

Guidance Notes for General University Requirements (GUR) (For students admitted from 2022/23)



WELCOME TO POLYU!

Your study at PolyU aims to nurture your professional competence as well as holistic development. Hence, you will be taking subjects of the General University Requirements (GUR) as well as your major study and/or minor study/free electives during your study at PolyU. This booklet aims to give you an overview of the GUR subjects so that you can make an appropriate study plan to fulfil GUR. Depending on your route of entry, your study curriculum in PolyU can be different from others:

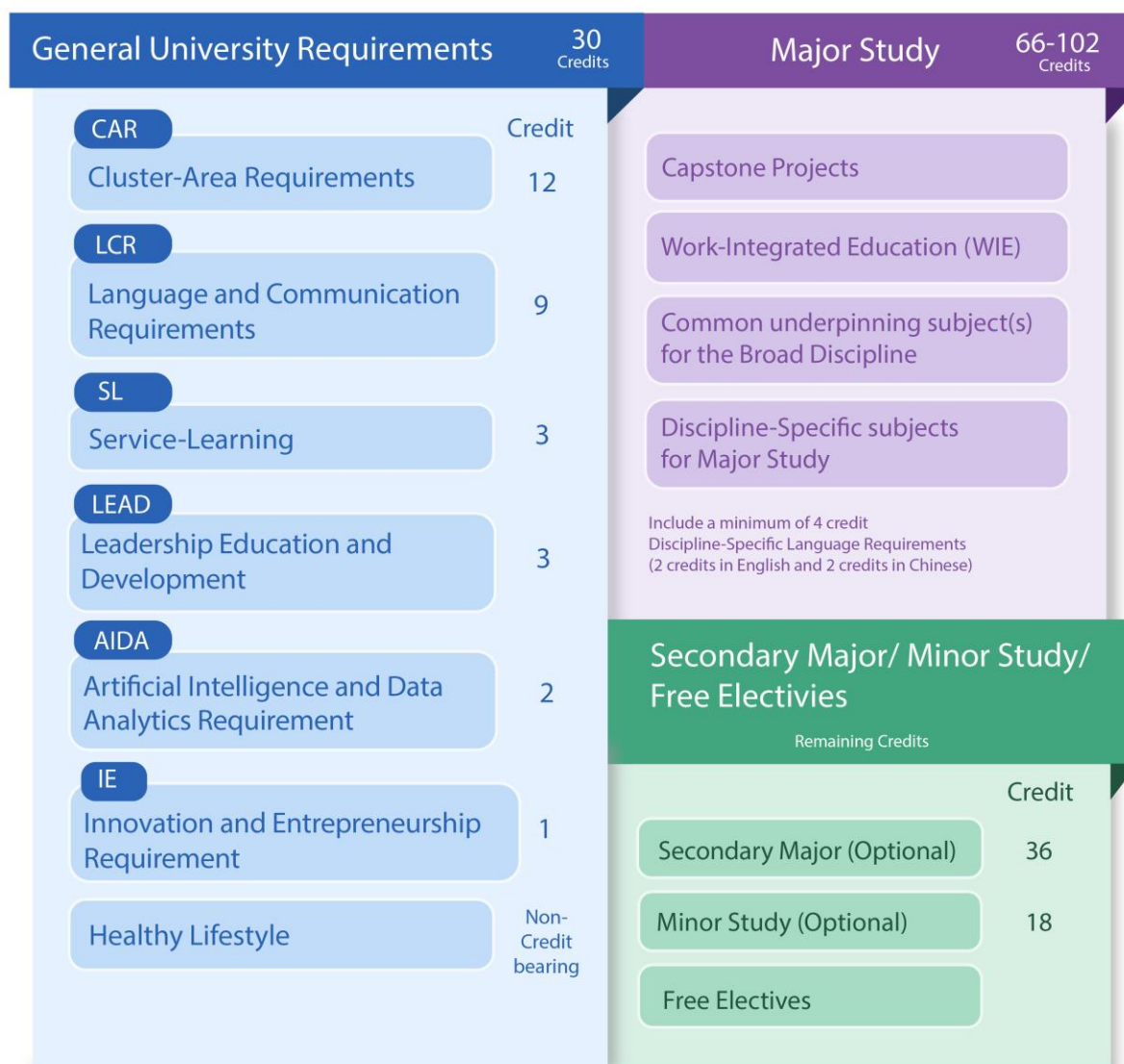
4-Year Degree Students

The four-year undergraduate degree programme is designed to benefit PolyU's students by providing a more flexible, student-centred, holistic professional education that is consistent with PolyU's goals and mission.

