awards / prizes attained in prominent competitions) will be favourably considered for admission, so long as they have satisfied the general minimum entrance requirements of the University.

8.2 The above provision also applies to applicants recommended under the JUPAS Sub-system for School Principal’s Nominations (SPNS), and the PolyU’s Outstanding Sportsmen Recommendation Scheme (OSRS).

9. **Admission of non-local students**

9.1 Non-local students are defined as those who require student visas/permits issued by the Hong Kong Immigration Department to enter Hong Kong for the purpose of education. Spouses and dependent children up to 18 years old of non-local persons who are permitted to work in Hong Kong by the Immigration Department (and are holding dependent visas) are not considered to be non-local students. If non-local applicants only possess visitor or tourist visas, the PolyU can neither register them as students, nor allow them to commence their studies until the applicants concerned have obtained a student visa.

9.2 With effect from the 2016/17 academic year, all new non-local students in sub-degree, undergraduate and taught postgraduate programmes should be admitted through over-enrolment
outside the approved UGC-funded student number targets, capped at a level equivalent to 20% of the approved UGC-funded student number targets for these programmes, by study level.

9.3 Non-local students will have to pay a higher rate of tuition fees, to be determined by the PolyU. Non-local students are not eligible to apply for any Government-funded student financial assistance scheme.

9.4 There is no quota restriction of non-local admittees to self-financed taught postgraduate programmes. For self-financed undergraduate and sub-degree programmes\(^3\), however, there is a quota limit of 10% of the previous year’s local student enrolment number for individual institutions for recruitment from the Chinese mainland, Macau and Taiwan, as stipulated by EDB.

9.5 Any programme mounted specifically for non-local students will be so designed and funded as not to deprive local applicants of admission to the University and not to deprive enrolled local students of access to the University’s facilities. This generally means that such programmes must be designed and offered on a self-financed basis.

10. Admission of subject-based students

10.1 Students who wish to take individual subjects, but do not wish to register as a candidate for an award, may apply for admission as subject-based students.

10.2 Subject-based students are subject to the following regulations:

(a) **Coverage**

(i) The provision for admission of subject-based students applies only to subjects which form part of a self-financed programme\(^4\).

(ii) Subject-based students may be admitted to take subjects at any level. However, priority to take subjects shall be given to regular students, i.e. those enrolled on a programme basis.

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\(^3\) Normally Immigration Department will only grant student visas to those attending full-time programmes.

\(^4\) Graduates from UGC-funded programmes will not be restricted to taking only subjects from a self-financed programme (ref. section 19.2). For specific summer school programmes, students will not be restricted to taking only subjects from a self-financed programme.
(iii) Subjects which are open for selection by subject-based students will be determined by the subject offering departments.

(b) **Suitability for admission and re-enrolment**

(i) The Department offering the subject to be enrolled by the subject-based students will determine their suitability for admission. The Department concerned should ensure that the students have the ability to benefit from the subject, having regard to working experience and other background, if deemed necessary.

(ii) Subject-based students need not necessarily possess equivalent entry qualifications as regular students.

(iii) Subject-based students may register for a period of not more than one semester. Students need to apply again if they wish to register in the following semester.

(c) **Assessment and certification of academic achievement**

(i) Subject-based students are subject to assessment, which will be conducted at the same time and in the same manner as the regular students.

(ii) Subject-based students will earn credits if they are successful in the assessment for the subject.

(iii) Subject-based students will receive an official assessment result notification for the subjects taken. The assessment result notification will stipulate the same details of the subjects examined, as for the regular students. A transcript of studies will be issued to these students on request.

(d) **Credit transfer**

(i) If subject-based students later wish to further their studies on PolyU programmes leading to a formal award, they should follow the normal application procedures to seek admission, and will be subject to the University regulations governing such admission including satisfying the programme entrance requirements.

(ii) The prevailing University regulations on credit transfer and validity period of credits earned will apply when the subject-based students are being admitted to pursue a formal PolyU award.
(e) **Administration**

Subject-based students will be issued student ID cards, and be eligible to access the same teaching/learning facilities as other students on the subject concerned. They will also have the same benefits as the regular part-time students in terms of access to other campus facilities.

(f) **Student proportion**

(i) The number of subject-based students to be admitted per class should not exceed 25% of the total class enrolment. Approval from Faculty Dean/School Board Chairman is required for admission of subject-based students above the 25% ceiling.

(ii) The proportion of subject-based students admitted to any subject should not be such as to distort the normal teaching/learning patterns of the subject, nor to affect the progress of regular students who hold the approved entrance qualifications of the programme concerned.

(g) **Fees**

(i) Subject-based students will be charged tuition fees on a credit basis.

(ii) Subject-based students are required to pay the same amount of caution money as prescribed for regular students. The caution money paid is refundable upon their completion of studies, subject to there being no outstanding debts.

11. **Re-admission**

Students who have been required to withdraw on grounds of academic failure or have been de-registered, and those who have discontinued their studies without completing the proper procedures for official withdrawal, shall not be considered for re-admission to the same programme / stream in the following academic year.

12. **Transfer of study within the University**

12.1 A student who has not completed his programme of study may apply to transfer to another programme, and may be admitted, provided that the total period of registration does not exceed the maximum period of registration of the programme with the longer duration. However, year one new students will only be considered for transfer to another programme offered in
the same mode of study, starting from their second semester of registration.

12.2 Students who are currently on a UGC-funded programme and wish to transfer to another PolyU full-time UGC-funded programme of the same level should submit an application for transfer of study, instead of a new application in the non-JUPAS application period. In addition, current Higher Diploma students who have chosen to submit an application via JUPAS would not be allowed to submit a further application for transfer of study to full-time programmes within PolyU.

12.3 All applications for transfer of study will be considered in competition with other new applications.

13. Transfer of study between institutions

13.1 The University is prepared to admit students who have completed all or part of a programme offered by another institution, to the advanced stages of a cognate programme. The number of students admitted on this basis will be small.

13.2 In accordance with the policy on inter-institutional transfer of students stipulated by the UGC, repeating of UGC-funded study across institutions, irrespective of whether there is a change of programme or discipline, is generally discouraged, and only cases with justified reasons will be exceptionally considered, and on a case-by-case basis.

14. Concurrent enrolment

14.1 Students are not permitted to enrol concurrently on two full-time/sandwich programmes, whether or not one of the programmes is offered by another institution.

14.2 Except for programmes which do not lead to any formal award, students are not allowed to enrol concurrently on a full-time/sandwich programme and a part-time programme, or on more than one part-time programmes, including those offered by another institution, without permission from the Head(s) of Department concerned.

14.3 The policy as stated in Sections 14.1 and 14.2 above is also applicable to programmes leading to PolyU awards offered through the School of Professional Education and Executive Development (SPEED).
15. **Minimum enrolment number for UGC-funded programmes**

15.1 The minimum enrolment number for postgraduate programmes is 10 (headcount). The minimum enrolment number for other programmes is 20 (headcount) for full-time and sandwich programmes; 25 (headcount) for part-time programmes.

15.2 Failure to recruit students up to the minimum enrolment number for a programme two weeks before the commencement of the academic year will result in the cancellation of the programme for that year, unless exceptional approval is given by the APRC Chairman. If exceptional approval is granted, the Academic Secretary should be informed immediately by the approving authority.

15.3 The registration of students on programmes with enrolment numbers below the minimum may be provisional. Confirmation or otherwise of the offer of programmes will be sent to applicants before the commencement of the semester/term or academic year.

15.4 The minimum planned class size for each subject of the postgraduate programmes is 10 in headcount, and that for subjects of other programmes is 15 in headcount. These numbers apply to each of the teaching activities of the subject e.g. lecture, tutorial, seminar, laboratory.

15.5 The Head of the subject offering Department has the discretion to continue with the offering of under-enrolled subjects before the commencement of a semester/term. If it is so decided, the Faculty Dean/School Board Chairman concerned should be informed. Should a subject be cancelled due to under-enrolment, students should be informed by the Department concerned. If it is a servicing subject, the agreement of the Department offering the programme which includes the subject should also be sought.

16. **Maximum duration for completion of a programme and the validity period of subject credits**

16.1 The maximum period of registration on, and for completion of, a programme is normally twice the duration of the programme, and must not exceed 8 years. This 8 year maximum period shall apply to programmes whose specified duration is more than 4 years. This period shall exclude deferment granted for justifiable reasons such as illness or posting to work outside Hong Kong,
but any semester in which the students are allowed to take zero subject will be counted towards the maximum period of registration.

16.2 A student’s registration shall lapse if it is no longer possible for him to obtain an award within the maximum period of registration.

16.3 The validity period of subject credits earned is eight years from the year of attainment, i.e. the year in which the subject is completed, unless otherwise specified by the Department responsible for the contents of the subject. Credits earned from previous study should remain valid at the time when the student applies for credit transfer. For exceptional cases such as those stated in (i) to (iii) below, subject offering Departments shall have the discretion to approve the transfer of credits which have exceeded the validity period on a case-by-case basis. All such exceptional cases must be reported to the Faculty/School Board with full justifications.

**Exceptional cases**

(i) Mature learners whose previous studies were mostly completed a long time before their admission to this University, but who have working experience which would have kept them actively involved in the relevant area of study. The flexibility to be granted to these students based on academic comparability of subjects is in line with the policy of the University in promoting life-long learning.

(ii) Students for whom the expiry of validity of credits is beyond their control, e.g. due to medical reasons.

(iii) Students have been approved for deferment of study, or approved for going beyond the maximum period of registration.

17. **Residential requirement**

In order to be considered for a PolyU award, a student must complete at least 1/3 of the normal credit requirement for the award he is currently enrolled, unless the professional bodies concerned stipulate otherwise. (For programmes with professional requirements, the Departments concerned should consult the relevant professional bodies and tighten up this residential requirement accordingly.)
18. **Student status**

18.1 **Self-paced students**

(i) Departments are advised to specify a progression pattern for each programme, and students are normally expected to follow this study pattern. Students who wish to study at their own pace instead of following the specified progression pattern will have to seek prior approval from their Departments. These students are referred to as self-paced students.

(ii) Students who register on programmes without any specified progression pattern are also known as self-paced students.

18.2 **Full-time students**

(i) Students enrolling on full-time/sandwich programmes or on mixed-mode programmes with a study load of 9 credits or more in a semester, are classified as full-time students. Students on full-time/sandwich programmes or on mixed-mode programmes who wish to change their study load to less than 9 credits in a semester, will have to seek prior approval from their Department. Students who enrol on full-time programmes but have been given permission to take less than 9 credits in a semester will be given the option to pay credit fees. If students wish to exercise such option, they have to inform Departments before the end of the add/drop period of that semester.

(ii) Full-time local students enrolled on UGC-funded programmes are eligible to apply for financial assistance from the Government in the form of grant and loan. Government grant and loan may not be granted beyond the normal period of study for the programme.

18.3 **Part-time students**

Students enrolling on part-time, distance learning, online, and mixed-mode programmes, with a study load of less than 9 credits in a semester (unless otherwise approved by Departments), are classified as part-time students.
18.4 Mixed-mode students

Students enrolling on mixed-mode programmes are classified as mixed-mode students. They may engage in a full-time or part-time study load and attend classes either in the daytime, in the evening, or a combination of both. If the mixed-mode students take subjects with a study load reaching the minimum requirement of a full-time student, they will be given full-time status in that semester. If their study load does not reach this minimum of 9 credits, they will be given part-time status (unless otherwise approved by the Department).

18.5 Subject-based students

Students who wish to take individual subjects, but do not wish to register as a candidate for an award, are classified as subject-based students.

19. Subject registration and withdrawal

19.1 In addition to programme registration, students need to register for the subjects at specified periods prior to the commencement of the semester. An add/drop period will also be scheduled for each semester / term. Students may apply for withdrawal of their registration on a subject after the add / drop period, if they have a genuine need to do so. The application should be made to the relevant programme offering Department and will require the approval of both the subject lecturer and the host Department Programme Leader concerned (or an alternate academic staff authorised by the programme offering Department). Applications submitted after the commencement of the examination period will not be considered. For approved applications of subject withdrawal, the tuition fee paid for the subject will be forfeited and the withdrawal status of the subject will be shown in the assessment result notification and transcript of studies, but will not be counted in the calculation of the GPA.

19.2 Subject to the maximum study load of 21 credits per semester and the availability of study places, students are allowed to take additional subjects on top of the prescribed credit requirement for award before they become eligible for graduation. Students will be allowed to take additional subjects for broadening purpose, after they fulfil the graduation requirements and for the following semester. However, they will still be subject to the maximum study load of 21 credits per semester and the availability of places in the subjects concerned, and their
enrolment will be arranged as subject-based students only and be subject to the rules on ‘Admission of Subject-based Students’, except that graduates from UGC-funded programmes will not be restricted to taking only subjects from a self-financed programme [see Section 10.2a(i) above].

20. **Study Load**

20.1 For students following the progression pattern specified for their programme, they have to take the number of credits and subjects, as specified in the Definitive Programme Document, for each semester. Students cannot drop those subjects assigned by the department unless prior approval has been given by the department.

20.2 The normal study load is 15 credits in a semester. The maximum study load to be taken by a student in a semester is 21 credits, unless exceptional approval is given by the Head of the programme offering Department.

20.3 To help improve the academic performance of students on academic probation, these students will be required to take a reduced study load in the following semester (Summer Term excluded). The maximum number of credits to be taken by the students varies according to the policies of individual Departments and will be subject to the approval of the authorities concerned.  

20.4 Students are not allowed to take zero subject in any semester, including the mandatory summer term as required by some programmes, unless they have obtained prior approval from the programme offering Department; otherwise they will be classified as having unofficially withdrawn from their programme. Students who have been approved for zero subject enrolment (i.e. taking zero subject in a semester) are allowed to retain their student status and continue using campus facilities and library facilities. Any semester in which the students are allowed to take zero subject will nevertheless be counted towards the maximum period of registration (See Section 16 above).

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5 The maximum number of credits to be taken in a semester by students on academic probation will be decided by the Departments. The maximum number could be set on a departmental basis or programme basis, or even student-specific, as deemed appropriate. If the maximum number proposed is from 16 to 18 credits in a semester, approval by Faculty/School Deans is required. For students to be allowed to take more than 18 credits in a semester, approval by Quality Assurance Committee (Academic Departments) will be required.
20.5 Students who have obtained approval to pace their studies and students on programmes without any specified progression pattern who wish to take more than the normal load of 15 credits in a semester should seek advice from the Department concerned before the selection of subjects.

21. Subject exemption

Students may be exempted from taking any specified subjects, including mandatory General University Requirements (GUR) subjects, if they have successfully completed similar subjects previously in another programme or have demonstrated the level of proficiency/ability to the satisfaction of the subject offering Department. Subject exemption is normally decided by the subject offering Department. However, for applications which are submitted by students who have completed an approved student exchange programme, the subject exemption is to be decided by the programme offering Department in consultation with the subject offering Departments. In case of disagreement between the programme offering Department and the subject offering Department, the two Faculty Deans/School Board Chairmen concerned will make a final decision jointly on the application. If students are exempted from taking a specified subject, the credits associated with the exempted subject will not be counted towards meeting the award requirements (except for exemptions granted at admission stage). It will therefore be necessary for the students to consult the programme offering Department and take another subject in order to satisfy the credit requirement for the award.

22. Credit transfer

22.1 Students may be given credits for recognised previous studies including mandatory General University Requirements (GUR) subjects; and the credits will be counted towards meeting the requirements for award. Transferred credits may be counted towards more than one award. The granting of credit transfer is a matter of academic judgment. In assessing the transferability of subjects previously taken, the syllabus of that subject should be carefully scrutinized to ascertain that it is comparable to the PolyU’s curriculum. Whether the previous studies are from institutions on credit-based or non-credit-based system should not be a matter of concern, and the subject size need not be a perfect match. To ascertain the academic standing of the institution offering the previous studies, the Department might need to request the institutions concerned to provide more relevant information.
22.2 Credit transfer may be done with or without the grade being carried over; the former should normally be used when the credits were gained from PolyU. Credit transfer with the grade being carried over may be granted for subjects taken from outside the University, if deemed appropriate, and with due consideration to the academic equivalence of the subjects concerned and the comparability of the grading systems adopted by the University and the other approved institutions. Subject credit transfer is normally decided by the subject offering Department. However, for applications which are submitted by students who have completed an approved student exchange programme, the decision will be made by the programme offering Department in consultation with the subject offering Departments. As the application for credit transfer may involve subjects offered by more than one Department, the programme offering Department should coordinate and check whether the maximum limit for credit transfer for a student has been exceeded, and whether the student has fulfilled the residential requirement as stipulated in Section 17 above.

22.3 In case of disagreement between the programme offering Department and the subject offering Department, the two Faculty Deans/School Board Chairmen concerned will make a final decision jointly on the application. The validity period of credits previously earned, is 8 years after the year of attainment.

22.4 Normally, not more than 50% of the credit requirement for award may be transferable from approved institutions outside the University. For transfer of credits from programmes offered by PolyU, normally not more than 67% of the credit requirement for award can be transferred. In cases where both types of credits are being transferred (i.e. from programmes offered by PolyU and from approved institutions outside the University), not more than 50% of the credit requirement for award may be transferred.

22.5 If the transferred credits are part of a PolyU programme which is accredited by a professional body, the Department concerned should ensure that the transferred credits will also meet the requirement of the relevant professional body.

22.6 If a student is waived from a particular stage of study on the basis of advanced qualifications held at the time of admission, the student concerned will be required to complete fewer credits for award. For these students, the ‘deducted’ credits at
admission stage will be counted towards the maximum limit for credit transfer when students apply for further credit transfer after their admission.

22.7 Notwithstanding the upper limits stipulated in Section 22.4 above, (and unless professional bodies stipulate otherwise) students may be given more credit transfer than these upper limits (e.g. upon completion of an exchange programme as mentioned in Section 22.8 below), subject to their satisfying the residential requirement as stated in Section 17 above.

22.8 Credit transfer can be applicable to credits earned by students through study at an overseas institution under an approved exchange programme. Students should, before they go abroad for the exchange programme, seek prior approval from the programme offering Department (who will consult the subject offering Departments as appropriate) on their study plan and credit transferability. As with all other credit transfer applications, the Departments concerned should scrutinise the syllabuses of the subjects which the students are going to take at the overseas institution, and determine their credit transferability based on academic equivalence with the corresponding subjects on offer at the PolyU, and the comparability of the grading systems adopted by PolyU and the overseas institution. The transferability of credits, and the suitability for allowing grades to be carried over, must be determined and communicated to students before they go abroad for the exchange programme. In order to overcome the problems associated with subject-to-subject mappings, block credit transfer rather than subject-by-subject credit transfer can be given.

22.9 All credit transfers approved will take effect only in the semester for which they are approved. A student who applies for transfer of credits during the re-enrolment or the add/drop period of a particular semester will only be eligible for graduation at the end of that semester, even if the granting of credit transfer will immediately enable the student to satisfy the credit requirement for the award.

22.10 For credit transfer of retaken subjects, the grade attained in the last attempt should be taken in the case of credit transfer with grade being carried over. Students applying for credit transfer for a subject taken in other institutions are required to declare that the subject grade used for claiming credit transfer
was attained in the last attempt of the subject in their previous studies. If a student fails in the last attempt of a retaken subject, no credit transfer should be granted, despite the fact that the student may have attained a pass grade for the subject in the earlier attempts.

22.11 Students should not be granted credit transfer for a subject which they have attempted and failed in their current study.

23. Deferment of study

23.1 Students may apply for deferment of study if they have a genuine need to do so such as illness or posting to work outside Hong Kong. Approval from the Department offering the programme is required. The deferment period will not be counted towards the maximum period of registration.

23.2 Application for deferment of study will be entertained only in exceptional circumstances from students who have not yet completed the first year of a full-time or sandwich programme.

23.3 Where the period of deferment of study begins during a stage for which fees have been paid, no refund of such fees will be made.

23.4 Students who have been approved for deferment are not entitled to enjoy any campus facilities during the deferment period.

24. General Assessment Regulations

24.1 These General Assessment Regulations shall govern all full-time Higher Diploma programmes, except where the Senate decides otherwise.

24.2 Each programme shall, in addition, have programme-specific regulations, and be governed by the relevant scheme regulations if it is a constituent programme of a study scheme. The programme-specific regulations shall be confirmed at the stage of validation and published in the definitive programme document and scheme regulations shall be confirmed at the formulation of the scheme. Students shall be advised of these regulations at the commencement of an academic year.

24.3 For all programmes, students progress by credit accumulation, i.e. credits earned by passing individual subjects can be accumulated and counted towards the final award.
24.4 Subject Level

24.4.1 A ‘level’ in a programme indicates the intellectual demand placed upon students and may characterise each subject with respect to its recommended sequencing within that programme. Upper level subjects should normally build on lower level subjects. Pre-requisite requirements, if any, must therefore be spelt out on a subject basis.

24.4.2 A ‘subject’ is defined as a discrete section of the programme which is assigned a separate assessment. A list of subjects, together with their level and weightings, shall be published in the definitive programme document.

24.4.3 The following is the Subject Level code adopted by this University:

<table>
<thead>
<tr>
<th>Level Code</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Pre-university level standard (and remedial subjects taken by new admittees to a 4-year degree programme, or some subjects offered to Higher Diploma students only)</td>
</tr>
<tr>
<td>1</td>
<td>Standard comparable to year 1 of a 4-year degree programme</td>
</tr>
<tr>
<td>2</td>
<td>Standard comparable to year 2 of a 4-year degree programme</td>
</tr>
<tr>
<td>3</td>
<td>Standard comparable to year 3 of a 4-year degree programme</td>
</tr>
<tr>
<td>4</td>
<td>Standard comparable to the final year of a 4-year degree programme</td>
</tr>
<tr>
<td>5</td>
<td>Master’s degree level</td>
</tr>
<tr>
<td>6</td>
<td>Doctoral degree level</td>
</tr>
</tbody>
</table>

24.5 Language of assessment

The language of assessment for all programmes/subjects shall be English, unless approval is given for it to be otherwise. Such approval shall normally be granted at the stage of validation.
25. Principles of assessment

25.1 Assessment of learning and assessment for learning are both important for assuring the quality of student learning. Assessment of learning is to evaluate whether students have achieved the intended learning outcomes of the subjects that they have taken and have attained the overall learning outcomes of the academic programme at the end of their study at a standard appropriate to the award. Appropriate methods of assessment that align with the intended learning outcomes should be designed for this purpose. The assessment methods will also enable the teacher to differentiate students’ different levels of performance within the subject. Assessment for learning is to engage students in productive learning activities through purposefully designed assessment tasks.

25.2 Assessment will also serve as feedback to students. The assessment criteria and standards should be made explicit to students before the start of the assessment to facilitate student learning, and feedback provided should link to the criteria and standards. Timely feedback should be provided to students so that they are aware of their progress and attainment for the purpose of improvement.

25.3 The ultimate authority in the University for the confirmation of academic decisions is the Senate, but for practical reasons, the Senate has delegated to the Faculty/School Boards the authority to confirm the decisions of Boards of Examiners provided these are made within the framework of the General Assessment Regulations. Recommendations from Board of Examiners which fall outside these Regulations shall be ratified by the Academic Planning and Regulations Committee (APRC) and reported to the Senate.

26. Assessment methods

26.1 Students’ performance in a subject can be assessed by continuous assessment and/or examinations, at the discretion of the individual subject offering Department. Where both continuous assessment and examinations are used, the weighting of each in the overall subject grade shall be clearly stated in the definitive programme document. The subject offering Department can decide whether students are required to pass both the continuous assessment and examination components, or either component only, in order to obtain a subject pass, but this requirement (to pass both, or either, components) shall
be specified in the Definitive Programme Document. Learning outcome should be assessed by continuous assessment and/or examination appropriately, in line with the outcome-based approach.

26.2 Continuous assessment may include tests, assignments, projects, laboratory work, field exercises, presentations and other forms of classroom participation. Continuous Assessment assignments which involve group work should nevertheless include some individual components therein. The contribution made by each student in continuous assessment involving a group effort shall be determined and assessed separately, and this can result in different grades being awarded to students in the same group.

26.3 Assessment methods and parameters of subjects shall be determined by the subject offering Department.

26.4 At the beginning of each semester, the subject teacher should inform students of the details of the methods of assessments to be used, within the assessment framework as specified in the definitive programme document.

27. **Progression/Academic Probation/Deregistration**

27.1 The Board of Examiners shall, at the end of each semester determine whether each student is

(i) eligible for progression towards an award; or

(ii) eligible for an award; or

(iii) required to be deregistered from the programme.

27.2 When a student has a Grade Point Average (GPA) (see Section 30.3 below) lower than 2.0, he will be put on academic probation in the following semester. If a student is able to pull his GPA up to 2.0 or above at the end of the semester, the status of ‘academic probation’ will be lifted. The status of ‘academic probation’ will be reflected in the assessment result notification but not in the transcript of studies.

27.3 A student will have ‘progressing’ status unless he falls within any one of the following categories which shall be regarded as grounds for deregistration from the programme:

(i) the student has exceeded the maximum period of registration for that programme, as specified in the Definitive Programme Document; or
(ii) the student’s GPA is lower than 2.0 for two consecutive semesters and his Semester GPA in the second semester is also lower than 2.0; or

(iii) the student’s GPA is lower than 2.0 for three consecutive semesters.

27.4 When a student falls within the categories as stipulated above, the Board of Examiners shall de-register the student from the programme without exception.

27.5 A student may be de-registered from the programme enrolled before the time frame specified in Sections 27.3(ii) or 27.3(iii) above if his academic performance is poor to the extent that the Board of Examiners deems that his chance of attaining a GPA of 2.0 at the end of the programme is slim or impossible.

27.6 The progression of students to the following academic year will not be affected by the GPA obtained in the Summer Term, unless Summer Term study is mandatory for all students of the programme and constitutes a requirement for graduation, and is so specified in the Definitive Programme Document.

27.7 If the student is not satisfied with the de-registration decision of the Board of Examiners, he can lodge an appeal. All such appeal cases will be referred directly to Academic Appeals Committee (AAC) for final decision. Views of Faculties/Schools/Departments will be sought and made available to AAC for reference.

28. **Retaking of subjects**

28.1 Students may retake any subject for the purpose of improving their grade without having to seek approval, but they must retake a compulsory subject which they have failed, i.e. obtained an F grade. However, students who have passed a General University Requirements (GUR) subject are not allowed to re-take the same GUR subject for the purpose of improving their grade. Retaking of subjects is with the condition that the maximum study load of 21 credits per semester is not exceeded. Students wishing to retake passed subjects will be accorded a lower priority than those who are required to retake (due to failure in a compulsory subject) and can only do so if places are available.

28.2 The number of retakes of a subject is not restricted. Only the grade obtained in the final attempt of retaking (even if the
Retake grade is lower than the original grade for originally passed subject) will be included in the calculation of the Grade Point Average (GPA). If students have passed a subject but failed after retake, credits accumulated for passing the subject in a previous attempt will remain valid for satisfying the credit requirement for award. (The grades obtained in previous attempts will only be reflected in transcript of studies.)

28.3 In cases where a student takes another subject to replace a failed elective subject, the fail grade will be taken into account in the calculation of the GPA, despite the passing of the replacement subject. Likewise, students who fail a Cluster Area Requirements (CAR) subject may need to take another subject from the same Cluster Area in order to fulfill this part of the GUR, since the original CAR subject may not be offered; in such cases, the fail grade for the first CAR subject will be taken into account in the calculation of the GPA, despite the passing of the second CAR subject.\(^6\)

29. Exceptional circumstances

29.1 Absence from an assessment component

29.1.1 If a student is unable to complete all the assessment components of a subject, due to illness or other circumstances which are beyond his control and considered by the subject offering Department as legitimate, the Department will determine whether the student will have to complete a late assessment and, if so, by what means. This late assessment shall take place at the earliest opportunity, and before the commencement of the following academic year (except that for Summer Term, which may take place within 3 weeks after the finalisation of Summer Term results). If the late assessment cannot be completed before the commencement of the following academic year, the Faculty/School Board Chairman shall decide on an appropriate time for completion of the late assessment.

\(^6\) In these circumstances when students do not have a choice to retake a failed subject, such as when the failed subject has been phased out, a ‘tie-subject’ arrangement can be made with the approval of the Faculty/School Board. Under the arrangement, another appropriate subject can be taken as equivalent to the subject which is not offered. Upon passing the equivalent subject, the fail grade of the original subject will be replaced by the latest grade of the retake subject and the failure grade of the original subject will not be taken into account in the calculation of the GPA.
29.1.2 The student concerned is required to submit his application for late assessment in writing to the Head of Department offering the subject, within five working days from the date of the examination, together with any supporting documents. Approval of applications for late assessment and the means for such late assessments shall be given by the Head of Department offering the subject or the Subject Lecturer concerned, in consultation with the Programme Leader.

29.2 Assessment to be completed

For cases where students fail marginally in one of the components within a subject, the BoE can defer making a final decision until the students concerned have completed the necessary remedial work to the satisfaction of the subject examiner(s). The remedial work must not take the form of re-examination.

29.3 Aegrotat award

29.3.1 If a student is unable to complete the requirements of the programme in question for the award due to very serious illness, or other very special circumstances which are beyond his control, and considered by the Board of Examiners as legitimate, the Faculty/School Board will determine whether the student will be granted an aegrotat award. Aegrotat award will be granted under very exceptional circumstances.

29.3.2 A student who has been offered an aegrotat award shall have the right to opt either to accept such an award, or request to be assessed on another occasion to be stipulated by the Board of Examiners; the student's exercise of this option shall be irrevocable.

29.3.3 The acceptance of an aegrotat award by a student shall disqualify him from any subsequent assessment for the same award.

29.3.4 An aegrotat award shall normally not be classified, and the award parchment shall not state that it is an aegrotat award. However, the Board of Examiners may determine whether the award should be classified, provided that they have adequate information on the students' academic performance.
29.4 **Other particular circumstances**

A student’s particular circumstances may influence the procedures for assessment, but not the standard of performance expected in the assessment.

