

## Important Dates for the 2019-2020 Course Selection Exercise

### ***BSc, BSc(ActuarSc) & BSc(AppliedAI) – Year 1***

Date (2019)	Event	Venue
From August 8	The course information system opens for freshmen (after performing master registration online) to preview available courses in the first and second semesters.	HKU Portal – SIS
<b>August 9</b>	<b>Induction Day for BSc Freshmen (9:30 am – 4:00 pm)</b> (In addition to a general talk session, representatives from each Science major/minor will be present to advise students on general, as well as specific aspects, of course selection. Teachers and students will also be available in the information booths for each Science major and minor to answer questions.)	<b>Grand Hall, Lower Ground Floor, Centennial Campus</b>
	<b>Information Session for BSc(ActuarSc) Freshmen (2:00 pm – 4:00 pm)</b> (Representatives from Actuarial Science programme will be present to advise students on general, as well as specific aspects, of course selection. Towards the end of the session, students are free to ask questions.)	<b>CPD-LG.18, Lower Ground Floor, Central Podium Levels, Centennial Campus</b>
	<b>Information Session for BSc(AppliedAI) Freshmen (2:00 pm – 4:00 pm)</b> (Representatives from Applied Artificial Intelligence programme will be present to advise students on general, as well as specific aspects, of course selection. Towards the end of the session, students are free to ask questions.)	<b>CPD-LG.34, Lower Ground Floor, Central Podium Levels, Centennial Campus</b>
August 16 (by 5:45 pm)	Deadline of Application for (a) Granting of Advanced Standing and (b) Exemption from Taking Chinese language course	Faculty Office
August 21 (10:00 am) – August 27 (4:00 pm)	On-line course selection system available: <ul style="list-style-type: none"> <li>Semester 1 / full-year courses from 10:00 am</li> <li>Semester 2 courses from 10:10 am</li> </ul> (Note: Selection of summer courses will only be available during the 2 <sup>nd</sup> semester add/drop period.)	HKU Portal – SIS
	Students to seek advice from Course Selection Advisers on how to select courses	Course Selection Advisers' offices
August 22 (9:00 am – 2:30 pm)	Suspension period of the online course selection system (Course add/drop is not allowed.)  Students are highly recommended to select courses which require course based approval before the suspension period.	---
August 27 (by 4:00 pm)	Closing date for students' submission of: (a) Application Form for Taking Course Load Deviating from the Normal Load in a given semester, with the written endorsement from the Chief Course Selection Adviser of the intended primary major/programme (if applicable); (Note: Students are not allowed to take more than 72 credits of courses in the first year of study.) (b) Course Approval Form* (if applicable); and (c) Application Form for Taking a Replacement Course (if applicable)	Faculty Office
August 31 (9:00 am)	Checking of course selection status and ballot result (including CAES1000) on-line	HKU Portal – SIS

### ***BSc & BSc(ActuarSc) – Year 2 and above***

Date (2019)	Event	Venue
July 29 (10:00 am)	The course information system opens for Year 2 and above students to preview their available courses in the first and second semesters.	HKU Portal – SIS
August 7 (10:00 am) – August 13 (4:00 pm)	On-line course selection system available on August 7 to: <ul style="list-style-type: none"> <li>Year 4 or above students: Semester 1 / full-year courses from 10:00 am; Semester 2 courses from 10:10 am</li> <li>Year 3 students: Semester 1 / full-year courses from 12:00 nn; Semester 2 courses from 12:10 pm</li> <li>Year 2 students: Semester 1 / full-year courses from 2:00 pm; Semester 2 courses from 2:10 pm</li> </ul> (Note: Selection of summer courses will only be available during the 2 <sup>nd</sup> semester add/drop period.)	HKU Portal – SIS
	Students to seek advice from Course Selection Advisers on how to select courses	Course Selection Advisers' offices
<b>August 7</b> <b>10:00 am – 12:00 nn</b> <b>2:00 pm – 4:00 pm</b>	<b>Consultation Session for BSc Year 2 and above students</b> (Representatives from each Science major/minor will be available to advise students on course selection)	<i>See page 102 of this handbook</i>
	<b>Consultation Session for BSc(ActuarSc) Year 2 and above students</b> (Representatives from the Actuarial Science programme will be available to advise students on course selection)	
August 8 (9:00 am – 2:30 pm)	Suspension period of the online course selection system (Course add/drop is not allowed.)  Students are highly recommended to select courses which require course based approval before the suspension period.	---
August 13 (by 4:00 pm)	Closing date for submission of: (a) Application Form for Taking Course Load Deviating from the Normal Load in a given semester, with written endorsement from the Chief Course Selection Adviser of the primary major/programme (if applicable); (b) Course Approval Form* (if applicable); (c) Application Form for Taking a Replacement Course (if applicable); and (d) Application Form for Exemption From Taking a Capstone Course in the Second (Science) Major (if applicable)	Faculty Office
August 23 (10:00 am)	Checking of course selection status and ballot result (including CAES9820/CAES9821) on-line	HKU Portal – SIS

