THE HONG KONG POLYTECHNIC UNIVERSITY
香港理工大學

FACULTY OF 理學院 SCIENCE

UGC Full-time

Bachelor's Degree Scheme in Science
理學組合學士課程

Programme Code: 01402

PROGRAMME REQUIREMENT DOCUMENT 2025/26

This Programme Requirement Document is subject to review and changes, which the Faculty fo Science can decide to make from time to time. Students will be informed of the changes as and when appropriate.

Updated on 12 September 2025

CONTENTS

APPENDICES

1. GENERAL PROGRAMME INFORMATION

Scheme Title (English)	:	Bacholer's Degree Scheme in Science
Scheme Title (Chinese)	:	理學組合學士課程
Programme Code	:	01402
Host Faculty	:	Faculty of Science
Type of Programme	:	UGC-funded
Mode of Attendance	:	Full-time
Normal Duration	:	1 year (Faculty Common First-Year Curriculum) 3 years (major programme)
Nature of Programme	:	Credit-based
Credits for Graduation	:	120 – 134 [Depending on which major]
Medium of Instruction	:	English

Award Title at Graduation	Host Department
BSc (Hons) in Applied Biology with Biotechnology	Department of Applied Biology and Chemical Technology (ABCT)
BSc (Hons) in Chemical Technology	
BSc (Hons) in Food Safety and Technology	Department of Food Science and Nutrition (FSN)
BSc (Hons) in Human Nutrition and Health	
BSc (Hons) in Human Nutrition and Health (Nutrition in Practice)	
BSc (Hons) in Physics with a Secondary Major in Artificial Intelligence and Data Analytics	Department of Applied Physics (AP)
BSc (Hons) in Physics with a Secondary Major in Innovation and Enterpreneurship	

2. PROGRAMME AIMS, INSTITUTIONAL LEARNING OUTCOMES AND PROGRAMME LEARNING OUTCOMES

2.1 Programme Aims

At PolyU, innovation and technology drive an academic environment that fosters national pride, social responsibility, and a global mindset. Our Bachelor's Degree Scheme offers you the time and flexibility to explore various fields and empowers you to make well-informed decisions about your preferred programme.

This Bachelor's Degree Scheme is intended to nurture future scientists and talents by offering holistic, dynamic, and pioneering innovative science-based education. During their first year of study, students can explore different science disciplines via

experiential learning through search and discovery processes, thus cultivating their interest in scientific and technological innovations. The Common Year One Curriculum equips our students with the knowledge and skillset to pursue a specific science major according to their aspirations, ability, and interests, beginning in their second year of study.

2.2 Objective

- To provide a flexible opportunity for students to explore the beauty of different science disciplines before committing to a major area of study;
- To enrich students' educational journeys by providing a great diversity of study options and learning experiences;
- To cultivate in students a mindset that embraces risk-taking and creativity and thus facilitates the transition of innovative ideas into practical applications;
- To develop skillsets in analysing and proposing solutions to real-life scientific and technological problems; and
- To provide training in intercultural communication and promote an understanding of global citizenship.

2.3 PolyU Institutional Learning Outcomes

(1) **Socially responsible leaders with a strong sense of national pride and a global outlook**: Care about and understand local, national and global issues, and be able to think globally, act responsibly, and lead with integrity and pride for the benefit of society and a sustainable future.

(2) **Future-ready professionals who possess technical acumen**: Be able to integrate and apply in-depth discipline knowledge and specialised skills, leverage changing and emerging technologies for work, function in variable interdisciplinary contexts, and demonstrate professionalism and entrepreneurial spirit at work.

(3) **Critical thinkers and creative problem solvers**: Be able to critically evaluate information and arguments, draw logical and informed conclusions, identify problems and formulate innovative solutions, in both professional and everyday contexts.

(4) **Effective communicators and collaborators**: Be able to communicate effectively in English and Chinese in professional and everyday contexts[1], collaborate with people from diverse backgrounds and different perspectives, and contribute to effective teamwork and positive group dynamics.

(5) **Adaptable and resilient lifelong learners**: Committed to continual learning and self-improvement, engage in learning with a sense of purpose, manage their own learning, adapt to different learning situations, and deal effectively with the arising stress and challenges.

1 The expectation to communicate in Chinese does not apply to foreign students.

2.4 Intended Programme Learning Outcomes of Major Programmes

<table>
<tr><th>Major Programme</th><th>Intended Programme Learning Outcomes</th></tr>
<tr><td>BSc (Hons) in Applied Biology with Biotechnology</td><td>
Upon graduation from the programme, students will be able to:

Professional/academic knowledge and skills
1. Formulate hypotheses, design and conduct studies, analyze and interpret data.
2. Understand, design and improve biotechnological systems and processes to meet practical needs.
3. Identify and to create innovative solutions to solve problems in diverse sectors of biotechnology.
4. Apply his/her knowledge of biotechnology to improve the quality of life.
5. Commit to the highest standards of professional integrity and ethical values as a member of the biotechnology sectors and the society
6. Communicate effectively in a professional manner in English and Chinese, orally and in writing.

Attributes for all-roundedness
7. Demonstrate leadership skills while working in a multidisciplinary team
8. Understand the global trends and opportunities related to biotechnology; and demonstrate entrepreneurial spirit and skills
9. Make independent judgment on contemporary issues in a regional and global context.
10. Engage in life-long learning and establish social, national and global responsibility and cultural appreciation

Relationship of Institutional Learning Outcomes to Intended Learning Outcomes of the Programme
<table>
<tr><th rowspan="2">Intended Programme Learning Outcome</th><th colspan="5">Institutional Learning Outcome</th></tr>
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<td>BSc (Hons) in Chemical Technology</td>
<td>Upon graduation from the programme, students will be able to:

Professional/academic knowledge and skills
1. Demonstrate knowledge and understanding of fundamental principles of chemistry and chemical technology and contemporary applications.
2. Design and conduct experiments, as well as critically analyze and interpret experiment results.
3. Identify and solve problems in chemical technology and related fields in regional and global contexts as well as demonstrate entrepreneurial spirit and skills including the discovery and use of opportunities, and experimentation with novel ideas in the process.
4. Integrate methods, skills and techniques necessary for professional practice.
5. Recognize and adopt professional, ethical and social responsibilities.
6. Think independently, analytically and critically and resolve problems in creative ways.
7. Communicate effectively in both English and Chinese.

Attributes for all-roundedness
8. Make independent judgments on contemporary issues in a regional and global context.
9. Function effectively in multi-disciplinary teams.
10. Engage in life-long learning and appreciate culture.

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<tr>
<td>BSc (Hons) in Food Safety and Technology</td>
<td>Upon graduation from the programme, students will be able to:

Professional/academic knowledge and skills
1. Apply the fundamentals of food chemistry and the analytical techniques associated with food to assure food safety in the community.</td>
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</table>

2. Identify the major microorganisms and other harmful substances in foods as well as the conditions, including inspection and sanitation practices, under which the assurance of food safety can be achieved.
3. Use the basic principles involving food preservation, processing and engineering as well as the associated practices and requirements to solve problems in diverse sectors of food technology.
4. Integrate and demonstrate the knowledge and skills acquired to identify and solve food safety and technology related problems, in particular those related to the control and assurance of the quality of food products, sensory evaluation of food, analysis of food hazards, sanitation operation, etc..
5. Understand the global trends and opportunities related to food safety and technology; and demonstrate entrepreneurial spirit and skills in their work.