The overall credit requirements under the new 4-year undergraduate degree structure are as follows:

| | |
|---|---------------------|
| Minimum credit requirement for graduation | 120 credits |
| General University Requirements (GUR) | At least 30 credits |
| Discipline-Specific Requirement (DSR) of your chosen major(s) and/or minor(s) | 66 - 102 credits |

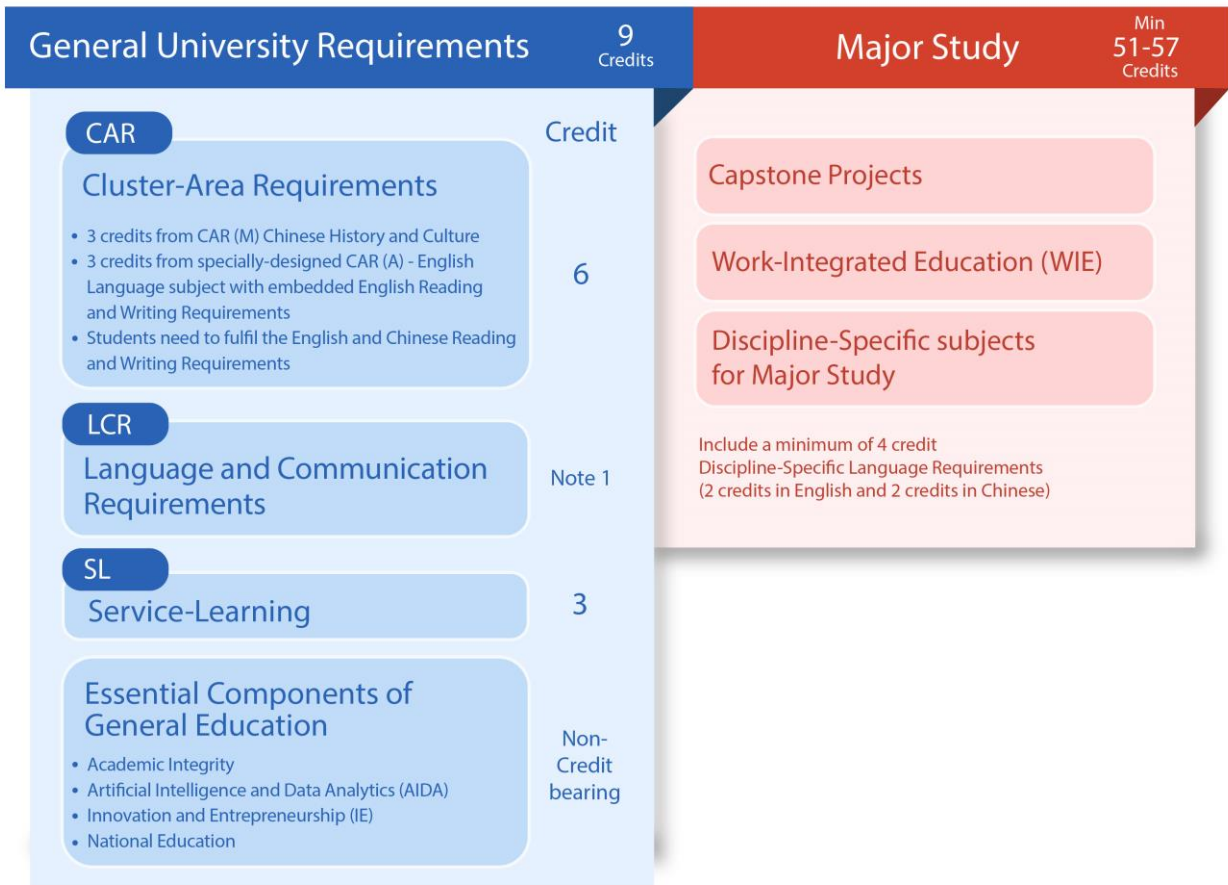
Curriculum Structure for students admitted from 2022/23:



Articulation Degree Programme Students

The articulation degree programmes, which are stand-alone top-up degree programmes with normal duration of two years, are designed for High Diploma or Associate Degree holders to pursue the undergraduate study and prepare them for success in their chosen professions and to nurture them to become all-rounded global citizens.

