Course Registration

a) Course selection procedures

- You are required to select courses you will enrol in for both the first and second semesters in the course selection period in August. You are allowed to change your selected courses during the add/drop period, i.e., the first two weeks after the start of each semester.

- For selection of summer courses, if you are a non-final year student, you will be asked to do so during the course add/drop period in the second semester.

Course load for BSc / BSc(ActuarSc)* / BASc(AppliedAI)* students

(*applicable to students admitted in 2024-25 or before)

- You are normally expected to take 60 credits of courses in a year and are not allowed to select more than 72 credits of courses in a year. You should select at least 60 credits, of which no fewer than 24, nor more than 36 credits of courses in the first/second semester (except in the last semester of study when the number of outstanding credits required to complete the curriculum requirements is fewer than 24 credits).

- If you wish to select fewer than 24 or more than 36 credits of courses in the first/second semester or take fewer than 60 or more than 72 credits in a year, you are required to submit the completed "Application form for Taking Course Load Deviating From Normal Load" via the Science Online Application Submission System (OASS) (https://webapp.science.hku.hk/intranet/OnlineFormUG.html) by the specified deadline. Your online application, after submission, will be forwarded to the Chief Course Selection Adviser of your primary science major (for BSc students) or Chief Actuarial Science Course Selection Adviser (for BSc(ActuarSc) students) or Chief Applied Artificial Intelligence Course Selection Adviser (for BASc(AppliedAI) students) and the Faculty Office for approval. You will be informed of your application result, by email, before the first semester courses add/drop period (*first round of application in August*) or within 7 working days after submission (*second round of application in semester 2*).

- With the special permission of the Board of the Faculty, students may exceed the annual study load of 72 credits in a given academic year **provided that the total number of credits taken does not exceed the maximum curriculum study load of 288 credits (with inclusive of those advanced standing credits and/or transferred credits granted, if any) for the normative period of study** specified in the curriculum regulations, save as provided for under Sc5(f) (BSc programme)/AS5(e) (BSc(ActuarSc) programme)/AAI4(g) (BASc(AppliedAI) programme). Students in the first year are, however, not allowed to take more than 72 credits of courses.

Course load for BSc&MRes students

- You are normally expected to take not fewer than 60 credits nor more than 84 credits of courses in a year. In your first 2 years of study, the normal course load is 72 credits of undergraduate courses a year, with no fewer than 30 credits nor more than 42 credits in the first/second semester.

- Under normal circumstances, you should take and complete a 3-credit postgraduate course on research ethics (i.e. INRE6033) in year 2. Sample study plans can be found in the Curriculum of BSc&MRes Degrees for your reference. In your senior years (i.e. third and fourth years) of study, the normal course load is 78 credits of undergraduate and

postgraduate courses per year, with no fewer than 30 credits, nor more than 42 credits in the first/second semester.

- If you wish to select fewer than 30 or more than 42 credits of courses in the first/second semester or take fewer than 72 or more than 84 credits in a year, you are required to submit the completed "Application form for Taking Course Load Deviating From Normal Load" via the Science Online Application Submission System (OASS) (https://webapp.science.hku.hk/intranet/OnlineFormUG.html) by the specified deadline. Your online application, after submission, will be forwarded to the Chief Course Selection Adviser of your declared Science intensive major and the Faculty Office for approval. You will be informed of your application result, by email, before the first semester courses add/drop period (*first round of application in August*) or within 7 working days after submission (*second round of application in semester 2*).

- With the special permission of the Board of the Faculty, BSc&MRes students may exceed the annual study load of 84 credits in a given academic year **provided that the total number of credits taken does not exceed the maximum curriculum study load of 288 credits (with inclusive of those advanced standing credits and/or transferred credits granted, if any) for the normative period of study** specified in the curriculum regulations, save as provided for under BM6. Students in the first year are, however, not allowed to take more than 84 credits of courses.

Course load for BSc&LLB students

- You are normally expected to take 60 credits of courses in a year and are not allowed to select more than 72 credits of courses in a year. You should select at least 60 credits, of which no fewer than 24, nor more than 36 credits of courses in the first/second semester (except in the last semester of study when the number of outstanding credits required to complete the curriculum requirements is fewer than 24 credits).

- If you wish to select fewer than 24 or more than 36 credits of courses in the first/second semester or take fewer than 60 or more than 72 credits in a year, you (applicable to Years 1-3 only) are required to submit the completed "Application form for Taking Course Load Deviating From Normal Load" via the Science Online Application Submission System (OASS) (https://webapp.science.hku.hk/intranet/OnlineFormUG.html) by the specified deadline. Your online application, after submission, will be forwarded to the Chief Course Selection Adviser of your primary Science regular major and the Faculty Office for approval. You will be informed of your application result, by email, before the first semester courses add/drop period (*first round of application in August*) or within 7 working days after submission (*second round of application in semester 2*).