Attributes for all-roundedness

6. Communicate effectively in both oral as well as written Chinese and/ or English.
7. Demonstrate critical thinking, creativity and problem-solving skills.
8. Commit to the highest standards of professional integrity and ethical values.
9. Demonstrate leadership skills while working in a multidisciplinary team.
10. Engage in life-long learning and establish social, national and global responsibility and cultural appreciation.

Relationship of Institutional Learning Outcomes to Intended Learning Outcomes of the Programme

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	(1)	(2)	(3)	(4)	(5)
(1)		✓			
(2)		✓			
(3)		✓			
(4)		✓	✓		
(5)		✓	✓		✓
(6)				✓	
(7)		✓	✓		
(8)	✓		✓		
(9)	✓	✓		✓	
(10)	✓				✓

BSc (Hons) in Human Nutrition and Health / BSc (Hons) in Human Nutrition and Health	Upon graduation from the programme, students will be able to: *Professional/academic knowledge and skills*

<table>
<tr>
<td>(Nutrition in Practice)</td>
<td>
1. Utilize professional skills and standards to provide nutrition services in multidisciplinary setting.
2. Determine the nutritional status of individuals in various life-cycle stages and/or with nutrition-related chronic diseases by applying knowledge of metabolism and nutrient functions, food sources and physiologic systems.
3. Provide nutrition education to individuals, groups, and communities throughout the lifespan using a variety of communication strategies.
4. Apply the scientific principles of nutrition for the promotion of health and wellbeing of individuals, groups and communities.

Attributes for all-roundedness
5. Communicate effectively in both oral as well as written Chinese and English.
6. Demonstrate critical thinking, creativity and problem-solving skills.
7. Commit to the highest standards of professional integrity and ethical values.
8. Demonstrate leadership skills while working in a multidisciplinary team.
9. Engage in life-long learning and establish social, national and global responsibility and cultural appreciation.

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<tr>
<td>BSc (Hons) in Physics with a Secondary Major in Artificial Intelligence and Data Analytics/
BSc (Hons) in Physics with a Secondary Major in Innovation and Enterpreneurship</td>
<td>
Upon graduation from the programme, students will be able to:

Professional/academic knowledge and skills
1. Apply AI concepts, as well as physics and engineering principles, to analyse scientific and technical/technological problems.
2. Apply AI methodologies and skills, and scientific experimental and interpretation techniques, in innovations, modern instrumentation and manufacturing processes.
</td>
</tr>
</table>

3. Formulate scientific and engineering problems in suitable mathematical or computable forms, and be able to make a good judgement on the appropriateness of approximations and models used and the derived results/answers.
4. Assimilate and implement new ideas resourcefully, so as to demonstrate entrepreneurial spirts and skills, and become more flexible and adaptable to function in different employment environments and to cope with advance and change.
5. Develop a career in various professions, by making use of the broad-based foundation, and insights towards global trends and opportunities, acquired in the study.

Attributes for all-roundedness

6. Examine critically the validity of information, arguments and different viewpoints, and to evaluate, synthesize and propose creative solutions to problems of a general nature based on logical reasoning where appropriate.
7. Communicate clearly and effectively, and collaborate smoothly with others, as a leader or a team player.
8. Ready to demonstrate a sense of responsibility, accountability, team relationship and spirit, and ethical reasoning, and face future challenges in a professional with technical acumen.
9. Posses a desire, adaptability and resilience for life-long learning and self-learning.
10. Be a social responsible leader with a strong sense of national pride and a global outlook.

Relationship of Institutional Learning Outcomes to Intended Learning Outcomes of the Programme

Intended Programme Learning Outcome	Institutional Learning Outcome				
	(1)	(2)	(3)	(4)	(5)
(1)		✓			
(2)		✓			
(3)			✓		
(4)					✓
(5)	✓				
(6)			✓		
(7)				✓	
(8)		✓			
(9)					✓
(10)	✓				

2.4.1 Please refer to the individual programme/ scheme programme requirement documents (*links in Section 4.1*) for the curriculum map which gives a holistic view of the degree to which each intended

learning outcome will be taught and assessed in the programme.

2.4.2 These outcomes will be achieved by using different teaching/learning methods and various assessment tools as well as a set of criterion-referenced assessment grades in each subject. Detailed subject syllabuses and assessment schemes are given in subject description forms or subject synopsis in eStudent.

2.4.3 PolyU aspires to develop all its students as all-round graduates with professional competence and has identified a set of highly valued attributes as the learning goals for students. While many of these graduate attributes can be developed through the curricular activities of this programme, some (including leadership, cultural appreciation, global outlook and life-long learning) are primarily addressed through co-curricular activities offered by faculties, departments, and various teaching and learning support units of the University. Students are encouraged to make full use of such opportunities to develop these attributes.

3. ADMISSION & ENTRANCE REQUIREMENTS

3.1 Minimum Entrance Requirements

3.1.1 For entry with HKDSE qualifications

Applicants must satisfy the General Entrance Requirements of The Hong Kong Polytechnic University:

HKDSE Subjects	Core Subjects				Elective Subjects (including M1/M2)	
	Chinese Language	English Language	Mathematics	Citizenship and Social Development	1st Elective	2nd Elective
Level Requirement	3	3	2	Attained	3	3

Preferred Subjects with the highest weighting

There is no compulsory subject requirement. Preferred subjects with the highest weighting for admission score calculation includes:

- English Language
- Mathematics
- Mathematics (Extended part - Calculus and Statistics)
- Mathematics (Extended part - Algebra and Calculus)
- Biology
- Chemistry
- Physics
- Integrated Science
- Business, Accounting and Financial Studies
- Business, Accounting and Financial Studies (Accounting)
- Business, Accounting and Financial Studies (Business Management)
- Combined Science: Biology + Chemistry
- Combined Science: Biology + Physics

- Combined Science: Physics + Chemistry
- Economics
- Information and Communication Technology

Relevant Applied Learning Subjects

Relevant Applied Learning subjects that can be considered for meeting the University entrance requirement and admission score calculation are:

- Environmental Engineering
- Exercise Science and Health Fitness
- Food Innovation and Science
- Foundation in Chinese Medicine
- Fundamental Health Care
- Health Care Practice
- Hotel Operations
- Medical Laboratory Science

3.1.2 For entry with other local qualification

- An appropriate Diploma passed with credit or a Higher Certificate from a recognised institution; OR
- An appropriate Associate Degree / Higher Diploma from a recognized institution

3.1.3 For entry with other local/ non-local qualification deemed to be acceptable for admission purpose

3.1.3.1 The University accepts attainments in recognised international qualifications (e.g. GCEALE, IB) for admission to the 4-year degree programmes. Applicants holding A-Level and IB qualifications will be granted credit transfer upon admission.

3.1.3.2 For details of non-local qualifications acceptable for admission to full-time UGC funded Bachelor's degree programmes, please refer to this page.

