To : All New Research Postgraduate (RPg) Students
From : Dean of Graduate School (GS)
C.c. : Vice President (Education)
Vice President (Student and Global Affairs)
Vice President (Research and Innovation)
Associate Dean (GS)
FRC/SB Chairs and Secretaries
D/SRC Chairs and Secretaries
All Academic Staff
Director of Finance (FO), Ms Hilda Ling (FO), Ms Vivien So (FO), Ms Isabella Wu (FO), Mr Christopher Lai (FO)
Director of Human Resources (HRO)
Registrar (AR), Associate Registrar (Student Services) (AR), Ms Wanda Chow (AR), Mr Billy Cheung (AR), Mr Jacky Tam (AR)
Dean of Students (SAO), Mr Jeffrey Lee (SAO), Mr Ryan Yuen (SAO)
Director of English Language Centre (ELC), Ms Eunice Hau (ELC), Ms Belle Choi (ELC), Ms Polly Chan (ELC)
GS Colleagues
Date : 30 June 2022
Subject: Commencement of 2022/23 academic year, Semester One – New Research Postgraduate students

Dear all new Research Postgraduate students

A warm welcome to The Hong Kong Polytechnic University. In order to better prepare you to embark on your research postgraduate study in Hong Kong, the Graduate School would like to remind you of the following key issues:

Learning and Teaching

Please refer to the announcement from Vice President (Education) on Arrangements for Learning, Teaching and Assessment (LTA) for Semester One, 2022/23. You are also required to observe the latest arrangement on LTA announced by the University from time to time.

1) You should consult your Chief Supervisors with regard to your study plan. For subject registration, Chief Supervisor's prior approval must be sought before any subject registration. Please refer to the Academic Registry website for the details and guide for subject registration.

2) All new RPg students are required to undergo a Research Language Skills Assessment (RLSA). The English Language Centre (ELC) will notify you of the RLSA arrangement in due course.

   Please note that you will be informed of the RLSA result in Semester One so that you would know if you will be required to take English enhancement subject(s). You are advised to enrol in the English enhancement subject(s) only after obtaining the result of the RLSA.

   ELC will arrange the result announcement within eight weeks after the test.

Issuance of Stipends for Scholarship Holders

New RPg students who are scholarship holders will only receive stipends, upon your commencement of study at PolyU in Hong Kong. New RPg students admitted in Semester One of 2022/23 should report your commencement of study at the General Office of your host departments/schools **on or before 29 August 2022** in order to facilitate the payment arrangement for stipends for the entire month of September 2022.

If you have genuine difficulty, you may defer the commencement of study to the start of Semester Two of 2022/23 (1 January 2023), the latest, subject to the prior agreement of the host department/school.

Notes to Hong Kong PhD Fellowship (HKPFS) Students

For HKPFS students, you have to follow a set of UGC policies governing research studies and residence requirements. As your application for academic/non-academic leave or deferment of study is unlikely approved unless supported by very strong justifications, you are advised to commence your study at the PolyU campus from Semester One, 2022/23. In case you have difficulty in coming to PolyU in Semester One, 2022/23, you should apply for academic/non-academic leave or deferment of study as early as possible.

Notes to Academic/Host Departments

As the above arrangements for learning and teaching are in place, academic departments are requested to keep an accurate record of new RPg students' commencement date in Hong Kong and Chief Supervisors' approval for students' subject registration.

Useful Information for New RPg Students

A checklist of useful information for new research postgraduate students is prepared to assist you to settle in and embark on your research postgraduate study at PolyU. The University will have updates from time to time, please keep checking your Notice of Offer via eAdmission and GS website to receive the latest information.

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

About the RPg teaching, learning and assessment arrangements:
Chief Supervisors or the General Office of the Host Departments
Contact details: https://www.polyu.edu.hk/aradm/rpg/rpg_dept_contacts.pdf

About issuance of stipends:
Graduate School (GS)
Telephone number: (852) 3400 3635; email: gs.enquiry@polyu.edu.hk

Thank you.

Professor CAO Jiannong
Dean of Graduate School