### 30. Grading

30.1 Assessment grades shall be awarded on a criterion-referenced basis. A student’s overall performance in a subject (including GUR subjects) shall be graded as follows:

<table>
<thead>
<tr>
<th>Subject grade</th>
<th>Short description</th>
<th>Elaboration on subject grading description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>Exceptionally Outstanding</td>
<td>The student’s work is exceptionally outstanding. It exceeds the intended subject learning outcomes in all regards.</td>
</tr>
<tr>
<td>A</td>
<td>Outstanding</td>
<td>The student’s work is outstanding. It exceeds the intended subject learning outcomes in nearly all regards.</td>
</tr>
<tr>
<td>B+</td>
<td>Very Good</td>
<td>The student’s work is very good. It exceeds the intended subject learning outcomes in most regards.</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>The student’s work is good. It exceeds the intended subject learning outcomes in some regards.</td>
</tr>
<tr>
<td>C+</td>
<td>Wholly Satisfactory</td>
<td>The student’s work is wholly satisfactory. It fully meets the intended subject learning outcomes.</td>
</tr>
<tr>
<td>C</td>
<td>Satisfactory</td>
<td>The student’s work is satisfactory. It largely meets the intended subject learning outcomes.</td>
</tr>
<tr>
<td>D+</td>
<td>Barely Satisfactory</td>
<td>The student’s work is barely satisfactory. It marginally meets the intended subject learning outcomes.</td>
</tr>
<tr>
<td>D</td>
<td>Barely Adequate</td>
<td>The student’s work is barely adequate. It meets the intended subject learning outcomes only in some regards.</td>
</tr>
<tr>
<td>F</td>
<td>Inadequate</td>
<td>The student’s work is inadequate. It fails to meet many of the intended subject learning outcomes.</td>
</tr>
</tbody>
</table>

‘F’ is a subject failure grade, whilst all others (‘D’ to ‘A+’) are subject passing grades. No credit will be earned if a subject is failed.
30.2 A numeral grade point is assigned to each subject grade, as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Grade Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.5</td>
</tr>
<tr>
<td>A</td>
<td>4</td>
</tr>
<tr>
<td>B+</td>
<td>3.5</td>
</tr>
<tr>
<td>B</td>
<td>3</td>
</tr>
<tr>
<td>C+</td>
<td>2.5</td>
</tr>
<tr>
<td>C</td>
<td>2</td>
</tr>
<tr>
<td>D+</td>
<td>1.5</td>
</tr>
<tr>
<td>D</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>0</td>
</tr>
</tbody>
</table>

30.3 At the end of each semester/term, a Grade Point Average (GPA) will be computed as follows, and based on the grade point of all the subjects:

\[
GPA = \frac{\sum \text{Subject Grade Point} \times \text{Subject Credit Value}}{\sum \text{Subject Credit Value}}
\]

where \( n \) = number of all subjects (inclusive of failed subjects) taken by the student up to and including the latest semester/term. For subjects which have been retaken, only the grade point obtained in the final attempt will be included in the GPA calculation.

In addition, the following subjects will be excluded from the GPA calculation:

(i) Exempted subjects
(ii) Ungraded subjects
(iii) Incomplete subjects
(iv) Subjects for which credit transfer has been approved, but without any grade assigned?

(v) Subjects from which a student has been allowed to withdraw (i.e. those with the code ‘W’)

30.4 Subject which has been given an ‘S’ code, i.e. absent from assessment, will be included in the GPA calculation and will be counted as ‘zero’ grade point. GPA is thus the unweighted cumulative average calculated for a student, for all relevant subjects taken from the start of the programme to a particular point of time. GPA is an indicator of overall performance, and is capped at 4.0.

30.5 For programmes with training components, whether these training credits\(^8\) will be counted in the GPA calculation will be decided by the programme offering Department.

31. **University Graduation Requirements**

31.1 To be eligible for a Higher Diploma award under the 2-year full-time Higher Diploma curriculum, a student must:

(i) Complete successfully a minimum of 60 credits\(^9\).

(ii) Earn a cumulative GPA of 2.00 or above at graduation.

(iii) Satisfy at least 15 credits of HDGUR requirements but some programmes may include 18 credits of HDGUR which are distributed as follows:

<table>
<thead>
<tr>
<th>(a) HD Language and Communication Requirements (HDLCR)</th>
<th>9 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>[9 credits: 6 credits in English and 3 credits in Chinese]</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>(b) Cluster Area Requirements (CAR)</th>
<th>6 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>[6 credits: 3 credits should be in subjects designated as ‘China-related’]</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>(c) Freshmen Seminars</th>
<th>3 credits</th>
</tr>
</thead>
</table>

**Total = 18 credits**

---

7 Subjects taken in PolyU or elsewhere and with grades assigned, and for which credit transfer has been approved, will be included in the GPA calculation.

8 ‘Training credits’ is used as a generic term only, and also includes clinical/field credits for programmes in different study disciplines. Laboratory experiments done as a subject/an integral part of a subject to satisfy the academic requirements is not considered to be practical training.

9 This minimum only applies to students who are admitted through the normal route.
(iv) Satisfy the residential requirement as stated in Section 17 above.

(v) Satisfy any other requirements as specified in the Definitive Programme Document.

31.2 There are subjects which are designed to fulfil the credit requirement of different types of subject. Students passing these subjects will be regarded as having fulfilled the credit requirements of the particular types of subject concerned. Nevertheless, the subject passed will only be counted once in fulfilling the credit requirements of the award, and the students will be required to take another subject in order to meet the total credit requirement of the programme concerned.

31.3 Remedial subjects are designed for new students who are in need of additional preparations in a particular subject area, and only identified students of a programme are required to take these subjects. These subjects should therefore be counted outside the regular credit requirement for award.

31.4 In addition, students may be required to take subjects that are designed to enhance their skills in particular subject areas to underpin their further advanced study in the discipline. These underpinning subjects could be of different subject areas (e.g. Mathematics, science subjects), and the number of credits each student is required to take in a particular underpinning subject area may vary according to the different academic backgrounds of the students. With effect from the 2015/16 intake cohort, the regular credit requirement for award will count the lowest number of credits taken by the students in the same subject area. For example, some students in an engineering programme are required to take 10 credits of underpinning subjects in Mathematics, whilst others in the programme are required to take 6 credits of underpinning subjects in Mathematics. Only 6 credits will be recognized for counting towards the regular credit requirement of the programme. The extra 4 credits taken by some students will be counted outside the regular credit requirement.

31.5 Level-0 subjects and training subjects (including clinical/field training) will not be counted to fulfill free elective requirement for graduation purpose.
31.6 A student is required to graduate as soon as he satisfies the graduation requirements as stipulated in Section 31.1 above. The student concerned is required to apply for graduation, in the semester in which he is able to fulfil all his graduation requirements, and after the add/drop period for that semester has ended.

32. Guidelines for award classification

32.1 The guidelines for award classification should be stated in the Definitive Programme Document. In using these guidelines, the Board of Examiners shall exercise its judgement in coming to its conclusions as to the award for each student, and where appropriate, may use other relevant information.

32.2 A programme may allow the Grade Point Average (GPA) or the Weighted GPA as a guide for helping to determine award classifications. In the latter case, this will be specified in the Definitive Programme Document.

Weighted GPA will be computed as follows:

$$\text{Weighted GPA} = \frac{\sum_n \text{Subject Grade Point} \times \text{Subject Credit Value} \times W_i}{\sum_n \text{Subject Credit Value} \times W_i}$$

where $W_i =$ weighting of between 0 and 1, to be assigned according to the level of the subject

$n =$ number of all subjects counted in GPA calculation as set out in Section 30.3, except those exclusions specified in Sections 32.2 to 32.3.

32.3 The level weightings assigned will be applied across all subjects of the same level within a programme. The weighting of each level is a measure of the relevance of the level to the classification of the award. The weighting of all levels should be made known in the definitive programme document. Elective subjects of the same level should be given the same weighting. If a particular subject will not contribute to the award classification, it should be specified in the definitive programme document that the subject will not be included in the calculation of the Weighted GPA. Same as GPA, Weighted GPA is capped at 4.0.

32.4 Any subjects passed after the graduation requirement has been met will not be taken into account in the grade point calculation for award classification.
33. **Medium of instruction**

33.1 English is the medium of instruction (the only exceptions are for a small number of programmes/subjects which have got special approval to be taught and examined in Chinese, due to the nature and objectives of the programmes/subjects concerned). Chinese could only be used in small group discussions/tutorials/practical sessions if and when necessary.

33.2 In the presence of non-Cantonese-speaking students, English should be used all the time.

E. **Regulations on Appeals Against Decisions of Assessment Results/Boards of Examiners**

1. **Introduction**

   **Marking and grading**

   1.1 Subject Lecturers, in respect of the subject they teach, have sole responsibilities for marking and grading students’ coursework and examinations scripts. Timely feedback of continuous assessment should be given to students as soon as possible (e.g. not later than a month), and in any case, before the final examination/assessment. In this regard, Subject Lecturers will be accountable to the Head of the subject offering Department, to ensure that all forms of assessment, including the students’ coursework and examination scripts, are correctly marked and graded where appropriate, to avoid administrative errors at all times, and to submit the grades for finalisation by Subject Assessment Review Panel (SARP) according to the schedule of the Department.

   1.2 To ensure consistency and uniformity for a common subject taught by different Subject Lecturers, meetings can be arranged amongst them before the examination papers are set or before the marking is done.

   **Finalising subject grades**

   1.3 Subject grades shall be reviewed and finalised by SARP before being formally released to students and submitted to the Board of Examiners. Each Department must form one or several SARPs to take care of the subjects it offers. The Board of Examiners will not attempt to change any grades.
1.4 In addition, there will be a Board of Examiners (BoE) whose major role is to maintain overall standards. The Board will consider the following:

(a) students’ classifications of award;
(b) de-registration cases; and
(c) cases with extenuating circumstances.

1.5 The regulations on appeals against decisions of a Subject Lecturer/SARP/BoE are applicable to students of credit-based programmes leading to an award of the University. It is the students’ responsibility to make known to the Subject Lecturer/SARP/BoE, through the Department concerned, the factors they believe have detrimentally and materially affected their examination results prior to the meeting of the relevant Panel/Board.

2. **Grounds for Appeals**

2.1 The Academic Appeals Committee (AAC) may, in the following circumstances, review a decision made by a Subject Lecturer/SARP/BoE:

(a) if a candidate requests such a review and proves to the satisfaction of the Committee that his examination performance was adversely affected by illness or other factors beyond his control which he was unable or, for valid reason, unwilling to divulge before the Subject Lecturer/SARP/BoE made their decision and of which they were unaware. The request from the candidate must be supported by medical certificates or other documentary evidence;

(b) if the Committee is satisfied of the evidence produced by a candidate or any other person that there has been a material administrative error, or that the examinations were not conducted in accordance with the current regulations for the programme or with the academic regulations of the University, or that there was manifest inconsistency in marking between different classes of a given programme or that some other material irregularities had occurred.

2.2 A student’s disagreement with the marking done by the Subject Lecturer, or with the decision of SARP/BoE is not in itself an adequate ground for an appeal.
3. Procedures for Appeals

Procedures for appeals against assessment results (other than de-registration decisions) by the Board of Examiners

3.1 A student should make his appeal in writing to his Head of Department within 7 working days upon the public announcement of the overall results. (This refers to the date when results are announced to students via the web.) The Head of Department then deals with the appeal if the student is studying in a department-based programme/scheme. If the student is studying in other types of programmes/schemes, then the Head of Department shall refer the appeal to the following authorised person:

(i) the Programme Leader, for Faculty/School-hosted Undergraduate Programmes; or

(ii) the Scheme Committee Chairman, for Postgraduate Schemes or Faculty/School-hosted Undergraduate Schemes.

3.2 The appeal should be accompanied by a copy of the fee receipt, for inspection by the department concerned. The student should give a complete account of the grounds for the appeal in the letter, and provide any supporting evidence.

3.3 The person authorised to deal with the appeal will attempt to resolve the case and inform the student of its result within 7 working days after either the announcement of the student’s overall result or receipt of the letter of appeal, whichever is later. In the event the appeal involves the authorised person as an interested party, then the Head of Department shall refer the appeal to the next higher authority.

3.4 If the student’s ground for appeal is that he suspects, with prima facie grounds, his examination results have been affected by a material error in marking, the relevant Department shall arrange for checking and re-marking of the examination scripts concerned. If more than one examination paper is involved, an extra fee shall be charged for each additional paper. This fee shall also be refunded if the appeal is upheld.

3.5 If the appellant is dissatisfied with the decision at departmental level, he may, upon receipt of the written reply from the Department, appeal in writing to the Academic Secretary within 7 working days from the date of the post-mark of the Department’s reply letter. He should provide the following
information together with copies of the assessment result notification and other documentation in support of the appeal:
(a) name in English and Chinese;
(b) student number;
(c) programme title, year and class of study;
(d) examination/subject results appealing against; and
(e) grounds for appeal.

3.6 The Academic Secretary shall then refer the case to the Chairman of AAC, who shall determine whether there are *prima facie* grounds for a reconsideration of the Subject Lecturer/SARP/BoE’s decision and, if so, shall arrange for the case to be adjudicated by the Committee at a formal meeting. If the Chairman considers that there are no *prima facie* grounds to warrant a formal meeting of the Committee, he will arrange for the case to be dealt with through circulation to Committee members.

3.7 The Subject Lecturer/Chairman of the relevant SARP/BoE may be invited by AAC to submit, prior to the meeting, comments relevant to the case under discussion and to attend the meeting of the Committee at which the case is being considered.

3.8 If the Chairman considers that there are grounds for appeal, the appellant shall have the right to appear before AAC and to be accompanied and/or to be represented by one other person if he so chooses.

**Procedures for appeals against de-registration decisions by the Board of Examiners**

3.9 A student should make his appeal in writing to his Head of Department within 1 calendar week upon the public announcement of the overall results (This refers to the date when results are announced to students via the web.)

3.10 A designated form should be used when students submit their appeals. In the form, the student should give a full account of the grounds for appeal against the decision of Board of Examiners on de-registration, and provides supporting evidence with relevant documentary proof (such as medical certificates or other supporting documentations from relevant organizations). It is the appellant’s responsibility to make known to the University full details and evidence that will support his appeal.
3.11 Departments should review the appeals and submit their recommendations with justifications to the Faculty Dean/School Board Chairmen within 3 working days from the end of the appeal period. The Faculty Deans/School Board Chairmen should submit their recommendations, within 3 working days upon receiving the case from Departments, to the Academic Appeals Committee (AAC) for final decision.

3.12 Under normal circumstances, the AAC will attempt to complete its consideration of the appeal cases within one calendar week upon receiving the cases, making reference to the recommendations from the Departments and Faculty Deans/School Board Chairmen. The decision of AAC is final within the University.

3.13 The decisions of AAC shall be final within the University.
### Annex I

**Credit Requirements and Normal Duration for Completion of Different Levels of Academic Awards**

<table>
<thead>
<tr>
<th>Academic Award</th>
<th>Credit Requirement</th>
<th>Normal duration for completion</th>
<th>Maximum duration for completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctoral Degree</td>
<td>48 - 51</td>
<td>3 – 5 years / 6 – 10 semesters (part-time)</td>
<td>8 years</td>
</tr>
<tr>
<td>(Master's Degree entry)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Master's Degree</td>
<td>30 - 36</td>
<td>2 – 3 years / 4 – 6 semesters (part-time)</td>
<td>4 – 6 years</td>
</tr>
<tr>
<td>(1st degree entry)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PgD</td>
<td>18 - 21</td>
<td>1 ½ years / 3 semesters (part-time)</td>
<td>3 years</td>
</tr>
<tr>
<td>(1st degree entry)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PgC</td>
<td>12</td>
<td>1 year / 2 semesters (part-time)</td>
<td>2 years</td>
</tr>
<tr>
<td>(1st degree entry)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor's Degree*</td>
<td>120 - 150</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(HKDSE entry)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Major programme under a Bachelor's degree for HKDSE entry</td>
<td>66 - 102</td>
<td>4 years / 8 semesters (full-time)</td>
<td>8 years</td>
</tr>
<tr>
<td>Minor programme under a Bachelor's degree for HKDSE entry</td>
<td>18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bachelor's Degree (HD/AD entry under 4-year Undergraduate Degree structure)</td>
<td>60 -75</td>
<td>2 years / 4 semesters (full-time)</td>
<td>4 years (full-time) 8 years (part-time)</td>
</tr>
<tr>
<td>HD</td>
<td>60 -75</td>
<td>2 years / 4 semesters (full-time)</td>
<td>4 years</td>
</tr>
<tr>
<td>(A-Level/HKDSE entry)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*For Senior Year intakes to 4-year Ug programmes with effect from 2014/15, students are normally expected to complete their study in 2 years, with a maximum period of registration of 4 years. For Ug programmes that are of 5 years' duration, these students' normal study duration will be 3 years and the maximum period of registration will be 6 years.
### Credit requirements for 3-year Bachelor’s Degree programmes

(i) The credit requirement for all full-time 3-year Undergraduate degree programmes (based on A-Level entry) should be within the range of 90 to 99 credits, on the basis of 30-33 credits per year, and this should include the University mandatory subjects. Cases for a programme to require 100 credits or more for graduation will only be considered if such requirements are prescribed by the relevant professional bodies.

(ii) Profession-specific language training should be credit-bearing and must be included within total credit requirements of all UGC-funded Bachelor’s degree which cater for school leavers. This provision also applies to Higher Diploma programmes which cater for school leavers.

(iii) Practical training requirements should normally account for not more than one tenth of the total credit requirement for the programme. These practical components should be assigned ‘training credits’. Whether the training credits should be counted within or outside the range of 90 to 99 credits is to be decided by the programme offering Department depending on the nature of the programme.

(iv) Activities on work-integrated education (WIE) should be credit-bearing and will also be designated as ‘training credits’.

(v) **Entry based on advanced qualifications**

Credit transfer may be granted to admittees in possession of qualifications higher than the basic entry and therefore the credit requirements for the same level of programmes with an entry based on a higher qualification will be less than that stipulated above.

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*‘Training credits’ is used as a generic term only, and also includes clinical/field credits for programmes in different study disciplines. Laboratory experiments done as a subject/an integral part of a subject to satisfy the academic requirements is not considered to be practical training.*
Annex II

Acceptable Alternatives to HKCEE Requirements

Used for screening applicants’ public examination attainments against the programme entrance requirements.

**English Language**

(a) in place of Grade C in English Language (Syllabus B) of the HKCEE:

<table>
<thead>
<tr>
<th>Examinations</th>
<th>Acceptable grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Language in HKCEE (from 2007)</td>
<td>Level 4</td>
</tr>
<tr>
<td>English Language (Syllabus A) in HKCEE</td>
<td>Grade A</td>
</tr>
<tr>
<td>Use of English in HKALE (AS-Level)</td>
<td>Grade D or above</td>
</tr>
<tr>
<td>English Language in GCE O-Level/GCSE/IGCSE</td>
<td>Grade C* or above</td>
</tr>
<tr>
<td>English Language in GCE AS-Level</td>
<td>Grade D or above</td>
</tr>
<tr>
<td>English Language in GCE A-Level</td>
<td>Grade O, Grade N, Grade E or above</td>
</tr>
</tbody>
</table>

(b) in place of Grade D in English Language (Syllabus B) of the HKCEE:

<table>
<thead>
<tr>
<th>Examinations</th>
<th>Acceptable grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Language in HKCEE (from 2007)</td>
<td>Level 3</td>
</tr>
<tr>
<td>English Language (Syllabus A) in HKCEE</td>
<td>Grade B or above</td>
</tr>
<tr>
<td>Use of English in HKALE (AS-Level)</td>
<td>Grade E or above</td>
</tr>
<tr>
<td>English Language in GCE O-Level/GCSE/IGCSE</td>
<td>Grade C or above</td>
</tr>
<tr>
<td>English Language in GCE AS-Level</td>
<td>Grade N, Grade E or above</td>
</tr>
<tr>
<td>English Language in GCE A-Level</td>
<td>Grade O, Grade N, Grade E or above</td>
</tr>
</tbody>
</table>

* For grading systems with A*, the acceptable alternative is grade B.
(c) in place of Grade E in English Language (Syllabus B) of the HKCEE:

<table>
<thead>
<tr>
<th>Examinations</th>
<th>Acceptable grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Language in HKCEE (from 2007)</td>
<td>Level 2</td>
</tr>
<tr>
<td>English Language (Syllabus A) in HKCEE</td>
<td>Grade C or above</td>
</tr>
<tr>
<td>Use of English in HKALE (AS-Level)</td>
<td>Grade E or above</td>
</tr>
<tr>
<td>English Language in GCE O-Level/GCSE/IGCSE</td>
<td>Grade C or above</td>
</tr>
<tr>
<td>English Language in GCE AS-Level</td>
<td>Grade N, Grade E or above</td>
</tr>
<tr>
<td>English Language in GCE A-Level</td>
<td>Grade O, Grade N, Grade E or above</td>
</tr>
</tbody>
</table>

**Chinese Language**

(a) in place of Grade C in Chinese Language of the HKCEE:

<table>
<thead>
<tr>
<th>Examinations</th>
<th>Acceptable grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chinese Language in HKCEE (from 2007)</td>
<td>Level 4</td>
</tr>
<tr>
<td>Chinese Language in HKALE (A/AS-Level)</td>
<td>Grade E or above</td>
</tr>
<tr>
<td>Chinese Language in GCE O-Level/GCSE/IGCSE</td>
<td>Grade C* or above</td>
</tr>
<tr>
<td>Chinese Language in GCE AS-Level</td>
<td>Grade N, Grade E or above</td>
</tr>
<tr>
<td>Chinese Language in GCE A-Level</td>
<td>Grade O, Grade N, Grade E or above</td>
</tr>
</tbody>
</table>

(b) in place of Grade D in Chinese Language of the HKCEE:

<table>
<thead>
<tr>
<th>Examinations</th>
<th>Acceptable grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chinese Language in HKCEE (from 2007)</td>
<td>Level 3</td>
</tr>
<tr>
<td>Chinese Language in HKALE (A/AS-Level)</td>
<td>Grade E or above</td>
</tr>
<tr>
<td>Chinese Language in GCE O-Level/GCSE/IGCSE</td>
<td>Grade C or above</td>
</tr>
<tr>
<td>Chinese Language in GCE AS-Level</td>
<td>Grade N, Grade E or above</td>
</tr>
<tr>
<td>Chinese Language in GCE A-Level</td>
<td>Grade O, Grade N, Grade E or above</td>
</tr>
</tbody>
</table>

*For grading systems with A*, the acceptable alternative is grade B.
(c) in place of Grade E in Chinese Language of the HKCEE:

<table>
<thead>
<tr>
<th>Examinations</th>
<th>Acceptable grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chinese Language in HKCEE (from 2007)</td>
<td>Level 2</td>
</tr>
<tr>
<td>Chinese Language in HKALE (A/AS-Level)</td>
<td>Grade E or above</td>
</tr>
<tr>
<td>Chinese Language in GCE O-Level/GCSE/IGCSE</td>
<td>Grade C or above</td>
</tr>
<tr>
<td>Chinese Language in GCE AS-Level</td>
<td>Grade N, Grade E or above</td>
</tr>
<tr>
<td>Chinese Language in GCE A-Level</td>
<td>Grade O, Grade N, Grade E or above</td>
</tr>
</tbody>
</table>

Subjects other than English Language (Syllabus B) and Chinese Language

(a) in place of Grade C in the HKCEE:

<table>
<thead>
<tr>
<th>Examinations</th>
<th>Acceptable grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>HKALE (A/AS-Level)</td>
<td>Grade E or above</td>
</tr>
<tr>
<td>GCE O-Level/GCSE/IGCSE</td>
<td>Grade C* or above</td>
</tr>
<tr>
<td>GCE AS-Level</td>
<td>Grade N, Grade E or above</td>
</tr>
<tr>
<td>GCE A-Level</td>
<td>Grade O, Grade N, Grade E or above</td>
</tr>
</tbody>
</table>

(b) in place of Grade D or E in the HKCEE:

<table>
<thead>
<tr>
<th>Examinations</th>
<th>Acceptable grades</th>
</tr>
</thead>
<tbody>
<tr>
<td>HKALE (A/AS-Level)</td>
<td>Grade E or above</td>
</tr>
<tr>
<td>GCE O-Level/GCSE/IGCSE</td>
<td>Grade C or above</td>
</tr>
<tr>
<td>GCE AS-Level</td>
<td>Grade N, Grade E or above</td>
</tr>
<tr>
<td>GCE A-Level</td>
<td>Grade O, Grade N, Grade E or above</td>
</tr>
</tbody>
</table>

* For grading systems with A*, the acceptable alternative is grade B.
Regulations Governing the Awards of Bachelor’s Degrees and Sub-degrees

1. Introduction

1.1 The University, by virtue of its Ordinance, is empowered to grant academic awards. The conditions for such academic awards are approved by Senate, in accordance with policies laid down by Council.

2. Awards

2.1 A student, having completed and satisfied the prescribed requirements of the programme, including all the assessment components, shall be considered for an award.

2.2 The PolyU awards granted at Bachelor’s degree and Sub-degree levels include the following:

**Bachelor’s Degree**
- Bachelor of Arts (BA)
- Bachelor of Business Administration (BBA)
- Bachelor of Engineering (BEng)
- Bachelor of Science (BSc)

**Sub-degree**
- Higher Diploma (HD)

3. Classification of Awards

3.1 For Bachelor’s degree programmes with Honours, the awards will be classified as follows:

- First Class Honours
- Second Class Honours (Division 1)
- Second Class Honours (Division 2)
- Third Class Honours
3.2 Under exceptional circumstances, a student who has completed an Honours degree programme, but has not attained Honours standard, may be awarded a Pass-without-Honours degree.

3.3 For all other programmes, the awards will be classified as follows:
- Distinction
- Credit
- Pass

4. **Award Parchments**

   4.1 The official award parchment of the University records the full name of the recipient, together with the title of the award, the classification obtained by the student, and date of the award. It will also include information on the partner institution, if the award is for a joint programme with another institution and leads to dual/joint awards. (Note)

   4.2 For Double Degree programmes and Double Majors programmes, students will be given two award parchments, one for each Bachelor’s degree or Major programme, which will be issued upon completion of the second degree or Major. For Joint Degree programmes under the 4-year undergraduate degree structure, students will be given one award parchment only.

   4.3 The University reserves the right to withhold the issuance of an award parchment to a student who has unsettled matters with the University, or is subject to disciplinary action.

5. **Examination Result Announcements, Transcripts, Testimonials and References**

   5.1 At the end of each semester, where appropriate, examination results are announced online for individual students’ checking. It provides information on subjects taken and grades attained, the Grade Point Average (GPA) for all subjects, and the overall result for that semester. The announcement serves as an official notification of the student’s academic performance.

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**Note:** With effect from the 2014/15 academic year, the award title of the Minor programme and the statement on supervised training will no longer be shown on the award parchment. They will be recorded in the Transcript of Studies.
5.2 A formal transcript of studies will be issued by the University, upon request, to any student registered on a programme offered by the University, and it will include the following information:

(a) name and student number;

(b) title of the programme(s) on which enrolled, or from which graduated;

(c) medium of instruction for the programme (applicable only to programmes which are delivered in Chinese and for which both Chinese and English versions are offered);

(d) a full academic record, giving subjects taken and grades attained, and the Grade Point Average (GPA) for all subjects (this shall include any practical training undertaken, which fulfill the training credit requirement of the programme concerned);

(e) credit requirement of the student if different from the normal credit requirement of the programme;

(f) where relevant, the final award(s) (including information on the Minor award, if appropriate), with classification and year of award;

(g) a statement indicating that the student has completed the Graduating Students’ Language Proficiency Assessment (GSLPA) / Work-integrated Education (WIE) activities / Co-curricular Activities / Healthy Lifestyle, as appropriate;

(h) a statement showing the duration of supervised training (applicable to sandwich programmes); and

(i) information on the partner institution if the award is for a joint programme with another institution and leads to dual/joint awards.

5.3 Students may request for a testimonial which is a certification of their studies at the University, but without details on subjects and subject results.

5.4 Students may also request for references direct from academic staff members concerned.

5.5 Recording of disciplinary actions in students’ records

(a) With effect from Semester One of 2015/16, disciplinary actions against students’ misconducts will be recorded in students’ records.
(b) Students who are found guilty of academic dishonesty will be subject to the penalty of having the subject result concerned disqualified and be given a failure grade with a remark denoting ‘Disqualification of result due to academic dishonesty’. The remark will be shown in the students’ record as well as the assessment result notification and transcript of studies, until their leaving the University.

(c) Students who have committed disciplinary offences (covering both academic and non-academic related matters) will be put on ‘disciplinary probation’. The status of ‘disciplinary probation’ will be shown in the students’ record as well as the assessment result notification, transcript of studies and testimonial during the probation period, until their leaving the University. The disciplinary probation is normally one year unless otherwise decided by the Student Discipline Committee.

5.6 The University reserves the right to withhold the issuance of any certification of study to a student who has unsettled matters with the University, or is subject to disciplinary action.
Regulations Governing the Awards of Master’s Degrees, Postgraduate Diplomas and PostgraduateCertificates

1. Introduction

1.1 The University, by virtue of its Ordinance, is empowered to grant academic awards. The conditions for such academic awards are approved by Senate, in accordance with policies laid down by Council.

2. Awards

2.1 A student, having completed and satisfied the prescribed requirements of the programmes including all the assessment components, shall be considered for an award.

2.2 The following are the Master’s degree and Postgraduate Diploma/Certificate awards granted by this University:

- Master of Applied Psychology (MAP)
- Master of Arts (MA)
- Master of Business Administration (MBA)
- Master of Corporate Governance (MCG)
- Master of Design (MDes)
- Master of Educational and Child Psychology (MECP)
- Master of Engineering (MEng)
- Master of Finance (MoF)
- Master of Nursing (MN)
- Master in Occupational Therapy (MOT)
- Master of Professional Accounting (MPAcc)
- Master in Physiotherapy (MPT)
- Master of Science (MSc)
- Master of Social Work (MSW)
- Master of Speech Therapy (MST)
- Postgraduate Diploma (PgD)
- Postgraduate Certificate (PgC)
2.3 The awards of Postgraduate Diploma/Certificate and Master’s degree are classified as:

- Distinction
- Credit
- Pass

3. Master’s Degree

3.1 The standard which a student on a Master’s degree programme can attain will depend on the entrance requirements, the mode of attendance, the method of teaching and the duration of the programme, as well as on less easily quantifiable aspects such as the quality of the programme and of the staff. The duration for a Master’s degree programme is normally the equivalent of one calendar year of full-time study, and the entrance requirement is normally a Bachelor’s degree or equivalent qualification.

3.2 It is normally expected that Master’s degree programmes will have a dissertation component. Whether the dissertation component should be made compulsory or optional for students in a taught Master’s degree, will be determined having regard to the objectives and the design of the programme concerned. Dissertation in a Master’s degree programme should be worth 9 credits or more and should not contribute more than one half of the programme’s total credit requirements. A research component with a credit value of less than 9 credits should not be labelled as a ‘dissertation’; but may be called a ‘project’.