## Courses Add/drop periods (for all years)

Date	Event	Venue
<b>FIRST SEMESTER (2019)</b>		
September 2	First day of teaching	---
September 2 (10:00 am) – September 16 (4:00 pm)	On-line course selection system available to: <ul style="list-style-type: none"> <li>● Year 1 students from 10:00 am on September 2</li> <li>● Year 2 students from 12:00 nn on September 2</li> <li>● Year 3 students from 2:00 pm on September 2</li> <li>● Year 4 or above students from 4:00 pm on September 2</li> </ul>	HKU Portal – SIS
September 2 – September 16 (4:00 pm)	Availability of Course Approval Form for change of courses (if applicable)	Science webpage
September 3 (12:00 nn – 5:00 pm)	Suspension period of the online course selection system (Course add/drop is not allowed.) Students are highly recommended to select courses which require course based approval before the suspension period.	---
September 16 (by 4:00 pm)	Closing date for submission of: <ul style="list-style-type: none"> <li>(a) Course Approval Form* (if applicable);</li> <li>(b) Application Form for Taking a Replacement Course (if applicable);</li> <li>(c) Application Form for Exemption from Taking a Capstone Course in the Second (Science) Major (if applicable); and</li> <li>(d) Print-out of “My Course History” from SIS, with the endorsement by the assigned Academic Advisers (applicable to first year students only).</li> </ul>	Faculty Office
September 21 (10:00 am)	Checking of final course selection status on-line	HKU Portal – SIS
<b>SECOND SEMESTER (2020)</b>		
<b>February 6 (revised)</b> <b>(by 5:45 pm)</b>	Deadline of Application for Taking Course Load Deviating from the Normal Load in a given semester, with written endorsement from the Chief Course Selection Adviser of primary major/programme (if applicable) ( <u>Note</u> : Students are not allowed to take more than 72 credits of courses in the first year of study.)	Faculty Office
January 20	First day of teaching	---
January 20 (10:00 am) – <b>February 11 (4:00 pm)</b> <b>(revised)</b>	On-line course selection system available to: <ul style="list-style-type: none"> <li>● Year 1 students from 10:00 am on January 20</li> <li>● Year 2 students from 12:00 nn on January 20</li> <li>● Year 3 students from 2:00 pm on January 20</li> <li>● Year 4 or above students from 4:00 pm on January 20</li> </ul>	HKU Portal – SIS
January 20 – <b>February 11 (4:00 pm)</b>	Availability of Course Approval Form for change of courses <sup>#</sup> (if applicable) (* Course changes are only applicable to courses beginning in the second semester only)	Science webpage
January 21 (12:00 nn – 5:00 pm)	Suspension period of the online course selection system (Course add/drop is not allowed.) Students are highly recommended to select courses which require course based approval before the suspension period.	---
<b>February 11 (revised)</b> <b>(by 4:00 pm)</b>	Closing date for submission of signed Course Approval Form* (if applicable), signed Application Form for Taking a Replacement Course (if applicable) and signed Application Form for Exemption from Taking a Capstone Course in the Second (Science) Major (if applicable)	Faculty Office
February 15 (10:00 am)	Checking of final course selection status on-line	HKU Portal – SIS
<b>OPTIONAL SUMMER SEMESTER (2020) – for non-final year only</b>		
June 15 (10:00 am) – June 22 (4:00 pm)	On-line course selection system available	HKU Portal – SIS
June 16 (12:00 nn – 5:00 pm)	Suspension period of the online course selection system (Course add/drop is not allowed.) Students are highly recommended to select courses which require course based approval before the suspension period.	---
June 27 (10:00 am)	Checking of final course selection status on-line	HKU Portal – SIS

### Notes:

For course CAES1000 Core University English (CUE), students concerned can add/drop a CUE class freely only in the first week of the add/drop period during the first or second semester. In the second week of the add/drop period, they can only add/drop a CUE class if they can prove that their CUE course clashes with another core course they need to take. To apply for approval to add/drop a CUE class, they need to fill in a form from the Centre for Applied English Studies (CAES) and provide evidence of the time clash. This will be reviewed by the CAES1000 Course Coordinator and if approval is given they need to go to the Faculty Office to process the change of classes. Please refer to the course website <https://learning.hku.hk/caes1000/> for the detailed enrollment guidelines.

For courses CAES9820 Academic English for Science Students and CAES9821 Professional and Technical Communication for Mathematical Sciences, students concerned can change their class freely during the first semester add/drop period, but they should check their class selection result periodically. They are required to attend lessons in the original CAES class until their request for change of class groups has been approved online. Regarding the schedule for change of CAES9820/CAES9821 class in the second semester, students concerned will be informed by email in mid-December.

\*For any student who wishes to seek special approval for taking courses offered by the School of Biological Sciences (eg. BIOL courses), they need to submit the Course Approval Form directly to the School of Biological Sciences Office by the application deadline.