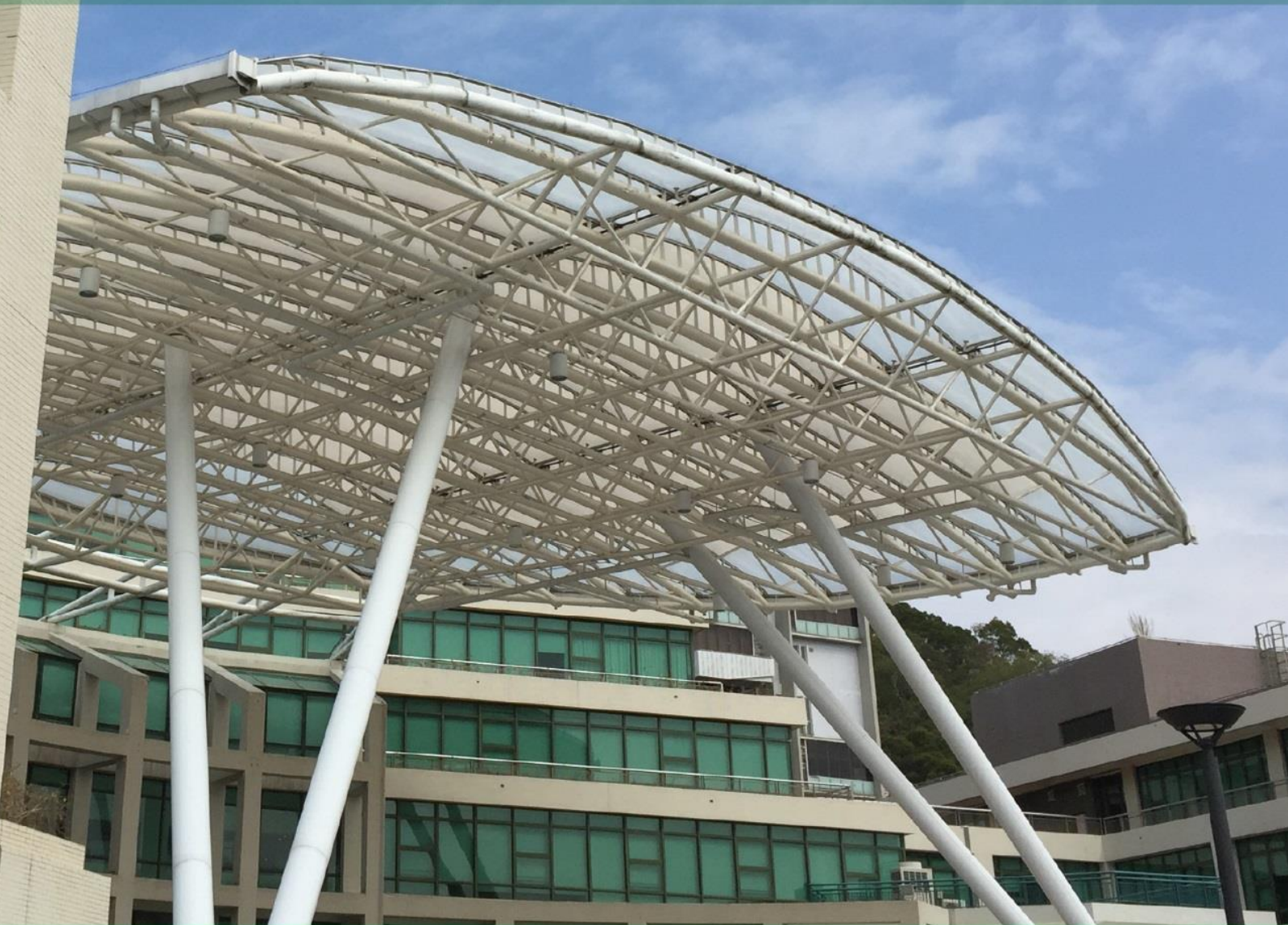




香港教育大學

The Education University  
of Hong Kong



# BACHELOR OF SOCIAL SCIENCE EDUCATION (HONOURS) (GREATER CHINA STUDIES)

Programme Handbook  
Four-year Full-time: 2017-2021





# PROGRAMME HANDBOOK

**Bachelor of Social Science Education (Honours)**

**(Greater China Studies)**

**(Four-year Full-time)**

社會科學教育榮譽學士

(大中華地區研究)

(四年全日制)

**2017 - 2021**

## ***Disclaimer:***

### **Course Level**

*Any aspect of the course and course offerings (including, without limitation, the content of the Course and the manner in which the Course is taught) may be subject to change at any time at the sole discretion of the University. Without limiting the right of the University to amend the course and its course offerings, it is envisaged that changes may be required due to factors such as staffing, enrolment levels, logistical arrangements and curriculum changes.*

### **Programme Level**

*Every effort has been made to ensure that information contained in this Programme Handbook is correct. Changes to any aspects of the programmes may be made from time to time due to unforeseeable circumstances beyond our control and the University reserves the right to make amendments to any information contained in this Programme Handbook without prior notice. The University accepts no liability for any loss or damage arising from any use or misuse of or reliance on any information contained in this Programme Handbook.*

*In the event of inconsistency between information contained in this Programme Handbook and any University or Programme policies and regulations or where an interpretation of Programme Handbook is required, the decision of the University shall be final.*

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如此課程手冊所載資料與本校整體或個別課程之政策與修例出現分歧，又或於內容詮釋上出現歧義，則以本校之最後決定為準。

# **Department of Asian and Policy Studies**

## **Bachelor of Social Science Education (Honours) (Greater China Studies) (Four-year Full-time) 2017-2021**

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# **1. Basic Programme Information**

## **1.1 Programme Title**

Bachelor of Social Science Education (Honours) (Greater China Studies)

## **1.2 Programme Code**

A4B066

## **1.3 Abbreviated Programme Title**

BSocScEd(GCS)

## **1.4 Programme Duration**

Four years

## **1.5 Mode of Attendance**

Full-time

## **1.6 Department Hosting the Programme**

Department of Asian and Policy Studies

## **1.7 Medium of Instruction**

The programme will mainly be conducted in English. All Major courses will be taught in English. For some courses, Putonghua or Cantonese will be adopted as the medium of instruction when the language is considered to be most effective for teaching.

## **1.8 On-line Course Outlines can be found at:**

<http://www.ied.edu.hk/bssgcs/CourseOutline/BSocScEdGCS/>

## **1.9 Contact Hours**

The number of credit points assigned to a course is indicative of the hours of student effort, which include both contact hours and study time. In terms of contact hours, one credit point should normally be equivalent to one hour of teaching per week for 13 teaching weeks in a semester. In terms of study time, students are normally expected to engage in no less than 2 hours of independent learning per week for each contact hour.

### **1.10 Timetable Arrangements**

To fully utilize the University's resources, classes for all programmes will be scheduled between 8:30am and 9:20pm on weekdays and 8:30am to 6:20pm on Saturdays with possible scheduling of combined classes for programmes/courses of different modes of study (including full-time, part-time, mixed mode, etc.).

Students are required to check their personal timetable in The Portal (<https://portal.eduhk.hk>) from time to time for the most recent version.

### **1.11 Course Enrolment**

Students must ensure the completion of course registration before the course starts. Students who have not registered for any course in a semester (excluding the summer session) will be considered to have withdrawn from their programme at the University unless deferment of studies has been approved by the relevant Programme Leader/Coordinator.

Registration in some courses is restricted to students having the necessary prerequisites.

Failure to attend a course does not automatically result in the course being dropped. Students who are reported for prolonged absence in a course without permission will be accorded a grade F (Fail) for the course.

### **1.12 Student Portal, Emails, Intranet Messages and Notices**

Students must visit The Portal at <https://portal.eduhk.hk>, read emails and intranet messages regularly. These are the major means of communication at the University. Students will miss important information if they do not check these sources regularly.

