

To: Research students admitted from 2018/19 intake cohort or after
From: Academic Registry
Date: 14 February 2022
Subject: 2021/22 Summer Term Subject Registration and Add/Drop Arrangements (including Adjustment before Semester Commencement Period)

Dear Students

We are pleased to invite you to perform online Subject Registration and Add/Drop for 2021/22 Summer Term at eStudent (www.polyu.edu.hk/student). Please use Chrome browser to log into eStudent.

Students are advised to register subjects which they intend to take during the subject registration period. Once the details of arrangements for learning, teaching and assessment for Summer Term (e.g. Teaching mode) have been announced at a later stage, students can make necessary adjustments to their subject registration records during the Adjustment before Semester Commencement Period and the Add/Drop Period. Please seek advice from Programme Offering Departments if you have any further enquiries on your study plan.

(If you will have completed all the requirements for graduation by the 2021/22 Semester Two or you will be in off-campus or deferred status in 2021/22 Summer Term, please disregard this email. Upon confirmation of your eligibility to graduate or your leaving of the University, subjects registered (including follow-on term of consecutive subjects) in the following semester will be nullified and removed from your record.)

A summary of the key dates for 2021/22 Summer Term is as follows:

Subject Registration Activity	Period
Subject Timetable Release	25 February 2022
Subject Registration Period	From 3 to 7 March 2022 (<i>Mock: from 25 February to 2 March 2022</i>)
Adjustment before Semester Commencement Period	From 27 to 29 May 2022
Add/Drop Period	From 30 May to 4 June 2022

1. Subject Registration Period

Subject Registration Activity	Period
Check out the following information to prepare for your subject registration exercise: <ul style="list-style-type: none">Your Earliest Commencing Time for Subject Registration (eStudent > My Subject Registration > Personal Checklist)Subject Details, Vacancies and Class Timetables (eStudent > Information > Subject Search > Select the 'Academic Year/Sem': 2021-22 Semester 3)	From 09.00 of 25 February 2022 onwards
Try Mock Subject Registration before the actual subject registration (eStudent > My Subject Registration > Mock Subject Registration)	From 09.00 of 25 February to 23.59 of 2 March 2022

- All subjects you have selected during this period will NOT be carried forth to your actual online subject registration.

Perform your Subject Registration ([eStudent](#) > My Subject Registration > Subject Registration)

- **Select and add subject(s) into your subject shopping cart**, then press 'Proceed to Preview' button and 'Confirm' button to proceed with your subject selection(s).
- When a class enrolment is full and it is open for [waitlisting](#) as indicated by the subject offering department, you will be placed on a **waitlist** for the subject concerned automatically when you confirm to proceed with your subject selection. A real-time waitlist position will be shown for your easy reference. When a vacancy becomes available, students on the subject waitlist will be registered automatically corresponding to your position on the waitlist. An email notification will be sent to you upon **successful** registration of a waitlisted subject. You may refer to [FAQ](#) > waitlisting function section for more details of waitlisting. Please refer to the Student Notice on "[Updates about subject waitlisting function at eStudent](#)" regarding the revised subject display layout for searching/registering a subject at [eStudent](#).
- After the Subject Registration Period, if you wish to make any amendments, you can do so during the Adjustment before Semester Commencement Period and the Add/Drop Period.

From 09.00 of 3 March to 23.59 of 7 March 2022

Students are encouraged to watch the [videos](#) or refer to our [Guide for Subject Registration](#) for detailed steps of subject registration procedures.

2. Add/Drop Arrangements (including Adjustment before Semester Commencement Period)

Subject Registration Activity	Period
Adjustment before Semester Commencement Period	From 09.00 of 27 May to 23.59 of 29 May 2022
Add/Drop Period	From 09.00 of 30 May to 23.59 of 4 June 2022

Enquiries on Subject Registration

For more details of the subject registration arrangements, please refer to the AR website > Research Students > [Subject Registration & Examination](#).

If you have any queries on the subject registration arrangements, you can seek help via our [Help Centre](#), you can also contact us at (852) 2333 0600 during office hours or via email at ar.subreg@polyu.edu.hk (as well as at the special hotlines of (852) 2766 5599 / (852) 2766 5191 / (852) 2766 5172 operating during office hours of the Subject Registration Period, the Adjustment before Semester Commencement Period and the Add/Drop Period).

With regards
Academic Registry