

To : New Research Postgraduate Students Admitted in Semester 2, 2020/21
 From : Graduate School (GS)
 Date : 6 January 2021
 Subject: Arrangements for Learning & Teaching for Semester 2, 2020/21 for New Research Postgraduate (RPg) Students

Dear New Research Postgraduate Students,

We would like to provide you with the arrangements for learning and teaching for Semester 2, 2020/21 which are applicable for new research postgraduate (RPg) students as follows.

Commencement of Study at the PolyU Campus in Semester 2, 2020/21 (Starting from 18 January 2021)

New RPg students should settle the tuition fee and commence their studies at the PolyU campus in Semester 2, 2020/21 so that they can conduct their research/laboratory work and/or demonstration/teaching duties in PolyU properly and effectively.

For non-local RPg students who are currently outside Hong Kong, they should clear their health check issues in their own countries/cities before coming to Hong Kong. Upon arrival at Hong Kong, they shall conduct self-quarantine for 21 days before entering the PolyU campus. In view that non-local RPg students may only be able to arrive at Hong Kong at a later time (e.g. late January or early February 2021) under the current COVID-19 pandemic, they will receive stipend (applicable for full-time RPg students who are eligible to receive stipend) or assistantship (applicable for full-time RPg students who are appointed as part-time Teaching Assistants under the TPS) as follows:

Date of Commencement of Study in PolyU	Entitlement of Stipend or Assistantship (Applicable for full-time RPg students who are eligible to receive stipend)	Entitlement of Assistantship (Applicable for full-time RPg students who are appointed as part-time Teaching Assistants under the TPS)
Between 18 and 31 January 2021	Full-month stipend specially granted for January 2021; and full-month stipend for subsequent months	For RPg students who are appointed as part-time Teaching Assistants under the TPS, assistantship will be counted from the actual start date of their TPS appointment period.
Between 1 and 14 February 2021	Full-month stipend from February 2021 onwards	
Between 15 and 28 February 2021	Half-month stipend for February 2021; and full-month stipend for subsequent months	
Between 1 and 15 March/April/May 2021	Full-month stipend from March/April/May onwards	
Between 16 and 30/31 March/April/May 2021	Half-month stipend for March/April/May 2021; and full-month stipend for subsequent months	

Upon arrival, new RPg students may need some time to open a bank account in Hong Kong. The Host Department should confirm their new RPg students' actual date of study commencement at PolyU with GS. For instance, if a Host Department confirms with GS that an RPg student commences his/her study at PolyU on 18 January 2021 but his/her bank account in Hong Kong can only be successfully opened on 5 February 2021; after the verification process, GS will arrange with the Finance Office to pay back the full-month stipend of January 2021 (according to the above table, an RPg student is entitled a full-time stipend if he/she commences his/her study at PolyU between 18 and 31 January 2021) to the RPg student, who will also receive full-month stipend from February 2021 onwards.

For new non-local RPg students who will only be able to arrive at Hong Kong in May 2021, they are advised to commence their studies at PolyU in Summer Term, 2020/21 instead.

Alternative Teaching and Learning Arrangements

For new RPg students who cannot commence their studies at the PolyU due to personal reasons, health concern, travel restrictions, etc., they are advised to apply for a deferment of study or attend online teaching classes in Semester 2, 2020/21 as follows:

1. Apply for Deferment of Study

New RPg students should provide justifications in their application for deferment of study in Semester 2, 2020/21. The application shall be sent to the Chief Supervisor for endorsement and DRC Chair for approval. During the deferment period, stipend or assistantship will be suspended. However, the deferment period will not be counted towards the normal study period.

2. Attend Online Classes

New RPg students are required to pay the tuition fee for Semester 2, 2020/21 before attending the online classes. Stipend or assistantship will not be paid to RPg students during their period of receiving online teaching outside Hong Kong. When they return to PolyU, the stipend or assistantship will be paid to them starting from the first month they are studying at PolyU (either full-month or half-month stipend in accordance with the commencement date of study at PolyU; for assistantship, it is counted from the actual start date of TPS appointment period).

For RPg students who have difficulty in paying the tuition fee as they are not eligible to receive stipend/assistantship while attending online teaching, they can apply for deferring the pay date of tuition fee in Semester 2, 2020/21 via the Host Department. While Host Department approves an RPg student to defer paying the tuition fee, the Host Department shall guarantee that the RPg student would eventually pay the tuition fee within Semester 2, 2020/21 or the Host Department shall repay the tuition fee to the University.

Key Issues for Hong Kong PhD Fellowship (HKPFS) Students

For HKPFS students, as they have to follow a set of UGC policies governing research studies and residence requirements, and their application for academic/non-academic leave is unlikely approved unless very strong justifications are available, they are advised to commence their studies at the PolyU campus from Semester 2, 2020/21. In case they have difficulty in returning to PolyU in Semester 2, 2020/21, they should apply for a deferment of study as early as possible. The UGC will consider the application for deferment of study from HKPFS students based on the justifications provided.

Key Issues for New Non-local RPg Students

1. For Non-local Students who Need to Apply for a Study Visa

The Academic Registry of PolyU is working closely with the Hong Kong Immigration Department (IMMD) to speed up the visa application process. If the IMMD approves your visa application, the Academic Registry will arrange to collect the visa label and send it to you by express post. If you are given a conditional offer and has not yet submitted required documents to fulfil the condition(s) as stated in your online Notice of Offer, you are strongly advised to do so as early as

possible. Once you have met the condition(s) of admission, the Academic Registry will send the visa label to you by express post. For enquiries, please contact the Academic Registry by phone: (852) 2333 0600 or by email: ar.rpg@polyu.edu.hk.

2. Meet the HKSAR Government's Mandated Self-quarantine Requirement

Before you come to Hong Kong, you will have to make advanced arrangements to meet the HKSAR government's mandated self-quarantine requirement (e.g. travel and accommodation arrangements). The Non-local Student Services Team under the Student Affairs Office of PolyU will provide you with support on issues which you need to know or follow when entering Hong Kong. You may contact the Team by phone: (852) 2766 5408 or by email: nls.services@polyu.edu.hk.

Should you have enquiries, please contact the corresponding Departments/Offices as follows:

About the RPg Teaching, Learning and Assessment Arrangements:

Chief Supervisors or the General Office of the Host Departments

Contact Details: https://www.polyu.edu.hk/aradm/rpg/rpg_dept_contacts.pdf

About Admissions, Study Visa and Programme Registration for New RPg Students:

The Academic Registry

Telephone number: (852) 2333 0600; Email: ar.rpg@polyu.edu.hk

About Issuance of Stipend/Assistantship:

The Graduate School

Telephone number: (852) 3400 3635; Email: gs.enquiry@polyu.edu.hk

About Application for Student Hall Accommodation:

The Student Affairs Office

Telephone number: (852) 2766 6800; Email: student.halls@polyu.edu.hk

Thank you.

Graduate School