- With the special permission of the Board of Studies, students may exceed the annual study load of 72 credits in a given academic year **provided that the total number of credits taken does not exceed the maximum curriculum study load of 360 credits (with inclusive of those advanced standing credits and/or transferred credits granted, if any) for the normative period of study** specified in the curriculum regulations, save as provided for under ScL7(c). Students in the first year are, however, not allowed to take more than 72 credits of courses.

Various course-related applications

[*applicable to BSc and BSc&MRes, BSc&LLB (Years 1-3 only), BSc(ActuarSc) (admitted in 2024-25 or before) and BASc(AppliedAI) (admitted in 2024-25 or before)]

[From Year 4 onward for BSc&LLB, please note that all academic and administrative requests or inquiries should be directed to and handled by the Faculty of Law.]

- You are not allowed to choose a course which you have not met the pre-requisite requirements or if you have a timetable clash, except under special circumstances. The Student Information System (SIS) will automatically disapprove such courses you have selected. If you wish to select such courses, you have to seek endorsement (Science courses: via Science Online Application Submission System (OASS); Non-Science courses: written / via email) from the Course Selection Adviser(s) (or the Representative(s)) of the department(s)/school(s) offering the course(s) by completing the "Course Approval Form" via the Science Online Application Submission System (OASS) (https://webapp.science.hku.hk/intranet/OnlineFormUG.html) by the application deadline for further processing.
- Double-counting of courses up to a maximum of 24 credits is permissible with double majors in BSc / BASc(AppliedAI) programme or Professional core and major in BSc(ActuarSc) programme. For cases with 24 or less double-counted credits, the student must make up an equivalent number of credits by taking other courses offered by any Faculty. Double counting of credits is not permissible for certain situations. You should refer to "Students taking double Majors, Major-Minor or double Minors with overlapping course requirements" in the BSc syllabuses for details. You have to submit the form "Application for Taking a Replacement Course" via the Science Online Application Submission System (OASS) (https://webapp.science.hku.hk/intranet/OnlineFormUG.html) if a replacement course has to be taken.

English language enhancement courses

(a) CAES1001 Academic Communication in English (ACE)

(For students admitted to Year 1 in 2025-26 and thereafter)

You must enroll in the course CAES1001 in your first year of study if you have attained Level 4 or below in English Language in the Hong Kong Diploma of Secondary Education Examination (HKDSE) (or equivalent) in the same year in which you are admitted to the University. CAES1001 is optional for students who achieved Level 5 or above in English Language in HKDSE (or equivalent) in the same year in which you are admitted to the University*. Such students may take Academic Communication in English (ACE) as an elective on a non-credit bearing basis. All students are welcome to sign up for a CAES1001 class.

Academic Communication in English (ACE) course is a **non-credit bearing course** for undergraduate students in their first year. ACE is offered in two modes: 1) standard mode (e.g., CAES1001 – 1A1), and 2) intensive mode (e.g., CAES1001 – 2AI). Both modes offer the same teaching and learning hours.

Standard Mode

- The standard mode is conducted during either the first or second semester of the students' first year.
- Students must add/drop a standard mode during the course enrollment period before an academic year begins (i.e. from 18 August 2026 to 24 August 2026) and in the add/drop period during the first or second semester (i.e. until 4pm on September 15, 2026 in the first semester, and 4pm on February 1, 2027 in the second semester). The

system will give students a place in a class (the standard mode) using an auto-balloting system.

Intensive Mode

- The intensive mode consists of two modules. Students need to complete both modules to pass the course.
- One intensive mode will be offered in an academic year:
  - The two modules will take place in the first two weeks of January 2027 and the first two weeks of June 2027 respectively.
- Students must add/drop a class of ***the intensive mode*** during the standard course enrollment period before an academic year begins (i.e. from 18 August 2026 to 24 August 2026) and the 2-week add/drop period in the first semester (i.e., the add/drop period for courses of undergraduate programmes is between 1 September 2026 to 15 September 2026).
- Students are allowed to drop the intensive mode after the designated enrollment or add/drop period only if they can provide valid documentation (e.g., medical reasons). Each request will be reviewed on a case-by-case basis, and the final decision will be made by the CAES1001 Course Coordinator.

Each CAES1001 class, whether in intensive or standard mode, has a quota and there is no guarantee that you will be allowed to enroll in the class you have selected. Please check your course selection results periodically, and choose another timeslot until you can enroll in a class successfully. Make sure you read the instructions carefully when enrolling in CAES1001.

Please refer to the course website https://caes.hku.hk/caes1001/ for more information about CAES1001.