3.3 For a Postgraduate Scheme that is considered to be one programme, the requirement of whether a dissertation is compulsory or optional will apply to students in all individual awards within the same Scheme. To comply with the general requirements for registration in Chinese mainland, taught Master’s degree programmes offered in the Chinese mainland may need to have a mandatory dissertation component.

3.4 The dissertation has the objective of further developing the intellectual independence necessary to justify an award at the Master’s degree level. A Master’s degree dissertation will be more specialised and more challenging than the final-year project of a Bachelor’s degree programme in a similar discipline, but will require considerably less effort than an MPhil thesis.
4. **Postgraduate Diploma (PgD)**

4.1 The Postgraduate Diploma is an intermediate award between a first degree and a Master’s degree. The standard is defined as that which would normally be reached in three semesters of part-time study or equivalent period of study, based on a Bachelor’s degree or equivalent qualification as the entrance requirement.

4.2 A Postgraduate Diploma may also be a subset of a Master’s degree programme, where both programmes have common entrance requirements. In this case, the Postgraduate Diploma can be regarded as an exit point for students, which can be applied under the circumstances as set out in Section 6.

5. **Postgraduate Certificate (PgC)**

5.1 The Postgraduate Certificate is an intermediate award between a first degree and a Master’s degree at a level below a Postgraduate Diploma. Normally, the requirements for a Postgraduate Certificate will be completed within two semesters on a part-time basis or equivalent period of study, based on a Bachelor’s degree or equivalent qualification as the entrance requirement.

5.2 A Postgraduate Certificate is provided as an exit point for students, which can be applied under the circumstances as set out in Section 6.

6. **Provision of Exit Points within a Master’s Degree Programme**

6.1 In deciding on the provision of exit points, viz. Postgraduate Diploma and Postgraduate Certificate, within a Master’s degree programme, Departments must be able to justify the provision during the planning stage, as part of the programme design, bearing in mind that the reduced curriculum of the intermediate award(s) should form a coherent programme of study fulfilling identifiable aims distinct from those of the Master’s degree. The approved award requirements must be clearly laid down in Definitive Programme Documents and made known to students.

6.2 The provisions can be applied under the following circumstances:

(a) students may register for an intermediate award as the terminal award.
(b) students who have successfully completed the requirements for an intermediate award may choose to discontinue their study for a more advanced award and exit from the programme concerned, and be granted the relevant award.

(c) students who fail the requirements for a Master’s degree but have successfully completed the components for an intermediate award, viz. Postgraduate Diploma or Postgraduate Certificate, may be considered for that intermediate award. (For these students, the maximum duration for programme completion will be taken as twice the normal duration of a Master’s degree programme, rather than that of the exit award of either PgD or PgC.)

7. Postgraduate Schemes

7.1 A postgraduate scheme of study can be operated within one Department or across different Departments. A scheme of study can offer flexibility in the adjustment of intake quotas between various programmes as there is only a minimum viable number for the scheme and not for individual programmes within the scheme. Resources can be better utilised with the offering of common subjects across different programmes. A scheme of study will also be more attractive to applicants since they can defer making their choice of study focus to a later stage when they have completed the common subjects. Since applicants will apply to the scheme but not necessarily to an individual programme under a scheme, Departments may require the applicants to indicate their intended study focus, in order to facilitate the selection process.

7.2 Programmes/awards under postgraduate schemes should primarily follow a common set of approved rules and regulations.

8. Award Parchments

8.1 The official award parchment of the University records the full name of the recipient, together with the title, classification obtained by the student, and date of the award. It will also include information on the partner institution, if the award is for a joint programme with another institution and leads to dual/joint awards. (Note)

Note: With effect from the 2014/15 academic year, the award title of the Minor programme and the statement on supervised training will no longer be shown on the award parchment. They will be recorded in the Transcript of Studies.
8.2 The University reserves the right to withhold the issuance of an award parchment to a student who has unsettled matters with the University, or is subject to disciplinary action.

9. Examination Result Announcements, Transcripts, Testimonials and References

9.1 At the end of each semester/term, examination results are announced online for individual students’ checking. It provides information on subjects taken, and grades attained, the Grade Point Average (GPA) for all subjects and the overall result for the semester/term. The announcement serves as an official notification of the student’s academic performance.

9.2 A formal Transcript of Studies will be issued by the University, upon request, to any student registered on a programme offered by the University, and it will include the following information:

(a) name and student number;
(b) title of the programme(s) on which enrolled, or from which graduated;
(c) medium of instruction for the programme (applicable only to programmes which are delivered in Chinese and for which both Chinese and English versions are offered);
(d) a full academic record, giving subjects taken and grades attained, and the Grade Point Average (GPA) for all subjects (this shall include any practical training undertaken, which fulfill the training credit requirement of the programme concerned);
(e) credit requirement of the student if different from the normal credit requirement of the programme;
(f) where relevant, the final award(s) (including information on the Minor award, if appropriate), with classification and year of award;
(g) a statement indicating that the student has completed the Graduating Students’ Language Proficiency Assessment (GSLPA) / Work-integrated Education (WIE) activities / Co-curricular Activities, as appropriate;
(h) a statement showing the duration of supervised training (applicable to sandwich programmes); and
(i) information on the partner institution if the award is for a joint programme with another institution and leads to dual/joint awards.

9.3 Students may request for a testimonial which is a certification of their studies at the University, but without details on subjects and subject results.

9.4 Students may also request for references direct from academic staff members concerned.

9.5 Recording of disciplinary actions in students' records

(a) With effect from Semester One of 2015/16, disciplinary actions against students' misconducts will be recorded in students' records.

(b) Students who are found guilty of academic dishonesty will be subject to the penalty of having the subject result concerned disqualified and be given a failure grade with a remark denoting 'Disqualification of result due to academic dishonesty'. The remark will be shown in the students' record as well as the assessment result notification and transcript of studies, until their leaving the University.

(c) Students who have committed disciplinary offences (covering both academic and non-academic related matters) will be put on 'disciplinary probation'. The status of 'disciplinary probation' will be shown in the students' record as well as the assessment result notification, transcript of studies and testimonial during the probation period, until their leaving the University. The disciplinary probation is normally one year unless otherwise decided by the Student Discipline Committee.

9.6 The University reserves the right to withhold the issuance of any certification of study to a student who has unsettled matters with the University, or is subject to disciplinary action.
1. Introduction

The University, by virtue of its Ordinance, is empowered to grant academic awards. The conditions for such academic awards are approved by Senate, in accordance with policies laid down by Council.

2. Awards

2.1 The University’s Professional Doctoral degrees offer students an opportunity to broaden and deepen their knowledge by pursuing a qualification of direct relevance to their chosen profession, at a level more advanced than the Master’s degree, combining advanced programmes of study and research in areas of professional significance and relevance.

2.2 A student, having completed and satisfied the prescribed requirements of the programme, including all the assessment components, shall be considered for an award.

2.3 The following are the Professional Doctoral degrees granted by this University:

   - Doctor of Applied Language Sciences (DALS)
   - Doctor of Business Administration (DBA)
   - Doctor of Engineering (EngD)
   - Doctor of Health Science (DHSc)
   - Doctor of Hotel and Tourism Management (DHTM)
   - Doctor of Management (DMgt)
   - Doctor of Social Work (DSW)

3. Provision of Exit Award

Departments are allowed to provide an exit award for Doctoral degree programmes at the Master’s level, to cater for students who may wish to or must terminate their studies at an earlier stage. Since the exit award is an exceptional rather than a normal provision, the award should not be classified. Departments are requested to specify the
requirements for the exit awards, in line with PolyU’s regulations and procedures for the introduction of new programmes, in their proposal and the Definitive Programme Document.

4. **Content**

4.1 The Professional Doctorate of the University is a degree by coursework and thesis. Professional Doctoral award holders will have demonstrated their ability to innovate in a professional context.

4.2 The Professional Doctorate is designed for professionals working in practice.

4.3 Its objectives include the development of skills, knowledge and expertise in a profession, in consultancy and in applied research.

5. **Admission**

The pre-requisite for admission is a Master’s degree in a related discipline/profession. Under exceptional circumstances admission may be granted to applicants without the normal entrance qualification. All students must have substantial and relevant working experience.

6. **Mode of Study**

Students are expected to follow a part-time mode of study.

7. **Duration**

The minimum duration of study is three years and the maximum is eight years.

8. **Progression**

Candidacy is confirmed after successful completion of the coursework and a thesis proposal is successfully defended.

9. **Coursework**

9.1 The subjects that comprise the coursework are prescribed by the student’s advisors and provide an opportunity to develop the student’s professional competence to an advanced level and to observe the standards of scholarship being achieved by the student.
9.2 Subjects offered by the University to fulfil the coursework requirements in Professional Doctoral programme will include doctoral subjects, at a more advanced level than those offered in Master’s degree programmes, as well as relevant Master’s degree level subjects.

9.3 To satisfy the coursework requirement, a student must complete and pass 24 credits (equivalent to 8 standard-sized 3-credit subjects), of which no more than 6 credits (equivalent to 2 standard-sized 3-credit subjects) may be at the Master’s degree level; the rest must all be at the Doctoral level.

9.4 Students may be given credit for previous Doctoral level studies that have or have not already contributed to an award.

9.5 Students may be given credit for previous Master’s level study that has not already contributed to an award.

9.6 Normally, not more than 50% of the required number of credits for the academic award may be transferable from approved institutions outside the University.

9.7 For transfer of credits from programmes within the University, normally not more than 67% of the required credits for the award can be transferred.

10. Thesis

10.1 The thesis will comprise a single piece of work. This will be equivalent, in terms of student effort, to 8 doctoral subjects. The work should be of a standard worthy of publication in a peer-reviewed professional outlet and must demonstrate an ability to sustain research activity and apply it for professional purposes.

10.2 The thesis is a viable demonstration of the candidate’s ability to provide innovative insights to the practice of the profession and to apply theoretical and practical knowledge to the solution of a significant applied problem of relevance to the profession.

10.3 The thesis reflects the candidate’s knowledge and understanding of the related literature and of the research methodology appropriate to the investigation.
10.4 The thesis provides knowledge that is relevant to the professionals in the practice of their professions.

10.5 An oral examination of the thesis must be held.

Note: Students who complete all or part of the coursework requirements of the Professional Doctoral programme but, for one reason or another, do not satisfactorily complete the thesis, may apply for admission to the University's Postgraduate Schemes and be considered for appropriate credit transfer under the regulations applying to these Schemes.
Regulations Governing the Awards of Doctor of Philosophy and Master of Philosophy Degrees

The programme of research is designed in such a way to enable the student to acquire competence in research methods and scholarship and to display sustained independent effort and independent original thought.

The degree of Master of Philosophy (MPhil) or Doctor of Philosophy (PhD) shall be awarded to a student who, on completion of an approved programme of study and research, presents a thesis embodying the results of his/her research and satisfies the examiners in an oral examination (and other examinations if required) in matters relevant to the subject of the thesis.

MPhil and PhD students are required to satisfactorily investigate or evaluate a chosen area, to show understanding of the context and significance of the work, and to present a clear, complete thesis of a quality worthy of publication*.

PhD students are expected in addition to produce evidence and argument to support an original proposition that results in a significant contribution to knowledge.

Approval may be given for a thesis to be accompanied by materials other than in the written form.

The thesis shall be presented in English. Permission must be sought, normally at the point of admission, if another language, which is considered more appropriate to the subject, is to be used in the presentation of the thesis.

1. Admission Requirements

1.1 To register for the degree of MPhil, a student shall hold:

(a) a Bachelor's degree with first or second class honours of The Hong Kong Polytechnic University or a recognised university; or

(b) other academic qualifications which are deemed to be equivalent.

* Publication is broadly defined to include all forms of dissemination of the research findings, subject to peer endorsement or public recognition, in the public domain.
1.2 To register for the degree of PhD, a student shall normally hold a Postgraduate degree containing a significant research component, such as a dissertation, conferred by The Hong Kong Polytechnic University or a recognised university.

1.3 In exceptional circumstances students other than those stipulated in Sections 1.1 and 1.2 may be permitted to register. For example, students with a Bachelor's degree with First Class Honours, or the equivalent, may be admitted directly to the PhD programme. Such students may be required to pass an examination.

1.4 Applicants who have not obtained a degree from a recognised university of which the language of instruction is English are normally required to obtain a score of 6.5 or above (with a score of writing component at 6.0 or above) in IELTS (International English Language Testing System); a TOEFL (Test of English as a Foreign Language) score of 550 or above in paper-based test (with a score of at least 4 out of 6 in the Test of Written English); or an internet-based TOEFL score of 80 or above (with a writing score of 23 or above)*. All English language test scores are considered valid for five years after the date of the test. Consideration will be given to acceptable scores obtained in other internationally recognised public examinations, such as GRE (Graduate Record Examination) or GMAT (Graduate Management Admission Test), as deemed appropriate.

1.5 A student who is registered for a research degree programme shall not be concurrently registered for another programme of studies that leads to an award in The Hong Kong Polytechnic University or elsewhere, without prior approval.

* Subject to review.

2. Supervision

2.1 A student registered for the degree of MPhil or PhD shall follow an approved programme of research and coursework under a Chief Supervisor and, if appropriate Co-supervisors.

3. Confirmation of Registration and/or Transfer between MPhil and PhD

3.1 A successful applicant shall first be registered provisionally for the degree of MPhil or PhD.
3.2 Students are required to have their registration confirmed, subject to a formal assessment, within the first half of the normal period of study, starting from the date of provisional registration.

3.3 A student who is provisionally registered for the degree of MPhil may apply for transfer of registration to PhD at the time when applying for confirmation of registration. An MPhil student whose registration is confirmed may also apply for transfer of registration to PhD.

3.4 A student who is registered for the degree of PhD may transfer to the MPhil status by notifying the department in writing. Alternatively, a student who is not making satisfactory progress towards the PhD degree may be transferred to MPhil status by the department at any time.

3.5 The registration shall be (a) confirmed; (b) transferred to MPhil/PhD; (c) terminated; or (d) exceptionally extended to remain provisional.

3.6 For students admitted in or after the 2018/19 cohort (i.e. on or after 3 September 2018), their applications for transfer between PhD and MPhil, once approved by the DRC, will be effective from the next semester.

4. Normal Period of Study

4.1 The normal periods of study are as follows:

For students admitted in or before the 2016/17 cohort (i.e. on or before 3 September 2017):

<table>
<thead>
<tr>
<th>MPhil</th>
<th>PhD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>24 months</td>
</tr>
<tr>
<td></td>
<td>36 months</td>
</tr>
<tr>
<td>(48 months for students admitted on the basis of a Bachelor’s degree)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MPhil</th>
<th>PhD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part-time</td>
<td>48 months</td>
</tr>
<tr>
<td></td>
<td>72 months</td>
</tr>
<tr>
<td>(96 months for students admitted on the basis of a Bachelor’s degree)</td>
<td></td>
</tr>
</tbody>
</table>

For students admitted in or after the 2017/18 cohort (i.e. on or after 4 September 2017):

<table>
<thead>
<tr>
<th>MPhil</th>
<th>PhD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time</td>
<td>2 years</td>
</tr>
<tr>
<td></td>
<td>3 years</td>
</tr>
<tr>
<td>(4 years for students admitted on the basis of a Bachelor’s degree)</td>
<td></td>
</tr>
</tbody>
</table>
Part-time 4 years 6 years (8 years for students admitted on the basis of a Bachelor’s degree)

4.2 A student may apply for transfer between full-time and part-time study. The normal period and/or maximum period of study will then be shortened or extended on a pro-rata basis.

5. Maximum Period of Study

5.1 The maximum periods of study are as follows:

For students admitted in or before the 2016/17 cohort (i.e. on or before 3 September 2017):

<table>
<thead>
<tr>
<th>MPhil</th>
<th>PhD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time 36 months</td>
<td>60 months (72 months for students admitted on the basis of a Bachelor’s degree)</td>
</tr>
<tr>
<td>Part-time 60 months</td>
<td>84 months (108 months for students admitted on the basis of a Bachelor’s degree)</td>
</tr>
</tbody>
</table>

For students admitted in or after the 2017/18 cohort (i.e. on or after 4 September 2017):

<table>
<thead>
<tr>
<th>MPhil</th>
<th>PhD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-time 3 years</td>
<td>5 years (6 years for students admitted on the basis of a Bachelor’s degree)</td>
</tr>
<tr>
<td>Part-time 5 years</td>
<td>7 years (9 years for students admitted on the basis of a Bachelor’s degree)</td>
</tr>
</tbody>
</table>

5.2 A student who is not able to submit his/her thesis for examination within the normal period of study as expected, must submit the thesis at a date within the maximum period of study.

5.3 Extension of the maximum period of study shall not be permitted. The student shall be deregistered from the programme if he/she fails to submit the thesis upon expiry of the maximum period of study.

5.4 Any extra period allowed for revision or resubmission of the thesis under Section 13.3 shall not count towards the maximum period of study.
6. **Deferment of Study**

For students admitted before the 2017/18 cohort (i.e. on or before 3 September 2017):

6.1 A student may apply within the normal period of study for deferment of up to 12 months at a time, for no more than a cumulative total of 24 months. Deferment will not count towards the period of study.

6.2 Approval for deferment after the normal period of study shall not normally be considered except on the basis of certified health problems.

For students admitted in or after the 2017/18 cohort (i.e. on or after 4 September 2017):

6.3 Deferment of study is effective from the next semester.

6.4 Students approved for deferment before semester commencement will be entitled for tuition fee refund.

6.5 Application for deferment within a semester will only be considered before the start of the examination period.

6.6 Approval for deferment after the normal period of study shall not normally be considered except on the basis of certified health problems.

6.7 Resumption of study should start at the beginning of a semester.

6.8 Stipend will be stopped as soon as deferment commences. Following the resumption of study, stipend, if provided, will only be paid from the day the semester commences or from the first day of the month.

7. **Residence Requirements**

For students admitted before the 2016/17 cohort (i.e. before 1 July 2016):

7.1 For both MPhil and PhD programmes, permission may be granted for the research to be conducted outside Hong Kong as long as a minimum cumulative period of 7 months is spent while based at the University.

7.2 Where para. 7.1 applies, adequate supervision arrangements must be approved for study periods spent outside Hong Kong.

7.3 Applications for studies outside Hong Kong shall be approved by the DRC, which shall notify the RO of its decision.
For students admitted from the 2016/17 cohort (i.e. on or after 1 July 2016):

7.4 Residence provides students with an opportunity to become immersed in the intellectual environment of the University. Also included in the residence are periods during which students’ research requires off-campus field or non-PolyU laboratory work.

7.5 Despite of the mode of study, the residence requirement for an MPhil degree is two regular semesters; and that for a PhD degree is three regular semesters if a relevant research Master’s degree is earned prior to entering the programme, but four regular semesters if it is not.

7.6 All research postgraduate students must fulfil the residence requirement before thesis submission.

7.7 In addition to the residence requirement, full-time research postgraduate students are required to be on campus full-time and consequently in such geographical proximity as to be able to participate fully in University activities associated with the programme.

7.8 Where a student needs to conduct his/her research outside Hong Kong, adequate supervision arrangements must be proposed by the Chief Supervisor and approved by the DRC for study periods spent outside Hong Kong.

8. Leave

8.1 With the prior agreement of the Chief Supervisor, a full-time student may take vacation leave of up to four weeks per study year. For students who receive financial assistantship under the Teaching Postgraduate Studentship Scheme, the application for leave will have to be approved by the relevant HoD/DoS.

For students admitted between the 2014/15 and 2015/16 cohorts (i.e. between 1 July 2014 and 30 June 2016):

8.2 Students’ applications for leave of absence shall be approved by the Chief Supervisor and relevant HoD/DoS. A record for each application approved shall be kept in the Department.
For students admitted from the 2016/17 cohort (i.e. on or after 1 July 2016):

8.3 Students’ applications for leave of absence shall be approved by the Chief Supervisor. The Departments must keep the leave record of each of their on-going students and present it to the Research Office when students submit their thesis for examination.

9. Coursework Requirements

9.1 The University coursework requirements are:

<table>
<thead>
<tr>
<th>Programme</th>
<th>Coursework requirement</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>MPhil</td>
<td>9 credits</td>
<td>1 credit from HTI6081 + 2 credits from attending seminars + 6 credits from other subjects (no more than 3 credits from Guided-study subjects)</td>
</tr>
<tr>
<td>3-year full-time/6-year part-time PhD</td>
<td>15 credits</td>
<td>1 credit from HTI6081 + 3 credits from attending seminars + 2 credits from Practicum + 9 credits from other subjects (no more than 6 credits from Guided-study subjects)</td>
</tr>
<tr>
<td>4-year full-time/8-year part-time PhD</td>
<td>22 credits</td>
<td>1 credit from HTI6081 + 4 credits from attending seminars + 2 credits from Practicum + 15 credits from other subjects (no more than 9 credits from Guided-study subjects)</td>
</tr>
</tbody>
</table>

Individual programmes may impose a higher credit requirement on need basis.
9.2 Students may apply to transfer credits which have not been used to contribute to an award. If the credits to be transferred from previous study have been gained from outside the University, they will not be included in the calculation of the qualifying Grade Point Average (GPA). The validity period for credit transfer for research degree programmes is defined to be five years from the year of attainment at the time of admission (for students admitted in or before the 2017/18 cohort) or eight years from the year of attainment at the time of admission (for students admitted in or after the 2018/19 cohort). That is, a student can be given credit transfer if he/she has obtained the credits within five years before admission (if the student was admitted in or before the 2017/18 cohort) or eight years before admission (if the student is admitted in or after the 2018/19 cohort). Credit transfer for study done outside the University during the student’s research postgraduate studies in the University with prior approval is regarded as an acceptable way to gain credits. An appropriate grade will be assigned and the grade gained for such credit transfer will be included in the calculation of the required qualifying GPA (see Section 9.3).

9.3 For students admitted before the 2014/15 cohort (i.e. on or before 30 June 2014):

9.3.1 All MPhil students need to complete their coursework with a qualifying GPA of 2.75 or above, and all PhD students need to complete their coursework with a qualifying GPA of 3.0 or above before submission of their thesis for examination. The qualifying GPA, which is capped at 4.0, is computed as follows:

\[
\text{Qualifying GPA} = \frac{\sum \text{Subject Grade Point} \times \text{Subject Credit Value}}{\sum \text{Subject Credit Value}}
\]

9.3.2 Where the Qualifying GPA is the result of the accumulated value of the subject grade point multiplied by the subject credit value divided by the total credit value for those subjects. For MPhil study only the best 9 credits will count towards the calculation, and for PhD study only the best 15 credits will count towards the calculation.

9.3.3 For students of the Faculty of Business enrolled between 1 September 2003 and 1 July 2009:
For MPhil study only the best 12 credits will count towards the calculation, and for PhD study only the best 18 credits will count towards the calculation.

For students of the Faculty of Business enrolled on or after 2 July 2009:

For MPhil study only the best 13 credits will count towards the calculation, and for PhD study only the best 19 credits will count towards the calculation.

9.3.4 Students may take more subjects than required in order to improve their GPA to reach the qualifying GPA, or in order to strengthen their knowledge.

9.3.5 Subjects taken after submission of the thesis will not contribute to the qualifying GPA.

9.3.6 Students may retake only those subjects in which they have obtained a grade “C+” or below. They may retake a subject once only.

9.3.7 If a student retakes a subject, the credits associated with the subject will be counted only once towards the credit requirements. Moreover, the better grade obtained and the associated credits will be used to calculate the qualifying GPA, if applicable.

9.3.8 A student may be exempted from taking a compulsory subject if he/she has successfully completed a similar subject previously in another programme or if he/she already has the associated knowledge/skills via work experience, etc. If a student is exempted from taking a compulsory subject, the credits associated with the exempted subject will not count towards the award requirements. It will therefore be necessary for the student to take another subject in order to satisfy the credit requirement.

9.3.9 The assessment regulations conform to the University's General Assessment Regulations (GAR) for credit-based programmes except for the special way in which the qualifying GPA, which is capped at 4.0, is calculated as mentioned in section 9.3.1 and 9.3.7 and for the retaking of a subject as mentioned in section 9.3.6. (The University GAR for credit-based programmes are available from https://www2.polyu.edu.hk/as/Staff/ARP/b1.pdf)
9.4 For students admitted in or after the 2014/15 cohort (i.e. on or after 1 July 2014):

9.4.1 All MPhil students need to complete their coursework with a qualifying GPA of 2.75 or above, and all PhD students need to complete their coursework with a qualifying GPA of 3.0 or above before submission of their thesis for examination. The qualifying GPA, is the result of the accumulated value of the subject grade point multiplied by the subject credit value divided by the total credit value for those subjects. It is capped at 4.0, is computed as follows

\[
\text{Qualifying GPA} = \frac{\sum \text{Subject Grade Point} \times \text{Subject Credit Value}}{\sum \text{Subject Credit Value}}
\]

Where

a. credits earned from all compulsory subjects, except those assessed with a “Pass” or “Fail” grade (such as Practicum and Seminars), will be included in the calculation of Qualifying GPA;

b. the best grade points will be chosen for the calculation of the Qualifying GPA for credits earned for elective subjects;

c. the following subjects will be excluded from the calculation of Qualifying GPA:
   • exempted subjects
   • ungraded subjects
   • incomplete subjects
   • subjects for which credit transfer has been approved, but without any grade assigned
   • subjects from which a student has been allowed to withdraw (i.e., those with the grade “W”).

9.4.2 Students may take more subjects than required in order to improve their GPA or in order to strengthen their knowledge.

9.4.3 Subjects taken after submission of the thesis will not contribute to the qualifying GPA.
9.4.4 Students may retake any subjects for the purpose of improving their grade without having to seek approval, but they must retake a compulsory subject which they have Failed, i.e. obtained an F grade. Students wishing to retake passed subjects will be accorded a lower priority than those who are required to retake (due to failure in a compulsory subject) and can only do so if places are available.

9.4.5 The number of retakes of a subject is not restricted. Only the grade obtained in the final attempt of retaking (even if the retake grade is lower than the original grade for originally passed subject) will be included in the calculation of the Qualifying GPA. If students have passed a subject but failed after retake, credits accumulated for passing the subject in a previous attempt will remain valid for satisfying the credit requirement for award. (The grades obtained in previous attempts will only be reflected in transcript of studies.)

9.4.6 In cases where a student takes another subject to replace a failed elective subject, the fail grade will be taken into account in the calculation of the GPA, despite the passing of the replacement subject.

9.4.7 A student may be exempted from taking a compulsory subject if s/he has successfully completed a similar subject previously in another programme or if s/he already has the associated knowledge/skills via work experience, etc. Subject exemption is decided by the DRC but students can also apply for it. In order to satisfy the credit requirement, it is necessary for the student to take another subject, to be approved by the Chief Supervisor, in place of the exempted subject. Such subject will be considered as an elective subject.

9.4.8 The grades obtained by research students on coursework subjects, including Practicum and Seminars, will be considered and endorsed by the Subject Assessment Review Panel (SARP) of the department offering the subject. The grades obtained by the research students on Guided-study subjects will be considered and endorsed by the relevant DRC based on the assessment reports (Form RC/27).
9.4.9 The assessment regulations conform to the University’s General Assessment Regulations (GAR) for credit-based programmes except for the special way in which the qualifying GPA is calculated as mentioned in Sections 9.3 and 9.4 and for the retaking of a subject as mentioned in Sections 9.6 and 9.7.

10. Progress Report

10.1 Students shall be required to submit progress reports as required from time to time by the University.

11. Deregistration

11.1 A student may be deregistered in the following circumstances:

(a) if his/her progress is considered unsatisfactory; or
(b) if the maximum period of study is exceeded; or
(c) if his/her thesis is deemed unsatisfactory.

12. Thesis Submission

12.1 A student shall submit a notice of intention to take the thesis examination, including a thesis title and brief description, when the thesis is ready or nearly ready for examination.

12.2 A student shall submit his/her thesis after it has been approved by the Chief Supervisor.

12.3 Under very exceptional circumstances, a student shall be allowed to make a written request to the Research Committee for submitting a thesis for examination without the prior approval of his/her Chief Supervisor.

13. Examinations of Thesis*

13.1 Internal Examiners

13.1.1 The Chairman of the Board of Examiners shall be appointed by the Head of Department/Dean of School or Dean of Faculty/School Board Chairman. He/she shall be at the Associate Professor level or above, or the equivalent, and from a broadly related discipline. He/she is also expected to have gained successful supervision experience at postgraduate level at PolyU or elsewhere. The main duties of the Chairman of the Board of Examiners are (1) to uphold the integrity of the exam process and (2) to act as a gatekeeper to ensure quality of the thesis.

* The processes involved in the examinations of thesis are subject to review.
13.1.2 The Chief Supervisor shall be a member of the Board of Examiners but shall not be the Chairman of the Board.

13.1.3 Both the Chairman of the Board and the Chief Supervisor have no voting right.

13.2 External Examiners

13.2.1 There shall be two external examiners who are not members of the University.

13.2.2 Both external examiners shall have successful PhD supervision experience as Chief Supervisor and shall normally be at Associate Professorial level or above, or the equivalent.

13.2.3 External examiners should have appropriate expertise related to the research programme, shall not have acted previously as the student’s supervisor, and shall be in a position to be impartial.

13.2.4 Special approval will have to be obtained from the Chairman of the Board of Examiners and the Faculty Research Committee/School Board Chair if qualifications of nominated external examiners deviate from the above stipulations. In case a nominee holds an ‘Honorary’ academic title, the nomination will have to be approved by the Chairman of the Research Committee.

13.3 Examination of Thesis

13.3.1 The thesis submitted shall be read by the Chairman of the Board of Examiners who shall decide whether the thesis should be sent out to the external examiners.

13.3.2 The Chairman of the Board of Examiners may require the student to revise and resubmit the thesis before it is considered acceptable to be sent out to the external examiners. The student is limited to two sets of revisions and a maximum of six months shall be allowed each time.

13.3.3 In the event that the Chairman of the Board of Examiners finds the presentation quality and/or language proficiency of the thesis unsatisfactory, he/she should refer it back to the student, via the Chief Supervisor, for revision, without the need to list out the editorial changes required. The Chief Supervisor is required to re-assess the revised thesis and to approve

Note: The authority to interpret the Regulations rests with the Research Committee.
it, in writing, for external assessment. However, if the Chairman of the Board of Examiners asks a student to make revisions to the thesis that involves technical problems, the thesis must be re-assessed by the Chairman of the Board of Examiners before it can be sent out for external assessment.