Curriculum framework for Articulation Degree Programme from 2022/23:



Senior Year Intakes Students

Holders of Higher Diploma or Associate Degree may apply for senior year admission to our bachelor's degree programmes. Senior Year curriculum for our Bachelor's degree programmes for Associate Degree or Higher Diploma graduates normally take two years and require the completion of 60-75 credits. Those programmes that include professional training in industry, commerce and the public sector may take an additional year. The credit requirements for graduation vary by programme and are subject to annual review. Academic departments will advise students of the actual credit requirements after admission.

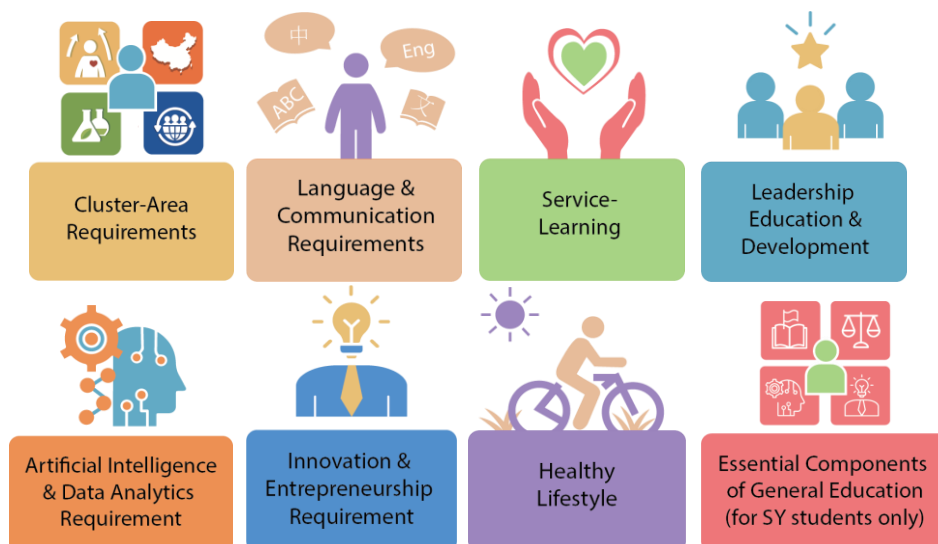
Similar to students admitted to articulation degree programmes, Senior Year intake students will follow a reduced GUR curriculum. The curriculum framework for Senior Year intakes is provided as follows:

Curriculum framework for Senior Year intakes from 2022/23:

| General University Requirements | | 9 Credits | Major Study | Min 51 Credits |
|---|--------------------|-----------|--|----------------|
| <p>CAR</p> <p>Cluster-Area Requirements</p> <ul style="list-style-type: none"> • 3 credits from CAR (M) Chinese History and Culture • 3 credits from specially-designed CAR (A) - English Language subject with embedded English Reading and Writing Requirements • Students need to fulfil the English and Chinese Reading and Writing Requirements | Credit | 6 | <p>Capstone Projects</p> <p>Work-Integrated Education (WIE)</p> <p>Discipline-Specific subjects for Major Study</p> <p>Include a minimum of 4 credit Discipline-Specific Language Requirements (2 credits in English and 2 credits in Chinese)</p> | |
| <p>LCR</p> <p>Language and Communication Requirements</p> | Note 1 | | | |
| <p>SL</p> <p>Service-Learning</p> | | 3 | | |
| <p>Essential Components of General Education</p> <ul style="list-style-type: none"> • Academic Integrity • Artificial Intelligence and Data Analytics (AIDA) • Innovation and Entrepreneurship (IE) • National Education | Non-Credit bearing | | | |

Note 1: Students not meeting the equivalent standard of the Undergraduate Degree LCR (based on their previous studies in Associate Degree/Higher Diploma programmes and their academic performance) will be required to take degree LCR subjects on top of their normal curriculum requirement.

#The minimum credits required in a major study for Senior Year Intakes is 51. The total credits required for major study varies from programme to programme. Senior Year Intakes students should check with their Faculty/Department/School for the total credit requirements for their major study.



GUR Progression

Your department will provide you with detailed information about your programme of study, including a recommended progression pattern for all General University Requirements (GUR) and Discipline-Specific Requirements (DSR) subjects in the **Programme Requirement Document (PRD)**. You should always refer to the **PRD** in order to know in which semesters you should take GUR subjects.