3.2 Other Admission Requirements

3.2.1 English Language requirement

3.2.1.1 Applicants seeking admission to full-time Bachelor's degree programmes on the strength of non-HKDSE qualifications are required to demonstrate English language proficiency by providing one of the following English test results, valid within two years from the test date, or by holding qualifications that meet the English language proficiency requirement:

a) A Test of English as a Foreign Language (TOEFL) score of 80 or above for the internet-based tests; OR
b) An overall Band Score of 6.0 or above in the International English Language Testing System (IELTS); OR
c) Meeting the specified English language proficiency requirements for

recognised international qualifications and/or overseas local qualifications listed in this page.

3.2.1.2 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.

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

3.2.3 Applicants may be required to attend interviews, if deemed necessary.

3.4 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 scheme/programme/stream in the following academic year.

4. PROGRAMME STRUCTURE

4.1 Curriculum

The multidisciplinary, inquiry-driven, and experimentally based curriculum transforms the students from diverse backgrounds into young scientists equipped with the advanced scientific knowledge to excel in various professions. Among the minimum of 120 or 134 credits for graduation, the credits are composed of General University Requirements (GUR) at 27 credits, Major at 54 – 87 credits, Free Electives of at least 6 credits, and Work Integrated Education (WIE) carring training credits.

Award Title	Credit Requirements
BSc (Hons) in Applied Biology with Biotechnology	120 plus training credits
BSc (Hons) in Chemical Technology	
BSc (Hons) in Food Safety and Technology	
BSc (Hons) in Human Nutrition and Health	
BSc (Hons) in Human Nutrition and Health (Nutrition in Practice)	
BSc (Hons) in Physics with a Secondary Major in Artificial Intelligence and Data Analytics	134 plus training credits
BSc (Hons) in Physics with a Secondary Major in Innovation and Enterpreneurship	

4.1.1 General University Requirements (GUR)

Students are required to attain 27 credits to fulfill the General University Requirements (GUR).

	Components	Credits
1.	Artificial Intelligence and Data Analytics Requirement	**2**
2.	Cluster Area Requirements (CAR)	**9**

	• 3 credits from each of the following 3 cluster areas:
	  ○ A: Human Nature, Relations and Development
	  ○ M: Chinese History and Culture
	  ○ N: Cultures, Organisations, Societies and Globalisation
	• Additional requirements:
	  – To fulfill Chinese reading and writing requirements
	  – To fulfill English reading and writing requirements
		
		3
		
		3
		3

3.	Healthy Lifestyle (non-credit bearing)	**0**
4.	Innovation and Entrepreneurship Requirement	**1**
5.	Language and Communication Requirements (LCR) • Chinese LCR[2] • English LCR I • English LCR II	**9** *3* *3* *3*
6.	Leadership Education and Development	**3**
7.	Service-Learning	**3**
	Total GUR credits	**27**

4.1.2 Major requirements

4.1.2.1 Faculty Common First-Year Curriculum (FCFC)

All admitted students will embark on a Common Year One Curriculum comprising of 30 credits.

Subject Type	Subject Code	Subject Title	Credits
Faculty Compulsory *(6 credits)*	AMA1616	Quantitative Skills and Experimental Design for Scientists	3
	FS1001	Fundamentals of Modern Science	3
Professionals in Society *(3 credits)*	FS1000	Science Professionals in Society	3
General University Requirements (GUR) *(15 credits)**	APSS1L01	Tomorrow's Leaders	3
	COMP1004	Introduction to Artificial Intelligence and Data Analytics	2
	MM1031	Introduction to	1

2 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, students whose Chinese standards are at junior secondary level or below will still be required to take one Chinese LCR subject to fulfil their Chinese LCR. From the 2024/25 intake cohort onwards, students who fulfil the following criteria are exempted from the CLCR requirements: (i) those with their first/native language as non-Chinese stated on the grade report of recognized tests (e.g. IELTS, TOEFL, etc,); OR (ii) those admitted with international qualifications without taking any Chinese subject(s) in their secondary/high school; OR (iii) those taken Chinese B or Chinese AB(SL) in IB Diploma; OR (iv) NCS status shown on the official proof provided by their seconeary school.

		Innovation and Entrepreneurship	
	ELCXXXX	English Language and Communication Requirement (LCR) subject I	3
	CLCXXXX	Chinese Language and Communication Requirement (LCR) subject	3 + 3 (choose any two subjects)
	ELCXXXX	English Language and Communication Requirement (LCR) subject II	
	--	Cluster-Area Requirement (CAR) subject	
Free Elective *(6 credits)*	--	Free elective 1	3
	--	Free elective 2	3
		Total FCFC credits	**30**

** Students are required to complete the remaining 12 credits of GUR in their major programme to fulfill the graduation requirement.*

These subjects are designed to meet the needs of students with different backgrounds, thus providing a solid and adequate foundation from which to explore a range of science disciplines before choosing their preferred programme through an iteration process based on the preference choices, ranking scores[3] and intake quotas of departments.

Students who have not completed their first year of study due to failure of subjects, deferment or being off-campus for one semester will have their applications for study options reviewed based on their CGPA as of the end of semester Two of their first year of study. For students who have deferred or been off-campus for two semesters, they should remain under the first-year curriculum and will not be eligible to opt for a Major.

4.1.2.2 Study pattern of FCFC

Subject Code	Subject Title	Credit Value	Compulsory or Elective	Subject Type
Semester One				
ELCXXXX	English LCR I	3	C	GUR
APSS1L01	Tomorrow's Leaders	3	C	GUR
FS1000	Science Professionals in Society	3	C	Professionals in Society
FS1001	Fundamentals of	3	C	Faculty

3 A ranking score determined by [1] Entrnce qualification score based on the main admission qualification; [2] Cumulative Grade Point Average (CGPA) after Semester Two of Year One; [3] Interview score of the Faculty-based interview conducted in Semester Two of Year One.

	Modern Science			Compulsory
	Free Elective	3	E	Free Elective
	Total	**15**		
Semester Two				
CLC/ ELC/ CAR	Chinese LCR/ English LCR II/ CAR *(any two subjects)*	6	C	GUR
COMP1004	Introduction to Artificial Intelligence and Data Analytics	2	C	GUR
MM1031	Introduction to Innovation and Entrepreneurship	1	C	GUR
AMA1616	Quantitative Skills and Experimental Design for Scientists	3	C	Faculty Compulsory
	Free Elective	3	E	Free Elective
	Total	**15**		

4.1.2.3 Major programme selection

Towards the end of the second semester of Year One, students can choose their preferred major through an iteration process (see Section 4.1.2).

From Year Two onwards, students will follow the curriculum of their major programme and fulfill respective graudation requirements. Details can be found in the Scheme/ Programme page (*links below*).