## 2. Programme Aims and Outcomes

### 2.1 The programme aims to:

- ♦ provide an overview of social sciences and the disciplines that make up the social sciences;
- ♦ provide students with knowledge in the dynamics of social transitions in Greater China and a comprehensive understanding of the regional development from comparative and sociological perspectives;
- ♦ enhance students' understanding of the complex interplay of global, regional, national, and local factors that affect social transitions in Greater China with relations to development, governance, and policy across the region;
- ♦ enable students to acquire applied methods and analytical skills to critically examine issues arising from the regional cooperation and competition in a globalized world;
- ♦ equip students with pedagogical literacy, subject knowledge, values, skills and practice essential for teaching a wide range of Greater China-related subjects such as History, Chinese Culture, Integrated Humanities, and Liberal Studies which is a broad-based core subject in the new senior secondary school curriculum;
- ♦ provide students with the academic and professional foundation to become professionals in educational institutions, local/national/international education-related associations and organizations, government/non-government organizations, and corporations; and
- ♦ provide a strong foundation for career advancement and future postgraduate studies.

### 2.2 On successful completion of the programme, students will be able to:

- (a) engage through critical thought and comparative analysis with a diversity of cultural, economic, historical, philosophical, political perspectives on

development, governance, and policy in Greater China;

- (b) master both academic and professional knowledge in social sciences, education, arts and culture, and Greater China studies;
- (c) demonstrate the integration of theories, practice, and pedagogy essential for teaching in Greater China-related subjects in primary and secondary schools;
- (d) develop a broad knowledge base, practical skills, multiple perspectives, critical thinking and capabilities to provide quality teaching and pedagogical innovations;
- (e) participate responsibly, individually and collectively, in activities designed to prepare them for further work and lifelong learning; and
- (f) make use of qualitative and quantitative techniques to carry out research projects that critically and creatively analyze problems or issues of Greater China and propose practical solutions.

### 3. Programme Structure and Curriculum

In accordance with the University's commitment to whole person development, the programme constitutes a total learning experience for all students incorporating Coursework, a Honours Project, an Internship, a Comparative Education Field Visit, Electives, General Education (GE), Language courses and Co-curricular and Services Learning to enable our graduates to become responsible citizens with broad-based knowledge on Greater China. The following table outlines the learning experiences that comprise the degree:

Component		Credit points (cps)
Major	Coursework	48
	Internship	6
	Comparative Education Field Visit	3
	Honours Project	6
Electives (including Minor)		27 (15)
General Education		18
Language		9
Co-curricular and Service Learning		3
<b>Total</b>		<b>120</b>



## Recommended Curriculum Organization Chart (2017-2021 cohort)

(Total programme credit points = 120 cps)

Year	Semester 1	Semester 2	Summer
<b>1</b>	<b>Major Courses (9 cps)</b>		
	SSC1204 Methods of Inquiry	SOC1002 Introduction to Social Theory, Concepts and Issues	
	GCS1001 Understanding Greater China: History Politics and Change	<b>General Education Foundation Courses</b> GEE1001 (3 cps)	
	<b>Co-curricular and Service Learning Course (3 cps) [CSL]</b>	<b>Chinese Enhancement Courses</b> CLE1234 University Chinese (3 cps)	
	<b>English Enhancement Courses (6 cps)</b>		
	CLE1210 Academic English: Writing and Reading	CLE1211 Academic English: Speaking and Reading	
	<b>Second Major/ Minor/ Electives (6 cps)</b>		
<b>2</b>	<b>Major Courses (9 cps)</b>		GCS2008 Comparative Education Field Visit (3 cps)
	POS2001 Politics and Governance: Concepts, Issues and Perspectives	EDA2017 Education Development: Concepts, Issues and Perspectives	
		POS2002 China's Rise and Globalized World	
	<b>General Education Breadth Courses (9 cps)[GEF/GEG/GEH/GEK]</b>		
<b>Second Major/ Minor/ Electives (9 cps)</b>			
<b>3</b>	<b>Major Courses (18 cps)</b>		GCS4007 Internship (6 cps)
	CUM3001 Teaching Social Sciences: Methods and Issues	SES3011 Environmental Education in a Global Age	
	GCS3002 Economic Growth and Sustainable Livelihood in Greater China	GCS3003 Politics and Law in Greater China	
	SSC3192 Urbanization in Greater China	GCS4900 Honours Project (Phase I)	
	<b>General Education Breadth Courses (3 cps) [GEF/GEG/GEH/GEK]</b>	<b>General Education Consolidation Course (3 cps)[GEJ]</b>	
<b>4</b>	<b>Major Courses (18 cps)</b>		
	GCS3010 Education and Society in Greater China	GCS4004 Comparative Social Policy in Asia	
	CUM3002 Comparative Curriculum and Pedagogy Studies	GCS4005 Regional Cooperation in Greater China: Challenges and Issues	
		GCS4006 Managing Development and Civil Society in Greater China	
	Honours Project (Phase II)		
<b>Second Major/ Minor/ Electives (12 cps)</b>			

	Major		Second Major/ Minor/ Electives		General Education		Language		CSL
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### **3.1 The Greater China Studies Major**

The Major is composed of 63 credit points. Of this, coursework accounts for 48 credit points, the Comparative Education Field Visit 3 credits points, Internship 6 credit points, and the Honours Project 6 credit points. For details, please refer to the course list in P.11.

#### ***3.1.1 Internship (Summer)***

The applied stage of the programme requires students to complete an Internship in a relevant organization or company with an international orientation, where they are expected to further cultivate skills and knowledge developed in their coursework. This experience will allow students to integrate theory and practice in a real-life situation and will provide additional knowledge about Greater China studies as they apply to the work setting.

In order to help students develop the abilities to apply and integrate what they have learned from the foundational social science and other courses, students will be guided by their academic tutors through participating in the integrated workshops and seminars.

#### ***3.1.2 Comparative Education Field Visit (Summer)***

Students are required to participate in the Comparative Education Field Visit, a significant component of the Major which provides students with a valuable opportunity to experience regional exchange. Students will receive intensive training and attend seminars and field excursion at educational institutions across Greater China.

The field study topics are formed along the areas of interest that corresponds to the expertise of the tutor (or co-tutor) in charge. With appropriate guidance from tutors, students choose a topic of enquiry through empirical and out-of-classroom self-directed learning.

### **3.1.3 Honours Project**

The Honours Project is a credit-bearing dissertation or major project. It encourages students to integrate their learning experiences with knowledge and skills acquired during their studies within the scope of a selected topic of personal interest. Under the guidance of a project supervisor, students will build upon their research skills from the Coursework of the Major as well as the Comparative Education Field Visit. They are expected to work closely with a project supervisor to complete a project of research and writing.

### **3.2 Second Major, Minor Studies and Electives**

Outside the Major, the programme includes the Electives of 27 credit points, where students are free to choose elective courses on offer from any of the University's departments. Some students may wish to choose Electives or design a Minor\* of 15 credit points in areas that further deepen the knowledge gained in the Major and diversify their graduation pathway.

Students are encouraged to choose elective courses offered by this programme or other programmes that introduce them to a wider range of subject or education-related areas. This is to provide a broader grounding on which to build the Internship, field visit and Honours project, and their future careers.

*\* Students may fulfill requirement of the minor(s) or second major by taking extra course(s) with additional tuition fee charged by credit points.*

### **3.3 University Core**

Similar to the other programmes in the University, students are required to take General Education, Language Enhancement courses and Co-curricular and Service Learning course.

#### **3.3.1 General Education (GE)**

EdUHK's General Education programme prepares students to be active agents of change, by broadening their intellectual horizons, helping them make connections among different areas of knowledge and between their

formal studies and life outside the classroom, and strengthening their capacity for sound thinking and good judgement. It offers a varied but balanced mix of individual courses across a range of subject areas and disciplines, set within an integrated structure of General Education Foundation Course (3 credit points), General Education Breadth Courses (12 credit points) and General Education Consolidation Course (3 credit points).

Please refer to the website of the General Education Office (GEO) at <http://www.eduhk.hk/ge/web/> for the details of the GE requirements and courses on offer.

### ***3.3.2 Language Enhancement***

The Centre for Language in Education (CLE) provides language enhancement in English and Chinese in the form of credit-bearing and non-credit-bearing programmes; self-access support programmes and social activities for cultural and language exchanges. As with other programmes in the University, students are required to take courses in Chinese and English enhancement courses (a total of 9 credit points). The CLE provides support outside the classroom in the form of individual and small group support and informal language exchange with the Arthur Samy Language Learning Centre (ASLLC) and Club IEd.

