(1) Important Dates

<table>
<thead>
<tr>
<th>Course selection period</th>
<th>10:00 am, Tuesday, 6 August 2019 until 4:00 pm, Friday, 9 August 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students must select ALL their courses for the entire 2019-2020 academic year in this period</td>
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</tbody>
</table>

1st semester
- Teaching period: 9 September – 30 November 2019
- Add-drop period: 9-21 September 2019
- Assessment period: 7-23 December 2019

2nd semester
- Teaching period: 3 February – 2 May 2020
- Add-drop period: 3-15 February 2020
- Assessment period: 11-30 May 2020

January semester (Optional)
- Teaching period: January 2020
- Add-drop period: Between the first two classes of the course
- Assessment deadline: February – May 2020

Summer semester (Optional)
- Teaching period: 31 May – 30 June 2020
- Add-drop period: Between the first two classes of the course
- Assessment deadline: July 2020

Add-drop period for all intensive courses
- Including January and Summer semester courses
  - Between the first two classes of the course

(2) Online Law Department Resources

<table>
<thead>
<tr>
<th>General information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Resources Support Centre</td>
</tr>
<tr>
<td>Timetables &amp; class locations (Please always refer to the online versions for updated information)</td>
</tr>
<tr>
<td>LLM courses offered in 2019–2020</td>
</tr>
<tr>
<td>Grading Criteria</td>
</tr>
<tr>
<td>Calendar of Activities 2019-2020</td>
</tr>
<tr>
<td>Student intranet (HKU Portal login required)</td>
</tr>
</tbody>
</table>

Variations:
- Existing students admitted in 2018–2019
- New students admitted in 2019–2020

(3) LLM Programme Structure

<table>
<thead>
<tr>
<th>Capstone course</th>
<th>[I] LLAW6022 Advanced research methodology OR [II] LLAW6014 18-credit Dissertation</th>
</tr>
</thead>
<tbody>
<tr>
<td>(9 credits unless otherwise specified)</td>
<td></td>
</tr>
<tr>
<td>Elective courses</td>
<td>7x 9-credit courses OR 6x 9-credit courses</td>
</tr>
<tr>
<td>Total number of credits:</td>
<td>72 credits</td>
</tr>
</tbody>
</table>
(a) **For full-time students**, the normal period of study is one academic year. In order to graduate you must complete 36 credits (equivalent to four 9-credit courses) in each regular semester, and a total of 72 credits (equivalent to eight 9-credit courses).

(b) **For part-time students**, the normal study period is two academic years. In order to graduate you must complete 18 credits (equivalent to two 9-credit courses) in each regular semester, and a total of 36 credits (equivalent to four 9-credit courses) in each of the two academic years.

(c) In any case, students must not choose more than five courses from each of the specialist programmes. You should contact the General Office ([LLMMCL@hku.hk](mailto:LLMMCL@hku.hk)) for clarification in case of any doubt.

(4) **Online Course Selection**

(a) Please [use the online system](#) during the 6-9 August selection period to choose ALL your courses for the entire 2019–2020 academic year, as detailed in section (1) above.

(i) Courses in the January semester are **optional**, and have an intensive (compressed) class schedule. Credits earned will count towards your total for 2nd semester.

(ii) Courses in the Summer semester are **optional**, and have an intensive (compressed) class schedule. Students may take only one Summer semester course in any single academic year.

(b) When your course choices are saved online, the system will prompt you to select up to three extra “back-up courses” in case any of your preferences is full, see 4(d) below.

(c) You may use the online system to modify your choice of courses before the end of the course selection period. The General Office will begin to process for all enrolment requests only after the system is closed on 9 August.

(d) **Most elective courses have fixed quotas, so selecting a course online may not guarantee a place.**

Priority in oversubscribed courses is given to students needing to fulfill syllabus requirements.

(e) The General Office will confirm your enrolments by email at the end of August.

(5) **Changes to Course Selection**

(a) You must obtain prior General Office approval if your intended plan of study differs in any way from sections 3 and 4(a) above. Write before 31 August 2019 to Ms Daisy Lai ([LLMMCL@hku.hk](mailto:LLMMCL@hku.hk)), explaining your reasons for requesting a change with a study plan, and citing your full name, student number, programme title and mode of study.

Example: Chan Tai Man John, 3035123456, LLM PT2.

(b) If a course is full and you are unable to enrol into it, you may request to be waitlisted for that course by sending a completed Application for Course(s) Amendment to Ms Estella Ng ([elwng@hku.hk](mailto:elwng@hku.hk)) before the first class of the course. The names on the waitlist will be recorded on a first-come-first-serve basis. The waitlist will be closed and no further names added if too many names are already on the waitlist. Ms Ng will process your request if a place becomes available. If your name remains on the waitlist, you may attend the first class and write your name on the attendance sheet for the record.

(c) You may change your selection and finalise your course enrolment by sending a completed Application for Course(s) Amendment to Ms Estella Ng ([elwng@hku.hk](mailto:elwng@hku.hk)) during the add–drop period of each semester or intensive course (but see note below*). Ms Ng will process your request if a place becomes available.

* Dropping an intensive course in mid–semester means that you may be unable to make up lost credits in that same semester, and will need to take an extra course in the semester that follows.

(d) The General Office deals with hundreds of queries during the add–drop period and may be unable to respond immediately to your request. If you receive no reply to a submitted Application for Course Amendments form, you may assume that the request has been accepted. If your name is missing from a course attendance list, then when classes begin simply inform the course instructor and politely ask if he or she could add your name to the attendance list.

(e) **No amendments to course enrolment will be permitted after the add–drop period.**
(6) Registering for a Dissertation

If you are considering whether to undertake a research dissertation, you should first contact your intended supervisor as soon as possible to discuss the proposed topic. You will find the academic interests of faculty members listed at Faculty's website. Further details and instructions for preparing a dissertation proposal are given in the course descriptions under LLAW6014 (18 credits) and LLAW6054 (9 credits).

(7) Important Hong Kong Visa Information for Non–Local Students

Final year students intending to apply for a new Hong Kong student, work or IANG visa after completing their programmes should note that all applications to the Immigration Department must include appropriate proof of completion, for example, a final transcript or certificate of graduation issued by the HKU Registry. Course grades for 2nd semester are normally available each year in late June or early July; grades for Summer semester courses will be available only after September. The Immigration Department typically takes 8 weeks to process visa applications, and it is recommended that non–local students complete ALL of their programme requirements (including submitting a final dissertation if necessary) by the end of the 2nd semester to avoid a delay in the issue of a new visa.

July 2019