13.3.4 In the event that the Chairman of the Board of Examiners finds the thesis unacceptable for release to the external examiners after two sets of revisions, the thesis shall be read by the external examiners nevertheless.

13.3.5 The oral examination is compulsory. The Board of Examiners shall decide whether any additional form of examination is necessary.

13.3.6 The Board of Examiners, following reading of the thesis, shall recommend:

(a) that the thesis form an adequate basis for an oral examination (and other examinations as required); or

(b) that the thesis be revised once within 12 months and resubmitted for the oral examination (and other examinations as required); or

(c) that the thesis be deemed unsatisfactory, no resubmission be permitted, and that the student fail.

13.3.7 If the Board of Examiners cannot reach a consensus view, the Chairman of the Board shall invite the Chief Supervisor to nominate an additional external examiner to assess the thesis. The nomination should be endorsed by the Chairman of the Board and appointed by the Chairman of the Research Committee. He/she should be informed of the background leading to the appointment and his/her view on the thesis constitutes the deciding vote. This additional external examiner will be invited to attend the oral examination.

13.3.8 Following the oral examination (and other examinations as required), the Board of Examiners shall recommend to the Research Committee:

(a) that the student be awarded the degree of MPhil/PhD; or

(b) that the student be awarded the degree of MPhil/PhD subject to minor amendments being made
to the thesis or an additional assignment being completed to the satisfaction of the Chairman of the Board of Examiners or his/her nominee by a specified date but normally within a period not longer than three months; or

(c) that the student revise and resubmit the thesis and/or that another oral examination and/or other form of examination be required. The student is limited to one opportunity of re-examination within 12 months; or

(d) for PhD examination only, that the student be awarded the degree of MPhil and no resubmission be permitted; or

(e) that the thesis be deemed unsatisfactory, no resubmission be permitted, and that the student fail.

13.3.9 The report detailing the recommendation of the Board of Examiners shall be copied to the Chairman of the Departmental Research Committee, who shall alert the Research Committee to problematic cases and provide necessary information when required.

13.3.10 If there is no consensus among members of the Board of Examiners after the oral examination or re-examination, the Chairman of the Board shall present the case to the Research Committee which shall make a final decision.

14. Confirmation of Award

14.1 The Research Committee shall confirm on behalf of Senate the award of the degree of MPhil/PhD to a student who has satisfied all the requirements for the degree.

15. Complaints and Appeals

15.1 A student may make a written complaint about his/her study circumstances, or make an appeal against a decision to deregister or against an examination result (including the examination of a subject and the thesis defence) by writing to the appropriate authority in the University.
Regulations on Student Discipline

1. The University may take disciplinary action against a student (including graduand who has satisfied all the academic requirements for the award but who has not been presented at the Congregation) who violates any rule or regulation of the University and/or commits any misconduct such as:

   (a) defamation of or assault on or battery against any student or staff member of the University;
   (b) wilful damage to or defacement of any property of the University;
   (c) theft, fraud, misapplication of the University funds or property of any kind;
   (d) theft committed on campus;
   (e) plagiarism in written assignments or cheating in tests or examinations or an offence in connection with examinations or violation of any of the rules and regulations governing the conduct of examinations;
   (f) falsification or misuse of University documents or records;
   (g) refusal to comply with any regulations or orders by authorised persons and bodies prohibiting any conduct which disrupts teaching, study, research or administration of the University;
   (h) any conduct which is detrimental to the reputation and well-being of the University;
   (i) an offence of an immoral, scandalous or disgraceful nature of which the student has been convicted in any court of law; or
   (j) misrepresentations or false statements made in any application or document submitted to the University.

2. The University requires that complaints against a student be reported in writing to the Student Discipline Committee, which shall investigate and make findings upon them.

3. The Student Discipline Committee may order to impose upon any student (including graduand) found guilty of an offence, any of the following penalties which may be entered into the transcript of the student's academic record:

   (a) community services;
   (b) disqualification of results;
   (c) reprimand;
(d) fines;
(e) suspension from part or all of the rights, privileges and/or the use of part or all of the facilities of the University for a specified period of time;
(f) suspension from the University for a specified period of time;
(g) deferment of graduation or withholding the issuance of award parchment (for graduands);
(h) expulsion for a specified period;
(i) permanent expulsion; and
(j) any other penalties as considered appropriate.
Penalty (f), (g), (h) or (i) may be imposed only with the approval of the President or his designate.

4. Students (including graduands) found guilty of offences related to academic integrity such as cheating in assessment work, tests or examinations; plagiarism; aiding academic dishonesty; violating rules governing the conduct of examinations that are related to possible cheating (including the possession of unauthorised materials at the examination, use of unauthorised electronic devices during examination, etc) will be subject to the penalty of having their subject result disqualified and being given a failure grade with an appropriate remark denoting that it is due to academic dishonesty. The remark will be appropriately shown on the students’ records and documents such as assessment result notification and transcript of studies until their leaving the university. These students will also be subject to the penalty of the lowering of their award classification by one level upon graduation.

5. Students who are found guilty of the alleged offences (academic or non-academic) will be put on “disciplinary probation”. The status of “disciplinary probation” will be shown on the students’ records and documents such as assessment result notification, transcript of studies and testimonial during the probation period. This status will be removed upon their leaving the University. The disciplinary probation will normally be one year unless otherwise decided by the Student Discipline Committee.

6. Students who have been put on “disciplinary probation” will be deprived of certain privileges. They shall not receive honour from the University or engage in activities such as eligibility for scholarships/awards/prizes, selection of outstanding students/Student Ambassadors, taking up leadership roles within the University and joining the Pre-Global Student Challenge and Entrepreneurship
Scheme. They may also be given lower priority in Student Hall residency, funding and subsidies for student projects, courses/activities, overseas academic exchange, internship jobs, mentorship programmes, overseas WIE.

7. Students who are subject to disciplinary action shall have the right to appear before the Student Discipline Committee or to submit a written statement to the Committee within three working days before the scheduled date of hearing. Students attending hearings of the Committee may ask a staff member of the University or a student of the University of his/her choice to accompany him/her.
All Library users are requested to familiarize themselves with the Library Regulations, which is available at https://www.lib.polyu.edu.hk/about-us/library/library-regulations. Ignorance of any clause will not be accepted as an excuse for a breach of Library Regulations.
Support Services and Amenities
Health Services

The University Health Service (UHS) aims to excel as a Primary Health Care Centre serving the PolyU community.

UHS is accredited for training Family Physicians and provides a comprehensive range of primary health care for all full-time students, staff and their dependents, eligible retirees and emeritus professors at Campus Clinic including:

• Consultation on, diagnosis of, and counselling for medical and mental problems, treatment and provision of medications;
• Health education through campaigns, wellness programmes and activities, exhibitions, classes, pamphlets, electronic media and self-help health screening stations;
• Health surveillance via basic laboratory investigations and health advice;
• Well women health care e.g. PAP smear, bone densitometry for osteoporosis;
• Chronic disease management programmes e.g. hypertension and diabetes mellitus complication screening programmes;
• Minor operative treatment;
• Nursing services;
• Emergency care (including out-reach care on campus);
• Travel health e.g. Health advice and vaccination for travel;
• Certification of health examinations;
• Childhood and adult immunisations;
• Traditional Chinese medicine clinics; and
• Referral and co-ordination of secondary and tertiary health care.

There is an in-house laboratory in the Clinic, which provides a comprehensive range of investigations for primary health care, such as urine and stool routine tests and microscopy, as well as blood tests (including haematological, biochemical, and serology tests). It lends support to both clinical and anticipatory care. Pulse-air tonometer for glaucoma assessment and resting ECG (Electrocardiogram) for cardiac assessment are also accessible in UHS.

Furthermore, our in-house digital radiography suite in UHS provides on-site diagnostic general radiography service to assist in rapid diagnosis and allow One-Stop-Shop service. DEXA bone densitometer for osteoporosis assessment is also available on-site.
Support Services and Amenities – Health Services

UHS has put a great emphasis on health promotion, health education and anticipatory care. To achieve this, UHS acts on appropriate opportunities for health promotion and disease prevention initiatives, and enlists the cooperation of patients to minimise life-style diseases. Therefore, our effort is made to disseminate health information on epidemics and promote preventive activities for screening and control of communicable and non-communicable diseases, such as influenza vaccination, human papillomavirus (HPV) vaccination, travel health vaccination, mental health promotion, cancer prevention, cardiovascular risk, obesity and metabolic syndrome management.

UHS has put great effort and emphasis on the use of Internet as an effective health communication medium. The UHS website supports user-friendly self-booking service, for both medical appointments and health education activities. Moreover, updated information on health education activities and health talk presentation materials are regularly uploaded for browsing and downloading.

UHS has been an early adopter of e-Health and we participate in territory wide e-Health initiatives by the Food and Health Bureau, HKSAR Government, the Department of Health and the Hospital Authority. UHS also joins government electronic Health Record Sharing System (eHRSS), Vaccination Subsidy Schemes, Health Care Voucher Schemes and Primary Care Directory. Consultation in UHS is streamlined by electronic medical records and paper-lite operation with proven security and reliable back-up system within the PolyU Cloud Infrastructure.

The Campus Clinic also houses self-booking system, isolation zone for infectious disease, multifunction area for health talks and health promotion, and an upgraded sick bay area. Our Traditional Chinese Medicine Clinic has been expanded since July 2014, providing herbal medicine, acupuncture and bone setting services. Health Assessment and Disease Prevention Services has been further enhanced with Mental Wellness Clinic, Women’s Health Clinic and Travel Health Clinic.

Primary dental care is also available through the on-campus Student and Staff Clinic.

The Optometry Clinic run by the School of Optometry provides clinical training in primary eye care consultations, spectacle and contact lens dispensing services as well as low vision service. The Clinic also provides specialty workups including high myopia, macular, glaucoma, diabetic retinopathy and vision therapy for binocular vision and perception anomalies. Annual number of patient visits is around 30,000. There are also two satellite clinics offering clinical training to our students and eye care services to the public. The School holds The Centre for Myopia Research where myopia
control clinical trials and research are being undertaken. Another research focus of the School is Ageing Eye. The Optometry Research Clinic was established for conducting clinical research in these two areas.

The School of Nursing is dedicated to becoming a lead advocate of healthcare innovations and integrative health. With the support of The Hong Kong Polytechnic University, the Centre for Smart Health (S.Health) and the Integrative Health Clinic (IHC) were established to provide innovative models of healthcare delivery for the public and the nursing professionals.

The Centre for Smart Health (S.Health) is devoted to research and development towards smart health through innovations and technology. The endeavour is multifaceted. First, research into primary and preventive healthcare models and the implementation through outreach community services is a main focus. The Centre also strives to enhance the quality of health care and the effectiveness of healthcare delivery by capitalising biomedical and healthcare informatics.

The IHC was established in 2003 to provide holistic and preventive primary health care services to the general public. The services integrate Eastern and Western nursing therapeutics, and alternative interventions to achieve the optimal healing results. Their strength also lies in the School’s determination to apply modern information technology to the promotion of health.

The IHC is a centre for nursing research, education and health services. We apply conventional nursing concepts, adhere to evidence-based practice, adopt an interdisciplinary approach, and integrate Western and Eastern health care modalities to offer integrative health management and health protection services in one convenient clinic.

The School believes that health care of the 21st century should move forward from the conventional cure-centered healthcare model to holistic and preventive care approaches. It is hoped that the establishment of the innovative integrative health centre could bring new changes to the healthcare development in Hong Kong.

The Rehabilitation Clinic managed by the Department of Rehabilitation Sciences endeavors to provide three major scopes of services – rehabilitation services, clinical education and support to clinical research.

In view of the public needs towards the rehabilitation services, the Clinic provides quality physiotherapy and occupational therapy services to students, staff of PolyU as well as the Hong Kong community. The Clinic is professional in services ranging from on-site rehabilitation, on-field services, and primary health care seminars to specialised consultancy services. For Physiotherapy, the Clinic serves clients with musculoskeletal problems (such as neck and back pain, and those sports injuries) as well as neurological
disorders like stroke and Parkinson’s disease. The clients will be managed by using state-of-the art equipment with innovative treatments that are underpinned by research findings of the Department. Specialised services including lower limb assessment, Pilates and Brisk-Walk programmes are incorporated into the Clinic service. The Occupational Therapy services include provision of evaluation and training for children with developmental and learning difficulties as well as consultation for school teachers and parents, splinting rehabilitation for musculoskeletal dysfunctions and neurological rehabilitation. Specialised service like Sleep Wellness Programme is also incorporated into our Occupational Therapy service. The Dr and Mrs Lui Che Woo Special Centre for the Knee was established to provide research and services on knee rehabilitation since 2009.

To enhance the public awareness towards primary health care, the Clinic has regularly organized health care workshops for commercial and public sectors, preventive and remedial education seminars for elite athletes.

The Rehabilitation Clinic also concentrates the effort in contributing to clinical education to nurture the undergraduate and postgraduate students of the Department. The Clinic provides clinical placements, bedside teaching and clinical attachments to our students from the physiotherapy and occupational therapy streams of the Department. The provision of clinical placement is not only limited to the local students but further extended to overseas students from countries like Australia, Canada, Finland, Singapore, Taiwan and United States of America through close alliance with the Department. To further uphold the principle of evidence-based practice, the Clinic has been working closely with the Department in order to facilitate translational research activities conducted by our academic staff.

Jockey Club Rehabilitation Engineering Clinic (JCREClinic) is one of the clinics at The Hong Kong Polytechnic University. The Clinic is able to draw on the University’s immense expertise and advanced facilities to address the needs of the clients and the community. It aims to provide holistic clinical services for clients who need prostheses, orthoses (including custom-made orthopaedic insoles), functional electrical stimulation and robotic rehabilitation training, assistive technologies (including special seating and mobility, computer access, augmentative and alternative communication) and spinal deformity assessment (using Scolioscan: radiation-free 3D ultrasound scoliosis assessment system). The Clinic also provides specialist consultation and information resources to the community. In addition, the Clinic also offers education and training for biomedical engineering students of The Hong Kong Polytechnic University.
Learning and Research Support@IC

PolyU’s ‘Technical Library’

PolyU Industrial Centre (IC) is a ‘Technical Library’ equipped with a complete collection of engineering facilities, equipment and technologies for staff and students to realise their research and project activities. It also provides hands-on learning activities for students to enhance their engineering knowledge and technical capabilities to further pursue their studies or dreams. The ‘IC Experience’ plays an important role in engineering education.

IC is the only establishment of its kind among the local 8 UGC-funded universities. We have 6 technical streams and a research centre specialising in core and contemporary engineering and technological areas such as Additive Manufacturing, Digital Manufacturing, Electronics, Intelligent Automation, Composites, Fabrication, Building Services, Safety, Construction, Design Realisation and Aviation Maintenance Repair & Overhaul. These technologies are well-blended and integrated into different hands-on learning activities offered to engineering and civil engineering students as well as students of other fields, including Textiles & Clothing, Health Technology & Informatics and Design.

Learning & Teaching

Like nowhere, IC offers a multi-disciplinary open environment where students join its well-planned and designed learning activities to integrate engineering skills and knowledge for real life problems and new applications. These activities, mostly hands-on in nature, are effective and interesting ways to stimulate and inspire students’ passion in engineering and enrich their undergraduate experience. The ‘IC Experience’ is also effective in paving a concrete foundation to our students’ future career. Examples of these learning activities include engineering hands-on experience, multi-disciplinary projects and engineering project competitions.

Around 60 academic programmes offered by local universities and college adopted IC’s hands-on learning and teaching subjects and activities in their programme curriculum, benefitting approximately 3,000 students each year. Majority of these programmes are from engineering/civil engineering. IC also offered its own sub-degree programme Higher Diploma in Aircraft Services Engineering in partnership with Hong Kong Community College (HKCC).

In addition to academic teaching and hands-on learning activities, IC also takes its strength and niche to contribute different support to PolyU’s Science, Technology, Engineering and Mathematics (STEM) learning, Freshman Seminar and Service Learning activities. We actively support a number of Service Learning activities, providing guidance and supports to hundreds
of students on delivery of engineering project of large and small scale as a community service in Hong Kong and China. In recent years many students are able to take advantage of our multi-disciplinary application-oriented expertise and technologies and pursue their various competition projects, such as Rocobon, Formula SAE, etc.

**Research & Incubation**

IC not only possesses a collection of engineering facilities and equipment but also a pool of expertise in different engineering disciplines. Many students have made the best use of IC facilities and expertise to pursue and realise their engineering innovations, research or even business ideas. Likewise you will also find academics and researchers making use of IC facilities and expertise in pursuing and realising their R&D projects and scholarly activities. IC not just offers technical help but also provides valuable advice or even networking to both students and staff members.

IC has supported and realised many successful research projects, including Sampling and Packing System (SSPS) for Chang’e-5 Lunar Probe, Camera Pointing System (CPS) for Chang’e-3 Lunar Probe and Soil Preparation System (SOPSYS) for Phobos-Grunt Mission in collaboration with PolyU ISE, High Speed Rail Smart Tech Solution in collaboration with PolyU CNERC-Rail, Novel Brain Training Device for Stroke Patient in collaboration with PolyU BME, 3D Printed Surgical Guides in collaboration with local medical schools and hospitals. IC also extended its engineering support to the industry and the community. Some of the examples include Transcatheter Aortic Valve Implantation (TAVI) Simulation System in collaboration with Queen Elizabeth Hospital, Air Traffic Control Console Improvement Study in collaboration with HKSAR Civil Aviation Department (CAD), Acid Deposition Monitoring Network in collaboration with HKSAR Environmental Protection Department (EPD), Mobile Detainment Ladder for MTR and Novel Multiple-axis Machining of Turbine Blades in collaboration with Hong Kong Aero Engine Services Limited (HAESL).

**Aviation Research**

IC has established Hong Kong’s first Aviation Services Research Centre (ASRC) in collaboration with giant aerospace company, Boeing. It works intimately with Boeing and local MROs in implementations of advanced MRO technologies and methodologies. Those implementations will be new to MRO industry and have the potential to drastically improve quality, throughput and efficiency for the whole aviation industry. To promote and support the development of aviation & MRO services industry in Hong Kong, we have recently offered a Higher Diploma in Aircraft Services Engineering (HD in ASE) in collaboration with Hong Kong Community College (HKCC) with first cohort in 2015/16.
Information Technology Services

The Information Technology Services Office (ITS) provides co-ordinated IT support services to the University in different strategic service areas to facilitate effective teaching, learning, research, administrative and communication functions.

Teaching, Learning and Research Support Services

A number of central computers are deployed for use by students and staff to support their academic and research activities. Resources are also exclusively allocated to the high performance computing services and research data storage in support of research activities. A large variety of software packages and online services on scientific applications, engineering, computer languages, collaboration and online survey tools, management system, and statistical applications are installed in these central computer systems to support the wide spectrum of disciplines and activities in the University. A common Learning Management System is adopted to facilitate and support eLearning and Blended Learning in the University. Over 520 personal computers (PCs) are housed in the Central Student Computer Centre on campus. These PCs, equipped with multimedia facilities, are connected to local networks for shared access to a wide range of software and printing facilities. They are also connected to the campus network backbone for access to the University’s central computer systems. The University has also established a Virtual Student Computer Centre (vSCC) for use by students which allows student access from anywhere, at any time, on any device including computers, notebooks, mobile devices running Windows or Mac OS. This online computing environment provides all essential software and personal online storage for students who are invited to use the facility. Internet connected PCs with essential multimedia facilities are installed in all general teaching rooms and lecture theatres. Many teaching rooms and lecture theatres are also equipped with lecture capture system for real time recording or webcast of lectures. Network access to international and national research networks can also be arranged for research purpose upon request.

Administrative Applications and Information Services

A variety of administrative applications is available to departments and faculties supporting various administrative functions. The administrative applications provide 7x24 services and these include the student record systems, student service systems, human resource systems, financial management systems, research information systems, etc. Administrative operations are digitally transformed by leveraging the advanced technologies, e.g. business process
management, paperless meeting and data analytics solution to achieve efficiency and effectiveness. Consultancy and project management services are also provided to departments in support of their teaching, learning, research and administrative initiatives.

**Network, Communications and Collaboration Services**

A variety of network and communications services are available to students and staff. These include the University Portal, electronic mail, personal web publishing, multi-party web conferencing tool, IP telephony and Internet connection which facilitate communication and collaboration among students, staff and the outside world. Lifelong e-mail service is also provided to students, alumni and retirees. Fixed/Wireless network outlets are available in all the lecture theatres, classrooms and also at convenient public areas on campus to facilitate convenient access to the central IT facilities. Network connection points are also provided in the Student Halls of Residence. In addition, wireless access has been extended to off-campus sites at various public places in Hong Kong, and to tertiary institutions both locally and internationally.

**Systems Infrastructure Support Services**

The University Data Centres which house the central academic and administrative computers are operated 7 x 24 to support the business operations of the University. Server colocation service and PolyU cloud services are provided to departments for hosting their applications for teaching, research and administration. Ongoing hosting service and operation support are provided to the IT facilities of the University Research Facility in Big Data Analytics (UBDA). Leveraging the system infrastructure services can minimise departments’ efforts in operating their own IT infrastructure and to achieve Green IT.

**Workspace and End User Support Services**

A wide range of workspace support services are provided to students and staff to support their daily work. The centralized storage services including the Network Shared Folder (NSF) service for departments and the PolyU Home Drive service for individual users provide a secured and high availability environment to store and backup the University data. Public cloud file storage service, OneDrive for Business, is also available to students and staff.

User can seek advice and assistance on the use of the University's IT facilities and services through the Help Centre (Hotline: 2766 5900, WhatsApp/WeChat: 6577 9669). These requests can also be made electronically through the Help Centre Online Tracking Service (HOTS) - an online system for
reporting and checking the progress of enquiries anytime anywhere. Support request for using the learning and teaching technology at lecture theatres and classrooms can be directed to the hotline 2766 6302. Monthly training programmes on the use of the University IT facilities and services as well as popular software tools are offered to staff. Web development and consultancy services are also provided to support the website development projects of departments.

An electronic newsletter - ‘Get Connected’ is published monthly to bring the latest IT news and developments on campus to students and staff. Comprehensive information on the central IT facilities and services provided by ITS are publicised in the Student/Staff Handbook on IT Facilities and Services available under the ITS website.

In using the University IT facilities and services, student and staff users are required to observe the Acceptable Use Policy (AUP) for University Information Technology Facilities and Services and the PolyU information security policies and standards which can be found in the ITS website (http://www.polyu.edu.hk/its).
Library Services

The Pao Yue-kong Library is a six-storey, purpose-designed building with a net area of 16,666 square metres. It provides approximately 3,900 seats among which about 40% are for collaborative study.

With total Library holdings reaching 5.43 million in June 2018, the Library houses extensive collections covering a wide range of disciplines. In the digital age, the Library places a priority in the provision of electronic resources to support learning and research needs. Via the Library Homepage, you can access a multitude of electronic resources including over 3.24 million e-books and 131,780 full-text electronic journal titles, an extensive collection of national and international standards, statistical databases, electronic theses, newspapers, multimedia and self-directed learning resources. Over 64,250 journal articles and conference papers published by PolyU academic staff and researchers are also accessible via the PolyU Institutional Research Archive.

The Library’s wealth of digital resources continues to grow with notable acquisitions of major full-text databases include Factiva, IEEE/IEE Electronic Library, IHS Standards Expert, INSPEC, LexisNexis HK, Medline, ProQuest Dissertations and Theses, Science Direct, SciFinder, Scopus, Springer LINK Online Libraries, Web of Science, Westlaw, World Textile, Wiley Online Library, CNKI 中国知网, 中國期刊全文資料庫, Chinamaxx Digital Libraries (中文集獻), Duxiu Academic Search (讀秀中文學術搜索), 文淵閣四庫全書電子版, 民國時期期刊全文數據庫 (1911-1949) 及中國基本古籍庫等等. There is a wide choice of online tools, datasets, online video and audio databases such as Encyclopedia Britannica Online, Bloomberg Professional Service, Academic Video Online and Naxos Online Music Library, and images databases such as ARTstor Digital Library. A growing number of electronic resources are now mobile-friendly. For details and instructions, please visit https://www.lib.polyu.edu.hk/databases/mobile-friendly.

The OneSearch discovery platform allows users to search and discover Library resources in all formats, check loan records and place book reservations and online renewals. Users can also perform the searches anywhere anytime via smartphones or handheld devices. Purchase recommendations, enquiries and suggestions can be submitted to the Library via the Library Homepage. Latest information on library services and opening hours can also be found on the Library Homepage. Users can make use of the Hong Kong Academic Library Link (HKALL) to borrow books directly from other UGC libraries.

To supplement the Library’s extensive holdings, Interlibrary Loan and Document Delivery Services with local, mainland and overseas libraries/document suppliers and resource sharing systems, including the British
Library, RapidILL, as well as the OCLC network are available. These services are available to academic staff, postgraduate students and eligible undergraduate students. Higher degree and UGC-funded postgraduate non-degree students may apply for a JULAC Library Card for admittance to the libraries of UGC-funded institutions and borrow books. UGC-funded undergraduate degree students at PolyU are also eligible to apply for a JULAC Library Card for reader access to the other UGC-funded libraries. Applications should be made at the Loan & Return Counter.

Experienced professional librarians are always happy to help users, from selection and acquisition of library materials to providing research support such as literature search, locating subject related materials and make use of relevant research tools.

To facilitate users to develop information skills and make strategic and effective use of information resources, the Library organizes a wide variety of topical workshops, such as utilising reference management tools and mastering database search techniques. Students and staff are also welcome to request specific workshops based on their information needs.

Additionally, the Library prepares various types of online instruction aids including subject research guides and bite-size online tutorials. The Online Information Literacy Programme accessible from the Library Homepage enables students to acquire essential information skills at their own pace. Users who need assistance on their study or research may also make an appointment to meet Faculty Librarians.

Onsite enquiry assistance is available at the various Library Help Desks. Users are also welcome to approach the team of student rovers for assistance in using library services and facilities. WhatsApp a Librarian service is available from 9 am to 7 pm (Monday to Saturday) and from 12 noon to 7 pm (Sunday and public holidays), when Library opens.

Other facilities in the Library include a 24-hour Study Centre, group study zones, project rooms, a Multimedia Commons providing loans of audiovisual materials as well as different audio-visual equipment and graphic computers, a studio for video production, research carrels for private study, a room for students with special needs, battery charging stations, a 24-hour Book Drop, an express book return facility, colour printers and photocopiers, an i-Space houses 3D printer and scanner, vinyl cutter, laser cutter, large format printers, VR experience zone, Internet-of-Things (IoT) Corner, and a Digital Visualisation Room.
Student Services and Amenities

To support the learning and holistic development of students, a wide range of programmes, activities and services are available to meet their developmental needs in various aspects, including career development, broadening of knowledge, cultural appreciation, ethical and social responsibility, physical fitness, self-management and psychological wellness, as well as social and interpersonal effectiveness. Such programmes and services are provided by Centre STARS (Student Advancement and Resources) under the Dean of Students.

Centre STARS (Student Advancement and Resources)

Centre STARS strives to contribute significantly to the all-round development of students and to nurture them into graduates who are critical thinkers, effective communicators, innovative problem solvers, lifelong learners and ethical leaders. Our wide range of services and facilities are intentionally designed and delivered to enable students to make the most out of university life and to foster optimum living and learning environment that enhances the sense of belonging at PolyU.

Careers and Placement Services

The mission of the Office of Careers and Placement Services (CAPS) is to support the University’s goal of producing ‘preferred graduates’ for Hong Kong and beyond. CAPS have been striving to contribute to this goal by providing a link between employers and students to facilitate students’ career planning and optimise their career development. We offer comprehensive career guidance, resources and services to PolyU students, including the following:

• Career development and training programmes to help students identify career interests, prepare for real-life working environments, and hone their job searching skills.

• Personal and small group career advising and guidance to optimise students’ career development.

• Local, Chinese mainland and international Work-Integrated Education (WIE) opportunities for students’ fulfilment of WIE requirements.

• Recruitment talks, career fairs, networking events and career related activities which provide opportunities for students to meet and network with, and to solicit jobs from prospective employers.
• PolyU Job Board and Joint Institutions Job Information System (JIJIS) which are job searching platforms for part-time/graduate jobs and internship opportunities for PolyU students.

To find out more about CAPS’ service, please go to http://www.polyu.edu.hk/caps.

**Student Counselling Services**

Student Counselling is not just for problem-solving. It is meant for students who wish to look for personal growth and self-actualisation; to understand oneself better and willing to make changes; and has concern over his/her mental health and psychological well-being.

Student Counselling Service is free of charge and all information disclosed is strictly confidential. Students are welcome to make bookings through:
• http://www.polyu.edu.hk/poss
• ocw.sc@polyu.edu.hk
• 2766 6800
• Walk-in at QT308.

**Centre STARS Programmes**

The PolyU Orientation Programme is conducted for all new full-time undergraduate students. It consists of the President’s Welcome, Faculty/School Orientation Session, and Orientation Info Day.

It helps freshmen to better understand university life and cultivates their interest in setting personal goals which lead to a meaningful and rewarding university life.

The Peer Mentoring Programme (PMP) is a campus-based scheme designed to assist newly admitted undergraduate students in their social, personal and academic acclimation to PolyU by pairing freshmen with outstanding senior students who serve as their mentors in the first semester. The senior students are trained as peer mentors. Freshmen settle down and adjust to the new chapter of their lives smoothly. On the other hand, the programme also provides a prime opportunity to foster the sense of responsibility and leadership in senior students. Mentees may also join the ‘Master Your Growth’ (MYG) scheme, which aims at enhancing their self-understanding and goal setting skills. Through training camp and professional coaching, participants are encouraged to step out of their comfort zone and learn to turn their plans into actions.

Wellness in Action (WinA) aims to promote integration of physical, psychological and spiritual wellness for the campus community by the
provision of ongoing access to a wide range of opportunities for students to excel in all realms of their health.

The **Mental Health Caring Project (MHCP)** aims to promote the general awareness of mental health on campus; enhance students’ psychological wellness of the PolyU community and equip participants with basic knowledge of mental health and helping skills. A wide variety of topics on Mental Health and psychological well-being will be covered through talks, workshops, trainings, educational activities and exhibition.