Please refer to the website of the Centre for Language in Education (CLE) at <https://www.eduhkcle.com/> for the details of the language requirements and courses on offer.

### ***3.3.3 Co-curricular and Service Learning (CSL)***

To provide a Whole Person Development framework, embedding service-based learning (SBL) element. A compulsory CSL course (3 credit points) is introduced to offer service-based learning opportunities to broaden the students' learning experience beyond the traditional classroom-based curriculum. Students from 2014/15 onwards must complete a CSL course (3 credit points) during their period of study (except final year). Available courses and relevant details will be uploaded on the Registry's website at <https://www.eduhk.hk/re/modules/content/item.php?categoryid=42&itemid=40>.

## **4. Information Technology Competence Requirements**

Students who admitted in 2014/15 and thereafter (cohort: 2014 and thereafter) are required to pass the IT ePortfolio Checking for graduation.

For the updated information, please visit the website of the Centre for Learning, Teaching and Technology (LTTC) at <http://www.lttc.eduhk.hk/?p=3439>.

## **5. Language Enhancement and Requirements**

### **5.1 Language Enhancement Programmes (LEP)**

Students in the programme are expected to develop the ability to communicate effectively in English and Chinese. To assist them in meeting this goal, the CLE will offer credit-bearing English and Chinese Language Enhancement courses and optional fee-paying non-credit-bearing language enhancement courses, over the four years of the programme. The final grades will be recorded on the student's transcript. The language enhancement package requires students to make use of the Arthur Samy Language Learning Centre (ASLLC) and related facilities available at the Tai Po campus.

For detailed information on language enhancement programmes, you may visit the website at <https://www.eduhkcle.com/>.

### **5.2 Implementation of the University's Language Policy for BSocScEd (GCS) Students**

#### **5.2.1 Minimum Language Exit Requirements (LER)**

You are required to reach the Language Exit Requirements for English and Putonghua for graduation in one of the following two ways. (For details of the University's Language Policy, please visit <http://www.eduhk.hk/clp/>.)

To attain the required level for English and Putonghua as stipulated below:

**English:** International English Language Testing System (IELTS) 6.0 or equivalent\*.

**Putonghua:** Putonghua Shuipping Ceshi (PSC) 3B

Students who are admitted to the full-time undergraduate programmes with a normal study period of two years or below (e.g. students who are admitted into Year-3 of 4-year programmes) will be exempted from the language exit requirements.

For detailed and updated information of other alternatives or LER exemption and attainment, please visit <http://www.eduhk.hk/clp/>.

## 6. Course List (courses offered by the Dept. of APS)

### Key

#### Teaching Dept(s)

APS - Department of Asian and Policy Studies

#### MOI

E - English as the medium of instruction

#### Semester

2<sup>nd</sup> SB – 2<sup>nd</sup> Summer Block

3<sup>rd</sup> SB – 3<sup>rd</sup> Summer Block

### 6.1 Major Studies

Course Code	MOI	Course Title	Level	Teaching Dept.(s)	Credit Points	Year	Semester
<i>Foundation Courses: Theoretical Framework for Social Science Education and Greater China Studies</i>							
SSC1204	E	Methods of Inquiry	1	APS	3	1	1
GCS1001	E	Understanding Greater China: History, Politics and Change	1	APS	3	1	1
SOC1002	E	Introduction to Social Theory, Concepts and Issues	1	APS	3	1	2
POS2001	E	Politics and Governance: Concepts, Issues and Perspectives	2	APS	3	2	1
EDA2017	E	Education Development: Concepts, Issues and Perspectives	2	APS	3	2	2
POS2002	E	China's Rise and Globalized World	2	APS	3	2	2

Course Code	MOI	Course Title	Level	Teaching Dept.(s)	Credit Points	Year	Semester
<b><i>Comparative Education and Development in Greater China</i></b>							
CUM3001	E	Teaching Social Sciences: Methods and Issues	3	APS	3	3	1
SSC3192	E	Urbanization in Greater China	3	APS	3	3	1
GCS3002	E	Economic Growth and Sustainable Livelihood in Greater China	3	APS	3	3	1
SES3011	E	Environmental Education in a Global Age	3	APS	3	3	2
GCS3010	E	Education and Society in Greater China	3	APS	3	4	1
CUM3002	E	Comparative Curriculum and Pedagogy Studies	3	APS	3	4	1
<b><i>Comparative Policy and Governance in Greater China</i></b>							
GCS3003	E	Politics and Law in Greater China	3	APS	3	3	2
GCS4004	E	Comparative Social Policy in Asia	4	APS	3	4	2
GCS4005	E	Regional Cooperation in Greater China: Challenges and Issues	4	APS	3	4	2
GCS4006	E	Managing Development and Civil Society in Greater China	4	APS	3	4	2
<b><i>Applied Education Projects and Experiential Learning in Greater China</i></b>							
GCS2008	E	Comparative Education Field Visit	2	APS	3	2	2 <sup>nd</sup> SB
GCS4007	E	Internship	4	APS	6	3	3 <sup>rd</sup> SB
GCS4900	E	Honours Project (Phase I)	4	APS	3	3	2
GCS4901	E	Honours Project (Phase II)	4	APS	3	4	1 & 2



## 6.2 Electives offered by Department of Asian and Policy Studies

Students are required to take 27-cp Electives. Student can freely choose the elective courses offered by this programme to further develop their interest.

Course Code	MOI	Course Title
SSC1185	E	Understanding Southeast Asian Country
GCS2016	E	Comparative Development Policy: China and India
GCS2019	E	States, Markets and International Governance
SSC2183	E	Introduction to Communication
SSC2184	E	Communication Studies in the Public and Education Sectors
SSC2190	E	Cross-Cultural Communication
SSC2191	E	Communication for Teaching
SSC2202	E	Gender and Development in Asia
SSC3203	E	Media, Politics and Power in International Communication
GCS3017	E	Youth, New Media and Internet Regulation in Greater China
GCS3023	E	Managing Human Resources in the Public and Private Sector in Greater China Region
GCS3024	E	Organisational Behaviour

*# Any aspect of the course (including, without limitation, the content of the Course and the manner in which the Course is taught) may be subject to change at any time at the sole discretion of the University. Without limiting the right of the University to amend the course, it is envisaged that changes may be required due to factors such as staffing, enrolment levels, logistical arrangements and curriculum changes.*

## 7. Course Synopsis (*\* for credit-bearing courses only*)

<b>Major Studies</b>
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### **Foundation Courses: Theoretical Framework for Social Science Education and Greater China Studies**

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Course	: SSC1204
Course Title	: Methods of Inquiry
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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#### Synopsis:

This course provides a basic introduction to the concepts of research in social sciences, in particular policy studies. They will be exposed to research concepts and proper citation methods; how to begin with a research topic; different research methods, ethical principles and challenges, and the elements of research process within quantitative, qualitative and mixed methods approaches. Participants will use these theoretical underpinnings to critically review literature relevant to their interests and how research findings are interpreted to support their objectives in exploring the research topic.

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Course	: GCS1001
Course Title	: Understanding Greater China: History, Politics and Change
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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#### Synopsis:

This course is designed to provide students with a comprehensive introduction to the study of Greater China. All aspects of Greater China will be examined, including the emergence of Greater China, the concept of Greater China, economic integration within Greater China, Hong Kong and Taiwan popular culture, Greater China and the Chinese overseas. Important recent developments like the economic

rise of China and its impact on Hong Kong, Taiwan and Macau will also be addressed.

In better understanding Greater China, the course will also explore issues that all states in the Greater China region face, with a special attention to the process of democratization. The course will deal with the role of international actors in shaping Greater China's development. The course will also give an introduction to the development of the sphere of social innovation and social entrepreneurship in Greater China over the last decade.

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Course	: SOC1002
Course Title	: Introduction to Social Theory, Concepts and Issues
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

The course aims to provide students a macro view of understanding human behaviour from collective models. This course will examine various theoretical perspectives, sociological concepts and methodologies related to social life, social culture and the socialization process with a generalist perspective. Students will be exposed to major theoretical traditions in social theory and as the course unfolds, how these theoretical perspectives can be utilized to evaluate our social world. Students will discover the relationship between individuals and society, and explore their roles within the family, school, religion, peer groups, and in other social systems with a critical thought.

