

**THE UNIVERSITY OF HONG KONG**  
**FACULTY OF LAW**  
Factsheet for Student Orientation  
2<sup>nd</sup> semester of 2020-21

**Key dates for 2<sup>nd</sup> semester of 2020-21**

<b>Dates</b>	<b>Events</b>	<b>Remarks</b>
<b>January 18, 2021</b>	First day of teaching	
<b>January 18, 2021, 10:00 am – February 1, 2021, 4:00 pm</b>	Add/drop period	Course selection for languages and other law courses via HKU Portal can be done within this period.
<b>January 25, 2021</b>	First day of tutorials	Applicable to courses which are offered in the mixture of lectures and tutorials, unless otherwise specified.
<b>February 12 - 18, 2021</b>	Class Suspension Period for the Chinese New Year	No classes will be scheduled, unless otherwise specified by course teachers.
<b>March 8 - 13, 2021</b>	Reading Week	No classes will be scheduled, unless otherwise specified by course teachers.
<b>April 30, 2021</b>	Last day of teaching	
<b>May 3 - 8, 2021</b>	Revision period	
<b>May 10 - 29, 2021</b>	Assessment period	

**Master Registration**

- Log into HKU Portal (<http://hkuportal.hku.hk>) to complete your online Master Registration. Please refer to the “Guide to Online Master Registration” on IAO’s website for detailed instructions.)
- Submit the documents for your student registration card to IAO office (9/F, Knowles Building, Main Campus). Normally your student card will be available for collection 4 days after receipt of your submitted documents.

**Course Enrollment**

- Full-year courses are not available in 2<sup>nd</sup> semester.
- Enroll not more than one non-law course in each semester.
- Our standard workload for all exchange students is 30 credits in a combination of 4 to 5 courses in each semester. Students may opt for a different workload in the following circumstances:
  - i. Opt for a workload of 24 credits; or
  - ii. Opt for a workload of 4 courses per semester (for students who are eligible to take Postgraduate Electives); or
  - iii. Opt for a maximum of 36 credits in the 2nd semester.
- In any of the above mentioned cases, students must obtain prior written approval from their home university. If such approval is granted, then students must seek prior written approval from Mr Hayson Chan ([haysonc@hku.hk](mailto:haysonc@hku.hk)) or Ms Eliza Li ([laffairs@hku.hk](mailto:laffairs@hku.hk)).

## Teaching Materials

- Course materials are mainly distributed on Moodle at the HKU Portal.
- For some courses, the teaching materials are also distributed through the Printing Resources Centre (at G/F, Cheng Yu Tung Tower).
- Course outlines are available at the Academic Resources Support Centre in the Faculty website (<https://www.law.hku.hk/dm/>)

## Exam Results

- Exam results for courses in 2<sup>nd</sup> semester shall be available via HKU Portal in late June 2021.
- If a student requires an early exam, written approval from the course teacher must be sought during the Add-Drop period by January 2021. If such written approval cannot be obtained, the student should drop the course during the Add-Drop period and take another course instead.
- If a student does not feel well for any examination of an enrolled course, he/she should consult the doctor at the University Health Service. Supplementary examinations may be arranged if he/she could provide a medical certificate (subject to the University and Faculty exam regulations and procedures).

## Other Resources on Campus

International Affairs Office (For general matters related to exchange and visiting programmes)  
9/F, Knowles Building, Main Campus // [exchange@hku.hk](mailto:exchange@hku.hk) // <https://aal.hku.hk/studyabroad/>

Academic Services Office (Enquiries on application of transcript, testimonial, etc.)  
G04, Run Run Shaw Building, Main Campus // [asoffice@hku.hk](mailto:asoffice@hku.hk)

Centre of Development and Resources for Students (Provide various supports for students)  
HKU CEDARS Website for Non-local students: <http://wp.cedars.hku.hk/web/nonlocal/>  
3/F, Meng Wah Complex, Main Campus // [cedars@hku.hk](mailto:cedars@hku.hk)

IT Services (Service Desk) (Provide computing facilities and technical support)  
1/F, Library Building (Old Wing), Main campus // [ithelp@hku.hk](mailto:ithelp@hku.hk)

University Health Service (provides on-campus medical consultation)  
2/F, Meng Wah Complex, Main Campus // [uhealth@hku.hk](mailto:uhealth@hku.hk)

Lui Che Woo Law Library  
1/F & 2/F, Cheng Yu Tung Tower, Centennial Campus // [lawlib@lib.hku.hk](mailto:lawlib@lib.hku.hk)

## Contact us

Director for Incoming Exchange: Dr. Giuliano Castellano ([g.castellano@hku.hk](mailto:g.castellano@hku.hk))  
Deputy Director for Incoming Exchange: Ms Stephanie Wong ([swonghk@hku.hk](mailto:swonghk@hku.hk))

Administrative Coordinators: Mr Hayson Chan ([haysonc@hku.hk](mailto:haysonc@hku.hk))  
Ms Eliza Li ([laffairs@hku.hk](mailto:laffairs@hku.hk)) (For administrative matters)  
Ms Estella Ng ([elwng@hku.hk](mailto:elwng@hku.hk))  
Ms Lydia Bute ([lbute@hku.hk](mailto:lbute@hku.hk)) (For course registration matters)