Interpreting GUR Subject Code

Before you start to select a subject, it is important to understand the format of the GUR subject code. An example is illustrated below:



You should pay extra attention to the **subject level**. Some subjects at level 2 may require students to complete a pre-requisite or foundation subject first.

| GUR Type | The Subject will fulfil |
|----------------|-------------------------|
| A | HRD cluster |
| B | COG cluster |
| C | HCW cluster |
| D | STE cluster |
| M | CHC cluster |
| N | COSG cluster |
| E (A+B) | HRD and COG clusters |
| F (A+C) | HRD and HCW clusters |
| G (A+D) | HRD and STE clusters |

| | |
|-------------------|---|
| H (B+C) | COG and HCW clusters |
| J (B+D) | COG and STE clusters |
| K (C+D) | HCW and STE clusters |
| AM (A+M) | HRD and CHC clusters |
| AN (A+N) | HRD and COSG clusters |
| BN (B+N) | COG and COSG clusters |
| CM (C+M) | HCW and CHC clusters |
| CN (C+N) | HCW and COSG clusters |
| EN (A+B+N) | HRD, COG and COSG clusters |
| FN (A+C+N) | HRD, HCW and COSG clusters |
| HM (B+C+M) | COG, HCW and CHC clusters |
| HN (B+C+N) | COG, HCW and COSG clusters |
| Q | Essential Components of General Education (for Senior Year Intakes and Articulation Degree Programme students admitted from 2022/23) |
| L | Leadership and Intra-personal Development/ Leadership Education and Development |
| S | Service-Learning |

GUR Subjects Library

The GUR Subjects Library is a database of GUR subjects. You can access the subject synopsis of GUR subjects from this database: <https://www.polyu.edu.hk/ous/GURSubjects/>.

Pre-assigned GUR and DSR Subjects

You will be pre-assigned with DSR subjects (including those underpinning subjects) and also some GUR subjects (i.e. these subjects will be registered for you by your School or Department such as the LEAD subject). They will be shown in your timetable. (You can check this via eStudent: <https://www38.polyu.edu.hk/eStudent/>)
You should be taking these subjects as pre-assigned by your Faculty/ Department without making any changes.

It is important for you to know whether you need to take underpinning subjects as it might affect your study load. If you have a heavy study load because of these subjects, you can consider taking CAR subjects in later semesters.

Credit Transfer for GUR Subjects

If you would like to apply for credit transfer for GUR subjects, please submit your application through eStudent and upload the required supporting documents before the deadline.

Cluster-Area Requirements (CAR)

The intention of PolyU's undergraduate curriculum is to provide you with a balanced and all-rounded educational experience. CAR subjects aim to nurture your intellectual capacity, global outlook, communication and critical thinking skills from a multidisciplinary perspective. There are **four different Cluster Areas of CAR**:



A
Human Nature,
Relations and
Development

Individual reflection
and experience



D
Science, Technology
and Environment

The impact of science
and
the explosion of
technology
on our environment



M
Chinese History and
Culture

Understanding Chinese
history, thoughts and
cultural traditions



N
Cultures, Organisations,
Societies and Globalisation

Understanding cultural
traditions, appreciate
cultural, ethnic and national
diversity

Reading and Writing Requirements in CAR

There are two additional requirements in CAR:

- i. English Reading and Writing (ER/EW) Requirements
- ii. Chinese Reading and Writing (CR/CW) Requirements*

**Not applicable to non-Chinese speaking students or students whose Chinese standards are at junior secondary level or below*

Some of the CAR subjects carry language labels (“**ER/EW**” and “**CR/CW**”) which will enable you to fulfil the additional language requirements of CAR subjects. CAR subjects with these requirements will have extensive reading and writing components, and will generally require students to have adequate language proficiency to complete the subject. Before choosing a CAR subject with reading and writing requirements in your first semester, please consider the following questions:

- *Am I confident with my English/ Chinese language proficiency to handle the extensive reading and writing components?*
- *Is my workload for this semester already heavy?*
- *Will I be more confident to take the subject at a later stage when I have mastered the skills of university reading and writing?*

What you need to do:

4-Year Degree Students: Complete at least one 3-credit subject in each of the four Cluster Areas, among which you have to fulfil the Reading and Writing Requirements in Chinese and English (CR/CW and ER/EW)

Articulation Degree Programme Students and Senior Year Intakes Students: Complete **one specially-designed CAR (A) - English Language** (CAR – English Language) subject **within the first year of study** and **one CAR (M)** subject, among which you have to fulfil the **Reading and Writing Requirements in Chinese and English (CR/CW and ER/EW)**.

Application for Waiver:

If you would like to apply for a waiver for the Reading & Writing Requirement in CAR, read and complete the application form (it can be downloaded from the Academic Registry website) and submit with the required supporting documents to your School or Department before the deadline.