- BSc (Hons) Scheme in Biotechnology and Chemical Technology
  - *BSc (Hons) in Applied Biology with Biotechnology*
  - *BSc (Hons) in Chemical Technology*

- BSc (Hons) Scheme in Food Science and Nutrition
  - *BSc (Hons) in Food Safety and Technology*
  - *BSc (Hons) in Human Nutrition and Health*
  - *BSc (Hons) in Human Nutrition and Health (Nutrition in Practice)*

- BSc (Hons) in Physics with a Secondary Major in Artificial Intelligence and Data Analytics / BSc (Hons) in Physics with a Secondary Major in Innovation and Enterpreneurship

4.1.3 Work-integrated education (WIE)

Students are required to complete a Work-Integrated Education (WIE) component in their programme of study. The WIE provides students with work-based learning experiences that facilitate students' all-round development and enhance their professional competencies. Students who do not complete WIE component satisfactorily will not be

considered for the graduation award.

For details on the WIE component, please refer to the individual programme/ scheme programme requirement documents (*links in Section 4.1*).

4.2 Study Option

4.2.1 Secondary Major

Students of the BSc (Hons) in Physics shall opt for either the Secondary Major in Artificial Intelligence and Data Analytics (AIDA) or the Secondary Major in Innovation and Entrepreneurship (IE). For details, please refer to its programme page.

4.2.2 Minor Study

4.2.2.1 The Major plus Minor study option allows undergraduate students to explore an additional field of study alongside their Major. Minor study will be a free choice by students and not mandatory. Each student is allowed to take not more than one Minor.

4.2.2.2 The credit requirement for a minor is 18 with at least 9 credits at Level 3 or above. Subject to approval by the Minor-offering department, students may count up to 6 credits from their Major/GUR (including 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.

4.2.2.3 Only students with a GPA of 2.50 or above can be considered for Minor study enrolment. The Minor-offering Department may set a quota and additional admission requirements for their Minor.

4.2.2.4 Students are required to obtain a GPA of at least 1.70 in order to satisfy the requirement for graduation with a Major plus a Minor.

4.2.2.5 For details on the minor study, please refer to this page.

4.2.3 Fast Track

4.2.3.1 The Fast-track Integrated Bachelor's and Master's Degree Programmes offer a pathway for high-achieving and ambitious undergraduate (Ug) students to complete both undergraduate and taught postgraduate studies at an accelerated pace and with reduced tuition fees. Students can enrol in the programme either in Year 1 or Year 3, depending on their academic standing. For details, please refer to this

page.

4.2.3.2 Eligible entrants will receive an offer of admission to the undergraduate programme, as well as a conditional offer to the taught postgraduate programme. Upon successful completion of both the undergraduate and taught postgraduate degrees, students will be awarded two separate degrees: a Bachelor's degree and a Master's degree.

4.2.3.3 As part of the Fast-track Programme, students will take taught postgraduate courses that comprise no more than 30% of the taught postgraduate curriculum (9 credit units), which can be taken as Majors or Free electives in the undergraduate curriculum.

4.2.3.4 Students are required to maintain a cumulative GPA of 3.30 at the end of Semester Two, unless Summer Term study is mandatory, to stay on the Fast-track Programme.

4.2.3.5 List of fast-track programmes in Faculty of Science:

Ug offering Department	**Ug Programme**	**Master Programme**	**Entry Path[4]**	**Fast-track Programme Link**
ABCT	BSc(Hons) in Applied Biology with Biotechnology	MSc in Biopharmaceutical Development and Commercialization	Year 1 or Year 3	Link
	BSc(Hons) in Chemical Technology	MSc in Sustainable Technology for Carbon Neutrality	Year 1 or Year 3	Link
FSN	BSc(Hons) in Food Safety and Technology	MSc in Global Food Safety Management and Risk Analysis	Year 3	Link
AP	BSc(Hons) in Physics [including a Secondary Major in AIDA/ IE]	MSc in Medical Physics	Year 3	Link

4.3 Medium of Instruction

4.3.1 English is the medium of instruction (the only exceptions are for a small number of programmes/subjects which have obtained special approval to be taught and examined in Chinese, due to the nature and objectives of the programmes/subjects concerned).

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

4 Year 1 Entry: [1] JUPAS (Local): At least Level 5** in 2 subjects and with HKDSE Best 5 score of 26 or above (Conversion scale: 5**=8.5; 5*=7; 5=5.5; 4=4); [2] Non-JUPAS (Local) and Non-JEE (Mainland and Non-local Non-Mainland): IB score of 39 or above (or equivalent); OR [3] JEE (Mainland): Total score within the Top 3% of the province of the examination year.
Year 3 Entry: Attained a cumulative GPA (CGPA) of 3.30 or above at the end of Semester 2 of Year 2; and Recommended by the Programme Leader.

5. PROGRAMME ADMINSTRATION

5.1 General Administration

The Faculty of Science is the administrative host of the Bacholer's Degree Scheme in Science. General administration of admission, preparation for Board of Examiners meetings and documentations are thus carried out by the Faculty. Registration and student records are also handled by the Faculty while individual Departments will look after the administration for students once they have finalized their programme choice by the end of Year One.

5.2 Student/Staff Consultative Group

The Student/Staff Consultative Group (SSCG), as the formal channel for soliciting student feedback, consists of the Scheme Leader, subject lecturers and student representatives. The SSCG must meet at least once per semester, preferably in the middle of the semester, or whenever is felt necessary by its members. Student feedback should be collected before each meeting via surveys or student representatives, as a basis for setting the agenda.

5.3 Academic Advising

5.3.1 A Designated Academic Advisor will be initially assigned by the Faculty to every student admitted to the Bachelor's Degree Scheme in Science for the first year. A "permanent" Designated Academic Advisor will be assigned to students by the department concerned after the student's selection of major has been confirmed by the end of Year One.

5.3.2 Academic Advisors, as frontline advisors to students, are responsible for providing students with relevant and current information about curriculum and programme requirements (for both major/minor/elective and GUR studies), advising students of suitable combinations of subjects before subject registration in each semester, providing academic advice to students related to their studies and career development, assisting students in solving problems encountered in their studies and formulating study plans, and referring students to other units for relevant information or support.

5.3.3 Student should meet with their Academic Advisor for consultation on their programme of study and study plans at least twice in an academic year.

5.3.3.1 Academic Advising in Science Professionals in Society (FS1000)

Science Professionals in Society (FS1000) is offered in the first semester of Year One study, of which 10% of the assessment for the "Group Video Presentation" will be allocated to Academic Advising meetings. Students are required to meet with their Academic Advisor at least twice, with each meeting weighted at 5%.

5.3.4 For students on academic probation, their subject registration in the ensuing semester will only be confirmed after review and approval by their academic advisors. Students will be advised to contact the advisors, within a week of assessment results announcement, to discuss their study plans. The

advisor has the final discretion to determine the subjects to be taken by the students concerned based on the policy of the Faculty/ Department on the maximum number of credits to be taken in the semester following academic probation.

5.3.5 For details on Academic Advising, please refer to this page.

6. REGISTRATION

6.1 Programme Enrollment

6.1.1 Normal duration for completion of a programme

6.1.1.1 Students should complete the programme within the normal duration of the programme as specified in the Programme Requirement Document. Those who exceed the normal duration of the programme will be de-registered from the programme unless prior approval has been obtained from relevant authorities. The study period of a student shall exclude deferment granted for justifiable reasons, and the semester(s) when the student has been approved to undertake internship. Any semester in which the students are allowed to take zero subject will be counted towards their total period of registration.