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Course	: POS2001
Course Title	: Politics and Governance: Concepts, Issues and Perspectives
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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### Synopsis:

This course serves as a foundation course in the study of politics and governance. Various concepts of politics, governance, major political ideas and basic operations of a government will be introduced. It follows with empirical exploration of political and governance issues tackled by states. Case studies cover national and local levels. In particular, issues of China, Hong Kong, Taiwan and Macau of the Greater China region will be discussed to illustrate the concepts. Social innovation in governance in Greater China will also be explored. After taking this course, students will understand the multidimensional and multidisciplinary nature of the concepts of politics and governance; identify the complex relationships between governance and policy; and explore the challenges of governance faced by the states in Greater China region.

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Course	: EDA2017
Course Title	: Education Development: Concepts, Issues and Perspectives
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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### Synopsis:

In this course, students will study the concept of education development and its related issues from a multidisciplinary perspective. Various theories and perspectives of education development will be explored and supplemented to facilitate the understanding of the role of education in social, economic, cultural and political development.

Another important theme of this course is in reference to the complexity of education development issues that are tackled by the stakeholders in Greater China at national and local levels. Case studies specific to mainland China, Taiwan, Hong Kong and Macau will be provided in the course, and students are required to apply the research skills and/or use a social innovation perspective to solve the issues presented in the case studies.

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Course	: POS2002
Course Title	: China's Rise and Globalized World
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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**Synopsis:**

The course seeks to provide students with an understanding of China's changing role in the world affairs since the economic reforms and open door policy in 1978. This requires first of all some historical knowledge of the linkage between Chinese domestic and foreign relations, with an emphasis on the developmental trajectory of China and the associated concepts, ideologies and theories of self-reliance, modernization, democracy, Chinese style socialism and China's peaceful rise through to the present day. The second part will cover the most recent politico-economic relationship of China with the world, including the impact of globalization on China, the dynamic of China's domestic developments and international relations, China's grand strategy and China's relations with other major powers (US, Russia, Japan, India). This course will cover leadership training which is critical for addressing the power struggles among China and other global leaders in the world. This echoes an initiative by Department of Asian and Policy Studies to integrate social innovation into every core course on the BGCS programme. It is because leadership is also critical to success of a social venture.

**Comparative Education and Development in Greater China**

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Course	: CUM3001
Course Title	: Teaching Social Sciences: Methods and Issues
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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**Synopsis:**

The social sciences encompass diverse concerns of society and include a wide a range of contents drawn from multiple disciplines; it also carries a normative responsibility to examine human values embedded in specific social contexts. This

course is designed to help students acquire foundation knowledge and pedagogical skill essential for teaching social sciences curriculum in primary and secondary schools. The course focuses on four main themes: the scope of social sciences curriculum, pedagogical issues arising from specific social and school contexts, teaching strategies to lead effective teaching, and teaching-research relationship in social sciences curriculum. An additional theme is the principles of social innovation education in primary and secondary schools, and case studies are used to facilitate the understanding of the principles. Students are expected to bring their school experience and social sciences knowledge acquired from earlier stage of the programme into the development of pedagogical skills and the design of a meaningful social sciences curriculum.

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Course	: SSC3192
Course Title	: Urbanization in Greater China
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

This course enables students to understand the process, dynamics and scope of urbanization, and its implications for policy and governance in the four regions of Greater China--Mainland China, Taiwan, Hong Kong and Macau. Although the forces of globalization have drawn these different regions of Greater China ever closer together, they remain separate and distinctive. Their differences are reflected in socio-economic, urban development and political governance. This course will equip students with knowledge to examine the causal factors that have shaped the different parts of Greater China as well as forces that are pulling them together.

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Course	: GCS3002
Course Title	: Economic Growth and Sustainable Livelihood in Greater China
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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### Synopsis:

This course aims to enable students to have opportunities to take an explicitly comparative perspective to understanding major issues related to economic and social development in the Greater Chinese region. The course will engage students in a critical analysis of key development issues and challenges in China, Taiwan, Hong Kong and Macau, with particular emphasis on examining policy responses to the challenges in these Chinese societies. With consideration of continuing development challenges, the course aims to introduce students to the question of whether economic growth can contribute to a more equitable distribution of income and wealth, whether and how government policies can expand and improve accessibility to public services (especially for vulnerable groups), and whether and how economic development can be sustainable. Students will also look at issues pertaining to development from a social innovation perspective.

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Course	: SES3011
Course Title	: Environmental Education in a Global Age
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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### Synopsis:

The relationship between the environment and human development has become a major political and social issue, with global interest and attention focusing sharply on the critical challenges faced by developing countries. This course will consider the scientific knowledge required to understand the inter-relations between development and environment in the greater China and international contexts and will prepare students with various transferable skills to facilitate environmental education. Covering a wide range of topics, from global climate change and energy use to biodiversity conservation, an emphasis will be made on understanding approaches in development planning, the environmental conflicts, the need for long-term environmental sustainability and social justice, and attempts to incorporate a deeper awareness of these issues into policy making, planning and management. Students will also explore how social innovation contributes to sustainability.

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Course	: GCS3010
Course Title	: Education and Society in Greater China
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

This course focuses on several key topics in education and society in Greater China, bringing together issues of education policy and reform, social inequality, diverse populations, higher education, globalization, social innovation, and economic, political, and social development. The course takes an explicitly comparative approach with each of the issues examined through case studies of different societies within Greater China. Largely student-centered, the course is structured around student-guided discussions of assigned readings, with the goal of encouraging the drawing of conclusions about important educational issues from the comparison of different cases. Through preparation for discussions and their final assignments, students will develop independent inquiry skills to explore the interrelationships between education and social phenomena. They will also explore the role that social innovation may play in addressing social issues related to education and society in Greater China.

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Course	: CUM3002
Course Title	: Comparative Curriculum and Pedagogy Studies
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

This course is designed to introduce students to the concepts, theories, trends and issues essential for understanding curriculum and pedagogy in educational systems in Greater China. Some of the trends and issues will be investigated from a social innovation perspective. Designed primarily for social science rather than education students, the course encourages students to put a greater focus on understanding trends, analyzing issues and where possible developing insights on curriculum and pedagogy topics such as the influence of internet and computer technology.



## Comparative Policy and Governance in Greater China

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Course	: GCS3003
Course Title	: Politics and Law in Greater China
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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### Synopsis:

This course is designed to introduce students to the role and function of the politics and law in shaping social transitions in four geographic regions of Greater China, i.e., Mainland China, Hong Kong, Taiwan, and Macau. The course will familiarize students with the concepts, issues and perspectives essential for understanding the politics and law in Greater China, with focus on the key issues of political authority, political decision making, the rule of the law, law-making machinery, and the relationships among the state, political party, and lawmaking institutions in shaping political and legal issues in the specific social contexts in the four Chinese societies. The course will engage participants in a critical and comparative analysis of these issues and their impact on social transitions in Greater China.

The course will first examine concepts and theories on political culture and political decision making. The second part will review the historical development of politics and legislation in Mainland China, Hong Kong, Taiwan, and Macau. The third part will compare the similarities and differences in the political structures and legal systems in specific social contexts in Greater China. Based on the comparative analysis, the fourth part will engage students in exploring the role and function of politics and law in shaping social development in the four Chinese societies.

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Course	: GCS4004
Course Title	: Comparative Social Policy in Asia
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

This course explores major social policy challenges and issues confronting the societies in Asia, with a particular focus on Greater China. Adopting a comparative approach in analyzing policy formation and implementation, this course will enable students to understand the most recent developments related to major social policies like education, health, social welfare, labour and housing policies in Mainland China, Hong Kong, Taiwan, Macau and other selected societies in Asia. This course also introduces students to new policy areas, such as social innovation policies and social enterprise policies. Students will be engaged in comparing and contrasting major social policy issues of selected Asian societies, and appreciating the complexity of policy formation, implementation and evaluation from comparative perspectives.