Double-fulfilment of DSR and CAR

The following is a list of double-fulfilment subjects of DSR and CAR. This means completing a DSR subject with double fulfilment meets the Cluster-Area Requirements (CAR). Thus, you do not have to take a CAR subject from that particular cluster area that is already fulfilled. However, you must take an extra subject(s) to make up the credit requirements. Please refer to your Programme Requirement Document (PRD) for details, as individual programmes may have specific requirement(s) on extra subject(s) to make up the difference in credit requirements.

List of double-fulfilment DSR and CAR subjects:

| DSR Subject | CAR Equivalent Subject (Subject code on or before 2021/22) | CAR Equivalent Subject (Subject code w.e.f 2022/23) | Cluster Area | Subject Title |
|-------------|--|---|--------------|--|
| APSS111 | APSS1A07 | APSS1A07 | A | Introduction to Psychology |
| APSS112 | APSS1A08 | APSS1A08 | A | Introduction to Sociology |
| APSS114* | APSS1A09 | APSS1A09 | A | Introduction to Anthropology |
| ITC1001D | ITC1A01 | ITC1A01 | A | Introduction to Thinking Styles |
| AF1605 | AF1B02 | AF1BN02 | B/N | Introduction to Economics |
| APSS1130 | APSS1B31 | APSS1BN31 | B/N | Introduction to Politics |
| LGT2106 | LGT2B02 | LGT2BN02 | B/N | Principles of Operations Management |
| MM2711 | MM2B05 | MM2BN05 | B/N | Introduction to Marketing |
| ABCT1101 | ABCT1D04 | ABCT1D04 | D | Introductory Life Science |
| ABCT1301 | ABCT1D01 | ABCT1D01 | D | Chemistry and Modern Living |
| ABCT1302* | ABCT1D02* | ABCT1D02* | D | Chemistry and Sustainable Development |
| ABCT1314# | ABCT1D14# | ABCT1D14# | D | Chemistry and Sustainable Development |
| ABCT1303 | ABCT1D03 | ABCT1D03 | D | Biotechnology and Human Health |
| AP10001 | AP1D05 | AP1D05 | D | Introduction to Physics |
| BME11101 | BME1D01 | BME1D01 | D | Bionic Human and the Future of Being Human |
| CHC134P | N/A | CHC1M39P | M | Science and Civilisation in Pre-modern China |

*Offer ceased

#Revised subject with no English Reading & Writing Requirement

Double-counting of DSR/ GUR and Minor/ Secondary Major Subjects

Some of you might study a Minor/ Secondary Major programme. Some GUR subjects, including CAR subjects, can also be counted towards a Minor/ Secondary Major programme. You can count up to 6/ 12 credits of Major/ GUR subjects towards your chosen Minor/ Secondary Major, subject to the approval of the Minor/ Secondary Major-offering Department. Please check with the Minor/ Secondary Major-offering Department for details.

CAR Subject Offering

CAR subjects will be offered in all three semesters: Semester 1, 2 and 3 (Summer Term). Most of the students, following the suggestion in the PRD, will take CAR subjects in Semester 1 and Semester 2. Some students will also choose to take CAR subjects in Semester 3 (Summer Term). You can refer to eStudent or visit the GUR Subject Library for the most updated CAR subject list: <https://www.polyu.edu.hk/ous/GURSubjects/>.

Registering, Adding or Dropping a CAR Subject

You must register for CAR subject via eStudent. If you want to add or drop a CAR subject, you may do so during the Adjustment before Semester Commencement and Add/Drop period (subject to the availability of vacancies of the subjects). Please consult your Academic Advisor if necessary.

Withdrawal from a CAR Subject

If you want to withdraw from a CAR subject after the Add/Drop period, you must apply for Withdrawal of Subjects before the commencement of the examination period. Details can be found in your Student Handbook, which can be downloaded from the website of the Academic Registry.

Language and Communication Requirements (LCR)

The Language and Communication Requirements aim to help you become bilingual and trilingual and to acquire language skills necessary for effective study and communication.

Students admitted in or before Academic Year 2017/18 should follow the former English Language and Communication Requirements (ELCR) and Chinese Language and Communication Requirements (CLCR). Please refer to the OUS website for more information: <https://www.polyu.edu.hk/ous/>.

Special Notes:

1. Those who are without HKDSE results may be required to take entry language assessments to determine the most suitable LCR subjects.
2. If you are admitted to the Broad Discipline of Language, Culture and Communication, you will take replacement subjects instead of the LCR subjects.
3. **Articulation Degree Programmes** and **Senior Year Intakes** students who are not meeting the equivalent standard of the Undergraduate Degree LCR will be required to take degree LCR subjects.