The **Global Student Ambassador Programme (GSAP)**, previously known as International Student Ambassador Scheme (ISAS), aims to enhance students’ Global Awareness Development, to groom students to be Global Citizens and Outstanding Ambassadors of PolyU, as well as to promote integration of local and non-local students in PolyU community. GSAP consists of diversified elements, such as Global Engagement Fund (subsidy for outbound ambassadorial activities) and Global Concern Award (subsidy for understanding and addressing global concern topics), Outreaching Award (for student-initiated integration activities), opportunities to attend international and/or large-scale global functions as PolyU representatives. The programme enables students to appreciate cultural diversity through the facilitation of integration and become global leaders by raising their awareness of the challenges faced by other countries and regions.

**Sports Skill Training (SST)** is a wide variety of sports skill training courses at introductory, elementary and intermediate levels for full-time students, providing opportunities for them to develop interests in sports and to acquire the habit of consistently maintaining and improving their physical well-being.

**Sports Team Training Programmes** provide opportunities for full-time students to demonstrate their sports talents and compete in inter-varsity, national, and international competitions.

**Co-curricular Achievement Transcripts (CAT)** are issued to students as an official recognition of their co-curricular development and achievements in PolyU. All PolyU students (excluding HKCC and SPEED) may preview their CAT records anytime at http://www.polyu.edu.hk/poss. Application for official CAT can be made through the same online facility.

**Student Amenities**

Most sports facilities and all amenities of the University are centrally located on campus. The **Shaw Sports Complex** provides a variety of indoor sports facilities including ‘Main Hall’ for basketball, volleyball and badminton; a multi-purpose ‘Sports Practice Hall’ for badminton, judo, karatedo, taekwondo and volleyball; fitness rooms, a table-tennis room, an activity room and
two roof-top tennis courts. The nearby ‘Fong Shu Chuen Hall’ provides a multi-purpose sports hall for basketball, judo, karatedo, taekwondo and archery. Sports facilities for basketball, badminton, squash, volleyball and dancing are also available at the Kwong On Jubilee Sports Centre in the Communal Building. Adjacent to the Shaw Sports Complex is the Michael Clinton Swimming Pool which is open to all students for recreational and sports activities.

With the opening of Block X, an indoor sport hall which houses a 5-aside soccer field or a handball court, fitness room, 25-meter indoor heated swimming pool and a wellness centre are available to eligible users.

In addition to the sports facilities on campus, the Joint Sports Centre in Kowloon Tong, jointly owned by The Hong Kong Polytechnic University, City University of Hong Kong and Hong Kong Baptist University, provides additional sports facilities for soccer, tennis, golf, basketball, volleyball, handball and athletics.

The Shaw Amenities Building, the Communal Building and activity rooms in Block Z house the amenities for various kinds of student activities.

The Chiang Chen Studio Theatre, with 244 seats, is located on the ground floor of the Chung Sze-yuen Building. The venue is suitable for conferences, talks, seminars, forums, performances, recitals, ceremonies, film shows and various other activities.

Purposely built to provide a cultural hub for students, the 1,025-seat Jockey Club Auditorium is a specially designed multi-purpose venue for the hosting of conferences, seminars, ceremonies as well as musicals, chamber music, dramas, dances, variety shows, film shows, mini concerts, etc. Apart from providing a performing venue on campus, the Auditorium’s spacious Entrance Foyer and Lam Tai Fai Amphitheatre offer perfect venues for all sorts of indoor and outdoor performances, exhibitions, receptions and gatherings.

With its unique ancient classical theatre design, this facility is second to none amongst other venues in town. From structural to technological designs, all minute details have been carefully planned including provision of spacious legroom and wheelchair user spaces.

**Student Halls of Residence**

The Student Halls of Residence (Hunghom) and the Student Halls of Residence (Homantin), established in 2002 and 2012 respectively, offer a total of 4,654 hostel places for students, with fair facilities and environments conducive to their pursuit of academic excellence and all-round development through experiencing hall community life.
Fees, Scholarships and Financial Assistance
# Tuition Fees and Other Charges

## Tuition Fees*

<table>
<thead>
<tr>
<th>Programme</th>
<th>Mode of Study</th>
<th>Tuition/Registration Fee (HK$)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research Degree</td>
<td>Full-time</td>
<td>42,100/academic year</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>21,050/academic year</td>
</tr>
<tr>
<td></td>
<td>Continuation fee after expiry of the normal study period</td>
<td></td>
</tr>
<tr>
<td></td>
<td>For 2016/17 cohort or before</td>
<td>10,525/six months</td>
</tr>
<tr>
<td></td>
<td>For 2017/18 cohort and onwards</td>
<td>7,017/semester (including semester 1, 2 &amp; summer term)</td>
</tr>
<tr>
<td>Master's Degree</td>
<td>Full-time</td>
<td>42,100/academic year</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>1,405/credit</td>
</tr>
<tr>
<td>Master's Degree (for non-local students)</td>
<td>Full-time</td>
<td>120,000/academic year</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>4,000/credit</td>
</tr>
<tr>
<td>Bachelor's Degree</td>
<td>Full-time/Sandwich</td>
<td>42,100/academic year (8,420 for sandwich year)</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>1,405/credit</td>
</tr>
<tr>
<td>Bachelor's Degree (for non-local students)</td>
<td>Full-time/Sandwich</td>
<td>120,000/academic year (24,000 for sandwich year)</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>4,000/credit</td>
</tr>
<tr>
<td>Higher Diploma</td>
<td>Full-time</td>
<td>31,575/academic year</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>1,055/credit</td>
</tr>
<tr>
<td>Higher Diploma (for non-local students)</td>
<td>Full-time</td>
<td>90,000/academic year</td>
</tr>
<tr>
<td></td>
<td>Part-time</td>
<td>3,000/credit</td>
</tr>
</tbody>
</table>

* The tuition fees listed for local students are for the 2018/19 academic year. For non-local students, the tuition fees listed are for the 2014/15 to 2018/19 cohorts of intakes. The fees listed are not applicable to self-financed programmes.
## Other Charges

### Charges Related to Admission

<table>
<thead>
<tr>
<th>Charges Related to Admission</th>
<th>HK$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application fee</td>
<td></td>
</tr>
<tr>
<td><em>(for applications not processed through JUPAS)</em></td>
<td></td>
</tr>
<tr>
<td>• Research applicant</td>
<td>200</td>
</tr>
<tr>
<td>• Local applicant</td>
<td>300</td>
</tr>
<tr>
<td>• Non-local applicant</td>
<td>450</td>
</tr>
</tbody>
</table>

### Charges Related to Registration

<table>
<thead>
<tr>
<th>Charges Related to Registration</th>
<th>HK$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Caution money</td>
<td>390</td>
</tr>
<tr>
<td><em>(chargeable to all students at first registration and is refundable on official withdrawal from the University, subject to no claim being outstanding and returning of the student identity card. The sum is normally converted to graduation fee upon completion of a programme.)</em></td>
<td></td>
</tr>
<tr>
<td>Credit transfer fee</td>
<td>145/credit</td>
</tr>
<tr>
<td><em>(for students paying tuition fee by credits)</em></td>
<td></td>
</tr>
<tr>
<td>Exemption fee</td>
<td>75/credit</td>
</tr>
<tr>
<td><em>(for students paying tuition fee by credits)</em></td>
<td></td>
</tr>
<tr>
<td>Fee for fee payment rejects</td>
<td>105/reject</td>
</tr>
<tr>
<td>Fee for reinstatement of registration</td>
<td>400</td>
</tr>
<tr>
<td>Fee for replacement of student identity card</td>
<td>110</td>
</tr>
<tr>
<td>Fee for withdrawal of subject</td>
<td>105/subject</td>
</tr>
<tr>
<td>Retention of study place</td>
<td>2,105/semester</td>
</tr>
</tbody>
</table>

### Charges Related to Students’ Union

<table>
<thead>
<tr>
<th>Charges Related to Students’ Union</th>
<th>HK$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students’ Union fee</td>
<td></td>
</tr>
<tr>
<td><em>(chargeable to full-time degree and sub-degree students only)</em></td>
<td></td>
</tr>
<tr>
<td>• Entrance fee</td>
<td>80</td>
</tr>
<tr>
<td>• Annual membership fee</td>
<td>140</td>
</tr>
</tbody>
</table>
Students may be required to pay other fees for individual programmes such as residential fees for some postgraduate programmes. Students will be advised of the amount of these fees at the time of registration/re-enrolment.

* The Hall Lodging Fee does not include other hall-related fees, cost of meals and electricity charges for air-conditioning.
Scholarships and Financial Assistance

The HKSAR Government offers financial assistance to needy local students (i.e. those who do not hold student visas and have right of abode in Hong Kong, or have resided/had their homes in Hong Kong continuously for three complete years immediately before the commencement of their studies at the University) through different means-tested and non-means-tested schemes.

With the generous support from our donors, the University also provides bursaries and loans to help students relieve their financial burden. In 2017/18, students with financial need received bursaries worth around HK$4.6 million and interest-free loans of a total value of about HK$0.4 million. The University also offers emergency assistance to local full-time students facing dire financial difficulties caused by unforeseen circumstances and a sum of HK$83,050 was offered.

More than 3,100 scholarships worth over HK$85.8 million were awarded to outstanding students in 2017/18. The scholarships were awarded on the basis of academic merit and the conditions stipulated by donors. The majority of scholarship awardees were selected by their respective Heads of academic departments.

For information on currently available scholarships and financial assistance, please visit https://www.polyu.edu.hk/stars/srrl/.

The following presents a summary of the bursaries, emergency funds, loan funds and scholarships in 2017/18.

Bursaries

1965 Y.S.Y. Bursary
Apple Grant
Artapower International Group Bursary
Bank of China (Hong Kong) Bursary
Biu Chun Watch Hands & Parts Manufacturers Limited Bursary
Bursary for AF Student
Bursary for AMA Students
Bursary for Belt and Road (B & R) Scholarship Awardees
Cheng Kai Chun Bursary
Cheung Choi Ping Bursary
Chiap Hua Cheng’s Foundation Bursary
Chow Shuk Ping Bursary
Chow Yee Man Chrissie Bursary
Delong Bursary
Dr. Ng K.C. David Bursary
Federation of Hong Kong Garment Manufacturers Bursary
Freetech Technology Bursary
Hang Oi Charitable Foundation Bursary
Ho Chit Bursary
Ho Iu Kwong Bursary
Ho Pun Hing Bursary
Ho Siu Ming Bursary
Hong Kong Aircraft Engineering Company Limited Bursary
Hong Kong Construction Association Bursary
Hong Kong Housing Society Award (Bursary)
Hong Kong Indian Women’s Club Bursary
Hong Kong Institute of Certified Public Accountants (HKICPA) Bursary
Hsin Chong - K.N. Godfrey Yeh Education Fund Bursary
Hui Chan King Yu Bursary
Hui Ki Pak Bursary
Hui Oi Chow Bursary
Ir Tsui Tack-kong Bursary
Irene Chow Bursary
Joseph K.K. Lee Bursary
K.K. Chow Bursary
K.S. Lo Foundation Bursary
Ko Ho Ning Bursary
Lau Ka Po Bursary
Li Hok Pak Bursary
Madam Hui Lai Bik-man Production & Industrial Engineering Bursary
Madam Lau Ip Sok Wun Memorial Bursary
Mary Ho Financial Hardship Fund
Miss Leung Pui Han Bursary
MOL (Asia) Bursary
Mr & Mrs SW LI Bursary
Mr Chow Man Chung Bursary
Mr Yu Leung Yun Bursary
Mrs Felicia Young Charitable Foundation Bursaries
PCCW - HKT Bursary
PolyU Bursary
Prof. Francis S.K. Lau Bursary
Providence Foundation Bursaries
Rotary Club (Hong Kong Island East) Bunny Wang Memorial Bursary
S.K. Yee Medical Foundation Bursary
School of Hotel and Tourism Management Bursary
Score (Holdings) Limited Bursary
Sun Hing Holdings Ltd. Bursary
Swinton Emergency Lighting Bursary
Swire Polytechnic Bursary
SYPH Memorial Bursary
The D. H. Chen Foundation Bursary
The Hongkong Electric Co. Ltd. Bursary
Tsang Hing Yiu & Tsang Hing Fung Bursary
Tsim Sha Tsui District Kai Fong Welfare Association Bursary Fund
Wing Lung Bank Bursary
Zheng Ge Ru Foundation Bursary
Zonta Club of Kowloon Bursary
Emergency Funds

Hong Kong Rotary Club Students’ Loan Fund
Ng Wing Hong Bursary
The Croucher Foundation Fund for Students with Emergency Needs
Vitasoy International Holdings Ltd. Education Foundation Bursary

Loans Fund

Hsin Chong - K.N. Godfrey Yeh Education Fund - Travel Loan Fund
Sing Tao Charitable Foundation Students’ Loan Fund
Winsor Education Foundation Students’ Interest-Free Loan

Scholarships

4M Industrial Development Limited Scholarship
7781 SDAAL Scholarship
A & P Scholarship
AB Concept Travelling Scholarship
Abbot Lee Yiu-fai Chinese Culture Scholarship
ABCT Entry Scholarship
ACCA Scholarship
AF Scholarship for Non-local (International) Students
AF TPg Scholarship
AFGA Scholarship
AGS Scholarship
AL Design & Associates Limited Scholarship
Alan Turing Entrance Scholarship for Postgraduate Computing Students
Albert Wong Dick Chau Scholarship
Allan Stevens Memorial Prize
Altruist Scholarship
Alumnus Matthew Chan Scholarship
AMA Entrance Scholarship
AMG Financial Group Scholarship
Arcadis Scholarship
Artapower International Group Scholarship
Arup Scholarship
ASCE Hong Kong Section Best Final Year Project Award for Undergraduate Courses
Asia Steel & Metals Limited Scholarship
Asian Capital (Corporate Finance) Scholarship – MBA Programme
Asian Capital Scholarship
Astley Au Yeung Service-Learning Scholarship
ATAL Engineering Group Scholarship
Baker Tilly Hong Kong Excellence in Accounting Scholarship
Bank of China (Hong Kong) Scholarship
Bauhinia Cup Outstanding Entrepreneur WIE Scholarship
Best Dissertation Award for MSc in Biomedical Engineering
Best Final Year Project Award in “Electric Vehicle Technologies”
BETC Scholarship
BOSA Technology (Hong Kong) Limited Overseas Exchange Scholarship
BRE Scholarship
Bright Future Charitable Foundation Scholarship for Master of Design Scheme of School of Design
BSE Scholarship for Non-local (Chinese mainland) Students
C. B. Wong & Co. Service-Learning Scholarship
C.B. Wong & Co. Scholarship for Outstanding Student Society Service
C.C. Lee Scholarship
C.M. Wong & Associates Ltd Scholarship
CAGAHK Scholarship
Calry Chiu Chui Yin Scholarship
Carl Zeiss Award for Young Researcher
CBS Distinguished Postgraduate Scholarship
CBS Prize for Distinguished Postgraduate Students
CBS Prize for Distinguished Undergraduate Students
Celki VitalAire Healthcare Scholarship
Centre Testing International Scholarship
CEO Club Scholarship
Chan Hon Yin Couple Charity Trust Scholarship
Chan Wai Yim Service-Learning Scholarship
Chartered Institute of Management Accountants Prize
Chartered Institution of Building Services Engineers Book Prize
Chartered Institution of Building Services Engineers Prize
Chartered Institution of Building Services Engineers Student Project Prize
Chau Foo-tim Memorial Scholarship
Cheng Yik Hung Overseas Exchange Scholarship
Cheung Chin To Service-Learning Scholarship
Chi Mei Electronics Company Limited Scholarship
Chiang Chen Industrial Charity Foundation Scholarship
Chiang Chen Overseas Exchange Scholarship
Chiap Hua Cheng’s Foundation Scholarship
China Daily Hong Kong Limited Scholarship
China Life Insurance (Overseas) Scholarship
Choy Lee Chiu Man Memorial Scholarship
Chun Wo Charitable Foundation Scholarship
Chun Wo Charitable Foundation Service-learning scholarship
CILTHK Kerry Logistics Scholarship
Civil Awareness Scholarship
CLP Scholarship in Electrical Engineering
CLP Scholarship in Mechanical Engineering
CMA & Donors Scholarship
Cobelco Industrial Supplies Ltd. Scholarship
Commercial Radio 50th Anniversary Scholarship
COMP Scholarship for FinTech Elite Students
COMP Scholarship for HK PhD Fellowship Students
CPA Australia Distinction Award
Crystal International Group Limited Overseas Exchange Scholarship
Cynthia Tang Memorial Scholarship
D.S. Chang Scholarship
Daikin Scholarship
Dame Eileen Younghusband Memorial Prize
DCG "SCHIESSER" Scholarship
Department of Applied Biology and Chemical Technology Scholarship for Hall Residents
Department of Applied Mathematics Scholarship for Hall Residents
Department of Applied Physics Scholarship for Hall Residents
Department of Applied Social Sciences Scholarship for Hall Residents
Department of Biomedical Engineering Scholarship for Hall Residents
Department of Building and Real Estate Scholarship for Hall Residents
Department of Building Services Engineering Scholarship for Hall Residents
Department of Chinese and Bilingual Studies Scholarship for Hall Residents
Department of Chinese Culture Scholarship for Hall Residents
Department of Electrical Engineering Scholarship for Hall Residents
Department of Electronic and Information Engineering Scholarship for Hall Residents
Department of English Scholarship for Hall Residents
Department of Industrial and Systems Engineering Scholarship for Hall Residents
Department of Industrial and Systems Engineering Scholarship for Non-local (Chinese mainland) Students
Department of Industrial and Systems Engineering Scholarship for Non-local (International) Students
Department of Land Surveying and Geo-Informatics Scholarship for Hall Residents
Department of Logistics and Maritime Studies Scholarship for Hall Residents
Department of Management and Marketing Scholarship for Hall Residents
Department of Mechanical Engineering Scholarship for Hall Residents
Department of Rehabilitation Sciences - Entrance Scholarship for Outstanding Achievement
Department of Rehabilitation Sciences Scholarship for Hall Residents
Design Students' Travel Fund Scholarship
DHL Global Forwarding (Hong Kong) Limited Scholarship
DHTM Service Scholarship
Doctor of Management Scholarship
Dolphin Concepts Final Year Project Prize
Dolphin Concepts Outstanding Final Year Project Award
Donald Mak Scholarship
Dr. C. H. Yeung Memorial Scholarship
Dr. Chan Kin Leung Memorial Scholarship
Dr. Christophe Ping-cheng Yuen Memorial Mathematics Prize
Dr. Jenny Chung Best Student Ambassador Award
Dr. Jenny Chung Most Promising Graduate Award
Dr. Keith Legg Travelling Scholarship
Dr. Kenny K.T. Yeung Scholarship
Dr. Kong Footcare Ltd. Scholarship - Best Independent Project Award
Dr. Kong Footcare Ltd. Scholarship - Travelling Award for Overseas Exchange/Attachment
Dr. Kong Footcare Minyin Hall Scholarship
Dr. Kong Footcare Overseas Clinical Placement Scholarship
Dr. Lee Sai-wing Memorial Scholarship
Dr. Michael Y.S. Ho Service-Learning Scholarship
Dr. Ng Tat-lun Memorial Scholarship
Dr. Samson Sun Scholarship
Dr. Tang Kui Ming Scholarship
Dr. Y.K. Ching Memorial Scholarship
Dr. Y.K. Ching Travelling Scholarship
Dunn Wing Tim Memorial Hall Scholarship
Dunwell Enviro-Tech (Holdings) Ltd. Scholarship
Education Scholarships Fund - Murjani Scholarship
Education Scholarships Fund - Supremetech Engineering Scholarship
EIE Alumni Scholarship
Electrical Engineering Scholarship for Non-local (International) Students
Elite Partners Scholarship
Emily Cheng Scholarship
Emperor Foundation Scholarship
Entry Scholarship for the Postgraduate Scheme in Construction and Environment
Ernst & Young Transactions Limited / Stephen Liu Service-Learning Scholarship
Esri China (HK) Scholarship
Essilor Ophthalmic Optics and Dispensing Scholarship
Esther Kotewall Prize
Esther Liu Scholarship
Eta Sigma Delta – International Hospitality Management Honor Society (HK SHTM Student Chapter) Scholarship
Faculty of Engineering Academic Scholarship for Outstanding HKDSE Admittees (2016/17 intake)
Faculty of Engineering Scholarship for Hall Residents
Faculty of Humanities Scholarship for Hall Residents
FAST Entry Scholarship
FCE Outbound Exchange Scholarship
Fenix Group Holdings Limited Knitwear Travelling Scholarship
FHKI Scholarship
First Initiative Foundation Design Scholarship
Fok Kwan Wing Memorial Scholarship
Fok’s Charity Foundation Scholarship
Formica Scholarship
FreshKon Award
Fu Tak Iam Foundation Scholarship (Speech Therapy)
Fuji Radiography Award
Fuji Xerox (Hong Kong) Limited Scholarship
Fung Scholarship
FWD Insurance Scholarship
Gabriel Au Service-Learning Scholarship
Garden Magic Scholarship
Geotechnics & Concrete Engineering Scholarship
Global Hospitality Business Scholarship
Greg Wu Best Business Plan Award for Practice Management
HAESL Scholarship
Hang Oi Charitable Foundation Service-Learning Scholarship
Hang Seng Bank Community Service Scholarship
Health Medical Diagnostic Centre Prize in Medical Laboratory Science
Health Medical Diagnostic Centre Prize in Radiography
Heroine International Limited Scholarship
Hinrich Foundation - Global Sources Global Trade Leader Scholarship for MSc in China Business Studies
Hip Hing Construction Scholarship
HKAUW Undergraduate Scholarship
HKCC Scholarship for PolyU Articulation
HKICS Foundation Scholarship
HKICS Foundation Subject Prize
HKIES Scholarship
HKIS QSD - Arcadis Asia Limited Scholarship
HKIS QSD - Hesed Consultants Limited Scholarship
HKIS QSD - MJ Consultants Limited Scholarship
HKIS QSD - Northcroft Hong Kong Limited Scholarship
HKIS QSD - Rider Levett Bucknall Limited Scholarship
HKIS QSD - WT Partnership (HK) Limited Scholarship
HKMA IT Management Club Scholarship
HKSAR Government Scholarship
HKSAR Government Scholarship Fund - Endeavour Merit Award
HKSAR Government Scholarship Fund - Reaching Out Award
HKSAR Government Scholarship Fund - Talent Development Scholarship
HKSAR Government Scholarship Fund - Targeted Scholarship
HKSI Institute Scholarship
Ho & Ho Foundation Scholarship
Hong Kong & Kowloon Electric Trade Association Scholarship
Hong Kong & Kowloon Electrical Appliances Merchants Association Scholarship
Hong Kong & Kowloon Machinery & Instrument Merchants Association Ltd. Scholarship
Hong Kong Aviation Scholarship
Hong Kong Caring Magic Circus Service-Learning Scholarship
Hong Kong Chiu Chow Chamber of Commerce Scholarship
Hong Kong Electrical Contractors’ Association Foundation Ltd. Scholarship
Hong Kong Hotels Association Scholarship
Hong Kong Institute of Certified Public Accountants (HKICPA) Scholarship
Hong Kong Institute of Human Resource Management Student Scholarship
Hong Kong Institute of Steel Construction Scholarship
Hong Kong Institute of Surveyors Scholarship
Hong Kong Logistics Association Scholarship
Hong Kong Logistics Management Staff Association Scholarship
Hong Kong Nautical and Maritime Scholarship Scheme - The Hong Kong Maritime Scholarship
Hong Kong Nautical and Maritime Scholarship Scheme - The Hong Kong Seafaring Scholarship
Hong Kong Plastics Manufacturers Association Scholarship
Hong Kong Plumbing and Sanitary Ware Trade Association Ltd. Scholarship
Hong Kong Sanatorium & Hospital Scholarship
Hong Kong Silk Piece Goods Merchants Associations Scholarship
Hong Kong Translation Society F.C. Lo Scholarship
Hong Kong Woollen & Synthetic Knitting Manufacturers' Association Scholarship
HOU Wan Chuen Scholarship for Medical Laboratory Science
HOYA Excellence in Ophthalmic Optics and Dispensing Scholarship
HOYA Scholarship for the Best Year 4 Student in BSc (Hons) in Optometry
HSBC Hong Kong Scholarship
HSBC Social Work Scholarship
HSBC Vocational Education Scholarship
Human Capital Management Society Scholarship
Humanities Doctoral Scholarship
Humanities Undergraduate Scholarship
Ida Martinson Scholarship for Advanced Nursing Development (Overseas Placement)
Ince Prize for Maritime Law
InfoTech Job Market Driven Scholarship
Innovation and Technology Scholarship Award
Institute of Seatransport Scholarship
Institute of Textiles and Clothing Scholarship for Hall Residents
ITC Academic Scholarship for Outstanding HKDSE Admittees
ITC Entry Scholarship
ITC Entry Scholarship for Outstanding Senior Year Students
ITC Scholarship for Non-local (Chinese mainland) Students
ITC Student Exchange Scholarship
Johnson & Johnson Vision Care Scholarship for Overseas Student Exchange Programme
Joint Scholarship for Non-local (International) Students: The Hong Kong Polytechnic University Entry Scholarship (Academic) and Department of Electrical Engineering Scholarship
Joint Scholarship for Non-local (International) Students: The Hong Kong Polytechnic University Entry Scholarship (Academic) and Department of Logistics and Maritime Studies Scholarship
Joint Scholarship for Non-local (International) Students: The Hong Kong Polytechnic University Entry Scholarship (Academic) and Faculty of Humanities Scholarship
Joint Scholarship for Non-local (International) Students: The Hong Kong Polytechnic University Entry Scholarship (Academic) and School of Hotel and Tourism Management Scholarship
K. K. Choy Scholarship
Kai Chong Tong Scholarship
Karrie International Holdings Limited Scholarship
Katherine Ngan Ng Yu Ying Service-Learning Scholarship
Kayser and Eleanor Sung Memorial Fund Student Exchange Scholarship
Kelvin Wong Service-Learning Scholarship
King’s Flair Group Scholarship for Outstanding PolyU Student Athletes
Kolinker-IGDS Scholarship for Overseas Live-in Studies
Koo’s Fashion Scholarship
Kowloon Investment Scholarship
Kwok Hospitality Award
Lam Fong Yee Har Scholarship
Lam Hoi Ham Scholarship
Lam Sze Ming Scholarship
Lau Yuen Ling Scholarship
Lee Hysan Scholarship for Service-Learning Exchange
Lee Wing Tat Physiotherapy Clinical Prize
Leica OSW Scholarship
Leo Paper Group Scholarship
Li Lian Scholarship
Li Po Chun Charitable Trust Fund Scholarship
LMS Academic Scholarship for Outstanding HKDSE Admittees
LMS Scholarship for Non-local (International) Students
Louis Heung Sai Kit Service-Learning Scholarship
LPM Contractors Scholarship
LSGI Scholarship
LSGI Scholarship for FCE Broad Discipline Students
LSGI Scholarship for Outstanding Academic Performance
M Moser Scholarship
Manufacturing, Industrial, Logistics, Enterprise and Systems Alumni Association Scholarship
Master of Arts in Chinese Culture Further Study Tuition Scholarship
Master of Arts in Chinese Culture Scholarship
Master of Science in International Shipping and Transport Logistics Scholarship for International Student
Maxim's Caterers Ltd. Scholarship
MDes ID&BM Special Scholarship
MDes Scholarship for Urban Environments Design
Michael Shum Scholarship
Miss Piggy Scholarship
Mitsubishi Electric (Hong Kong) Limited Scholarship
MM Outstanding Fresher Award
Mr Mike Wong, JP, Real Estate Development Scholarship
Mr Mike Wong, JP, Real Estate Marketing Scholarship
Mr. Tsang Ping and Ms Lee Lin Scholarship
Mr. Fok For Memorial Scholarship
Mr. Philip Au-yeung Hung Memorial Scholarship
Mr. Roger Lai Scholarship
Mr. W.T. Dunn Memorial Scholarship
Ms. O Wai-sheung Memorial Prize
Multi-faceted Excellence Scholarship
Muses Foundation Overseas Exchange Scholarship
Ng Wing Hong Entry Scholarship
Norman C.T. Liu Asia Scholarship
OPAA - Dr Edith Kwan Ngan-hing Scholarship
OPAA - Eric S C Ma Scholarship
OPAA - Wong Chik-wing Scholarship
OPAA - Wong Kwok-keung Scholarship
OPAA Scholarship
Outstanding Academic Performance Award for MSc in Biomedical Engineering
Outstanding Graduates Scholarship
Outstanding Student Award 2017, Department of Applied Biology and Chemical Technology
Outstanding Student Award 2017, Department of Applied Mathematics
Outstanding Student Award 2017, Department of Applied Physics
Outstanding Student Award 2017, Department of Applied Social Sciences
Outstanding Student Award 2017, Department of Biomedical Engineering
Outstanding Student Award 2017, Department of Building and Real Estate
Outstanding Student Award 2017, Department of Building Services Engineering
Outstanding Student Award 2017, Department of Chinese and Bilingual Studies
Outstanding Student Award 2017, Department of Chinese Culture
Outstanding Student Award 2017, Department of Civil and Environmental Engineering
Outstanding Student Award 2017, Department of Computing
Outstanding Student Award 2017, Department of Electrical Engineering
Outstanding Student Award 2017, Department of Electronic and Information Engineering
Outstanding Student Award 2017, Department of English
Outstanding Student Award 2017, Department of Health Technology and Informatics
Outstanding Student Award 2017, Department of Industrial and Systems Engineering
Outstanding Student Award 2017, Department of Land Surveying and Geo-Informatics
Outstanding Student Award 2017, Department of Logistics and Maritime Studies
Outstanding Student Award 2017, Department of Management and Marketing
Outstanding Student Award 2017, Department of Mechanical Engineering
Outstanding Student Award 2017, Department of Rehabilitation Sciences
Outstanding Student Award 2017, Faculty of Applied Science and Textiles
Outstanding Student Award 2017, Faculty of Business
Outstanding Student Award 2017, Faculty of Construction and Environment
Outstanding Student Award 2017, Faculty of Engineering
Outstanding Student Award 2017, Faculty of Health and Social Sciences
Outstanding Student Award 2017, Faculty of Humanities
Outstanding Student Award 2017, Institute of Textiles and Clothing
Outstanding Student Award 2017, Interdisciplinary Division of Aeronautical and Aviation Engineering
Outstanding Student Award 2017, School of Accounting and Finance
Outstanding Student Award 2017, School of Design
Outstanding Student Award 2017, School of Hotel and Tourism Management
Outstanding Student Award 2017, School of Nursing
Outstanding Student Award 2017, School of Optometry
Outstanding Student of School of Nursing Scholarship
Pacific Basin Shipping Scholarship
Padma and Hari Harilela Scholarship
Patrick Leung Travelling Scholarship
Patrick Wong C.P.A. Limited Scholarship
Pauline Chan Design Foundation Scholarship
Pauline Jenks Memorial Scholarship
PolyU - University Fellows Association Scholarship for Outstanding PolyU Student Athletes
PolyU Awards SPEED Scholarship
PolyU Community Service Fund Service-Learning Scholarship
PolyU HKMBA 2012 Graduates Scholarship
PolyU Scholarship
PolyVision Scholarship for the Best Year 4 Student in BSc (Hons) in Optometry
Power Engineering Prize
President Emeritus Professor Poon Chung-kwong Scholarship
Principal Global Investors (HK) Ltd Service-Learning Scholarship
Prof. C. W. Tsang Analytical Chemistry Scholarship
Prof. Cheng Chi-ho Memorial Scholarship
Prof. Francis S.K. Lau Scholarship
Prof. Francis S.K. Lau Scholarship (2013)
Prof. Francis S.K. Lau Service-Learning Scholarship
Professor Chau Wai-yin Memorial Scholarship
Professor Leung Tin-pui Memorial Scholarship
Purviz & Rusy Shroff Scholarship
Queenie Yip Scholarship for Overseas Student Exchange Programme
REC Engineering Company Limited Scholarship
Rennie’s Mill Student Aid Project Alumni Association Scholarship
Rexroth 4EE Scholarship
Richfield Realty Limited Scholarship
RICS (Hong Kong) Scholarship
Rider Levett Bucknall Book Prize
Rider Levett Bucknall Scholarship
Riz Yung SDAAL Scholarship
Rotary Club of Kowloon Golden Mile Scholarship for Overseas Student Exchange Programme
Rudy Choy Educational Fund Scholarship
San Miguel Beer Scholarship
Scholarship for Centre of Smart Health
Scholarship for Master of Business Administration Programme
Scholarship for MSc in Business Management Programme
Scholarship for MSc in China Business Studies Programme
Scholarship for Prospective English Teachers
Scholarship for the Postgraduate Scheme in Health Technology
Scholarship in Economics
School of Accounting and Finance Outstanding Academic Achievement Award
School of Accounting and Finance Scholarship for Hall Residents
School of Hotel and Tourism Management (SHTM) Scholarship for Non-local (International) Students
School of Hotel and Tourism Management Alumni Association Scholarship
School of Hotel and Tourism Management Scholarship for Hall Residents
School of Hotel and Tourism Management Services Scholarship for SHTM MSc Students
School of Nursing Scholarship
School of Nursing Scholarship for Hall Residents
School of Optometry Scholarship for the Best Year 2 Student in BSc (Hons) in Optometry
Self-financing Post-secondary Scholarship Scheme - Best Progress Award
Self-financing Post-secondary Scholarship Scheme - Outstanding Performance Scholarship
Self-financing Post-secondary Scholarship Scheme - Talent Development Scholarship
Serena Yang Student Overseas Training Scholarship
Shanghai Commercial Bank Scholarship
Shery Lau Scholarship
SHTM Scholarship for Overseas Exchange
Shun Hing Advertising Scholarship
Shun Hing Education and Charity Fund Sports Scholarship
Shun Hing Electric Works and Engineering Scholarship
Shun Hing Mong Man Wai Management Scholarship
Shun Hing Service Centre Scholarship
Sik Sik Yuen BICS Scholarship
Simatelex Charitable Foundation Scholarship
Sir Edward Youde Memorial Scholarship
Siu Keung Service-Learning Scholarship
Skyview Optical Scholarship for Overseas Student Exchange Programme
Society of Construction Law Hong Kong Scholarship
Soo Chew Bong Sports Scholarship for Prominent Student-Athlete
Spring Collection Scholarship
Steve Leung Travelling Scholarship
Student Scholarship of Hong Kong Society of Certified Prosthetist-Orthotists
Sun Hing Holdings Ltd. Scholarship
Sun Hung Kai Architects and Engineers Limited Overseas Exchange Scholarship
SV Foundation Scholarship
Swire Polytechnic Scholarship
Swire Scholarship
SYPH Memorial Service-Learning Scholarship
Targeted Scholarship Scheme - Belt & Road Scholarship (Indonesia)
Tellhow Group Scholarship
Textile Institute Association (Hong Kong) Ltd. Scholarship
The Bank of East Asia Scholarship
The C I Stapleton Scholarship
The City Lions Club of Hong Kong Scholarship
The CKL-JTS Charitable Foundation Scholarship
The D. H. Chen Foundation Scholarship
The HK PolyU MBA Alumni Scholarship
The HKIE Prize for Outstanding Engineering Students
The Hong Kong & Kowloon Engineering Employers Association Limited Scholarship
The Hong Kong Association of Private Practice Optometrists Best Community Project Award
The Hong Kong Jockey Club Scholarship
The Hong Kong Maritime and Logistics Scholarship
The Hong Kong Polytechnic University (Eastern Canada) Association Scholarship
The Hong Kong Polytechnic University (Southern California) Association Student Exchange Scholarship
The Hong Kong Polytechnic University Entry Scholarship (Academic)
The Hong Kong Polytechnic University Entry Scholarship (Academic) & Faculty of Construction and Environment International Student Scholarship
The Hong Kong Polytechnic University Entry Scholarship (Academic) and Faculty of Applied Science and Textiles Undergraduate Scholarship
The Hong Kong Polytechnic University Entry Scholarship (Academic) and Faculty of Business Undergraduate Scholarship
The Hong Kong Polytechnic University Entry Scholarship (Academic) and Faculty of Construction and Environment Undergraduate Scholarship
The Hong Kong Polytechnic University Entry Scholarship (Academic) and Faculty of Engineering Undergraduate Scholarship
The Hong Kong Polytechnic University Entry Scholarship (Academic) and Humanities Undergraduate Scholarship