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Course	: GCS4005
Course Title	: Regional Cooperation in Greater China: Challenges and Issues
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

This course will scrutinize the historical development, political and economic characteristics and importance of the regional cooperation in Greater China. The course begin by outlining the main theoretical approaches (realism, pluralism, idealism and globalism) that are used to examine the regional cooperation, the existence of different type of regional cooperation, and various strategies for its maintenance and for improving its quality. The second part of the course focuses on the institutional system of the regional cooperation in Greater China, with special attention of the interaction between different actors in the region. From a social innovation perspective, students will explore the possibility of fostering regional

cooperation at the sub-state level. The final part is concerned with the challenges facing the regional cooperation in Greater China and how the governments in the region use organizations and policy coordination to respond to the challenges.

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Course	: GCS4006
Course Title	: Managing Development and Civil Society in Greater China
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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#### Synopsis:

This course serves to provide students with a foundational knowledge about the development issues and challenges confronting major societies in Greater China, with particular reference to discuss how different economic development strategies adopted by Mainland China, Hong Kong, Macau and Taiwan have affected social development of these societies. Students will be engaged in studying how civil society has emerged and developed in these societies, especially examining how and what major approaches/ measures that the governments have adopted to manage the growing complexity of social problems, the autonomization of society and the changing role of non-governmental organizations (NGOs).

### **Applied Education Projects and Experiential Learning in Greater China**

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Course	: GCS4007
Course Title	: Internship
Credit Points	: 6
Teaching Department(s)	: Department of Asian and Policy Studies

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#### Synopsis:

The Student Internship aims to help students integrate and apply in a real-life setting the knowledge and skills they have gained in earlier stages of the programme. Students will be expected to engage in reflection throughout their Internship experience and make analyses with regard to the problems and prospects in Greater China. Placement in the public, private or third sectors will enhance students' sense

of social responsibility as well as their regional and global literacy. Practical experience in various fields will also assist students in making decisions on their future career.

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Course	: GCS2008
Course Title	: Comparative Education Field Visit
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

The Comparative Education Field Visit is a required component of the program providing students a first opportunity to put into practice the research skills they have learned in the Foundation Stage to engage in a small-scale group project. Held during the summer semester, this course aims at enhancing students' awareness of the importance of policy and governance in global and regional affairs. Through collaboration with other university partners throughout Asia, students are expected to actively engage in the interactive learning environment where international and local students combine knowledge acquired from lectures and seminars with investigation of problems and prospects of Greater China in the Asian context. Students will participate in field trips and professional visits to government offices, international non-profit organizations, political parties, think tanks, social services and environmental protection organizations. Renowned businessmen, community leaders, prominent scholars will also be invited as guest speakers for lectures and professional visits.

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Course	: GCS4900 / GCS4901
Course Title	: Honours Project
Credit Points	: 6
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

This 6-cp Honours Project course comprises the following two phases:

- Phase I : Research Methods (to be taken before end of Year 3)
- Phase II : Project (to be completed by May in Year 4)

## Phase I

This course focuses on preparing students to conduct an innovative social research project in GCS 4901. It equips students with skills and knowledge in problem identification, design thinking, literature review, research methods, prototyping, ethical principles and the elements of research process within quantitative and qualitative approaches. Students will be required to form groups and prepare a research topic to be presented in the tutorials. They will then be required to write up a research proposal using the knowledge they learn and the comments gathered in the tutorials.

## Phase II

Students will be guided to study a self-chosen topic. The topic may be related to broad, relevant issues, or how these main themes relate to a particular societal/regional context. The skills of quantitative and qualitative research, formulation of proposals, data collection, analysis and presentation of finding, design thinking, and prototyping will be further developed in this process. It leads to a reflective inquiry project that serves as a capstone for the honours degree programme. Students' learning experiences accumulated through their undergraduate studies will be consolidated in this project. It helps students integrate and synthesize prior knowledge and learning across areas. It enables them to further develop their subject knowledge and may extend their scope of exposure in work-related settings. A report (4,000 to 6,000 words) is prepared under the supervision of an academic tutor, who advises the students on the work, and provides feedback at different stages of its development.

## Elective Courses

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Course	: SSC1185
Course Title	: Understanding Southeast Asian Country
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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### Synopsis:

This course provides a general picture on the political, economic, and social developments among the Southeast Asian countries after the WWII. Their unique historical backgrounds, the paths of modernization, democratization if any, bring the impact to their transformative societies, such as role of change in women, and education. In addition, their interactions and cooperation within the region will be another focus in the course. All students are expected to perceive the opportunities and challenges through the dynamics between Greater China and the Southeast Asian countries.

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Course	: GCS2016
Course Title	: Comparative Development Policy: China and India
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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### Synopsis:

China and India are two rising stars of the 21st century. Increasingly, China and India are playing important roles in the global economy and global governance. They are depicted as the drivers of the global economy especially after the financial crisis 2008-09. Nevertheless, our understanding of China and India has remained fragmented and patchy. This course aims to examine development policy in China and India. The following questions will be investigated: how China and India have launched developmental initiatives, what policy instruments have been used in these two countries, what administrative systems of governance have been adopted, and what the implications are for other developing countries.

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Course	: GCS2019
Course Title	: States, Markets and International Governance
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

Changes in the contemporary structural composition of the global political-economy increasingly impact all facets of state-market relations, not least the reach, power and authority of the state in terms of policy making processes and the means via which public policy is realized. Understanding the forces precipitating this change comprises the principal rationale of this course. The fundamental question the course deals with is the distribution of power in the international system and its consequences for governance and state capacity.

Beginning with the theoretical framework of governance and global governance, this course brings students to tackle three main topics: 1) pendulum effect of power relations/ governance mode between states and markets; 2) new forms of governance beyond states and markets in the globalization age; 3) back to the theme of governance, the implications for state capacity under the trend of global governance.

To address these questions, theoretical training and in-depth special issues will be provided throughout the lectures and tutorials.

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Course	: SSC2183
Course Title	: Introduction to Communication
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

Effective communication is the basis for success in all walks of life. This course explores history, theory and philosophy of communication, including interpersonal, group, public and mass communication – and how they can be applied effectively in our daily lives. It helps students to have a basic understanding of the theories

behind various forms of communications. A solid grounding in communication theories will be gained and students will learn to apply these theoretical perspectives to different communication issues and contexts. Besides, this course examines how, why, where and when we communicate, on a personal, social and global level. Students will explore a number of important concepts in communication and to demonstrate how different practices shape this profoundly important idea. This course also gives students a wider view of what is happening behind all the information they receive in everyday life through different media and help them develop a critical thinking of the truth behind the different pieces of information. Students will study and test these concepts through in-class discussions, critical thinking exercises, and public engagement.

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Course	: SSC2184
Course Title	: Communication Studies in the Public and Education Sectors
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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#### Synopsis:

This course is designed to help students acquire basic background knowledge of communication studies by focusing specifically on aspects of integrated approach of public and education sectors. With respect to the public sector, the course introduces marketing communication, public relations, as well as intercultural communication. Considering the education sector, the course addresses the communicating messages to schools and communities. Through lecture, illustration, case study, discussion, and news analysis, students are expected to learn how to distinguish communication in different sectors and issues in our daily life.

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Course	: SSC2190
Course Title	: Cross-Cultural Communication
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

This course explores how cross cultural communication is affecting our daily lives. Students will develop an understanding of the cultural origin of people's values, habits and ideologies and how these elements affect communication with people from different cultures. This course intends to provide students with the knowledge and skills for effective interaction and communication across cultures, especially in schools and classroom settings. It helps students to understand the intricacies and challenges in communicating with people from diverse background and enables them to develop a cultural awareness of the importance in communicating successfully across cultures in different contexts.

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Course	: SSC2191
Course Title	: Communication for Teaching
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

This course is designed to help students acquire knowledge of communication instruction and apply the information to teaching. Students will be provided with diverse viewpoints and perspectives on a wide range of topics that impact their own communication with participants in a classroom setting. Using a multidisciplinary approach to include a combination of theory and practical advice, this course covers a wide range of classroom communication issues that include: interpersonal and small group communication, listening and verbal and nonverbal communication. This course also allows students to anticipate new coverage on out of the classroom communication, lesson plans based on state or national standards and crisis communication. This allows the students to implement various instructional strategies, enabling them to meet a wider range of student needs in the future.

