

## Arrangements for Learning, Teaching and Assessment for Semester 2 of 2020/21

Academic Registry

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Dear Students,

I hope everything is going well with your studies during these challenging times.

In light of the ongoing pandemic situation, and the importance of maintaining social distance, the University has decided to continue the Learning, Teaching and Assessment (LTA) arrangements in Semester 1, with some fine-tuning for Semester 2. The aims of the arrangements are to address the health and safety concerns of students and staff, achieve the learning outcomes, enhance student learning experiences, and maintain the flexibility to respond to adverse developments of the pandemic.

### Delivery mode of general learning and teaching activities

For a class size of 50 or below, teaching (irrespective of its forms of instruction: e.g. lectures, seminars/tutorials) will be conducted on the basis of the pedagogical needs of the academic discipline, in EITHER of the following options:

- **Face-to-face (f2f) with online option** F2f classes will be held in University general teaching rooms with a seating capacity of at least twice the class size. Students may choose to attend these classes online remotely or f2f on-campus with all teaching activities recorded; OR
- **Online option** using Blackboard Collaborate Ultra, MS Teams, or Zoom as appropriate, with all teaching activities recorded;

For a class size of more than 50, teaching will be conducted **online** using Blackboard Collaborate Ultra, MS Teams, or Zoom as appropriate, with all teaching activities recorded.

For a mixed scenario in which subjects are offered with mass lectures (e.g. 100 or more students) and supplemented with small group seminars/tutorials (e.g. below 50 students), students will attend online lectures and may be able to choose either online or f2f seminar/tutorial sessions as arranged by subject lecturers.

Notwithstanding the above arrangements, should the local pandemic situation worsen again, learning and teaching will continue to be conducted online with the f2f option to be suspended.

#### Online teaching: synchronous and asynchronous modes

In Semester 2, 2020/21, online teaching can be conducted in synchronous or a mix of synchronous and asynchronous modes (e.g. real-time online classes supplemented with pre-recorded materials and out-of-class learning activities) to ensure the achievement of the intended learning outcomes. Subject lecturers will ensure that there is sufficient class interaction during the scheduled class time for students to take an active part in class.

#### Delivery mode of essential learning and teaching activities

Essential learning and teaching activities taking the form of practicums, clinical skills training, hands-on laboratory sessions, placements, trainings, studio sessions, field studies and the like will be conducted f2f regardless of the class size. Departments will set the class size where appropriate conforming to the prevailing public health and social distancing requirements and have the activities undertaken on campus or outside campus e.g. institution/agency/hospital. Departments may consider making alternative arrangements for taking the essential f2f learning and teaching activities for students residing outside Hong Kong if feasible. If alternative arrangements to fully achieve the learning outcomes cannot be made for these students, students will be advised in advance not to register for subjects with these activities. Students should also take note that f2f activities may be suspended/deferred if the COVID-19 pandemic situation worsens.

#### Subject Registration

Subject lecturers will provide more LTA information about the subjects [e.g. whether there are essential f2f learning and teaching activities, and the assessment methods (continuous assessment, alternative assessments, take-home examinations, online invigilated examinations or on-campus invigilated examinations)] in December 2020 to facilitate your subject registration decision for Semester 2.

#### Assessment Methods

Alternative assessments or take-home examinations will replace on-campus and online invigilated examinations, where appropriate. On-campus invigilated examinations can be adopted if they are to fulfill professional accreditation requirements, subject to the availability of examination venues. Online invigilated examinations may be adopted, subject to a rigorous approval process by the University. For approved on-campus invigilated

examinations, alternative arrangements will be made available for students currently residing outside HK.

### Grading Arrangement

The Pass/Fail (P/F) grading option will not be available for Semester 2 of 2020/21. If students encounter genuine difficulties and hardship, they are required to consult their academic advisors and they may submit a request to the programme offering departments for all of the registered subjects for this semester to be assessed using Pass/Fail grading. For applications which are approved, all subjects taken by the students concerned in this semester will be graded by Pass/Fail. The result will be recorded as “P” (for Pass) or “U” (for Fail) instead of as a Letter grade on your transcript. The results that you receive for subjects in Pass/Fail grade will not contribute to your grade point average (GPA), though you can still earn the applicable credits if you pass the subject.

Students should pay attention that, in determining students’ award/honour classifications, the Board of Examiners (BoE) will consider the total number of subjects in Pass/Fail grading that students have selected. As mentioned above, subjects with Pass/Fail grade will be recorded on the transcript with no contribution to GPAs. Please note that this may adversely affect a student’s future career and/or further studies. Employers and universities may evaluate your academic achievements when determining offers about employment and/or postgraduate admissions. Students without solid subject results or GPA information may inadvertently place themselves at a disadvantage.

### Students Currently Outside Hong Kong

For students who are currently residing outside Hong Kong, please note that you are not required to return to Hong Kong for Semester 2 of 2020/21. An option to conduct LTA online, except those essential f2f learning and teaching activities, will be provided. Departments will consider providing alternative arrangements for students to take part in essential f2f learning and teaching activities so as not to affect your progression of study or graduation.

Finally, a list of Questions and Answers on LTA arrangements for Semester 2, 2020/21 (including those for Service-Learning subjects) will be posted on the Academic Registry’s homepage for ALL students’ information. The list will also be updated from time to time. If you have any questions on the above arrangements, please contact the Academic Registry [hotline: (852) 2333 0600 or email: [ar.dept@polyu.edu.hk](mailto:ar.dept@polyu.edu.hk)].

Please continue to stay safe and well. We appreciate your patience and wish you every success in your studies.

Alex Wai  
Deputy President and Provost