The Hong Kong Polytechnic University Entry Scholarship (Academic) and School of Hotel & Tourism Management Scholarship

The Hong Kong Polytechnic University Entry Scholarship (Non-Academic)

The Hong Kong Polytechnic University Scholarship

The Hong Kong Polytechnic University-APEC Entry Scholarship

The Hong Kong Shipowners Association Limited Student Exchange Scholarship

The Hong Kong Society of Professional Optometrists Academic Excellence Award for the Final Year Student in BSc (Hons) in Optometry

The Hong Kong Society of Professional Optometrists Best Final Year Student Optometrist Award

The Hong Kong Society of Professional Optometrists Prize for the Best Year 1 Student in BSc (Hons) in Optometry

The Hongkong Electric Co. Ltd. Prize

The Hongkong Electric Co. Ltd. Scholarship

The Institute of Chartered Shipbrokers, Hong Kong Branch Scholarship

The Japan Society of Hong Kong Scholarship - Japanese Studies

The Kowloon Dairy Ltd. Scholarship

The Most Outstanding PolyU Student Award 2017

The Optometry (OPT) Centre Scholarship for the Best Year 3 Student in BSc (Hons) in Optometry

The Professional Validation Centre of the Hong Kong Business Sector Scholarship

The Professional Validation Council of Hong Kong Industries Scholarship

The Real Estate Developers Association of Hong Kong Scholarship

The Society of Builders, Hong Kong Scholarship

The Society of Chinese Accountants & Auditors Charitable Trust Scholarship

The Taxation Institute of Hong Kong - CTA Scholarship

The Wharf Art Scholarship
Fees, Scholarships and Financial Assistance – Scholarships and Financial Assistance

Touching HK Scholarship
Tourism Education Scholarship - Peter L. Atkins Memorial Fund
Twinings Scholarship
USRC Tigers RFC Sports Physiotherapy Scholarship
V.K. Hsu & Sons Foundation Ltd. Scholarship
Vincent and Lily Woo Scholarship
Vincent V.C. Woo Exchange Scholarship
VTech Group of Companies Scholarship
Wei Lun Foundation Scholarship
Wendy Lee Mun-wai Scholarship
William T.L. Yao Memorial Scholarship
Wing Lung Bank Scholarship
WKF Foundation Service-Learning Scholarship
Wofoo Foundation Scholarship
Wong Cho Bau Service-Learning Scholarship
Wong Kam Fung Scholarship
Wong May Yee Scholarship
Wong Tit-shing Student Exchange Scholarship
WSP (Asia) Ltd. Scholarship
Yangtzejiang Garment Limited Scholarship
Yedpay Scholarship
Yee Sui Cheong Memorial Scholarship
YSK2 Engineering Company Limited Overseas Exchange Scholarship
Zenobia Scholarship
Zhejiang Tianhuang Pharmaceutical Co Ltd Scholarship
Zhong Hua Construction Foundation Scholarship (2013)
Zhong Hua Construction Foundation Service-Learning Scholarship
Zonta Club of Kowloon - Women in Business Scholarship
Zonta Club of Kowloon Scholarship
Research Studentships

The studentship is a scholarship for full-time research students intended to be a means of financial support to allow them to fully focus on their studies. It shall be awarded on the basis of academic merits.

The studentship will be awarded by the respective Departmental Research Committee (DRC) to eligible students. An eligible student will normally be the one who (i) holds a Bachelor’s Degree with Second-class Honours or above from PolyU or other qualifications of equivalent standard, as determined by DRC; and (ii) is a full-time student for the Degree of MPhil or PhD. DRC will determine the duration of the provision of the studentship.

The studentship will be paid to eligible students on a monthly basis. If the students start their study at the commencement of a semester, they will be eligible for receiving the studentship from the date they commence their study. If the first month of a semester is not a full month according to the Academic Calendar (https://www.polyu.edu.hk/as/web/filemanager/common/polyu-students/AC.pdf), then the students will be paid the studentship on a pro-rata basis. If the students start their study on any day after the commencement of a semester, they will start to receive the studentship from the first day of the following month. The studentship paid will not be retracted.

For the 2018/19 academic year, the studentship carries a monthly stipend of HK$16,730.
Appendices
Academic Programmes

(Please see page 292 for key to the abbreviations used in this chapter.)

The following is the list of academic programmes with intake in the 2018/19 academic year.

Some programmes are offered in Macau or Chinese mainland, as well as in Hong Kong (see footnote against the programmes concerned). Some programmes are grouped under generic study schemes. (For details, please refer to Table 1 on pages 287-291.)

Programmes offered by the Hong Kong Community College (HKCC) lead to PolyU-HKCC awards whilst programmes offered by the School of Professional Education and Executive Development (SPEED) lead to PolyU-SPEED awards.

Faculty of Applied Science and Textiles
應用科學及紡織學院

Department of Applied Biology and Chemical Technology
應用生物及化學科技學系

BSc (Hons) in Applied Biology with Biotechnology      FT
應用生物兼生物科技(榮譽)理學士

BSc (Hons) in Analytical Sciences for Testing and Certification    FT
檢測及認證分析科學(榮譽)理學士

BSc (Hons) in Chemical Technology      FT
化學科技(榮譽)理學士

BSc (Hons) in Food Safety and Technology      FT
食品科技與食物安全(榮譽)理學士

HD in Chemical Technology      FT
化學科技高級文憑
Department of Applied Mathematics
應用數學系
MSc/PgD in Applied Mathematics for Science and Technology* 科技應用數學理學碩士/深造文憑
MSc in Operational Research and Risk Analysis* 運籌及風險分析理學碩士
BSc (Hons) in Data Science and Analytics 數據科學及分析（榮譽）理學士
BSc (Hons) in Investment Science 投資科學（榮譽）理學士

Department of Applied Physics
應用物理學系
BSc (Hons) in Engineering Physics 工程物理學（榮譽）理學士
HD in Applied Physics 應用物理學高級文憑

Institute of Textiles and Clothing
紡織及服裝學系
MA in Fashion and Textile Design* 服裝及紡織品設計文學碩士
MA in Fashion and Textiles* 服裝及紡織文學碩士
MA in Fashion and Textiles (Fashion Merchandising)* 服裝及紡織文學碩士（服裝營銷策劃）
BA (Hons) in Fashion and Textiles* 服裝及紡織（榮譽）文學士

* This is a self-financed programme.
† This programme is offered on the Chinese mainland.
‡ This programme is offered under a study scheme.
Faculty of Business
工商管理學院

Doctor of Business Administration*  ^
工商管理博士

Doctor of Management* §
管理學博士

Master of Business Administration*
工商管理碩士

MSc in Business Management*
商業管理理學碩士

MSc in China Business Studies*
中國商貿管理理學碩士

MSc in International Business* §
國際商務理學碩士

Department of Logistics and Maritime Studies
物流及航運學系

MSc/PgD in Global Supply Chain Management*  ^
全球供應鏈管理理學碩士/深造文憑

MSc in International Shipping and Transport Logistics*  §  ∞
國際航運及物流管理理學碩士

MSc/PgD in International Shipping and Transport Logistics*  MIX
國際航運及物流管理理學碩士/深造文憑

MSc in Management (Operations Management)*
管理學理學碩士（營運管理）

MSc/PgD in Quality Management* §
品質管理理學碩士/深造文憑

BBA (Hons) in Aviation Management and Logistics*
航空管理及物流（榮譽）工商管理學士

* This is a self-financed programme.
* This programme is also offered on the Chinese mainland.
§ This programme is offered on the Chinese mainland.
∞ This programme is offered in collaboration with Zhejiang University.
# This programme is offered under a study scheme.
BBA (Hons) in Global Supply Chain Management* FT
全球供應鏈管理（榮譽）工商管理學士

BBA (Hons) in International Shipping and Transport Logistics*
國際航運及物流管理（榮譽）工商管理學士

**Department of Management and Marketing**

管理及市場學系

MSc in Management*
管理學理學碩士

MSc in Marketing Management*
市場營銷管理理學碩士

BBA (Hons) in Management* FT
管理學（榮譽）工商管理學士

BBA (Hons) in Marketing* FT
市場學（榮譽）工商管理學士

**School of Accounting and Finance**

會計及金融學院

MA in Competition Law and Economics* PT
競爭法與經濟學文學碩士

Master of Corporate Governance* PT
公司管治碩士

Master of Finance (Corporate Finance)* PT
金融學碩士（企業金融）

Master of Finance (Financial Economics in Energy and Environment)* FT
金融學碩士（能源及環境金融經濟）

Master of Finance (Investment Management)* PT/PT
金融學碩士（投資管理）

Master of/PgD in Professional Accounting* MIX
專業會計碩士/深造文憑

* This programme is offered under a study scheme.
* This is a self-financed programme.
Appendices – Academic Programmes

Master of/PgD in Professional Accounting* § PT
會計學碩士/深造文憑

MSc in Accountancy* MIX
會計學理學碩士

BBA (Hons) in Accountancy* § FT
會計學（榮譽）工商管理學士

BBA (Hons) in Accounting and Finance* § FT
會計及金融（榮譽）工商管理學士

BBA (Hons) in Financial Services* § FT
金融服務（榮譽）工商管理學士

Faculty of Construction and Environment
建設及環境學院

MSc/PgD in Sustainable Urban Development* # MIX
可持續城市發展學理學碩士/深造文憑

Department of Building and Real Estate
建築及房地產學系

MSc/PgD in Construction and Real Estate* # MIX
建築及房地產學理學碩士/深造文憑

MSc/PgD in Construction Law and Dispute Resolution* # MIX
建築法及爭議解決學理學碩士/深造文憑

MSc/PgD in International Real Estate* § PT
國際房地產理學碩士/深造文憑

MSc/PgD in Project Management* # MIX
項目管理理學碩士/深造文憑

BSc (Hons) in Building Engineering and Management* § FT
建築工程及管理學（榮譽）理學士

BSc (Hons) in Property Management* § FT
物業管理學（榮譽）理學士

BSc (Hons) in Surveying* § FT
地產及建設測量學（榮譽）理學士

* This is a self-financed programme.
§ This programme is offered on the Chinese mainland.
# This programme is offered under a study scheme.
Appendices – Academic Programmes

**Department of Building Services Engineering**

**屋宇設備工程學系**

- **MEng in Building Services Engineering***  
  屋宇設備工程學工學碩士
- **MSc/PgD in Building Services Engineering*** #  
  屋宇設備工程學理學碩士/深造文憑
- **MSc/PgD in Facility Management*** #  
  設施管理理學碩士/深造文憑
- **MSc/PgD in Fire and Safety Engineering*** #  
  消防及安全工程學理學碩士/深造文憑
- **MSc/PgD in High Performance Buildings*** #  
  高效能建築理學碩士/深造文憑
- **BEng (Hons) in Building Services Engineering**  
  屋宇設備工程學（榮譽）工學士
- **HD in Building Services Engineering**  
  屋宇設備工程學高級文憑

* This is a self-financed programme.

**Department of Civil and Environmental Engineering**

**土木及環境工程學系**

- **MSc/PgD in Civil Engineering*** #  
  土木工程學理學碩士/深造文憑
- **MSc/PgD in Environmental Management and Engineering*** #  
  環境管理及工程學理學碩士/深造文憑
- **BEng (Hons) in Civil Engineering**  
  土木工程學（榮譽）工學士
- **BEng (Hons) in Environmental Engineering and Sustainable Development**  
  環境工程與可持續發展學（榮譽）工學士
- **BSc (Hons) in Environmental and Occupational Safety and Health**  
  環境及職業安全與健康（榮譽）理學士

# This programme is offered under a study scheme.
HD in Civil Engineering  
土木工程學高級文憑

Department of Land Surveying and Geo-Informatics  
土地測量及地理資訊學系
MSc/PgD in Geomatics* #
測繪及地理資訊學理學碩士/深造文憑
BSc (Hons) in Land Surveying and Geo-Informatics  
土地測量及地理資訊學（榮譽）理學士
HD in Land Surveying and Geo-Informatics  
土地測量及地理資訊學高級文憑

Faculty of Engineering  
工程學院
Engineering Doctorate*  
工程學博士

Department of Biomedical Engineering  
生物醫學工程學系
MSc in Biomedical Engineering*  
生物醫學工程學理學碩士
BSc (Hons) in Biomedical Engineering  
生物醫學工程（榮譽）理學士

Department of Computing  
電子計算學系
MSc/PgD in E-Commerce* #
電子商貿理學碩士/深造文憑
MSc/PgD in Information Systems* #
資訊系統理學碩士/深造文憑

* This is a self-financed programme.
# This programme is offered under a study scheme.
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<tr>
<th>Programme</th>
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<td>MSc/PgD in Information Systems* §</td>
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<td>信息管理理學碩士/深造文憑</td>
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<tr>
<td>MSc/PgD in Information Technology*</td>
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<td>資訊科技理學碩士/深造文憑</td>
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<td>MSc/PgD in Software Technology*</td>
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<td>軟件科技理學碩士/深造文憑</td>
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<td>BSc (Hons) in Computing</td>
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<td>電子計算（榮譽）理學士</td>
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<td>BSc (Hons) in Enterprise Information Systems</td>
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<td>企業信息管理（榮譽）理學士</td>
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<td>BSc (Hons) in Financial Technology</td>
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<td>金融科技（榮譽）理學士</td>
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<td>BSc (Hons) in Information Technology</td>
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<td>資訊科技（榮譽）理學士</td>
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**Department of Electrical Engineering**

電機工程學系

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<td>電機工程學理學碩士/深造文憑</td>
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<tr>
<td>BEng (Hons) in Electrical Engineering</td>
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<tr>
<td>電機工程學（榮譽）工學士</td>
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<tr>
<td>BEng (Hons) in Transportation Systems Engineering</td>
<td>FT</td>
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<tr>
<td>運輸系統工程學（榮譽）工學士</td>
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<tr>
<td>HD in Electrical Engineering</td>
<td>FT</td>
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<td>電機工程學高級文憑</td>
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**Department of Electronic and Information Engineering**

電子及資訊工程學系

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<th>Programme</th>
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<td>MSc/PgD in Electronic and Information Engineering*</td>
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<tr>
<td>電子及資訊工程學理學碩士/深造文憑</td>
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<tr>
<td>BEng (Hons) in Electronic and Information Engineering</td>
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<tr>
<td>電子及資訊工程學（榮譽）工學士</td>
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* This is a self-financed programme.
*§ This programme is offered under a study scheme.
§ This programme is offered on the Chinese mainland.
Appendices – Academic Programmes

BSc (Hons) in Information Security FT
資訊安全（榮譽）理學士

BSc (Hons) in Internet and Multimedia Technologies FT
互聯網及多媒體科技（榮譽）理學士

HD in Electronic and Information Engineering FT
電子及資訊工程學高級文憑

Department of Industrial and Systems Engineering
工業及系統工程學系

MSc/PgD in Engineering Business Management* MIX
工程商業管理理學碩士/深造文憑

MSc in Industrial Logistics Systems* MIX
工業物流系統理學碩士

MSc in Knowledge Management* MIX
知識管理理學碩士

MSc/PgD in Manufacturing Systems Engineering and Management* MIX
製造系統工程與管理理學碩士/深造文憑

MSc/PgD in Supply Chain and Logistics Management* MIX
供應鏈與物流管理理學碩士/深造文憑

MSc/PgD in Technology Management* MIX
科技管理理學碩士/深造文憑

BEng (Hons) in Industrial and Systems Engineering* FT
工業及系統工程學（榮譽）工學士

BEng (Hons) in Product Engineering with Marketing* FT
產品工程兼市場學（榮譽）工學士

BSc (Hons) in Aviation Operations and Systems FT
航空營運及系統學（榮譽）理學士

BSc (Hons) in Enterprise Engineering with Management* FT
企業工程兼管理（榮譽）理學士

BSc (Hons) in Logistics Engineering with Management* FT
物流工程兼管理（榮譽）理學士

* This is a self-financed programme.

Ω This programme leads to a joint award with the University of Warwick in UK, under the Integrated Graduate Development Scheme (IGDS).

Ω This programme is offered under a study scheme.
HD in Industrial and Systems Engineering
工業及系統工程學高級文憑

**Department of Mechanical Engineering**
機械工程學系

MSc/PgD in Mechanical Engineering* MIX
機械工程學理碩士/深造文憑

BEng (Hons) in Mechanical Engineering*
機械工程學（榮譽）工學士

BEng (Hons) in Product Analysis and Engineering Design*
產品分析及工程設計學（榮譽）工學士

**Interdisciplinary Division of Aeronautical and Aviation Engineering**
航空工程跨領域學部

BEng (Hons) in Air Transport Engineering
民航工程學（榮譽）工學士

BEng (Hons) in Aviation Engineering
航空工程學（榮譽）工學士

**Faculty of Health and Social Sciences**
醫療及社會科學院

Doctor of Health Science*
醫療科學博士

MSc in Health Informatics*
健康信息科技理學碩士

**Department of Applied Social Sciences**
應用社會科學系

Doctor of Social Work*
社會工作博士

MA in Guidance and Counselling*
諮商與輔導文學碩士

* This is a self-financed programme.
* This programme is offered under a study scheme.
MA in Social Policy and Social Development* MIX
社會政策及社會發展文學碩士

MA in Social Service Administration (China)* § PT
社會服務管理碩士（中國）

MA in Social Work* # MIX
社會工作文學碩士

MA/PgD in Social Work (Family-centred Practice and Family Therapy)* # MIX/PTΨ
社會工作文學碩士/深造文憑（家庭本位實務及家庭治療）

Master of Applied Psychology* MIX
應用心理學碩士

Master of Educational and Child Psychology MIX
教育及兒童心理學碩士

Master of Social Work (China)* § MIX
社會工作碩士（中國）

Master of Social Work* # PT
社會工作碩士

BA (Hons) in Applied Ageing Studies and Service Management FT
應用老年學及服務管理（榮譽）文學士

BA (Hons) in Social Policy and Administration* # FT
社會政策及行政（榮譽）文學士

BA (Hons) in Social Work* # FT
社會工作（榮譽）文學士

Department of Health Technology and Informatics 醫療科技及資訊學系

MSc in Medical Imaging and Radiation Science* # MIX
醫學影像及放射科學理學碩士

MSc in Medical Laboratory Science* # MIX
醫療化驗科學理學碩士

* This is a self-financed programme.
§ This programme is offered on the Chinese mainland.
# This programme is offered under a study scheme.
Ψ The PT mode is offered in Macau.
Appendices – Academic Programmes

BSc (Hons) in Medical Laboratory Science  FT
醫療化驗科學（榮譽）理學士

BSc (Hons) in Radiography  FT
放射學（榮譽）理學士

Department of Rehabilitation Sciences
康復治療科學系

Master in Occupational Therapy*  FT
職業治療學碩士

Master in Occupational Therapy (China)* §  FT
職業治療學碩士（中國）

Master in Physiotherapy*  FT
物理治療學碩士

Master in Physical Therapy (China)* §  FT
物理治療學碩士（中國）

MSc in Manipulative Physiotherapy* #  MIX
手法物理治療理學碩士

MSc in Occupational Therapy* #  MIX
職業治療學理學碩士

MSc in Rehabilitation of People with Developmental Disabilities* #  MIX
發展障礙人士復康理學碩士

MSc in Rehabilitation Sciences* #  MIX
康復科學理學碩士

MSc in Sports Physiotherapy* #  MIX
運動物理治療理學碩士

BSc (Hons) in Occupational Therapy  FT
職業治療學（榮譽）理學士

BSc (Hons) in Physiotherapy  FT
物理治療學（榮譽）理學士

* This is a self-financed programme.

§ This programme is offered on the Chinese mainland.

# This programme is offered under a study scheme.
School of Nursing
護理學院
Master of Nursing* FT
護理學碩士
MSc in Disaster Nursing* § PT
災害護理理學碩士
MSc in Disaster Management (Resilience, Response and Relief)¤ OL 災害管理理學碩士
MSc in Nursing* MIX/PT∆ 護理學理學碩士
MSc/PgD in Specialty Nursing* Ψ PT 專科護理學理學碩士/深造文憑
BSc (Hons) in Mental Health Nursing FT 精神健康護理學（榮譽）理學士
BSc (Hons) in Nursing FT 護理學（榮譽）理學士
BSc in Nursing* § PT 護理學理學士

School of Optometry
眼科視光學院
BSc (Hons) in Optometry FT 眼科視光學（榮譽）理學士

Faculty of Humanities
人文學院
Doctor of Applied Language Sciences* MIX 應用語言科學博士

* This is a self-financed programme.
§ This programme is offered on the Chinese mainland.
¤ This programme leads to a joint award with the University of Manchester of U.K.
∆ The PT mode is offered on the Chinese mainland.
Ψ This programme is offered in Macau.
Department of Chinese and Bilingual Studies
中文及雙語學系

Master of Speech Therapy* FT
言語治療碩士

MA in Bilingual Corporate Communication* MIX 中英企業傳訊文學碩士

MA/PgD in Chinese Language and Literature* MIX 中國語文文學碩士/深造文憑

MA in Chinese Linguistics* MIX 中國語言學文學碩士

MA in Teaching Chinese as a Foreign Language* MIX 對外漢語教學文學碩士

MA in Translating and Interpreting* MIX 翻譯與傳譯文學碩士

BA (Hons) in Chinese and Bilingual Studies FT 中文及雙語（榮譽）文學士

BA (Hons) in Language and Speech Sciences FT 語言科學（榮譽）文學士

Department of Chinese Culture
中國文化學系

MA in Chinese Culture* MIX 中國文化文學碩士

BA (Hons) in Bilingual Interdisciplinary Chinese Studies FT 雙語跨學科中國研究（榮譽）文學士

Department of English
英文系

MA in English Studies for the Professions (English for the Professions)* MIX 專業英文文學碩士（專業英語）

* This is a self-financed programme.
* This programme is offered under a study scheme.
MA in English Studies for the Professions (English Language Teaching)*
專業英文文學碩士（英語教學）

MA in English Studies for the Professions (English Language Studies)*
專業英文文學碩士（英語語言）

MA in English Studies for the Professions (English Language Arts)*
專業英文文學碩士（英語語言藝術）

BA (Hons) in English Studies for the Professions FT
專業英文（榮譽）文學士

**School of Design**
設計學院

Master of Design***
設計學碩士

Master of Design (International Design and Business Management)* §§
設計學碩士（國際設計及管理）

MSc in Multimedia and Entertainment Technology*
多媒體科藝理學碩士

BA (Hons) in Advertising Design*
廣告設計學（榮譽）文學士

BA (Hons) in Communication Design*
傳意設計學（榮譽）文學士

BA (Hons) in Digital Media
數碼媒體（榮譽）文學士

BA (Hons) in Environment and Interior Design*
環境及室內設計學（榮譽）文學士

BA (Hons) in Interactive Media
互動媒體（榮譽）文學士

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* This is a self-financed programme.
* This programme is offered under a study scheme.
§ This programme is offered on the Chinese mainland.
BA (Hons) in Product Design
產品設計學（榮譽）文學士

BA (Hons) in Social Design
社會創新設計學（榮譽）文學士

School of Hotel and Tourism Management
酒店及旅遊業管理學院

Doctor of Hotel and Tourism Management*
酒店及旅遊管理博士

MSc in Global Hospitality Business* ○
環球酒店業管理理學碩士

MSc/PgD in Hotel and Tourism Management* §
酒店及旅遊業管理理學碩士/深造文憑

MSc/PgD in International Hospitality Management* 
國際酒店管理理學碩士/深造文憑

MSc/PgD in International Tourism and Convention Management* 
國際旅遊及會展管理理學碩士/深造文憑

MSc/PgD in International Wine Management* *
國際葡萄酒管理理學碩士/深造文憑

BSc (Hons) in Hotel Management*
酒店業管理（榮譽）理學士

BSc (Hons) in Tourism and Events Management*
旅遊業及會展管理（榮譽）理學士

* This programme is offered under a study scheme.
* This is a self-financed programme.
△ The PT mode is offered on the Chinese mainland.
○ This programme is offered in collaboration with Ecole hôtelière de Lausanne in Switzerland and University of Houston in USA.
§ This programme is offered on the Chinese mainland.
College of Professional and Continuing Education
專業及持續教育學院

Hong Kong Community College
香港專上學院

Division of Business
工商管理學部

Associate in Business FT
工商業副學士

Associate in Business (Accounting) FT
工商業副學士（會計）

Associate in Business (Business Management) FT
工商業副學士（商業管理）

Associate in Business (Finance) FT
工商業副學士（金融）

Associate in Business (Hospitality Management) FT
工商業副學士（酒店管理）

Associate in Business (Human Resources Management) FT
工商業副學士（人力資源管理）

Associate in Business (International Business) FT
工商業副學士（國際商業）

Associate in Business (Logistics and Supply Chain Management) FT
工商業副學士（物流及供應鏈管理）

Associate in Business (Marketing) FT
工商業副學士（市場學）

Associate in Business (Tourism Management) FT
工商業副學士（旅遊管理）

HD in Event Management FT
會展與項目管理高級文憑

HD in Service Management FT
服務管理高級文憑

α All programmes offered by the College of Professional and Continuing Education are self-financed.