6.1.1.2 The authorities for approving requests for extension of study period are as follows[5]:

Approval Authority	Duration of Extension of Study Period
Head of Host Department	Up to one year
Faculty Board Chairman	Beyond one year and up to two years

6.1.1.3 To enable student sportsmen to manage their participation in trainings/competitions and academic studies, the normal duration for completion of programmes for students admitted via the OSRS will automatically be extended for two years. Further extension will follow the prevailing regulations.

6.1.2 Residential requirement

6.1.2.1 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/she 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.)

5 The Head of Department concerned may, at the time of admission, extend the normal duration of students with special educational needs, based on the recommendation from SAO. Further extension will follow the prevailing regulations.

6.1.2.2 This 1/3 requirement is also applicable to Minor programme and Secondary Major. Students must take at least 6 credits from their chosen Minor programme or at least 12 credits from their chosen Secondary Major in order to satisfy the residential requirement of their chosen Minor or Secondary Major.

6.1.3 Deferment of study

6.1.3.1 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 Host Faculty/ Department is required. The deferment period will not be counted towards the total period of registration.

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

6.1.3.3 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.

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

6.2 Subject Registration

6.2.1 Subject registration and withdrawal

6.2.1.1 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 and before the commencement of the examination period if they have a genuine need to do so. The application should be made to the relevant Programme Host Faculty/ Department and will require the approval of both the subject teacher and the host Faculty Scheme Leader concerned (or an alternate academic staff authorised by the Programme Host Faculty/ 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.

6.2.1.2 The pre-requisite requirements of a subject must have been fulfilled 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 the prerequisite subject concerned forms part of the requirements for award, the subject has to be passed in order to satisfy the graduation requirements for the programme concerned, despite the waiving of the pre-requisite during

the subject registration process.

6.2.1.3 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.

6.2.2 Study load

6.2.2.1 For students following the progression pattern specified for their scheme, they have to take the number of credits and subjects, as specified in the Programme Requirement Document, for each semester. Students cannot drop those subjects assigned by the Programme Host Faculty/ Department unless prior approval has been given by the Faculty/ Department.

6.2.2.2 The normal study load is 15 credits in a semester for full-time study. The maximum study load to be taken by a student in a semester is 21 credits, unless exceptional approval is given by the Programme Host Faculty Dean/ Department Head. For such cases, students should be reminded that the study load approved should not be taken as grounds for academic appeal.

6.2.2.3 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 Faculties/ Departments and will be subject to the approval of the authorities concerned[6].

6.2.2.4 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 Host Faculty/ 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 total period of registration.

6 The maximum number of credits to be taken in a semester by students on academic probation will be decided by the students' Programme Offering 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 the Academic Quality Assurance Committee will be required.

6.2.2.5 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 Programme Host Faculty concerned before the selection of subjects.

6.2.3 Subject exemption

Students may be exempted from taking any specified subjects, including mandatory 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 Faculty Dean(s)/School Board Chair(s) 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. 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.

6.2.4 Credit transfer

6.2.4.1 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/degree [7]. Transferred credits may not normally be counted towards more than one degree. 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 Programme Host Faculty/ Department might need to request the institutions concerned to provide more relevant information.

6.2.4.2 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/

7 Credit transfer from undergraduate studies to postgraduate studies will be allowed on the condition that these credits were on top of the Bachelor's degree requirements.

Faculty. 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 Faculty/ 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 Faculty/ 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 6.1.2 above.

6.2.4.3 In case of disagreement between the programme offering Faculty/ Department and the subject offering Department, the Faculty Dean(s)/School Board Chair(s) concerned will make a final decision jointly on the application.

6.2.4.4 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.

6.2.4.5 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.

6.2.4.6 If the credits to be transferred are part of a PolyU programme which is accredited by a professional body, the Faculty/ Department should ensure that the transferred credits will also meet the requirement of the relevant professional body.

6.2.4.7 Notwithstanding the upper limits stipulated 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 6.2.4.8), subject to their satisfying the residential requirement as stated in Section 6.1.2 above.

6.2.4.8 With applications for transfer of credits earned through study under an approved exchange programme, as with all other credit transfer applications, the Programme Host Departments concerned should scrutinize the syllabuses of the subjects which the students are going to take at the partner institution, and determine their credit transferability based on academic equivalence with the corresponding subjects on offer at PolyU, and the comparability of the grading systems adopted by PolyU and the partner institution. In order to overcome possible problems associated with subject-to-subject mappings, block credit transfer rather than subject-by-subject credit transfer can be given. Before they start the exchange programme, students should seek

approval on their study plan and credit transferability from the programme offering Department (who will consult the subject offering Departments as appropriate). At the same time, the credit transferability, and the suitability for allowing grades to be carried over, must be communicated to the students.

6.2.4.9 All credit transfers approved will take effect in the semester for which they are approved. A student who applies for transfer of credits for 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).

6.2.4.10 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.

6.2.4.11 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/her current programme.

7. ASSESSMENT AND PROGRESSION

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.

7.1 Assessment

7.1.1 Principles of assessment

7.1.1.1 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.

7.1.1.2 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.

7.1.1.3 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 APRC and reported to the Senate as necessary.

7.1.2 Assessment methods

7.1.2.1 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 Programme Requirement 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 Programme Requirement Document. Learning outcome should be assessed by continuous assessment and/or examination appropriately, in line with the outcome-based approach.

7.1.2.2 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.

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

7.1.2.3 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 Programme Requirement Document.

7.2 Grading

7.2.1 Assessment grades shall be awarded on a criterion-referenced basis. A student's overall performance in a subject shall be graded as follows from 2020/21 onwards:

Subject grade	*Short description*	*Elaboration on subject grading description*
A+ A A-	Excellent	Demonstrates excellent achievement of intended subject learning outcomes by being able to skillfully use concepts and solve complex problems. Shows evidence of innovative and critical thinking in unfamiliar situations, and is able to express the synthesis or application of ideas in a logical and comprehensive manner.
B+ B B-	Good	Demonstrates good achievement of intended subject learning outcomes by being able to use appropriate concepts and solve problems. Shows the ability to analyse issues critically and make well-grounded judgements in familiar or standard situations, and is able to express the synthesis or application of ideas in a logical and comprehensive manner.
C+ C C-	Satisfactory	Demonstrates satisfactory achievement of intended subject learning outcomes by being able to solve relatively simple problems. Shows some capacity for analysis and making judgements in a variety of familiar and standard situations, and is able to express the synthesis or application of ideas in a manner that is generally logical but fragmented.
D+ D	Pass	Demonstrates marginal achievement of intended subject learning outcomes by being able to solve relatively simple problems. Can make basic comparisons, connections and judgments and express the ideas learnt in the subject, though there are frequent breakdowns in logic and clarity.
F	Fail	Demonstrates inadequate achievement of intended subject learning outcomes through a lack of knowledge and/or understanding of the subject matter. Evidence of analysis is often irrelevant or incomplete.

'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.

Notes:
- Marking rubrics aligned with these Grade Descriptors need not include all aspects of the grade descriptor.
- Marking rubrics aligned with these Grade Descriptors may include other aspects aligned with particular subject matter or field of study requirements but are not included in the grade descriptor.