*Faculties will input into the system the list of non-JUPAS students for whom ACE is optional, and this information will be shown on the students' degree audit report starting from August 7 (Fri), 2026. (Navigation path: HKU Portal → SIS Menu → Academic Records → My Degree Audit). Please refer to the user guide on how to access the degree audit system.

(Note: CAES1000 Core University English (CUE)

(For students admitted to Year 1 in 2024-25 or before or those transferring to Year 2 or above in 2025-26 only)

To satisfy part of the English language enhancement requirements, you should complete CAES1000 "Core University English" (6 credits) in the first year. Candidates who have achieved Level 5 or above in English Language in the Hong Kong Diploma of Secondary Education Examination (HKDSE), or equivalent, are exempted from this requirement, and Core University English is optional. The HKDSE English Language results, or those qualifications recognized as equivalent to achieving Level 5 or above in the HKDSE English Language Examination, must be obtained in the same year in which students are admitted to the University. Those who do not take this course should take an elective course in lieu, see Regulation UG6.

If you still need to complete CUE in 2026-27, you will receive an email from the Centre for Applied English Studies (CAES) with special enrollment arrangements before the course enrolment period begins in early August 2026.

(b) English in the Discipline (ED) courses

CAES9820 Academic English for Science Students /
CAES9821 Professional and Technical Communication for Statistical Sciences (previous title: Professional and Technical Communication for Mathematical Sciences)

To satisfy part of the English language enhancement requirements, students in the following degree curriculum and intake year should complete the specified English in the Discipline course during their second year of study:

<table>
<tr><th rowspan="2">Curricula under the Faculty of Science</th><th colspan="5">Students admitted to the first year in</th></tr>
<tr><th>2019-2020 and 2020-2021</th><th>2021-2022</th><th>2022-2023 and 2023-2024</th><th>2024-2025</th><th>2025-2026 and thereafter</th></tr>
<tr><td>BSc*</td><td colspan="5">CAES9820 or CAES9821</td></tr>
<tr><td>BSc(ActuarSc)</td><td colspan="4">CAES9821</td><td>(1)</td></tr>
<tr><td>BASc(AppliedAI)</td><td colspan="4">CAES9821</td><td>(1)</td></tr>
<tr><td>BSc&MRes*</td><td></td><td colspan="4">CAES9820 or CAES9821</td></tr>
<tr><td>BSc&LLB#</td><td colspan="2"></td><td>LLAW1013 and LLAW2017</td><td colspan="2">LLAW1016</td></tr>
</table>

* *Note: Students who have been admitted to Year 1 in 2024-25 (or before) and intend to major in decision analytics, risk management, and statistics are strongly encouraged to take CAES9821. Knowledge of linear statistical modelling, covered in courses such as STAT3600 and STAT3907, is recommended but not assumed. Students majoring in mathematics may take CAES9821 if they are interested in broadening their computational and analytical skills acquired from their discipline to include effective communication in data analytics.*
Students from other science disciplines should take CAES9820.

(1) For students admitted in 2025-26 and thereafter, please contact the School of Computing and Data Science (SCDS) for information.

Note: <u>For BSc&LLB students admitted to the first year in 2022-2023 and 2023-2024</u>
A pass in both LLAW1013 Legal research and writing I and LLAW2017 Legal research and writing II shall be deemed to satisfy the "English in the Discipline" requirement under UG5(a) of the Regulations for First Degree Curricula.

<u>For BSc&LLB students admitted to the first year in 2024-2025</u>
A pass in LLAW1016 Legal research and writing shall be deemed to satisfy the "English in the Discipline" requirement under UG5(a) of the Regulations for First Degree Curricula.

<u>For BSc&LLB students admitted to the first year in 2025-2026 and thereafter</u>
A pass in LLAW1016 Legal research and writing shall be deemed to satisfy the "English in the Discipline" requirement under UG5(b) of the Regulations for First Degree Curricula.

A student who opts out of the LLB programme before the end of the second semester of the second year will be required to complete CAES9820 or CAES9821 in the third year.

The only students who may take the course in their third year of study are those that have failed the course or have been approved to take a year-long leave in their second year. The Centre for Applied English Studies (CAES) has arranged with the Faculty of Science to offer the courses in the first and second semesters in order to provide students with maximum flexibility. Please note that students are free to enrol in available classes in either of the semesters.

You must select the specified ED class during the course selection period. Starting from the suspension period, the SIS will approve your enrolment application. You have to check your class selection result after the suspension period and if you are not successful in getting a place in your first choice, you should choose another available class in SIS until you are given a place in a class.

You may change your ED class freely during the add/drop period in the first semester. You are required to attend lessons in the original ED class until your request for change of classes has been approved. Owing to the limited resources, CAES cannot increase class quotas to allow students to enrol in their preferred classes.