* This programme is offered under a study scheme.
Division of Humanities, Design & Social Sciences
人文、設計及社會科學學部

Associate in Applied Social Sciences# FT
應用社會科學副學士

Associate in Applied Social Sciences (Psychology)# FT
應用社會科學副學士（心理學）

Associate in Applied Social Sciences (Social Policy and Administration)# FT
應用社會科學副學士（社會政策及行政）

Associate in Applied Social Sciences (Sociology and Culture)# FT
應用社會科學副學士（社會學及文化）

Associate in Design (Advertising Design)# FT
設計學副學士（廣告設計）

Associate in Design (Environment and Interior Design)# FT
設計學副學士（環境及室內設計）

Associate in Design (Visual Communication)# FT
設計學副學士（視覺傳意）

HD in Social Work FT
社會工作高級文憑

Division of Language & Communication
語文及傳意學部

Associate in Bilingual Communication# FT
中英語文傳意副學士

Associate in Chinese Language and Literature# FT
中國語言及文學副學士

Associate in English for Professional Communication# FT
專業傳意英語副學士

Associate in Language and Culture# FT
語文及文化副學士

Associate in Public Relations and Communication# FT
公關傳訊副學士

* This programme is offered under a study scheme.
Associate in Translation and Interpretation\(^*\)  FT
翻譯及傳譯副學士

Associate of Arts\(^*\)  FT
文科副學士

**Division of Science & Technology**
科技學部

Associate in Engineering\(^*\)  FT
工程學副學士

Associate in Health Studies  FT
健康學副學士

Associate in Information Technology\(^*\)  FT
資訊科技副學士

Associate in Statistics and Data Science\(^*\)  FT
統計及數據科學副學士

Associate of Science\(^*\)  FT
理科副學士

HD in Mechanical Engineering  FT
機械工程高級文憑

HD in Aircraft Services Engineering  FT
飛機服務工程高級文憑

**School of Professional Education and Executive Development**
專業進修學院

**Programmes leading to PolyU-SPEED Awards**

BA (Hons) in Applied and Media Arts  FT/PT
應用及媒體藝術（榮譽）文學士

BA (Hons) in Bilingual Studies  FT
中英雙語學（榮譽）文學士

BA (Hons) in Business\(^*\)  FT/PT
商業（榮譽）文學士

BA (Hons) in Business (Finance)\(^*\)  FT
商業（榮譽）文學士（財務）

\(^*\) This programme is offered under a study scheme.
BA (Hons) in Business (Health Services Management)*  FT
商業（榮譽）文學士（醫務行政管理）

BA (Hons) in Business (Human Resource Management)*  FT
商業（榮譽）文學士（人力資源管理）

BA (Hons) in Business (International Business)*  FT
商業（榮譽）文學士（國際商業）

BA (Hons) in Business (Operations and Supply Chain Management)*  FT
商業（榮譽）文學士（營運及供應鏈管理）

BA(Hons) in Convention and Event Management*  FT
會展管理（榮譽）文學士

BA (Hons) in Hospitality Management*  FT
款待業管理（榮譽）文學士

BA (Hons) in Housing Management  FT
房屋管理學（榮譽）文學士

BA (Hons) in Marketing Management*  FT
市場營銷管理（榮譽）文學士

BA (Hons) in Marketing and Digital Strategy*  FT
市場營銷及數碼策略（榮譽）文學士

BA (Hons) in Marketing and Public Relations*  FT/PT
市場營銷及公共關係（榮譽）文學士

BA (Hons) in Professional Communication  FT
專業傳意（榮譽）文學士

BA (Hons) in Retail and Service Management*  FT
零售企業及服務管理（榮譽）文學士

BA (Hons) in Travel Industry Management*  FT
旅遊服務業管理（榮譽）文學士

BBA (Hons) in Accountancy  FT
會計學（榮譽）工商管理學士

BEng(Hons) in Electrical Engineering  PT
電機工程學（榮譽）工學士

BEng(Hons) in Mechanical Engineering  FT/PT
機械工程學（榮譽）工學士

* This programme is offered under a study scheme.
BSc (Hons) in Applied Sciences (Information Systems and Web Technologies)\textsuperscript{*} FT
應用科學（榮譽）理學士（資訊系統及網絡科技）

BSc (Hons) in Applied Sciences (Health Studies)\textsuperscript{*} FT
應用科學（榮譽）理學士（健康學）

BSc (Hons) in Applied Sciences (Statistics and Data Science)\textsuperscript{*} FT
應用科學（榮譽）理學士（統計及數據科學）

BSc (Hons) in Building Engineering and Management FT/PT
建築工程及管理學（榮譽）理學士

BSc (Hons) in Surveying FT/PT
地產及建設測量學（榮譽）理學士

BSSc (Hons)\textsuperscript{*} FT
社會科學（榮譽）學士

BSSc (Hons) in Psychology\textsuperscript{*} FT
心理學（榮譽）社會科學學士

BSSc (Hons) in Public Administration\textsuperscript{*} FT
公共行政（榮譽）社會科學學士

D in Active Ageing PT
活齡文憑

\textsuperscript{*} This programme is offered under a study scheme.
Table 1

Study Schemes for the 2018/19 Academic Year

Faculty of Applied Science and Textiles

BA (Hons) Scheme in Fashion and Textiles
  • BA (Hons) Fashion and Textiles

Faculty of Business

Master of Finance Scheme
  • Master of Finance (Corporate Finance)
  • Master of Finance (Investment Management)
  • Master of Finance (Financial Economics in Energy and Environment)

BBA (Hons) Scheme
  • BBA (Hons) in Accountancy
  • BBA (Hons) in Accounting and Finance
  • BBA (Hons) in Aviation Management and Logistics
  • BBA (Hons) in Financial Services
  • BBA (Hons) in Global Supply Chain Management
  • BBA (Hons) in International Shipping and Transport Logistics
  • BBA (Hons) in Management
  • BBA (Hons) in Marketing

Faculty of Construction and Environment

Postgraduate Scheme in Construction and Environment
  • MSc/PgD in Building Services Engineering
  • MSc/PgD in Civil Engineering
  • MSc/PgD in Construction and Real Estate
  • MSc/PgD in Construction Law and Dispute Resolution
  • MSc/PgD in Environmental Management and Engineering
  • MSc/PgD in Facility Management
  • MSc/PgD in Fire and Safety Engineering
  • MSc/PgD in Geomatics
  • MSc/PgD in High Performance Buildings
  • MSc/PgD in Project Management
  • MSc/PgD in Sustainable Urban Development

BSc (Hons) Scheme in Building and Real Estate
  • BSc (Hons) in Building Engineering and Management
  • BSc (Hons) in Property Management
  • BSc (Hons) in Surveying
Faculty of Engineering

Postgraduate Scheme in Computing
• MSc/PgD in E-Commerce
• MSc/PgD in Information Systems
• MSc/PgD in Information Technology
• MSc/PgD in Software Technology

Postgraduate Scheme in Engineering
• MSc/PgD in Electrical Engineering
• MSc/PgD in Electronic and Information Engineering
• MSc/PgD in Mechanical Engineering
• MSc/PgD in Technology Management

BEng (Hons) Scheme in Product and Industrial Engineering
• BEng (Hons) in Product Engineering with Marketing
• BEng (Hons) in Industrial and Systems Engineering

BSc (Hons) Scheme in Logistics and Enterprise Engineering
• BSc (Hons) in Logistics Engineering with Management
• BSc (Hons) in Enterprise Engineering with Management

BEng (Hons) Scheme in Mechanical Engineering
• BEng (Hons) in Mechanical Engineering
• BEng (Hons) in Product Analysis and Engineering Design

Faculty of Health and Social Sciences

Postgraduate Scheme in Applied Social Sciences
• MA in Guidance and Counselling
• MA in Social Work (Family-centred Practice and Family Therapy)
• MA/PgD in Social Work
• Master of Social Work

Postgraduate Scheme in Health Technology
• MSc in Medical Imaging and Radiation Science
• MSc in Medical Laboratory Science

Postgraduate Scheme in Rehabilitation Sciences
• MSc in Manipulative Physiotherapy
• MSc in Occupational Therapy
• MSc in Rehabilitation of People with Developmental Disabilities
• MSc in Rehabilitation Sciences
• MSc in Sports Physiotherapy

BA (Hons) Scheme in Applied Social Sciences
• BA (Hons) in Social Policy and Administration
• BA (Hons) in Social Work
Faculty of Humanities

MA Scheme in Chinese, Linguistics and Translation
• MA in Bilingual Corporate Communication
• MA/PgD in Chinese Language and Literature
• MA in Chinese Linguistics
• MA in Teaching Chinese as a Foreign Language
• MA in Translating and Interpreting

School of Design

Master of Design Scheme
• Master of Design

BA (Hons) Scheme in Design
• BA (Hons) in Advertising Design
• BA (Hons) in Communication Design
• BA (Hons) in Environment and Interior Design
• BA (Hons) in Product Design
• BA (Hons) in Social Design

School of Hotel and Tourism Management

MSc Scheme in Hospitality and Tourism Management
• MSc/PgD in International Hospitality Management
• MSc/PgD in International Tourism and Convention Management
• MSc/PgD in International Wine Management

BSc (Hons) Scheme in Hospitality and Tourism
• BSc (Hons) in Hotel Management
• BSc (Hons) in Tourism and Events Management

Hong Kong Community College

Associate Degree Scheme in Applied Social Sciences
• Associate in Applied Social Sciences
• Associate in Applied Social Sciences (Psychology)
• Associate in Applied Social Sciences (Social Policy and Administration)
• Associate in Applied Social Sciences (Sociology and Culture)

Associate Degree Scheme in Business
• Associate in Business
• Associate in Business (Accounting)
• Associate in Business (Business Management)
• Associate in Business (Finance)
• Associate in Business (Hospitality Management)
• Associate in Business (Human Resources Management)
• Associate in Business (International Business)
• Associate in Business (Logistics and Supply Chain Management)
• Associate in Business (Marketing)
• Associate in Business (Tourism Management)

Associate Degree Scheme in Design
• Associate in Design (Advertising Design)
• Associate in Design (Environment and Interior Design)
• Associate in Design (Visual Communication)

Associate Degree Scheme in Humanities and Communication
• Associate in Bilingual Communication
• Associate in Chinese Language and Literature
• Associate in English for Professional Communication
• Associate in Language and Culture
• Associate in Public Relations and Communication
• Associate in Translation and Interpretation
• Associate of Arts

Associate Degree Scheme in Science and Technology
• Associate in Engineering
• Associate in Information Technology
• Associate in Statistics and Data Science
• Associate of Science

Higher Diploma Scheme in Business
• HD in Event Management
• HD in Financial and Investment Planning
• HD in Service Management

School of Professional Education and Executive Development

Programmes leading to PolyU-SPEED Awards

BA (Hons) Scheme in Business
• BA (Hons) in Business
• BA (Hons) in Business (Finance)
• BA (Hons) in Business (Health Services Management)
• BA (Hons) in Business (Human Resource Management)
• BA (Hons) in Business (International Business)
• BA (Hons) in Business (Operations and Supply Chain Management)

BA(Hons) Scheme in Hospitality and Tourism Management
• BA (Hons) in Hospitality Management
• BA (Hons) in Travel Industry Management
• BA (Hons) in Convention and Event Management
BA(Hons) Scheme in Marketing
• BA (Hons) in Marketing Management
• BA (Hons) in Marketing and Digital Strategy
• BA (Hons) in Marketing and Public Relations
• BA (Hons) in Retail and Service Management

BSc (Hons) Scheme in Applied Sciences
• BSc (Hons) in Applied Sciences (Information Systems and Web Technologies)
• BSc (Hons) in Applied Sciences (Health Studies)
• BSc (Hons) in Applied Sciences (Statistics and Data Science)

BSSc (Hons) Scheme
• BSSc (Hons)
• BSSc (Hons) in Psychology
• BSSc (Hons) in Public Administration
Key

Award

MA Master of Arts
MEng Master of Engineering
MSc Master of Science
PgD Postgraduate Diploma
PgC Postgraduate Certificate
BA (Hons) Bachelor of Arts (Honours)
BBA (Hons) Bachelor of Business Administration (Honours)
BEng (Hons) Bachelor of Engineering (Honours)
BSc (Hons) Bachelor of Science (Honours)
BSSc (Hons) Bachelor of Social Sciences (Honours)
HD Higher Diploma
D Diploma

Mode of Study

FT Full-time
MIX Mixed-mode
PT Part-time
OL On-line mode
Ceremonial and Academic Dresses

Ceremonial Dress for Officers and Senior Staff Members

Chancellor
Midnight blue robe with 3½” to 5”-wide gold longitudinal panels on the front; sleeves with four pairs of 1” strands in colours of gold, silver (embroidered), gold (embroidered) and silver from top to bottom, with each pair interleaved with a 5/8”-wide red velvet strip; round midnight blue velvet bonnet with a gold/silver braid and tassel.

Chairman of Council
Midnight blue robe with 3” to 4½”-wide gold longitudinal panels on the front; sleeves with three pairs of 1” strands in the colours of gold, gold (embroidered) and gold from top to bottom, with each pair interleaved with a 5/8”-wide red velvet strip; round midnight blue velvet bonnet with a gold braid and tassel.

Deputy Chairman of Council
Midnight blue robe with 2½” to 4”-wide gold longitudinal panels on the front; sleeves with two pairs of 1” gold strands (the top pair embroidered), with each pair interleaved with a 5/8”-wide red velvet strip; round midnight blue velvet bonnet with a gold braid and tassel.

Treasurer
Midnight blue robe with 2½” to 4”-wide gold longitudinal panels on the front; sleeves with two pairs of 1” gold strands (the top pair embroidered), with each pair interleaved with a 5/8”-wide red velvet strip; round midnight blue velvet bonnet with a gold braid and tassel.

Member of Council
Midnight blue robe with 2½” to 4”-wide gold longitudinal panels on the front; sleeves with two pairs of 1” gold strands, with each pair interleaved with a 5/8”-wide red velvet strip; round midnight blue velvet bonnet with a gold/red braid and tassel.

President
Midnight blue robe with 3” to 4½”-wide silver longitudinal panels on the front; sleeves with three pairs of 1” strands in the colours of gold, silver (embroidered) and gold from top to bottom, with each pair interleaved with a 5/8”-wide red velvet strip; round midnight blue velvet bonnet with a silver braid and tassel.
Deputy President and Provost
Executive Vice President
Midnight blue robe with 2\(\frac{1}{2}\)” to 4”-wide silver longitudinal panels on the front; sleeves with two pairs of 1” silver strands (the top pair embroidered), with each pair interleaved with a \(\frac{5}{8}\)”-wide red velvet strip; round midnight blue velvet bonnet with a silver/red braid and tassel.

Vice President
Midnight blue robe with 2” to 3\(\frac{1}{2}\)”-wide silver longitudinal panels on the front; sleeves with two pairs of 1” silver strands interleaved with a \(\frac{5}{8}\)”-wide red velvet strip; round midnight blue velvet bonnet with a silver/blue braid and tassel.

Ceremonial Dress for Chairman of Court
Midnight blue robe with 2\(\frac{1}{2}\)” to 4”-wide gold longitudinal panels on the front; sleeves with two pairs of 1” gold strands, with each pair interleaved with a \(\frac{5}{8}\)”-wide red velvet strip, cuffs with \(\frac{1}{3}\)”-wide gold strand; round midnight blue velvet bonnet with a gold/blue braid and tassel.

Ceremonial Dress for University Fellow
Raspberry robe with a facing of 3”-wide grey satin; bell-shaped sleeves trimmed with 3”-wide grey satin cuff.
Academic Dress for Graduates

**Doctor of Business Administration honoris causa**

Maroon velvet robe with two strips of facings in front, 2\(\frac{3}{4}\)"-wide maroon satin on the outside and 1\(\frac{3}{4}\)"-wide blue satin on the inside; bell-shaped sleeves faced with two strips, one in blue and the other in maroon satin. Maroon velvet hood of Cambridge (full shape) type, fully lined with blue satin. Round maroon velvet bonnet with a gold cord and tassel.

**Doctor of Design honoris causa**

Maroon velvet robe with two strips of facings in front, 2\(\frac{3}{4}\)"-wide maroon satin on the outside and 1\(\frac{3}{4}\)"-wide orange satin on the inside; bell-shaped sleeves faced with two strips, one in orange and the other in maroon satin. Maroon velvet hood of Cambridge (full shape) type, fully lined with orange satin. Round maroon velvet bonnet with a gold cord and tassel.

**Doctor of Engineering honoris causa**

Maroon velvet robe with two strips of facings in front, 2\(\frac{3}{4}\)"-wide maroon satin on the outside and 1\(\frac{3}{4}\)"-wide gold satin on the inside; bell-shaped sleeves faced with two strips, one in gold and the other in maroon satin. Maroon velvet hood of Cambridge (full shape) type, fully lined with gold satin. Round maroon velvet bonnet with a gold cord and tassel.
Doctor of Humanities honoris causa
Maroon velvet robe with two strips of facings in front, 2\(\frac{3}{4}\)"-wide maroon satin on the outside and 1\(\frac{3}{4}\)"-wide apple green satin on the inside; bell-shaped sleeves faced with two strips, one in apple green and the other in maroon satin. Maroon velvet hood of Cambridge (full shape) type, fully lined with apple green satin. Round maroon velvet bonnet with a gold cord and tassel.

Doctor of Laws honoris causa
Maroon velvet robe with two strips of facings in front, 2\(\frac{3}{4}\)"-wide maroon satin on the outside and 1\(\frac{3}{4}\)"-wide pink satin on the inside; bell-shaped sleeves faced with two strips, one in pink and the other in maroon satin. Maroon velvet hood of Cambridge (full shape) type, fully lined with pink satin. Round maroon velvet bonnet with a gold cord and tassel.

Doctor of Letters honoris causa
Maroon velvet robe with two strips of facings in front, 2\(\frac{3}{4}\)"-wide maroon satin on the outside and 1\(\frac{3}{4}\)"-wide brown satin on the inside; bell-shaped sleeves faced with two strips, one in brown and the other in maroon satin. Maroon velvet hood of Cambridge (full shape) type, fully lined with brown satin. Round maroon velvet bonnet with a gold cord and tassel.
Doctor of Science honoris causa
Maroon velvet robe with two strips of facings in front, 23/4”-wide maroon satin on the outside and 13/4”-wide light purple satin on the inside; bell-shaped sleeves faced with two strips, one in light purple and the other in maroon satin. Maroon velvet hood of Cambridge (full shape) type, fully lined with light purple satin. Round maroon velvet bonnet with a gold cord and tassel.

Doctor of Social Science honoris causa
Maroon velvet robe with two strips of facings in front, 23/4”-wide maroon satin on the outside and 13/4”-wide yellow satin on the inside; bell-shaped sleeves faced with two strips, one in yellow and the other in maroon satin. Maroon velvet hood of Cambridge (full shape) type, fully lined with yellow satin. Round maroon velvet bonnet with a gold cord and tassel.

Doctor of Technology honoris causa
Maroon velvet robe with two strips of facings in front, 23/4”-wide maroon satin on the outside and 13/4”-wide silver satin on the inside; bell-shaped sleeves faced with two strips, one in silver and the other in maroon satin. Maroon velvet hood of Cambridge (full shape) type, fully lined with silver satin. Round maroon velvet bonnet with a gold cord and tassel.
Doctor of Philosophy
Royal blue robe; bell-shaped sleeves trimmed with 3”-wide maroon satin cuff. Maroon silk hood of Cambridge (full shape) type and lined with silver satin; cowl edged with 1”-wide black velvet strip. Round black velvet bonnet with a silver cord and tassel.

Doctor of Accountancy
Royal blue robe; bell-shaped sleeves trimmed with 3”-wide maroon satin cuff. Orange silk hood of Cambridge (full shape) type and lined with silver satin; cowl edged with 1”-wide black velvet strip. Round black velvet bonnet with a silver cord and tassel.

Doctor of Applied Language Sciences
Royal blue robe, bell-shaped sleeves trimmed with 3”-wide maroon satin cuff. Bright blue silk hood of Cambridge (full shape) type and lined with silver satin; cowl edged with 1”-wide black velvet strip. Round black velvet bonnet with a silver cord and tassel.

Doctor of Business Administration
Royal blue robe; bell-shaped sleeves trimmed with 3”-wide maroon satin cuff. Purple silk hood of Cambridge (full shape) type and lined with silver satin; cowl edged with 1”-wide black velvet strip. Round black velvet bonnet with a silver cord and tassel.
**Doctor of Engineering**
Royal blue robe; bell-shaped sleeves trimmed with 3”-wide maroon satin cuff. Red silk hood of Cambridge (full shape) type and lined with silver satin; cowl edged with 1”-wide black velvet strip. Round black velvet bonnet with a silver cord and tassel.

**Doctor of Health Science**
Royal blue robe; bell-shaped sleeves trimmed with 3”-wide maroon satin cuff. Bright green silk hood of Cambridge (full shape) type and lined with silver satin; cowl edged with 1”-wide black velvet strip. Round black velvet bonnet with a silver cord and tassel.

**Doctor of Hotel and Tourism Management**
Royal blue robe; bell-shaped sleeves trimmed with 3”-wide maroon satin cuff. Tangerine silk hood of Cambridge (full shape) type and lined with silver satin; cowl edged with 1”-wide black velvet strip. Round black velvet bonnet with a silver cord and tassel.

**Doctor of Management**
Royal blue robe; bell-shaped sleeves trimmed with 3”-wide maroon satin cuff. Lavender grey silk hood of Cambridge (full shape) type and lined with silver satin; cowl edged with 1”-wide black velvet strip. Round black velvet bonnet with a silver cord and tassel.
Doctor of Social Work
Royal blue robe; bell-shaped sleeves trimmed with 3”-wide maroon satin cuff. Green silk hood of Cambridge (full shape) type and lined with silver satin; cowl edged with 1”-wide black velvet strip. Round black velvet bonnet with a silver cord and tassel.

Master of Philosophy
Royal blue robe with bell-shaped sleeves. Royal blue hood in a simple shape and lined with silver satin; cowl edged with two 1”-wide strips, silver satin on the inside and black velvet on the outside. Black trencher.
Master’s Degrees

Royal blue robe with bell-shaped sleeves. Black silk hood in a simple shape and lined with satin in designated discipline colour; cowl edged with a $1\frac{3}{8}$-wide satin strip in designated discipline colour on the outside and a $1\frac{3}{4}$-wide brown ribbon on the inside. Designated discipline colour: Executive Master — Coral; Master of Arts — Blue; Master of Applied Psychology — Jade; Master of Business Administration — Purple; Master of Corporate Finance — Light purple; Master of Corporate Governance — Pink; Master of Design — Aquamarine; Master of Educational & Child Psychology — Olive Green; Master of Engineering — Red; Master of Finance — Copper; Master of Nursing — Dark Blue; Master in Occupational Therapy — Silver Grey; Master in Physical Therapy/Master of Physical Therapy — Grey; Master in Physiotherapy — Bright Grey; Master of Professional Accounting — Orange; Master of Science — Gold; Master of Social Work — Green; Master of Speech Therapy — Bright Blue. Black trencher.
Postgraduate Diploma
Black Oxford robe with long pointed sleeves. Black silk hood in a simple shape and lined with maroon satin; cowl edged with a $1\frac{3}{8}$”-wide maroon satin strip on the outside and a $\frac{1}{4}$”-wide brown ribbon on the inside.

Postgraduate Certificate
Black Oxford robe with long pointed sleeves. Black silk hood in a simple shape and lined with apple green satin; cowl edged with a $1\frac{3}{8}$”-wide apple green satin strip on the outside and a $\frac{1}{4}$”-wide brown ribbon on the inside.

Bachelor’s Degrees
Black Oxford robe with long pointed sleeves. Black silk hood in a simple shape and lined with satin in designated discipline colour; cowl edged with a $1\frac{3}{8}$”-wide satin strip in designated discipline colour on the outside and a $\frac{1}{4}$”-wide brown ribbon* on the inside. Designated discipline colour: Bachelor of Arts — Blue; Bachelor of Business Administration — Purple; Bachelor of Engineering — Red; Bachelor of Science — Gold; Double Bachelor’s Degrees — Ivory. Black trencher; Bachelor of Social Sciences — Green.

(*For the academic dresses of Bachelor’s degrees for School of Professional Education and Executive Development, the black silk hood are lined with satin in designated discipline colour, with a silver rather than brown ribbon on the inside.)
Sub-degree Awards

Black cotton gown with long pointed sleeves; yoke and facing in the designated faculty/school colour: Faculty of Applied Science and Textiles — Yellow; Faculty of Business — Purple; Faculty of Construction and Environment — Maroon; Faculty of Engineering — Red; Faculty of Health and Social Sciences — Green; Faculty of Humanities — Blue; Hong Kong Community College — Golden; School of Design — Aquamarine; School of Hotel and Tourism Management — Orange; School of Professional Education and Executive Development — Mauve.

(*In the case of Hong Kong Community College and School of Professional Education and Executive Development, stoles rather than yokes are used in academic dresses for sub-degree awards.*)
Chairmen of Faculty/School/College Advisory Committee

The Faculty/School/College Advisory Committee plays an important role in the University in enabling the Faculty/School/College to gain a broader view, develop international benchmarking and solicit advice from local and non-local academics, the industries, the professions and the community on its planning and development. Each Faculty/School/College Advisory Committee comprises the Faculty/School/College Dean, local/non-local academics, representatives from the local/non-local peer institutions, the industries, the professions and the community, and is chaired by a person external to the University and appointed by the President (for the Faculty/School Advisory Committee)/Dean (College of Professional and Continuing Education) (for the College Advisory Committee).

Faculty of Applied Science and Textiles
   To be appointed

Faculty of Business
   Prof. Eddie ANDERSON

Faculty of Construction and Environment
   To be appointed

Faculty of Engineering
   Prof. David CARDWELL

Faculty of Health and Social Sciences
   To be appointed

Faculty of Humanities
   Prof. Peter K. BOL 包弼德

School of Design
   Dr Greggi LI 李嘉樂

School of Hotel and Tourism Management
   Mr Steve RUSHMORE

College of Professional and Continuing Education
   Dr Henry TAN 陳亨利
Chairmen of Departmental/School Industry Advisory Committee

The Departmental/School Industry Advisory Committee plays an important role as an interface between the academic staff of the University and industry, commerce, education, service sectors and the community at large. The Committees are formed to give advice on the scope and nature of the University’s academic programmes, research and other scholarly activities in order to relate these to the needs of Hong Kong. The Advisory Committee System also facilitates the University’s collaboration with industry, commerce, education, service sectors and the community. Each Departmental/School Industry Advisory Committee comprises academics from the Department/School and Faculty concerned, personnel from the profession and alumni, and is chaired by a person external to the University with experience or expertise in the area(s) of work of the Department/School concerned and appointed by the President with delegated authority from Council.

Chairmen of Departmental Advisory Committee

Faculty of Applied Science and Textiles
Department of Applied Biology and Chemical Technology
     Dr Bing-lou WONG 黃炳鏐

Department of Applied Mathematics
     Ms Anne YEUNG 楊玉瀾

Department of Applied Physics
     Mr Arthur LEE 李錦雄

Institute of Textiles and Clothing
     To be appointed

Faculty of Business
Department of Logistics and Maritime Studies
     Ms Sih-ming Sabrina CHAO 趙式明

Department of Management and Marketing
     Ir CHENG Man-chung Daniel 鄭文聰, MH, JP
Appendices – Chairmen of Departmental/School Industry Advisory Committee

School of Accounting and Finance
   Mr Philip TSAI 蔡永忠, JP

Faculty of Construction and Environment
Department of Building and Real Estate
   Mr TANG Ping-kwong 鄧炳光, JP
Department of Building Services Engineering
   Ir Thomas CHAN Kwok Cheung 陳國璋
Department of Civil and Environmental Engineering
   Ir HON Chi-keung 韓志強
Department of Land Surveying and Geo-Informatics
   Ms Connie YEUNG 楊光艷

Faculty of Engineering
Department of Biomedical Engineering
   Prof. John CHAI Yat-chiu 查逸超
Department of Computing
   Mr CHOW Chok-kee Horace 鄒作基
Department of Electrical Engineering
   Ir POON Wai Yin Paul 潘偉賢
Department of Electronic and Information Engineering
   Ir Allen T.B. YEUNG 楊德斌
Department of Industrial and Systems Engineering
   Dr Sunny CHAI 查毅超
Department of Mechanical Engineering
   Ir Conrad T.C. WONG 黃天祥, JP
Interdisciplinary Division of Aeronautical and Aviation Engineering
   Ir WONG Ching-ho Ben 王證皓
Faculty of Health and Social Sciences

Department of Applied Social Sciences
Dr CHEUNG Moon Wah 張滿華

Department of Health Technology and Informatics
Prof. Patrick Gerald MCKENNA

Department of Rehabilitation Sciences
Prof. HO Shu Leong 何樹良

School of Nursing
Dr Albert LO Chi-yuen 盧志遠

School of Optometry
Mr CHUA Hoi-wai 蔡海偉

Faculty of Humanities

Department of Chinese and Bilingual Studies
Ms May WONG 王美琪

Department of Chinese Culture
Mr TAM Kwong Lim 譚廣濂

Department of English
To be appointed

Chairmen of School Industry Advisory Committee

School of Design
Mr Eric C. YIM 嚴志明

School of Hotel and Tourism Management
Dr Jennifer CRONIN 高康琳
Departmental Academic Advisors and External Examiners/Advisors

The Departmental Academic Advisors System has been in place since 1997/98, whereby each Department will appoint a Departmental Academic Advisor to monitor and maintain the standard of all academic functions of the Department. For satisfying the requirement of professional bodies, an External Examiner is appointed on programme basis to provide an external and impartial check on the examination process and standards as well as to allow a Department to benefit from the professional academic and examining experience of its External Examiners. An External Advisor may be appointed by the College of Professional and Continuing Education on a programme basis to comment and advise in the areas of curriculum design and development, learning and teaching, as well as quality assurance.

Departmental Academic Advisors

Faculty of Applied Science and Textiles

Department of Applied Biology and Chemical Technology

Prof. Nicholas J. LONG, FRSC
Sir Edward Frankland BP Professor of Inorganic Chemistry
Royal Society Wolfson Research Merit Award Holder
Department of Chemistry
Imperial College London
U.K.