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Course	: SSC2202
Course Title	: Gender and Development in Asia
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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### Synopsis:

The purpose of this course is to familiarize students with the main analytic debates on the field of gender and development from different perspectives and relate these debates especially on Asia. Four institutional domains (households, family and kinship, the market, the community and the state) through which gender relations are both defined and transformed receive separate attention. Students will be introduced to the patriarchal structures of society that have shaped and categorized gender roles and status, through a range of psychological and sociological discourses, including Politics, Literature, the Media, Religion, Race and Medicine. The focus on issues of race will include the structures, processes and mechanisms whereby gender as a social division is produced and reproduced. An introductory survey of conceptual approaches to gender is followed by a treatment of central topics which include: the move from WID (women in development) to GAD (gender and development) as critical perspectives in development studies, conceptual approaches to households, men and masculinities in development, globalization and women's employment, gender, state and governance, women's movements and state-civil society relations, gender, conflict and post-conflict, and finally an appraisal of prospects for gender-aware planning and empowerment, through studying cases across Asia.

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Course	: SSC3203
Course Title	: Media, Politics and Power in International Communication
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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### Synopsis:

This course is designed to examine a broad range of issues and debates presently taking place in international communication. The course will look into the historical background, theoretical framework which can provide students with contextual as well as analytical foundations to approach topics related to international communication. It examines the role of media as an increasingly important aspect in political life of states and societies. It also enquires how political and economic infrastructure is affecting the development of media systems. The course also

explores the current development the emerging trend of media systems in the world in the Greater China region, its role in the global media system; and how the change in the global media system instigates changes within the Greater China region.

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Course	: GCS3017
Course Title	: Youth, New Media and Internet Regulation in Greater China
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

This course serves to provide students with a foundational knowledge about the ways in which the development of new media have interwoven with the youth development in Greater China regions. Participatory cultures on the Internet offer an increasing range of opportunities for young people to express themselves. We examine these relations and practices with a view to the way they shape young people's self development at an individual level and the development of civil society at a societal level. Students will understand government policies of the Internet and analyze controversial cases in Mainland China, Hong Kong, Macau and Taiwan. The class will critically discuss issues related to youth development and new media technologies in Greater China regions, such as cyber personas, mental health, Internet addiction, cyber-love, online activism as well as youth civic engagement.

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Course	: GCS3023
Course Title	: Managing Human Resources in the Public and Private Sector in Greater China Region
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

The aim of this course is to provide students with the knowledge and skills that can be used to effectively manage human resources to achieve organizational goals. This course aims to consider the issues involved in the strategy and practice of

human resource management in the context of the changing world of work. Specific HRM strategies focused around staffing, training and development, communication, management change, emotional labor and forecasting and planning will be explored both theoretically and in an applied sense in the context of business and government organizations. The course will enable students to examine and analyze the key concepts, core issues, principles and processes of human resource management in the public and private sectors, with special application to the public sector of Hong Kong and the Greater China Region. The students will be able to apply the concepts and theories to analyze human resource management issues and the challenges facing the public sector and private sector. The course will also help to develop research and presentation skills through a supervised group project.

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Course	: GCS3024
Course Title	: Organisational Behaviour
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

Human Resources Professionals require the necessary understanding of the exchanges that take place between individuals in the workplace. This course aims to ensure that students are familiar with the nature of organisations, their structures, processes and working environments, and particularly the specific characteristics of public and private organisations. It enables students to understand some of the key concepts and theories in organisational behavior; and analyze the implications of organisational behavior for public and private sector management.

<b>General Education Breadth Courses</b>
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Course	: GEG2070
Course Title	: East Asian Popular Culture
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

The making of popular cultures in East Asia has been greatly influenced by the American model of consumerism and commercialism. Cultural globalization in the region has given rise to the influx of the Japanese popular culture and the Korean wave. These transnational and regional influences of popular cultures have further enriched the local productions in Greater China. Hong Kong and Taiwan are two significant cases, in which their popular culture industries are diverse and have been reproduced in urban China. This course not only looks at the rises of the cultural industries in the region, but also compares the roles of the government and cultural policies among Japan, Korea, Taiwan, Hong Kong and China. Students can grasp the intriguing relationship between government policies and the production of popular culture, while exploring the cultural meanings and cultural logic in consuming East Asian popular cultures.

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Course	: GEG2043
Course Title	: The Art of Job Interviews
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

The job interview is often a key to any new career. While career centers provide information regarding job opportunities and orient students to useful career skills, job interviews are still being perceived as a “black box”. This course aims at breaking down job interviews and revealing the unspoken norms and expectation of the changing job market through sociological, psychological, and industrial studies, as well as the experience of employers and employees of different fields.

Throughout this course, we will explore topics and concepts that are essential to the understanding of job interviews, while enabling students to gain insights into their own relationship with the world of work. We start with an overview about the trend of job markets and the macro social and economic structures that shape these trends. We then proceed to the understanding of building connections and getting access to job interviews through social network theory. Next, we further delve into the theories and research on impression management in cv and cover letter writing and during the job interviews. Emotions and emotional management during the whole recruitment process will also be discussed drawing upon micro-sociological and psychological concepts. Finally, analyzing job interviews from a broader perspective, we will explore job interviews through the lens of social inequalities and culture, while offering ways to navigate various kinds of stereotypes and subtle discriminations.

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Course	: GEK2021
Course Title	: Show Me the Money: Economic Thinking and Decision
Credit Points	: 3
Teaching Department(s)	: Department of Asian and Policy Studies

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Synopsis:

The course focuses on real-world examples, adhering to the principle of “Show me the money!” Jerry McQuire, a 1996 movie starring Tom Cruise (<http://www.youtube.com/watch?v=OaiSHcHM0PA>). As such, it is a fun exploration of decisions made by economic agents (e.g., consumers, companies, governments, parents and teachers) that we observe in our daily lives. Such decisions may at times appear irrational, even though they mirror rational thinking based on the theory of microeconomics. In so doing, it engages students to dissect problems that students may personally experience or see in newspapers and TV broadcasts.

## 8. Programme Calendar 2017-2018

Week	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Date	Events / Holidays
<b>2017</b>									
<b>August</b>									
		1	2	3	4	5		10-11 Aug	Registration for new students
	6	7	8	9	10	11	12	19-20 Aug	New Student Friendship Day & Orientation Camp
	13	14	15	16	17	18	19		
	20	21	22	23	24	25	26		
	27	28	29	30	31			30 Aug	Welcome Reception for New Students
<b>September</b>									
					1	2			
1	3	4	5	6	7	8	9	4 Sep – 2 Dec	Semester I, 2017-2018
2	10	11	12	13	14	15	16	4 Sep – 16 Sep	Add / Drop Period for Semester I
3	17	18	19	20	21	22	23	21 Sep	Aquatic Meet*
4	24	25	26	27	28	29	30		
<b>October</b>									
5	1	2	3	4	5	6	7	1 Oct	National Day
6	8	9	10	11	12	13	14	2 Oct	Day following National Day
7	15	16	17	18	19	20	21	5 Oct	Day following the Chinese Mid-Autumn Festival
8	22	23	24	25	26	27	28		
9	29	30	31					21 Oct	Information Day
								28 Oct	Chung Yeung Festival
<b>November</b>									
9				1	2	3	4		
10	5	6	7	8	9	10	11		
11	12	13	14	15	16	17	18	17-18 Nov	The 23 <sup>rd</sup> Congregation
12	19	20	21	22	23	24	25	29 Nov	Aquatic Meet*
13	26	27	28	29	30				

### December

13					1	2	2 Dec	Last day of teaching for Semester I	
14	3	4	5	6	7	8	9	4-16 Dec	Examination Period
15	10	11	12	13	14	15	16	18-30 Dec	Semester Break
	17	18	19	20	21	22	23		
	24	25	26	27	28	29	30	25 Dec	Christmas Day
	31							26 Dec	First weekday after Christmas Day

### 2018

#### January

1		1	2	3	4	5	6	1 Jan	First day of January
2	7	8	9	10	11	12	13	2 Jan – 19 May	Semester II, 2017-2018
3	14	15	16	17	18	19	20	2-15 Jan	Add / Drop Period for Semester II
4	21	22	23	24	25	26	27	17 Jan	Grade Release Date
5	28	29	30	31					