English Language and Communication Requirements (ELCR)

What you need to do:

4-Year Degree and **Higher Diploma** students (admitted in/after 2018/19) must successfully complete two* 3-credit English language subjects as stipulated by the University, according to their English language proficiency level (Table 1).

Table 1: English LCR Subjects (3 credits each)

| English Language Competence Level/ Subjects | Practical English for University Studies (ELC1011) | English for University Studies (ELC1012/ ELC1013) | Any LCR Proficient level elective subject in English (Table 2) |
|---|--|---|--|
| HKDSE Level 4 and above or Equivalent | -- | Subject 1 | Subject 2 |
| HKDSE Level 3 or equivalent | Subject 1 | Subject 2 | -- |

Table 2: Proficient level elective subjects for DSE Level 4 students and above (or equivalent) (3 credits each)

| LCR Proficient Level Elective Subjects | | |
|--|---|---------|
| | Advanced English Reading and Writing Skills | ELC2011 |
| | Persuasive Communication | ELC2012 |
| | English in Literature and Film | ELC2013 |
| | Advanced English for University Studies | ELC2014 |

*Students entering the University with specified attainment grades in certain public examinations can be given credit transfer or exemption for one or both LCR English subjects. For the subject exempted, students must take another subject to make up the 3 credits. For the subject granted credit transfer, student do not need to take any other subject to make up the credits. Please refer to the OUS website for more information: <https://www.polyu.edu.hk/ous/>.



Chinese Language and Communication Requirements (CLCR)

What you need to do:

4-Year Degree (admitted in/after 2018/19) must successfully complete one# 3-credit Chinese language subject as stipulated by the University, according to their Chinese language proficiency level. All Chinese-speaking students will be required to take the same Chinese LCR subject.

Cantonese will be the Medium of Instruction (MOI) of a certain proportion of the Chinese LCR subject (Table 1). Students taking the Cantonese version of the subjects will be offered a 39-hour non-credit bearing e-Learning course in Putonghua (optional).

Table 1: Chinese LCR Subjects (3 credits each)

| Subject Code | Subject Title | MOI |
|--------------|--------------------|-----------|
| CLC1104C | University Chinese | Cantonese |
| CLC1104P | University Chinese | Putonghua |

#Students entering the University with specified attainment grades in certain public examinations can be given credit transfer or exemption of the Chinese LCR subject. For the subject exempted, students must take any other subject to make up the 3 credits. For the subject granted credit transfer, students do not need to take any other subject to make up the credits. Please refer to the OUS website for more information: <https://www.polyu.edu.hk/ous/>.

For non-Chinese speaking students or students whose Chinese standards are at junior secondary level or below:

Depending on your Chinese language proficiency and/or previous exam results, one subject from **Table 2** will be pre-assigned to you as Chinese LCR. You are also exempted from fulfilling the CR/CW of CAR. You might be given an assessment to ascertain that the pre-assigned subject is suitable for you.

Table 2: Chinese LCR Subjects for non-Chinese speakers or students whose Chinese standards are at junior secondary level or below

| Subject Code | Subject Title |
|--------------|---|
| CLC1151 | Chinese I (for non-Chinese speaking students) |
| CLC1152 | Chinese II (for non-Chinese speaking students) |
| CLC2151 | Chinese III (for non-Chinese speaking students) |
| CLC2154 | Chinese IV (for non-Chinese speaking students) |
| CLC2152 | Chinese Literature – Linguistic and Cultural Perspectives (for non-Chinese speaking students) |



Leadership Education and Development

Leadership Education and Development aims to introduce you to the concepts and theories of leadership and to prepare you to become ethical leaders. The “Online Tutorial on Academic Integrity”, National Education and the “learning-to-learn” component are embedded in the LEAD subjects.

What you need to do: Complete one of the following subjects within your first year of study as pre-assigned by your Faculty/ Department. Students of the Faculty of Business will be pre-assigned "MM1051 Tango! Managing Self & Leading Others", and other students will be pre-assigned "APSS1L01 Tomorrow's Leaders".

A LEAD subject "MM1L01 Tango! Managing Self & Leading Others" with a limited quota will be available to students not belonging to Faculty of Business. If you have been pre-assigned with APSS1L01 and you wish to take MM1L01 instead, you may switch to MM1L01 at eStudent on a first-come-first-serve basis during the Subject Registration Period. However, students cannot switch to MM1L01 after the subject registration period (such as during Add/Drop period) because such change would adversely affect the study progress of the students.