<u>Indicative descriptors for modifier grades</u>

Main Grade (solid)	The student generally performed at this level, indicating mastery of the subject's intended learning outcomes at this level.
+ (exemplary)	The student consistently performed at this level and exceeded the expectations of this level in some regards, but not enough to claim mastery at the next level.
-	The student basically performed at this level, but the performance

(marginal)	was inconsistent or fell slightly short in some regards.

Note: The above indicative descriptors for modifier grades are not applicable to the pass grades D and D+

7.2.2 A numeral grade point is assigned to each subject grade.

7.2.2.1 The grade points assigned to subject grades attained by students from 2020/21 are as follows:

Grade	***Grade Point for grades attained from 2020/21***
A+	4.3
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D+	1.3
D	1.0
F	0.0

7.2.3 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:

$$\text{GPA} = \frac{\sum_{n=1}^{N} \text{Subject Grade Point}_n \times \text{Subject Credit Value}_n}{\sum_{n=1}^{N} \text{Subject Credit Value}_n}$$

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, without any grade assigned[8]
(v) Subjects from which a student has been allowed to withdraw (i.e. those with the code‘W’)

Subject which has been given an “S” subject code, i.e. absent from all

8 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.

assessment components, 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 ranges from 0.00 to 4.30 from 2020/21.

7.2.4 For programmes with training components, whether these training credits[9] will be counted in the GPA calculation will be decided by the programme offering Faculty/ Department.

7.2.5 The codes to denote overall subject assessments and for final assessments are included in ***Appendix A***.

7.2.6 Different types of GPA

7.2.6.1 GPA will be calculated for each Semester including the Summer Term. This Semester GPA will be used to determine students' eligibility to progress to the next Semester alongside with the 'cumulative GPA'. However, the Semester GPA calculated for the Summer Term will not be used for this purpose, unless the Summer Term study is mandatory for all students of the programme concerned and constitutes part of the graduation requirements.

7.2.6.2 The GPA calculated after the second Semester of the students' study is therefore a 'cumulative' GPA of all the subjects taken so far by students, and without applying any level weighting.

7.2.6.3 Along with the 'cumulative' GPA, a weighted GPA will also be calculated, to give an indication to the Board of Examiners on the award classification which a student will likely get if he/she makes steady progress on his/her academic studies.

7.2.6.4 For students taking the Major/Minor study route, separate GPA will be calculated for their Major and Minor programmes. The Major GPA will be used to determine their award classifications, which will be so reflected on the award parchment. The Minor GPA can be used as a reference for Board of Examiners to moderate the award classification for the Major, as explained further in Section 8.3.4.

7.2.6.5 For students taking the Major/Secondary Major study route, there is no separate "Secondary Major GPA". The Major GPA is the weighted GPA of all subjects contributing to the Major and Secondary Major.

7.2.6.6 The calculation methods of the different types of GPA are further explained in ***Appendix B***.

7.3 Progression/Academic Probation/Deregistration

9 "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.

7.3.1 The Board of Examiners shall, at the end of each semester (except for Summer Term unless there are students who are eligible to graduate after completion of Summer Term subjects or the Summer Term study is mandatory for the programme), determine whether each student is

(i) eligible for progression towards an award; or
(ii) eligible for an award; or
(iii) required to be de-registered from the programme

7.3.2 When a student has a Grade Point Average (GPA) (see Section 7.2.3) lower than 1.70, he or she will be put on academic probation in the following semester. If a student is able to pull his GPA up to 1.70 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.

7.3.3 A student will have 'progressing' status unless he/she falls within any one of the following categories which shall be regarded as grounds for deregistration from the programme:

(i) The student has reached the final year of the normal period of registration for that programme, as specified in the Programme Requirement Documents, unless approval has been given for extension; or
(ii) The student has reached the maximum number of retakes allowed for a failed compulsory subject; or
(iii) The student's GPA is lower than 1.70 for two consecutive semesters and his or her Semester GPA in the second semester is also lower than 1.70; or
(iv) The student's GPA is lower than 1.70 for three consecutive semesters.

7.3.4 When a student falls within any of the categories as stipulated above, except for category (i) with approval for extension, the Board of Examiners shall de-register the student from the programme without exception.

7.3.5 A student may be de-registered from the programme enrolled before the time frame specified in Sections 7.3.3 (iii) or 7.3.3 (iv) above if his/her academic performance is poor to the extent that the Board of Examiners deems that his/her chance of attaining a GPA of 1.70 at the end of the programme is slim or impossible.

7.3.6 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 Programme Requirement Document.

7.3.7 If the student is not satisfied with the de-registration decision of the Board of Examiners, he/she 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.

7.4 Retaking of subjects

7.4.1 Students may only retake a subject which they have failed (i.e. Grade F or S or U). Retaking of subjects is with the condition that the maximum study load of 21 credits per semester is not exceeded.

7.4.2 The number of retakes of a subject should be restricted to two, i.e. a maximum of three attempts for each subject is allowed.

7.4.3 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, undergraduate or sub-degree students who fail a Cluster Area Requirement (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[10].

7.4.3 Students need to complete Form AR160 and return it to the programme offering departments for the second retake of a failed subject.

7.4.4 Students who have failed a compulsory subject after two retakes and have been deregistered can submit an appeal to the Academic Appeals Committee (AAC) for a third chance of retaking the subject.

7.4.5 In relation to 7.4.4 above, in case AAC does not approve further retakes of a failed compulsory subject or the taking of an equivalent subject with special approval from the Faculty, the student concerned would be de-registered and the decision of the AAC shall be final within the University.

7.5 Exceptional Circumstances

7.5.1 Absence from an assessment component

7.5.1.1 If a student is unable to complete all the assessment components of a subject, due to illness or other circumstances which are beyond his/her control and considered by the subject offering Faculty/ 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 normally 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

10 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.

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.

7.5.1.2 The student concerned is required to submit his/her application for late assessment in writing to the Faculty Dean/ Head of Department offering the subject, within five working days from the date of the examination, together with any original supporting documents. Approval of applications for late assessment and the means for such late assessments shall be given by the Faculty Dean/ Head of Department offering the subject or the subject teacher concerned, in consultation with the Programme Leader. Verification of the supporting documents with the issuing authority may be conducted by the subject offering Faculty/ Department as part of the approval process.

7.5.2 Assessment to be completed

For cases where students fail marginally in one of the components within a subject, the BoE can defer making a 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.

7.5.3 Aegrotat award

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

7.5.3.2 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.

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

7.5.3.4 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 student's academic performance.

7.5.4 Other particular circumstances

A student's particular circumstances may influence the procedures for assessment, but not the standard of performance expected in assessment.

7.6 Examination result announcements, transcripts, testimonials and

references

7.6.1 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 up to and including the latest semester. The announcement serves as an official notification of the student's academic performance.

7.6.2 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:

i) name and student number;
ii) title of the programme(s) on which enrolled, or from which graduated;
iii) 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);
iv) 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);
v) credit requirement of the student if different from the normal credit requirement of the programme;
vi) where relevant, the final award(s) (including information on the Secondary Major and/or Minor award, if appropriate) with classification and year of award;
vii) a statement indicating that the student has completed the Work-integrated Education (WIE) activities/ Healthy Lifestyle/ e-learning course in Putonghua (offered as an option with effect from the 2018/19 intake cohort), as appropriate; and
viii) information on the partner institution if the award is for a dual degree/joint programme with another institution and leads to a dual/joint award.