#### February

5					1	2	3		
6	4	5	6	7	8	9	10		
7	11	12	13	14	15	16	17	16-19 Feb	Lunar New Year's Holidays
	18	19	20	21	22	23	24	16-25 Feb	Lunar New Year Break
8	25	26	27	28					

#### March

8					1	2	3		
9	4	5	6	7	8	9	10		
10	11	12	13	14	15	16	17	30 Mar	Good Friday
11	18	19	20	21	22	23	24	31 Mar	Day following Good Friday
12	25	26	27	28	29	30	31	30 Mar – 5Apr	Easter Break



### April

12	<b>1</b>	<b>2</b>	3	4	<b>5</b>	6	7	2 Apr	Easter Monday
13	<b>8</b>	9	10	11	12	13	14	5 Apr	Ching Ming Festival
14	<b>15</b>	16	17	18	19	20	21		
15	<b>22</b>	23	24	25	26	27	28		
16	<b>29</b>	30							

### May

16			<b>1</b>	2	3	4	5	1 May	Labour Day
17	<b>6</b>	7	8	9	10	11	12	19 May	Last day of teaching for Semester II
18	<b>13</b>	14	15	16	17	18	<b>19</b>	21 May – 2 Jun	Examination Period
19	<b>20</b>	21	<b>22</b>	23	24	25	26	22 May	Buddha's Birthday
20	<b>27</b>	28	29	30	31				

### June

20					1	2	4 - 30 Jun	Semester Break	
20	<b>3</b>	4	5	6	7	8	9	13 Jun	Grade Release Date <sup>#</sup>
	<b>10</b>	11	12	<b>13</b>	14	15	16	18 Jun	Tuen Ng Festival
	<b>17</b>	<b>18</b>	19	20	21	22	23	28 Jun	Grade Release Date <sup>##</sup>
	<b>24</b>	25	26	27	28	29	30		

### July

	<b>1</b>	<b>2</b>	<b>3</b>	4	5	6	7	2 Jul	Day following HKSAR Establishment Day
	<b>8</b>	9	10	11	12	13	14	3 Jul – 4 Aug	Summer Semester, 2018
	<b>15</b>	16	17	18	19	20	21		
	<b>22</b>	23	24	25	26	27	28		
	<b>29</b>	30	31						

Keys: **Public/HKIED holidays**

**Days with special events**

\*Classes held between 8:30am and 6:30pm to be suspended

#Applicable to graduating classes of full-time undergraduate programmes

##Applicable to non-graduating classes of full-time undergraduate programmes 2017-18

## **9. General Academic Regulations**

(for undergraduate, diploma and certificate programmes)

[For students admitted in 2014/15 academic year and thereafter (except those new students with direct admission to the second or senior year of study\*)]

*(Information of GAR is subject to change. Please refer to [http://www.eduhk.hk/re/student\\_handbook](http://www.eduhk.hk/re/student_handbook))*

### **9.1 Admission**

9.1.1 Applicants for admission to a programme of the University are required to meet the stipulated entrance requirements of the programme. A waiver may be given to mature applicants with specific talents or achievements and a wealth of experience as defined in the general entrance requirements. The University does not discriminate on the basis of age, gender, race, nationality, religion, ethnic origin or disability upon admission. Students with disabilities are encouraged to inform the University of their needs so that timely assistance may be provided.

### **9.2 Registration**

9.2.1 After being accepted by the University for admission to a programme, applicants must pay the requisite fees and complete the registration procedures as prescribed by the University. Current students will be re-registered automatically each semester throughout the period of study if fees have been paid up to date.

#### 9.2.2 Major

9.2.2.1 All undergraduate students at the University are required to declare a major within their programme of study upon admission; and

9.2.2.2 Students are required to take the stipulated credit points of the declared major and complete all the specific course requirements of the declared major.

### 9.2.3 Double Major

9.2.3.1 Students admitted to a full-time undergraduate degree programme in 2012/13 and thereafter may be permitted to enroll in a second major in addition to their first major, subject to programme specific requirements and GPA requirement of normally 3.0 or above in the first year of study; and

9.2.3.2 Students are required to fulfill the course requirements of their first major. If they also fulfill the course requirements of their second major, they will have their second major recorded on their transcript.

### 9.2.4 Minor

9.2.4.1 Students on full-time undergraduate degree programmes can enroll in a minor;

9.2.4.2 Students admitted to a full-time undergraduate degree programme in 2012/13 and thereafter can enroll in a second minor in addition to their first minor (if any); and

9.2.4.3 Students who have fulfilled the course requirements of their minor(s) will have the minor(s) recorded on their transcript.

### 9.2.5 Double Counting

Double counting of up to nine credit points for a five-year programme and six credit points for a four-year programme to fulfill no more than two requirements (e.g. for both the first and second majors) within a full-time undergraduate degree programme may be allowed for students admitted in 2012/13 and thereafter.

9.2.6 Each student is issued with a Student Identity Card. The Card enables a student to gain access to the University's facilities such as the Library, sports centre, and student halls.

9.2.7 Classes for all programmes are normally scheduled from Monday to Saturday.

### 9.3 Fees

9.3.1 Once admitted to the University, students (except those studying for Professional Development Programmes) are normally required to pay the following fees:

Admission Acceptance Fee	Payable by a stipulated due date upon offer of admission
Tuition Fee	Payable in two installments, one in each semester by a stipulated due date
Caution Money	A deposit to make good any outstanding debts to the University incurred in, for example, damage to the property of the University. Unused caution money is converted to graduation fees.
Continuation Fee	A fee required for students who are allowed to retain their student status without having to attend any courses in the programme, e.g. cases of deferment of studies, cases pending for graduation and cases with suspension of studies.
Students' Union Membership Fee	An annual fee chargeable to full-time students
Graduation Fee	A lump sum to cover the cost of congregation, including the cost of an award certificate; the lump sum can be covered by caution money subject to no outstanding claims
Other Fees	Information available on the websites of related units

- 9.3.2 Students who fail to settle overdue institutional fees without prior approval will be treated as having unofficially withdrawn from the programme. An administration fee will be charged to these students for reactivating their student status in addition to the full settlement of overdue fees. Re-instatement of the student status will not be considered for unofficially withdrawn students with prolonged overdue fees. They will be required to re-apply for admission to their programmes.
- 9.3.3 Students who have to extend their studies beyond the normal period of study in order to fulfill the requirements of the programme, major, second major, minor or second minor, are required to pay additional fees on a pro-rata basis according to the number of course/credit points (including Field Experience) taken in the extended period of study.

## **9.4 Course Enrolment**

- 9.4.1 Students must ensure the completion of course registration before the course starts. Students who have not registered for any course in a semester (excluding the summer semester) will be considered to have withdrawn from their programme at the University (as stipulated in 9.14.1) unless deferment of studies has been approved by the relevant Programme Leader/Coordinator.
- 9.4.2 Registration in some courses is restricted to students having the necessary prerequisites.
- 9.4.3 Students can add or drop a course during the add-drop period or before the third class meeting. Students are permitted to drop a course after the add-drop period but before the examination period or the deadline for submission of final assignments, whichever applicable, only for strong personal reasons, such as serious illnesses; the grade **W (Withdrawn)** will be recorded on the students' transcript.
- 9.4.4 Failure to attend a course does not automatically result in the course being dropped. Students who are reported for prolonged absence in a course without

permission will be accorded a grade **F (Fail)** for the course (as stipulated in 9.13.2).

9.4.5 Students may audit a course without charge, subject to the permission of the course lecturer. They will not earn credit points for their audited courses.

9.4.6 A visiting student is not enrolled in any particular programme, but may take courses. Students who have completed their programme but wish to take further courses will be considered visiting students.

## **9.5 Change of Programme/Major/Minor or Mode of Study**

9.5.1 New students will normally not be considered to transfer to another programme if the programmes are offered in the same mode of study and programmes of the same academic level, in particular the UGC-funded undergraduate programmes, during their first semester of registration.

9.5.2 A current student, who wishes for special reasons to change from one programme/major/minor or mode of study to another during the course of study should meet the stipulated requirements and consult the relevant Programme Leaders/Coordinators for advice and approval. The change, once approved, normally takes effect from the next semester/academic year. (Also see 9.8.4 for the maximum study period.)