Please note that you will be assigned back to the subject APSS1L01 if you have dropped APSS1L01 but have not successfully registered any LEAD subjects by the end of the Subject Registration Period.

| Subject Code | Subject Title | Credits |
|---|---------------------------------------|---------|
| APSS1L01 | Tomorrow's Leaders | 3 |
| MM1051 (For FB students only) MM1L01 (For other non-FB students) | Tango! Managing Self & Leading Others | 3 |

Articulation Degree Programmes and **Senior Year Intakes** students are not required to complete this subject.

Artificial Intelligence and Data Analytics Requirement (GUR-AIDA)

GUR-AIDA subjects aim to help you demonstrate an understanding of the foundational concepts of AIDA, acquire basic skills in using AIDA technologies and applications, articulate examples of how the adoption AIDA could enhance your chosen disciplines and demonstrate an awareness of global contemporary ethical issues and impact from AIDA applications in daily life.

What you need to do: **4-Year Degree Students** are required to complete a 2-credit for GUR-AIDA within the first year of study.

Articulation Degree Programmes and **Senior Year Intakes** students are required to take the mandatory subject “Essential Components of General Education” for the e-module on GUR-AIDA.

Innovation and Entrepreneurship Requirement (GUR-IE)

GUR-IE subjects aim to help you to demonstrate an elementary understanding of innovation and entrepreneurship, appreciate the importance of innovation and entrepreneurship in local and global community, appreciate the applications and implications of the latest technologies on entrepreneurship and innovation in their chosen disciplines and identify ethical issues in entrepreneurship and innovation.

What you need to do:

4-Year Degree Students are required to complete a 1-credit for GUR-IE within the first year of study.

Articulation Degree Programmes and **Senior Year Intakes** students are required to take the mandatory subject “Essential Components of General Education” for the e-module on GUR-IE.

Essential Components of General Education:

To allow Senior Year Intakes and Articulation Degree Programmes students to acquire the basic knowledge of the following:

- Academic Integrity (OTAI)
- Artificial Intelligence and Data Analytics (AIDA)
- Innovation and Entrepreneurship (IE)
- National Education (NE)

What you need to do:

Articulation Degree Programmes and **Senior Year Intakes** students are required to take “Essential Components of General Education”, and complete and pass the individual e-modules of the four components **within the first year of study (Semesters 1 and 2)**. The “Online Tutorial on Academic Integrity” should be completed **by Week 5 of Semester 1**.

4-Year Degree Students are not required to complete this subject.