7.6.3 Students may request a testimonial which is a certification of their studies at the University, but without details on subjects and subject results.

7.6.4 Students may also request references direct from academic staff members concerned.

7.7 Recording of disciplinary actions in students' records

7.7.1 With effect from Semester One of 2015/16, disciplinary actions against students' misconducts will be entered in students' records.

7.7.2 Students who are found guilty of academic dishonesty or non-compliance with examination regulations 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/non-compliance with examination regulations'. 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.

7.7.3 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.

7.7.4 The University reserves the right to withhold the issuance of any certificate of study to a student who has unsettled matters with the University, or subject todisciplinary action.

8. GUIDELINES FOR AWARD CLASSIFICATION

8.1 Weighted GPA will be used as a guide for helping to determine award classification.

Weighted GPA will be computed as follows:

$$\text{Weighted GPA} = \frac{\sum_{n=1}^{N} \text{Subject Grade Point}_n \times \text{Subject Credit Value}_n \times W_n}{\sum_{n=1}^{N} \text{Subject Credit Value}_n \times W_n}$$

where W_n = 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 7.2.3

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 will be applied to all subjects of the same level, with a weighting of 2 for Level 1 and 2 subjects and a weighting of 3 for Level 3 and above subjects. Same as for GPA, Weighted GPA ranges from 0.00 to 4.30 from 2020/21.

8.2 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 (see Sections 7.2.3 and 8.1). However, if a student attempts more elective subjects (or optional subjects) than those required for graduation in or before the semester in which he/she becomes eligible for award, the elective subjects (or optional subjects), except for subjects which are selected by students to fulfill the free electives requirement for graduation, 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).

8.3 **Students taking the Major (including the Major/Secondary Major option)/Minor studies**

8.3.1 For students who have completed a Major (including the Major/Secondary Major option)/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.

8.3.2 "Major GPA" is derived based on all subjects of the Major programme, as well as the Secondary Major programme, if any, including those meeting the mandatory General University Requirements (GUR) and programme-specific language requirement, but not necessarily including the training credits.

8.3.3 "Minor GPA" is derived based on the 18 credits of specific Minor programme. "Minor GPA" is unweighted.

8.3.4 The "Major GPA" and the "Minor GPA" will be presented separately to the Board of Examiners for consideration. The guidelines for determining award classification as stipulated in Section 8.4 are applicable to programmes with Major (including the Major/Secondary Major option)/Minor studies.

8.3.5 Where a student has a high GPA for his/her Major (including the Major/Secondary Major option) but a lower GPA for his/her Minor, he/she will not be 'penalised' in respect of his/her award classification, which is attached to the Major. On the other hand, if a student has a lower GPA for his/her Major (including the Major/Secondary Major option) than his/her GPA for the Minor, the Board of Examiners may consider recommending a higher award classification for the student for ratification by the APRC via the Faculty/School Board.

8.4 For Honours degree programmes, the awards will be classified as follows:

- First Class Honours
- Second Class Honours (Division 1)
- Second Class Honours (Division 2)
- Third Class Honours

8.5 The following are the award GPA ranges for determining award classifications:

Honours Degrees	**Award GPA**
1st	3.60 - 4.30
2:i	3.00 - 3.59
2:ii	2.40 - 2.99
3rd	1.70 - 2.39

8.6 Pass-without-Honours

8.6.1 Under exceptional circumstances, a student who has completed an Honours degree programme, but has not attained Honours standard, may be awarded a Pass-withoutHonours degree. A Pass-without-Honours degree award will be recommended, when the student has demonstrated a level of final attainment which is below the 'essential minimum' required for graduation with Honours from the programme in question, but when he/she has nonetheless covered the prescribed work of the programme in an adequate fashion, while

failing to show sufficient evidence of the intellectual calibre expected of Honours degree graduates. For example, if a student in an Honours degree programme has a Grade Point Average (GPA) of 1.70 or more, but his/her Weighted GPA is less than 1.70, he/she may be considered for a Pass-without-Honours classification. A Pass-without-Honours is an unclassified award, but the award parchment will not include this specification.

8.6.2 Students who have committed academic dishonesty or non-compliance with examination regulations will be subject to the penalty of the lowering of award classification by one level. For undergraduate students who should be awarded a Third class Honours degree, they will be downgraded to a Pass-without-Honours. The minimum of downgraded overall result will be kept at a Pass. In rare circumstances where both the Student Discipline Committee and the Board of Examiners of a Department consider that there are strong justifications showing the offence to be less serious, the requirement for lowering the award classification can be waived.

9. ACADEMIC INTEGRITY

9.1 Academic integrity exists when students do their academic work in an honest and ethical manner, following the conventions and code of practice of their chosen discipline or profession.

9.2 The University believes that academic integrity is central to the mission of a university, and expects its students to adhere to high standards of academic integrity in all forms of assessments including assignments and examinations. The University has established a set of Regulations and Rules on Academic Studies (Section 11 in Student Handbook) to ensure that academic integrity is upheld.

9.3 Students should therefore refrain from committing any acts of academic dishonesty, including but not limited to the following:

- Cheating
- Plagiarism [i.e. the act of using the creative works of others (e.g. ideas, words, images or sound, etc.) in one's own work without proper acknowledgement of the source]
- Unauthorised collaboration or help
- Fabrication and Falsification
- Aiding academic dishonesty

9.4 The University takes academic dishonesty in tests, examinations, assessments and assignments very seriously, and will take disciplinary action against those who commit it. Please read Section 11B of Student Handbook for disciplinary actions taken against students found to have committed academic dishonest acts by the Department concerned or the Student Discipline Committee.

9.5 To help you understand the importance of academic honesty and learn ways to ensure that your work and behaviour at PolyU are acceptable in this regard, the Online Tutorial on Academic Integrity (OTAI) is provided for you in the subject "Tomorrow's Leaders" (APSS1L01). The Online Tutorial is a completion requirement in APSS1L01. Students who have not completed the Tutorial before the deadline (i.e. by the end of week 5) will fail the subject. Please refer

to this page for student guide on the OTAI.

9.6 Use of Generative Artificial Intelligence (GenAI)

The University takes an open and forward-looking stance on the use of GenAI tools as a positive and creative force in education, and the incorporation of such use in innovative learning, teaching, and assessment practices.

9.6.1 While GenAI is a powerful tool for learning, it is important that the purposes of learning and assessment are not defeated and the principles of academic integrity are upheld. The Student Code of Conduct and the policy on academic integrity apply to the use of GenAI in student work.

9.6.2 PolyU allows the use of GenAI for take-home continuous assessment tasks, but also upholds the principle that students should be accountable for their own work. The use of GenAI (if permitted) in student work should be properly acknowledged.

9.6.3 Some subjects and assessments may not allow or have restrictions on the use of GenAI tools. Students may be required to declare the use of GenAI tools (e.g. by completing an honour declaration form) and identify the AI-generated content in the work. Students should refer to the relevant subject and assessment documents for the specific restrictions and requirements. It should be noted that such declarations are not a substitute for proper referencing in the submitted work. If in doubt, check with subject teachers.

