

December 13, 2024

Dear BSc&MRes Students,

We are writing to remind you that to satisfy the English language enhancement requirement, you need to take one of the following English-in-the-Discipline (ED) courses during your second year of study:

**CAES9820 Academic English for Science Students OR
CAES9821 Professional and Technical Communication for Statistical Sciences**

Students majoring in mathematics (intensive) 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.

BSc&MRes students with other intensive majors are recommended to take CAES9820.

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.

You may update your ED class selections during the **first week** of the add/drop period, from January 20, 2025 (Year 2: 12:00nn; Year 3: 2:00pm), until January 26, 2025. Starting from January 21, 2025 (12:00nn), the SIS system will approve any ED enrollment applications by auto-balloting. You have to check your class selection result soon after the suspension period (i.e. January 21, 2025 (5:00pm)) and if you are not approved in taking the class you have selected, you should choose another available class in SIS until you are given a place in a class.

Please note that the online add/drop for the course will be closed after January 26, 2025. Following this period, the SIS system will automatically assign classes to students who have not yet enrolled in any ED class, with consideration given to the students' other selected courses and the remaining available spaces. The finalized class allocation result will be released on-line on February 5, 2025 (10:00am). Further changes to your ED course enrollment will not be allowed thereafter.

Students must work through the above enrollment procedures to secure a place in available classes during the enrollment & add/drop period. Due to limited resources, CAES cannot increase class quotas in order to allow students to enroll in their preferred classes.

Yours sincerely,



Dr. Clive Lee
Executive Director