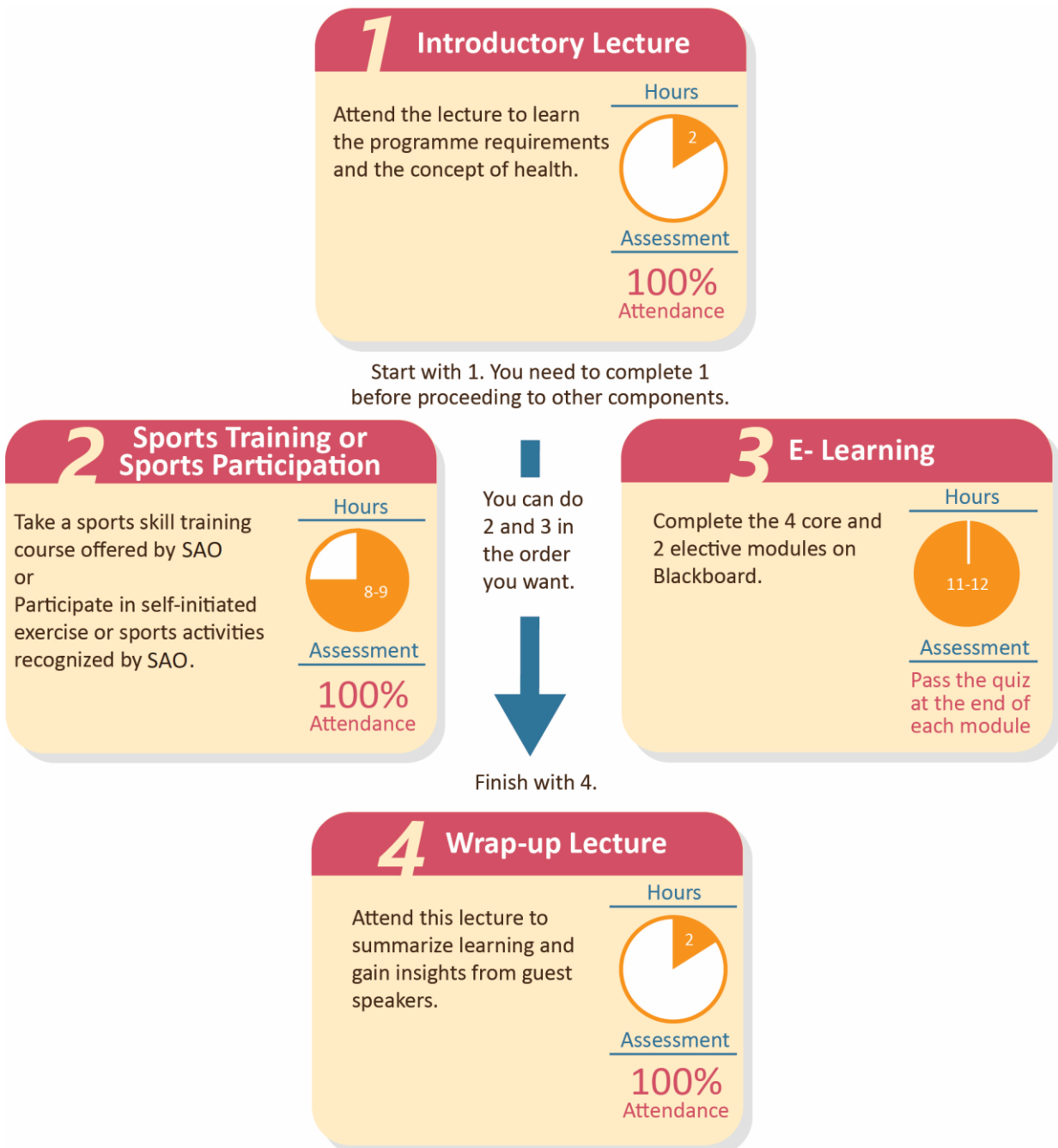
Healthy Lifestyle

The Healthy Lifestyle (HLS) programme is a set of courses and activities covering different dimensions of health that aims to help you build up a healthy lifestyle. Through this programme, you will acquire knowledge on healthy living that contributes to one's well-being and be able to make responsible health decisions. The current HLS programme consists of four components that need to be completed in sequence.

What you need to do: Complete all the components of the Healthy Lifestyle Programme before you graduate, preferably, in your first two years of study.

Articulation Degree Programmes, Senior Year Intakes and **Higher Diploma** students are not required to complete HLS.

Structure of HLS Programme



Service-Learning

Service-Learning aims to help you develop into a competent professional with a heart to serve others. This subject contains a significant service component, which allows you to apply your skills and knowledge to deal with complex issues in social services, develop a stronger empathy for people in need and develop a stronger sense of civic responsibility.

What you need to do: Complete one 3-credit Service-Learning subject. Some Service-Learning subjects are embedded in the major study curriculum and need to be taken as DSR subjects. However, the majority of PolyU students will need to choose Service-Learning subjects on their own. Please check your Programme Requirement Document for details.

Articulation Degree Programmes and **Senior Year Intakes:** Complete a 3-credit Service-Learning subject.

Service-Learning subjects are administered by the Service-Learning and Leadership Office (SLLO). For subject offering and further information, please visit the SLLO website: <https://www.polyu.edu.hk/sllo/>.

Subject Registration, Adjustment before Semester Commencement and Add/Drop Period

During the subject registration period, you will be assigned a time for registration. Please check eStudent for your designated time.

Prior to the subject registration period, you can practice using eStudent in the 'Mock Run'. You can adjust your subject registration during the period of 'Adjustment before Semester Commencement' and 'Add/Drop Period' of every semester.

Waitlisting Function

When a class enrolment is full and it is open for waitlisting as indicated by the subject offering department, you will be placed on a waitlist for the subject concerned automatically when you confirm to proceed with your subject selection. A real-time waitlist position will be shown for your easy reference.

When a vacancy becomes available, students on the subject waitlist will be registered automatically corresponding to your position on the waitlist. An email notification will be sent to you upon successful registration of a waitlisted subject.

For details, please refer to the [Guide for Subject Registration](#).

Reminder for Pre-Assigned Subjects

You should NOT make any change to your pre-assigned subjects during the subject registration and add/drop periods.

Planning for your Study

You should consult your Academic Advisor to discuss your study plan for major and GUR subjects. Contact information of your Academic Advisor could be found in eStudent.

For general enquiries on GUR, you may contact ous.eng@polyu.edu.hk or 34008203.



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