9.6.4 Students are encouraged to consult their teachers if they have questions about the restrictions and declaration requirements.

9.6.5 Please refer to this page for the “Guideline for Students on the Use of GenAI”.

10. UNIVERSITY REGULATIONS

The regulations in this Programme Requirement Document are only those which apply specifically to the UGC-funded Bacholer’s Degree Scheme in Science. Students should consult the current issue of the "Student Handbook for Taught Programmes" for the General Regulations of the University.

Grades and Codes for Assessments

(A) Codes to Denote Overall Subject Assessments

Codes	*Interpretation*	*Remarks*
I^	Assessment to be completed	An incomplete grade must be converted to a regular grade normally in the following academic year at the latest.
N	Assessment is not required	—
P	Pass an ungraded subject	This code applies to an ungraded subject, such as industrial training.
U	Fail an ungraded subject	This code applies to an ungraded subject, such as industrial training.
M	Pass with Merit	The adoption or otherwise of this code to other subjects adopting a "Pass/Fail" grading system would be subject to the decision of individual Departments. The grade "Pass with Merit" can be awarded when the student's work exceeds the subject learning outcomes in the majority of regards.
L	Subject to be continued in the following semester	This code applies to subjects like "Project" which may consist of more than 1 part (denoted by the same subject code) and for which continuous assessment is deemed appropriate.
S	Absent from all assessment components	—
W	Withdrawn from subject	Dropping of subjects after the add/drop period is normally not allowed. Requests for withdrawal from subjects after the add/drop period and prior to examination will only be considered under exceptional circumstances. This code is given when a student has obtained exceptional approval from Department to withdraw from a subject after the "add/drop" period and prior to examination; otherwise, a failure grade (grade F) should be awarded.
Z	Exempted	—
T	Transfer of credit	—
#Δ	Disqualification of result due to academic dishonesty/non-compliance with examination regulations	This code applies to failure (i.e. F and U grades) arising from disqualification of subject result due to academic dishonesty/non-compliance with examination regulations. The code will be removed subsequently when the student leaves the University.
%+	Disqualification of result due to academic dishonesty	This code applies to failure (i.e. F and U grades) arising from disqualification of subject result due to academic dishonesty. The code will be removed subsequently when the student leaves the University.
@+	Disqualification of result due to non-compliance with examination regulations	This code applies to failure (i.e. F and U grades) arising from disqualification of subject result due to non-compliance with examination regulations. The code will be removed subsequently when the student leaves the University.

^ 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 students can be assigned an 'I' code in this circumstance. The remedial work must not take the form of re-examination.

Δ For cases before 2019/20

+ For cases from 2019/20.

Note: Subjects with the assigned codes I, N, P, U, M, L, W, Z and T (if the subject is without grade transferred) will be omitted in the calculation of the GPA. A subject assigned code S will be taken as zero in the calculation.

(B) Codes for Final Assessment

Final assessment code	***Interpretation***
	Honours Degree Programmes
A	First Class Honours
B	Second Class (Division 1) Honours
C	Second Class (Division 2) Honours
D	Third Class Honours
K	Pass without Honours
E	Required to be de-registered from the programme because of failure to meet requirements
J	University award not applicable, e.g. exchange-in students
N	Suspension of study due to disciplinary action
T	Eligible to progress
U	Expulsion due to disciplinary action
W	Required to be de-registered from the programme because of withdrawal/absence
X	Pending fulfilment of requirements for award

Appendix B

Different types of GPA, and their calculation methods

Types of GPA	Purpose	Rules for GPA calculation
GPA	Determine Progression/ Graduation	(1) All academic subjects taken by the student throughout his study, both inside and outside the programme curriculum, are included in the GPA calculation. (2) For training subjects, including WIE and Clinical/Field subjects, departments can decide whether to include them in the GPA calculation. (3) For retake subjects, only the last attempt will be taken in the GPA calculation. (4) Level weighting, if any, will be ignored.
Semester GPA	Determine Progression	Similar to the rules for GPA as described above, except that only subjects taken in that Semester, including retaken subjects, will be included in the calculation.
Weighted GPA	To give an interim indication on the likely Award GPA	(1) Similar to the rules for GPA, except that only subjects inside the programme curriculum concerned will be included in the calculation. Subjects outside the programme curriculum will be excluded. (2) Departments can decide whether the training subjects are to be counted towards the Weighted GPA. (3) For retake subjects, only the last attempt will be taken in the Weighted GPA calculation. (4) A weighting of 2 for Level 1 and 2 subjects, and a weighting of 3 for Level 3 and above subjects, will be included in the calculation to determine the Honours classifications for Bachelor's degree programmes. (5) The weighted GPA will be the same as the Award GPA unless a student has taken more subjects than required.

Types of GPA	Purpose	Rules for GPA calculation
Major/Minor GPA	For reference and determination of award classification	*Major (including the Major/Secondary Major option^) /Minor GPA* (1) Only subjects inside the curriculum of the Major/Minor Programmes will be taken in the Major/ Minor GPA calculation. (2) Departments can decide whether the training subjects, are to be counted towards the Major/Minor GPA. (3) For retake subjects, only the last attempt will be taken in the Major/Minor GPA calculation. (4) Up to 6 credits from the Major/GUR [including Language Communication Requirements (LCR) subjects at proficiency level] can be counted towards the chosen Minor. (Ref. Section 4.2.2) 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. *Major GPA* Level weighting will be included in the calculation of Major GPA. *Minor GPA* Level weighting will <u>not</u> be included in the calculation of Minor GPA.

^For students taking the Major/Secondary Major study route, there is no separate "Secondary Major GPA". The Major GPA is the weighted GPA of all subjects contributing to the Major and Secondary Major. Students may count up to 12 credits of their Major/GUR subjects towards the Secondary Major. Nevertheless, students must take at least 12 credits from their chosen Secondary Major in order to satisfy the residential requirement of the chosen Secondary Major. Students who have completed more than 12 credits of subjects that are eligible for double counting will need to apply for graduation and indicate the subjects intended for double counting. Notwithstanding the above, students must meet the minimum credit requirements of the "X + Secondary Major" concerned, i.e. 132 credits.

Types of GPA	Purpose	Rules for GPA calculation
Award GPA	For determination of award classification	If the student has not taken more subjects than required, the Award GPA will be as follows: (1) For single Major: Award GPA = Weighted GPA (2) For Major/Minor programmes: Award GPA = Major GPA* (3) For programmes without level weighting: Award GPA = GPA If the student has taken more subjects than required, refer to Section 8.2

* For students who have completed a Major (including the Major/Secondary Major option)/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". Where a student has a high GPA for his/her Major (including the Major/Secondary Major option) but a lower GPA for his/her Minor, he/she will not be 'penalised' in respect of his/her award classification, which is attached to the Major. On the other hand, if a student has a lower GPA for his/her Major (including the Major/Secondary Major option) than his/her GPA for the Minor, the Board of Examiners may consider recommending a higher award classification for the student for ratification by the APRC via the Faculty/School Board. (Ref 8.3.5)