Department of Applied Mathematics

Prof. LIN Xihong 林希虹
Henry Pickering Walcott Professor of Biostatistics
Chair, Department of Biostatistics
Harvard T.H. Chan School of Public Health
Harvard University
U.S.A.
Department of Applied Physics

Prof. Jingyu LIN 林景瑜
Linda Whitacre Endowed Chair and Horn Professor in Electrical and Computer Engineering
Department of Electrical and Computer Engineering and Center for Nanophotonics
Texas Tech University
U.S.A.

Institute of Textiles and Clothing

For the area in Fashion and Textile Design

Ms Anne SMITH
Dean of Academic Programmes: Fashion, Jewellery and Textiles, Product, Ceramic and Industrial Design, Spatial Practices
Central Saint Martins College of Art and Design
University of the Arts London
U.K.

For the area in Fashion Technology

Prof. David HINKS
Dean, College of Textiles
Cone Mills Professor of Textile Chemistry
North Carolina State University
U.S.A.

Faculty of Business

Department of Logistics and Maritime Studies

Prof. Anming ZHANG 張安民
Professor, and YVR Authority Chair Professor in Air Transportation Operations and Logistics Division
Sauder School of Business
University of British Columbia
Canada

Department of Management and Marketing

Prof. John M. SCHAUBROECK
John A. Hannah Distinguished Professor of Psychology and Management
The Eli Broad Graduate School of Management and Department of Psychology
Michigan State University
U.S.A.
School of Accounting and Finance

Prof. Joanna HO 何莉芸
Professor of Accounting
Paul Merage School of Business
University of California, Irvine
U.S.A.

Faculty of Construction and Environment

Department of Building and Real Estate

Prof. Chimay J. ANUMBA
Dean
College of Design, Construction and Planning
University of Florida
U.S.A.

Department of Building Services Engineering

Prof. William P. BAHNFLETH
Professor of Architectural Engineering
Director, Indoor Environment Centre
Department of Architectural Engineering
The Pennsylvania State University
U.S.A.

Department of Civil and Environmental Engineering

Prof. Amr ELNASHAI
Vice President/ Vice Chancellor for Research and Technology Transfer
University of Houston
U.S.A.

Department of Land Surveying & Geo-Informatics

Prof. Dr.-Ing. Christian HEIPKE
Professor for Photogrammetry and Remote Sensing
Head, Institute of Photogrammetry and GeoInformation
Leibniz University Hannover
Germany
Faculty of Engineering

Department of Biomedical Engineering
Prof. Frank Chi-pong YIN
Senior Professor Emeritus
Department of Biomedical Engineering
Washington University in St. Louis
U.S.A.

Department of Computing
Prof. Larry DAVIS
Distinguished University Professor
Director of Center for Automation Research
Institute for Advanced Computer Studies
Department of Computer Science
University of Maryland
U.S.A.

Department of Electrical Engineering
Prof. Vladimiro MIRANDA
President, INESC P&D Brasil
Professor, Department of Electrical and Computer Engineering
Faculty of Engineering
University of Porto
Portugal

Department of Electronic and Information Engineering
To be appointed

Department of Industrial and Systems Engineering
To be appointed

Department of Mechanical Engineering
Prof. Teik Chin LIM 林竹進
Provost and Vice President for Academic Affairs
University of Texas at Arlington
U.S.A.
Interdisciplinary Division of Aeronautical and Aviation Engineering

Prof. Vigor YANG 楊威迦
William R.T. Oakes Professor and Chair
The Daniel Guggenheim School of Aerospace Engineering
Georgia Institute of Technology
U.S.A.

Faculty of Health and Social Sciences

Department of Applied Social Sciences

Prof. Jill WILSON
Professor
School of Nursing, Midwifery and Social Work
Faculty of Health and Behavioural Sciences
The University of Queensland
Australia

For the review of GUR subjects

Prof. CHEUNG Yuet-wah 張越華
Academic Head and Distinguished Professor
Department of Sociology
Hong Kong Shue Yan University
Hong Kong

Department of Health Technology and Informatics

For the area in Biomedical Science

Prof. Denise Edna JACKSON
Professor of Haematology
Discipline Head of Laboratory Medicine
Head of the Thrombosis and Vascular Biology Laboratory
Honorary NHMRC Research Fellow
School of Health and Biomedical Sciences
RMIT University
Australia

For the area in Radiography

Prof. Peter HOGG
Professor of Radiography
Director, Centre for Health Sciences Research
Research Dean, School of Health Sciences
University of Salford
U.K.
Appendices – Departmental Academic Advisors and External Examiners/Advisors

**Department of Rehabilitation Sciences**

Prof. Renée R. TAYLOR
Professor
Director, Model of Human Occupation Clearinghouse
Department of Occupational Therapy
College of Applied Health Sciences
The University of Illinois at Chicago
U.S.A.

**School of Nursing**

Prof. Patricia M. DAVIDSON
Professor and Dean, School of Nursing
Johns Hopkins University
U.S.A.

**School of Optometry**

Prof. Algis Jonas VINGRYS
Professor
Department of Optometry and Vision Sciences
The University of Melbourne
Australia

**Faculty of Humanities**

**Department of Chinese and Bilingual Studies**

Prof. LUKE Kang Kwong 陸鏡光
Associate Dean(Research), College of Humanities, Arts, & Social Sciences
Chair, School of Humanities
Director, Centre for Liberal Arts & Social Sciences
Nanyang Technological University
Singapore

**Department of Chinese Culture**

Prof. John KIESCHNICK
The Robert H.N. Ho Family Foundation Professor of Buddhist Studies
Department Chair
Department of Religious Studies
Stanford University
U.S.A.
Department of English

Prof. Alison PHIPPS
Professor of Languages and Intercultural Studies
UNESCO Chair in Refugee Integration through Languages and the Arts (Creativity Culture & Faith)
School of Education
University of Glasgow
U.K.

English Language Centre

Prof. Ray SATCHELL
Director, Sussex Centre for Language Studies
University of Sussex
U.K.

Ms Faith Del ROSARIO
Partner
Deloitte China
Hong Kong

General Education Centre

Prof. Dr Ole DÖRING
Visiting Professor
East Asian Seminar/ Sinology-Chinese Studies
Department of History and Cultural Studies
Freie Universität Berlin
Germany

Academic Units not affiliated with the Faculties

School of Design

Dr Lin-Lin CHEN
Dean
Faculty of Industrial Design
Eindhoven University of Technology
The Netherlands
and
Professor
Department of Design
National Taiwan University of Science and Technology
Taiwan
School of Hotel and Tourism Management

Prof. William C. GARTNER
Professor
Department of Applied Economics
University of Minnesota
U.S.A.

College of Professional and Continuing Education

For the area in Business

Prof. HUI Chun 許濬
Professor
Faculty of Business and Economics
The University of Hong Kong
Hong Kong

For the area in Communication

Prof. Stephen James MATTHEWS
Professor
School of Humanities (Linguistics)
Faculty of Arts
The University of Hong Kong
Hong Kong

For the area in Science and Engineering

Prof. Francis C.M. LAU 劉智滿
Associate Dean of Engineering and
Professor
Faculty of Engineering
The University of Hong Kong
Hong Kong

For the area in Health and Life Sciences

Prof. LEE Kwing Chin Kenneth 李炯前
Professor of Pharmacy
School of Pharmacy
Monash University Malaysia
Malaysia
For the area in Hotel and Tourism Management

Prof. BAI Xiucheng Billy 白秀成
Professor and Associate Dean of Research and Graduate Studies
William F. Harrah College of Hotel Administration
University of Nevada, Las Vegas
U.S.A.

For the area in Humanities and Design

Dr Chui L. TSANG
Former Superintendent and President
Santa Monica College
U.S.A.

For the area in Social Sciences

Prof. LO Wing Hung Carlos 麥永鴻
Professor and Head
Department of Government and Public Administration
Faculty of Social Science
The Chinese University of Hong Kong
Hong Kong

External Examiners

Faculty of Business

School of Accounting and Finance

Master of Corporate Governance

Prof. Millicent CHANG
School of Accounting, Economics and Finance
University of Wollongong
Australia

Faculty of Construction and Environment

MSc in Sustainable Urban Development

Prof. HO Chi Wing Daniel 何志榮
Associate Dean & Professor
Faculty of Design and Environment
Technological and Higher Education Institute of Hong Kong
Hong Kong
Mr LEE Chun Lai Andrew 李春犁
Managing Director
Sunbase International Properties Management Ltd.
Hong Kong

Department of Building and Real Estate

*MSc/PgD in Construction and Real Estate*

Prof. Martin SKITMORE
Professor of Construction Economics and Management
Discipline Leader for Construction and Project Management
School of Civil Engineering & the Built Environment
Queensland University of Technology
Australia

Mr YU Kam Hung 余錦雄
Senior Managing Director
Valuation & Advisory Services — Greater China
Hong Kong

*MSc/PgD in Construction Law and Dispute Resolution*

Prof. Craig Ashley LANGSTON
Professor of Construction and Facilities Management
Faculty of Society and Design
Bond University
Australia

Mr YEUNG Man Sing 楊文聲
Partner/Lawyer
Li & Partners, Solicitors
Hong Kong

*MSc/PgD in Project Management*

Mr DING Charn Lam Edmond 丁燦林
Project Manager
Technological and Higher Education Institute of Hong Kong
Hong Kong

Dr Peter SMITH
Associate Professor
School of the Built Environment
University of Technology Sydney
Australia
Appendices – Departmental Academic Advisors and External Examiners/Advisors

MSc in International Real Estate (Zhejiang)
Dr Xin Janet GE
Senior Lecturer
School of the Built Environment
Faculty of Design, Architecture & Building
University of Technology Sydney
Australia

Sr Dr LEUNG Ka Tung Tony 梁家棟
Chairman
TL Property
Hong Kong

BSc (Hons) in Building Engineering and Management (FT & PT)
Ir TONG Pui Keung Sidney 唐培強
Director
Lik Kai Engineering Co. Ltd.
Trustful Engineering & Construction Co. Ltd.
Hong Chui Landscape Co. Ltd.
ECO Alliance Technologies Ltd.
Hong Kong

BSc (Hons) in Property Management
To be appointed

BSc (Hons) in Surveying (FT & PT)
Dr Nelson CHAN
Former Senior Lecturer (Property)
Property Group, School of Business
Western Sydney University
Australia

Mr HO Kwok Kwan Thomas 何國鈞
Managing Director
TLS & Associates Ltd.
Hong Kong

HD in Building Technology and Management (Surveying)
Dr Nelson CHAN
Former Senior Lecturer (Property)
Property Group, School of Business
Western Sydney University
Australia
Appendices – Departmental Academic Advisors and External Examiners/Advisors

Mr HO Kwok Kwan Thomas 何國鈞
Managing Director
TLS & Associates Ltd.
Hong Kong

Department of Building Services Engineering

MSc/PgD in Facility Management

Prof. Per Anker JENSEN
Associate Professor
DTU Management Engineering
Technical University of Denmark
Denmark

Ir Sr LEE Man Kwong Jonathan 李文光
Chief Maintenance Manager
Hutchison Property Group Limited
Hong Kong

MSc/PgD in High Performance Buildings

Ir CHAN Wing Hong Cary 陳永康
Executive Director
Hong Kong Green Building Council Limited
Hong Kong

Prof. HO Chi Wing Daniel 何志榮
Professor and Associate Dean
Faculty of Design and Environment
Technological and Higher Education Institute of Hong Kong
Hong Kong

MSc/PgD in Building Services Engineering

Ir Sr LEE Man Kwong Jonathan 李文光
Chief Maintenance Manager
Hutchison Property Group Limited
Hong Kong

MSc/PgD in Fire and Safety Engineering

Ir Sr LEE Man Kwong Jonathan 李文光
Chief Maintenance Manager
Hutchison Property Group Limited
Hong Kong
MEng in Building Services Engineering
Ir CHAN Wing Hong Cary 陈永康
Executive Director
Hong Kong Green Building Council Limited
Hong Kong

Department of Land Surveying & Geo-Informatics

MSc in Geomatics
BSc (Hons) in Geomatics
HD in Geomatics
To be appointed

MSc in Geomatics (Geographic Information Systems)
BSc (Hons) in Geomatics with Specialism in Geo-Information Technology
To be appointed

Faculty of Health and Social Sciences

Department of Applied Social Sciences

Master of Educational and Child Psychology
Dr Sandra DUNSMUIR
Director
Educational Psychology Group
Division of Psychology and Language Sciences
University College London
U.K.

School of Nursing

Master of Nursing
Ms Alice SHAM 岑素圆
Cluster General Manager (Nursing)
Kowloon East Cluster &
General Manager (Nursing)
United Christian Hospital
Hong Kong

BSc (Hons) in Nursing
Prof. Marie A. TARRANT
Professor and Director
School of Nursing
University of British Columbia (Okanagan Campus)
Canada
BSc (Hons) in Mental Health Nursing

Mr Lawrence POON 潘恩榮
Chief Manager (Nursing)
Hospital Authority Head Office
Hong Kong

College of Professional and Continuing Education

BA (Hons) in Housing Management

Mr NG Kwong Ming Paul 吳光銘
Senior Manager (Property Services)
Kerry Properties (HK) Ltd. &
Vice Chairman
Chartered Institute of Housing Asian Pacific Branch
Hong Kong

BA (Hons) in Applied and Media Arts

Dr LAM Sui Kwong Sunny 林萃光
Associate Professor
School of Arts and Social Sciences
The Open University of Hong Kong
Hong Kong

BSc (Hons) in Surveying

Dr CHOY Lennon H.T. 蔡鴻達
Associate Professor
Department of Real Estate and Construction
The University of Hong Kong

Mr HO Kwok Kwan Thomas 何國鈞
Managing Director
TLS & Associates Ltd.
Hong Kong

External Advisors

College of Professional and Continuing Education

Associate in Health Studies

Dr Veronica Suk Fun LAM 林淑芬
Senior Lecturer
School of Nursing
The University of Hong Kong
Hong Kong
Staff List

Offices of the President

Interim President
CHAN, Philip C.H. 陈正豪, BBS; BSc [Calif.(Davis)]; MSc [Ill.(Urbana-Champaign)]; PhD [Ill.(Urbana-Champaign)]; FHKEng; FHKIE; FIEEE

Deputy President and Provost
CHAN, Philip C.H. 陈正豪, BBS; BSc [Calif.(Davis)]; MSc [Ill.(Urbana-Champaign)]; PhD [Ill.(Urbana-Champaign)]; FHKEng; FHKIE; FIEEE
[also Interim President]
[also Chair Professor of Electrical and Electronic Engineering]
[also Chairman of School Board of Design]
[also Chairman of School Board of Hotel and Tourism Management]

Executive Vice President
LOU, Miranda 卢丽华, BA (H.K.); MBA (C.U.H.K.); MSc (Lond.); DBA [PolyU(H.K.)]

Vice President (Campus Development and Facilities)
TONG, Andy 唐仕恒, Asso(StructEng) (H.K.Poly.); CEng; RSE; MHKIE; MIStructE

Vice President (Research Development)
WAI, Alex 衛炳江, BSc (H.K.); MS (Maryland); PhD (Maryland); FHKEng; FHKIE; FIEEE; FOSA
[also Chair Professor of Optical Communications]

Vice President (Student Affairs)
YOUNG, Ben 楊立偉, BSc (Syd.); BEng (Syd.); PhD (Syd.); FASCE; FHKIE; FHKISC
[also Professor, Department of Civil and Environmental Engineering]

Associate Vice President (Academic Support)
HO, Siu-lau 何兆鎏, BSc (Warw.); PhD (Warw.); MHKIE
[also Chair Professor of Electricity Utilisation]
[also Academic Secretary]

Associate Vice President (Learning and Teaching)
CHAN, Chetwyn C.H. 陈智軒, BSc (Alta.); MSc (Hull); PhD (Alta.); PDip(OT) (H.K.Poly.); OT(Can.); ABDA; CPSM(U.K.)
[also Chair Professor of Rehabilitation Sciences]
[also Director of University Research Facility in Behavioral and Systems Neuroscience]

Associate Vice President (Research Support)
CHEN, Guohua 陈国华, BEng (Dalian U. of Tech.); MEng (McG.); PhD (McG.); FHKIE
[also Chair Professor of Energy Conversion and Storage]
WONG, K.Y. 黃國賢, BSc (H.K.); PhD (H.K.); CChem; FRSC
[also Patrick S.C. Poon Professor in Applied Chemistry]
[also Chair Professor of Chemical Technology]
[also Director of University Research Facility in Life Sciences]
[also Interim Head of Research Office]

Associate Vice President (Undergraduate Programme)
SHEK, D.T.L. 石丹理, SBS; BSoSc (H.K.); PhD (H.K.); FHKPS; JP
[also Li & Fung Professor in Service Leadership Education]
[also Chair Professor of Applied Social Sciences]

Senior Advisor to the President
YUEN TSANG, Woon-ki Angelina 阮曾媛琪, BBS; BSoSc (H.K.); MEd (Manc.);
MSW (Tor.); PhD (H.K.); CQSW; JP

Head, Legal, Risk and Compliance
CHOW, Elaine M.L. 周美玲, LLB (H.K.); PCLL (H.K.)

Senior Legal Counsel
CHOW, Kwok-keung William 周國強, LLB (H.K.); PCLL (H.K.)

Secretary to Council
CHAN, Yuk-wa Connie 陈育華, BA (C.U.H.K.); MA (Macq.)

Aide to the President
CHOI, Yuk-chu Winnie 蔡玉珠, BA (C.U.H.K.); MSc [PolyU(H.K.)]; AdvDip (I.A.M.)

Faculties and Teaching Departments

Faculty of Applied Science and Textiles

Dean and Chair Professor of Chemical Technology
WONG, Wing-tak 黃永德, BSc (H.K.); MPhil (H.K.); PhD (Camb.); ScD (Camb.);
CSci; CChem; FRSC
[also Director of University Research Facility in Chemical and Environmental Analysis]
[also Chief Executive Officer, Pearl Modern TCM Research Ltd.]

Associate Dean and Chair Professor of Chemical Technology
WONG, Wai-yeung Raymond 黃維揚, BSc (H.K.); PhD (H.K.); CChem; FRSC
[also Clarea Au Professor in Energy]

Associate Dean
KWOK, K.W. 郭建榮, BSc (C.U.H.K.); MPhil (C.U.H.K.); PhD [(PolyU(H.K.)]
[also Professor, Department of Applied Physics]

WONG, Man-sau 黄文秀, BSc (Ill.); PhD (Chic.)
[also Professor, Department of Applied Biology and Chemical Technology]

Faculty Secretary
LAM, Pui-yan Ivy 林沛欣, BBA (H.K.U.S.T.); MBA (H.K.); Cert [H.K.(S.P.A.C.E.)]
Department of Applied Biology and Chemical Technology

Head and Professor
LO, Samuel C.L. 劉俊立, BSc (NE); PhD (Monash); Dip(Biol) (H.K. Baptist Coll.)

Associate Head and Professor
YU, Michael W.Y. 余永耀, BSc (H.K.); PhD (H.K.)

Associate Head and Associate Professor
WONG, Man-kin 黃文健, BSc (H.K.); PhD (H.K.)
YUNG, K.F. 容家富, BSc (H.K.); PhD (H.K.); MRSC

Department of Applied Mathematics
http://www.polyu.edu.hk/ama/

Head and Chair Professor of Applied Mathematics
CHEN, Xiaojun 陳小君, PhD (Xian Jiaotong); PhD (Okayama U. of Sci.)
[also Associate Director of University Research Facility in Big Data Analytics]

Associate Head and Professor
LIN, Y 林延平, PhD (Wash.)

Associate Head and Associate Professor
CHAN, Chi-kin 陳志堅, BA (Kent); MBA (Aston); PhD (Lanc.); FSS; MHKSS; MORS

Department of Applied Physics
http://www.polyu.edu.hk/ap/

Head and Professor
LAU, S.P. 劉樹平, BSc (N. Lond.); PhD (Wales); HD (H.K.Poly.)
[also Director of University Research Facility in Materials Characterization and Device Fabrication]

Associate Head and Professor
HAO, J.H. 郝建華, BSc (Huazhong U. of Sci. & Tech); MPhil (Huazhong U. of Sci. & Tech); PhD (Huazhong U. of Sci. & Tech); MPSHK; SMESC

Associate Head and Associate Professor
LEUNG, Dennis C.W. 梁志華, BEng (H.K.); PhD (Camb.)
Institute of Textiles and Clothing

Head and Chair Professor of Fiber Science and Apparel Engineering
FAN, J.T. 范金土, BSc (China Textile); PhD (Leeds); CText ATI; FTI; FRSA

Associate Head and Professor
WONG, Wai-keung 黃偉強, BA (H.K.Poly.); PhD [PolyU(H.K.); PgD [PolyU(H.K.)]
[also Cheng Yik Hung Professor in Fashion]

Faculty of Business
https://fb.polyu.edu.hk/

Dean and Chair Professor of Management
CHENG, T.C. Edwin 鄭大昭, BSc(Eng) (H.K.); MSc (Birm.); PhD (Camb.);
ScD (Camb.); CEng; CMathFIMA; FHKIE; PEng
[also Fung Yiu King - Wing Hang Bank Professor in Business Administration]

Associate Dean (Academic Support)
LAI, Kee-hung Mike 黎基雄, BA [PolyU(H.K.)]; PhD [PolyU(H.K.)]; MCIPS
[also Professor, Department of Logistics and Maritime Studies]

Associate Dean (External Relations and Development)
LU, Haitian 陸海天, LLB (Nanjing); LLM (Liv.); PhD (NU Singapore)
[also Professor, School of Accounting and Finance]

Associate Dean (Research and Postgraduate Studies) and Chair Professor of Marketing
GORN, Gerald, BA (Sir George Williams); PhD (Penn.)

Faculty Secretary
YAM, Man Tak Louisa 任敏德, BA (H.K.Poly.); MA (City H.K.); Dip(TESL)(C.U.H.K.)

Department of Logistics and Maritime Studies
https://lms.polyu.edu.hk/

Head and Chair Professor of Operations Management
YEUNG, Andy C.L. 楊昌良, MSc (Brad.); PhD (H.K.); HD (City H.K.)

Associate Head and Professor
GUO, Pengfei 郭朋飛, BEng (Xian jiaotong); MSc (Shanghai jiaotong); PhD (Duke)
LU, Chin-shan 呂錦山, BBA (Natn'l Taiwan Ocean); MBA (Natn'l Taiwan Ocean);
PhD (Wales)
Associate Head and Associate Professor
PANG, Anthony 彭敬華, BEng (H.K.U.S.T); MPhil (H.K.U.S.T); PhD (H.K.U.S.T); HD (H.K.Poly.)

Department of Management and Marketing
https://www.polyu.edu.hk/mm/mm_dev/index.php

Interim Head and Associate Professor
XU, Xin 徐鑫, BEcon (Nanjing); M Econ (Nankai); PhD (H.K.U.S.T)

Associate Head and Professor
NGAI, W.T. Eric 倪偉定, BSc (CNA A); MSocSc (H.K); PhD [PolyU(H.K.)]

Associate Head and Associate Professor
CHAN, Ricky Yee-kwong 陳怡光, BBA (C.U.H.K); LLB (Lond); MBA (C.U.H.K); LLM (Lond); PhD (C.U.H.K); Cert(JL) [H.K.(E.M.S)]; Dip(Mktng) (C.I.M); Barrister(Middle Temple); MCIM
GU, Flora 顧芳, BEcon (Fudan); PhD (H.K)

School of Accounting and Finance
https://af.polyu.edu.hk/

Head and Chair Professor of Accounting
CHENG, C.S. Agnes 鄭振興, BA (Natn'l Taiwan); PhD (Ill)

Associate Head and Chair Professor of Finance
LIN, Ji-chai 林基財, PhD (Iowa)
[also Christina Lee Professor in Accounting and Finance]

Associate Head and Associate Professor
CHAN, Yue-cheong 陳裕昌, BSSc (C.U.H.K); MPhil (C.U.H.K); PhD (H.K.U.S.T); CFA

Associate Head and Assistant Professor
SUN, Yongjing 孫咏菁, BEcon (Shanghai U. of Finance & Economics); PhD (City H.K); ACCA

Faculty of Construction and Environment
https://www.polyu.edu.hk/fce/

Dean and Chair Professor of Structural Engineering
XU, Y.L. 徐幼麟, MEngSc (Tongji); PhD (Syd); Dip(Mech) (Tongji); FASCE; FEMI; FHKIE; FIStructE
[also Yim, Mak, Kwok & Chung Professor in Smart Structures]
Associate Dean and Chair Professor of Construction Management
Shen, Geoffrey Q.P. 沈岐平, BEng (Tsinghua); PhD (Salf); PgD(CM) (Tsinghua); FHKIVM; MBCS-SGES; MIVM

Associate Dean and Chair Professor of Environmental Science and Technology
LI, Xiangdong 李向東, BSc (Nanjing); MSc (Nanjing); PhD (Lond.); DIC (Lond.) [also Director of Research Institute for Sustainable Urban Development]

Associate Dean and Chair Professor of Geomatics
DING, Xiaoli 丁曉利, BEng [C.S. China Tech. (P.R.C.)]; PhD (Syd.)

Faculty Secretary
TSUI, Y. 徐瑤, BSSc (C.U.H.K.); MA [PolyU(H.K.)]

Department of Building and Real Estate
http://www.bre.polyu.edu.hk/

Head and Chair Professor of Construction Engineering and Management
CHAN, Albert P.C. 陳炳泉, MSc (Aston); PhD (S.Aust.); APHK (H.K.Poly.); HD (H.K.Poly.); RPE(Bldg); FAIB; FCIOB; FHKICM; AAQS; MAIPM; MHKIE; MIEAust [also Associate Director of Research Institute for Sustainable Urban Development]

Associate Head and Professor
HUI, Chi-man Eddie 許智文, BSc (H.K.); MPhil (Camb.); PhD (Camb.); FHKIR; MCIOB; MHKICM; MHKIS; MRICS
NI, Meng 倪萌, BEng (Northwestern Poly.U.); MEng (Northwestern Poly.U.); PhD (H.K.)

Associate Head and Associate Professor
CHAN, Daniel W.M. 陳煒明, BEng (H.K.); PhD (H.K.); GMHKIE; MACMA; MAIPM; MAPM; MHKIPM

Department of Building Services Engineering
https://www.bse.polyu.edu.hk/

Head and Professor
USMANI, Asif, BEng (N.E.D. Eng.); MSc (Stan.); PhD (Wales); FIStructE

Associate Head and Professor
DU, Patrick Ya-ping 杜亞平, BSc (Shanghai jiaotong); MSc (Shanghai jiaotong); MSc (S.Calif.); PhD (S.Calif.); CEng; MIET
TANG, Shiu-keung 鄧兆強, BSc (H.K.); PhD (H.K.)
Associate Head and Associate Professor
LEE, Wai-ling 李慧玲, MSc (Brun.); PhD (Wales); HD (H.K.Poly.); APHK (H.K.Poly.); CEng; MCIBSE; MHKIE

Department of Civil and Environmental Engineering
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[also Senior Lecturer, English Language Centre]

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[also Senior Educational Development Officer]

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Human Resources Office

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Associate Director (Operations)
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Industrial Centre

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Innovation and Technology Development Office

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Jockey Club Design Institute for Social Innovation

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University Librarian
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Associate Librarian
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Pgd (NSW)
CHAN, Ivan SB 陳世斌, BSc (City Poly.H.K.), MAAppSc (C.Sturt), MSc (City H.K.),
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Director
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*Head*

Office of General University Requirements

*Head*
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Office of Service-Learning

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[also Associate Professor, Department of Computing]

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Office of Student Development

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Office of Student Resources and Residential Life

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[also Associate Dean of Students]
[also Assistant Professor, Department of Biomedical Engineering]

Office of Undergraduate Studies

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To be appointed

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[also Associate Dean of Faculty of Construction and Environment]
[also Chair Professor of Environmental Science and Technology]
[also Associate Director of University Research Facility in Chemical and Environmental Analysis]
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HD (H.K.Poly.); RPE(Bldg); FAIB; FCIOB; FHKICM; AAIQS; MAIPM; MHKIE; MIEAust
[also Head and Chair Professor of Construction Engineering and Management, Department of
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[also Patrick S.C. Poon Professor in Applied Chemistry]
[also Chair Professor of Chemical Technology]
[also Director of University Research Facility in Life Sciences]

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CEng; CLSO; FIMMM; FLIA; FHKEng; MHKIE; MIM
[also Dean of Faculty of Engineering]
[also Chair Professor of Materials Engineering]
[also Director of Studies, The IGDS/IMDS Administration Unit]

University Research Facility in Big Data Analytics
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PDip(OT) (H.K.Poly.); OT(Can.); ABDA; CPSM(U.K.)
[also Associate Vice President (Learning and Teaching)]
[also Chair Professor of Rehabilitation Sciences]
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[also Chair Professor of Chemical Technology]
[also Chief Executive Officer, Pearl Modern TCM Research Ltd.]

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University Research Facility in Life Sciences

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[also Associate Vice President (Research Support)]
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[also Interim Head of Research Office]

Associate Director
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[also Lo Ka Chung Charitable Foundation Professor in Pharmaceutical Sciences]
[also Professor, Department of Applied Biology and Chemical Technology]
[also Director of Centralised Animal Facilities]

YIP, Shea-ping 葉社平, MPhil (H.K.Poly.); PhD (Lond.); HC(MIT) (H.K.);
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[also Head and Professor, Department of Applied Physics]

Associate Director
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Institute for Entrepreneurship

Director
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Deputy Director
WONG, Kelvin 王家達, BEng [PolyU(H.K.)]; MSc (H.K.U.S.T.)
[also General Manager of PolyU Technology and Consultancy Co. Ltd.]

Shenzhen Base & Shenzhen Research Institute

Chief Executive Officer
CHEN, Maggie 陳綺東, MEng (Tsinghua)

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[also Deputy Director of Institute for Entrepreneurship]
1. PolyU Main Campus
   香港理工大學校園

2. Student Halls of Residence (Hung Hom)
   學生宿舍 (紅磡)

3. Student Halls of Residence (Homantin)
   學生宿舍 (何文田)

4. PolyU Hung Hom Bay Campus
   香港理工大學紅磡灣校園

5. PolyU West Kowloon Campus
   香港理工大學西九龍校園

6. Off Campus Housing (The Grand Blossom)
   校外宿舍 (盈采華庭)

7. Off Campus Housing (OCH - Hillwood Road)
   校外宿舍 (山林道)