## **9.6 Double Registration**

9.6.1 Students who are enrolled in any full-time award-bearing programmes (lasting for one year or longer) of the University are not permitted to simultaneously register for another qualification at this University or a post-secondary qualification at any institutions except with prior approval by the Registrar. Violation of this regulation will lead to discontinuation of studies from the University. In case of doubt, students should seek advice from the Registry.

## **9.7 Study Load**

- 9.7.1 Courses are the basic units of study into which students are registered and for which grades are assigned. Each course is assigned a number of credit points. Related courses are grouped under a learning domain.
- 9.7.2 The number of credit points assigned to a course is indicative of the number of hours of student effort, which include both contact hours and study time. In terms of contact hours, one credit point should normally be equivalent to one hour of teaching per week each for 13 teaching weeks in a semester. In terms of study time, students are normally expected to engage in no less than 2 hours of independent learning for each contact hour.
- 9.7.3 Students have to earn before graduation the number of credit points as required by the programmes of study. The minimum and maximum number of credit points is normally within the range of 12 (except summer semester) to 18 for taught courses in a semester for full-time programmes, whereas not more than 11 in a semester for part-time programmes. Students are not allowed to take zero credit point/course unless with prior approval.

## **9.8 Period of Study**

- 9.8.1 The length of a programme is stipulated in the curriculum. To complete the curriculum, students are required to complete satisfactorily all the specified course requirements including coursework, school attachment, block practice, internship or similar programme required activities, as applicable.
- 9.8.2 Normally, there are two semesters in each academic year for academic activities, such as coursework, field experience, overseas immersion, internship and summer institute.
- 9.8.3 The maximum period of study for a programme will be determined as follows:

Length of Programme	Maximum Period of Study
1 year	2 years
2 years	3 years
3 years	5 years
4 years	6 years
5 years	7 years

9.8.4 Students are expected to graduate within the stipulated period of study, inclusive of any change of programmes/majors, periods of leave of absence, deferment of study, suspension of study and Field Experience activities. Students who fail to complete a programme within the maximum period of study will normally be required to discontinue their studies at the University (as stipulated in 12.1(v)). Students will have to pay additional fees on a pro-rata basis according to the number of course(s)/credit point(s), including Field Experience taken in the extended period of study.

9.8.5 Students who wish to extend their period of study beyond the maximum programme duration are required to apply in writing to obtain prior approval from the Programme Leader/Coordinator. Likewise, students who wish to pursue a fast track to complete a programme below its normal period of study should obtain prior approval accordingly.

## **9.9 Course Assessments and Grades**

### **9.9.1 Grading System**

9.9.1.1 Students' performance in each course is expressed in terms of the following system:



Course Grade	Interpretation	Grade Point Equivalent
A+*	Distinction	4.33
A		4.00
A-		3.67
B+	Good	3.33
B		3.00
B-		2.67
C+	Satisfactory	2.33
C		2.00
C-	Below Satisfactory	1.67
D**		1.00
F	Fail	0.00

\* *Grade A+ is only given for outstanding performance in the course*

\*\**Grade D is the minimum level required for course progression*

Operational Grade	Interpretation
DN	Distinction
CR	Credit
PS	Pass
FL	Fail
IP	In Progress

YC	Complete
YI	Incomplete
W	Withdrawn
X	Exempted

9.9.1.2 Students' performance in a programme within a prescribed period of time, excluding courses without grade point equivalent, is described in a Programme GPA (Grade Point Average), which is calculated by the sum of the product of Grade Point Equivalent# (GPE#) earned for each course attempted (including failed courses) and its credit points within a programme, divided by the total number of credits attempted within a programme:

$$\text{Programme GPA} = \frac{\text{Sum of (GPE x Course CP) within a programme}}{\text{Total no. of CPs within a programme}}$$

# *Grade Point Equivalent* - as given in the table in 9.9.1.1 above.

## 9.9.2 Review of Course Grade

### 9.9.2.1 Resolving grade disagreements with the lecturers concerned

A student who disagrees with a course grade should approach the course lecturer or Field Experience Supervisor concerned immediately after the announcement of the assessment results approved by the Head of the course-offering unit. The course lecturer or Field Experience Supervisor may recommend a grade adjustment if he/she finds any technical errors (such as wrong score entries, or calculation errors when totaling marks) or after hearing the student's representation. Recommendations for grade adjustments should reach the Chairperson of the Departmental

Assessment Panel of the course-offering unit concerned or Field Experience Coordinator concerned with justifications for approval by the Head of the course-offering unit. The student will be informed of the result as soon as possible.

#### 9.9.2.2 Formal procedures on grade reviews

If the student remains dissatisfied with the outcome after contacting the course lecturer or Field Experience Supervisor according to the procedures in paragraph 9.9.2.1, he/she may request for a formal review of his/her course grade(s), for one or more of the following reasons:

- (i) the assessment result has been caused by a material error or irregularity in marking;
- (ii) the assessment was not conducted in accordance with the General Academic Regulations and the assessment scheme for the programme concerned; and
- (iii) there are special circumstances which the student has not been able to present to the relevant Head of the course-offering unit prior to the decision being made.

9.9.2.3 The formal request for a grade review should be made by the student to the respective Faculty Dean in writing within 14 working days after the announcement of the assessment results approved by the Head of the course-offering unit.

9.9.2.4 Upon receipt of the request, the Faculty Dean will pass it to the department/centre/office concerned. In light of the course-offering unit's response, the Faculty Dean will decide whether there are prima facie grounds for review. If so, the Faculty Dean will inform the respective Head of the course-offering unit for follow-up action.

9.9.2.5 The Head of the course-offering unit will re-convene the Departmental Assessment Panel meeting to hear the case. The student concerned will be invited to attend the hearing with the right to be accompanied by one other current student or staff of the University. In the case of internal disagreements or other exceptional circumstances, an external view may be sought.

9.9.2.6 The Head of the course-offering unit after consideration of the case including the recommendation from the Departmental Assessment Panel, if any, will inform the student of the result normally within one month of the student's request for review. Grades after review may be upgraded, downgraded or left unchanged. The decision of the Head of the course-offering unit is final.

### 9.9.3 Advanced Standing

9.9.3.1 Advanced standing will be granted to applicants who have completed a recognized programme at the University or other institutions before admission to the University's programme.. Upon approval for advanced standing, the credits obtained from the recognized courses will be transferred to the programme of study and the minimum programme requirements in credits will be reduced. Students are allowed to complete the programme within a shorter period of time. Students who are admitted with advanced standing will not be eligible for credit transfer or course exemption at a later stage on the basis of their entry qualifications.

### 9.9.4 Credit Transfer

9.9.4.1 Credit Transfer may be granted for courses completed successfully at the University previously or another accredited tertiary institution.

9.9.4.1.1 The transferred courses will appear on the student's transcript. The credit points transferred will be counted towards the graduation requirements but will be excluded from the

calculation of the student's GPA. Students may apply for credit transfer within the first two weeks of each semester in each academic year. For courses on offer in the summer semester, applications should be submitted one week before the commencement of the semester.

9.9.4.1.2 The total number of credit points transferred will not exceed 50% of the total credit points of the programme.

9.9.4.2 For a student who has successfully completed an approved student exchange programme of the University, normally a total of up to 15 credit points will be transferred to his/her undergraduate degree programme. Only the number of credits transferred will be recorded on the student's transcript.

#### 9.9.5 Course Exemption

9.9.5.1 Course Exemption may be granted for courses completed in other institutions for recognized qualifications. Students who are so exempted must replace the exempted course with a course of the same credit value. The exempted courses will not appear on the student's transcript and will be excluded from the calculations of GPAs.

#### 9.9.6 Late Submission of Assignment

9.9.6.1 Students who wish to submit an assignment later than the due date should obtain permission in advance from the course lecturer; otherwise, this will be treated as failure to submit the assignment as required.

9.9.6.2 The grade of all assignments submitted late with the approval of course lecturers may be lowered, on a case-by-case basis, by up to one full grade.

9.9.6.3 Students who fail to obtain prior approval will be given a "fail" grade (grade F) for late submission or non-submission of assignments.

## 9.9.7 Repeating Courses

9.9.7.1 Students may be required by the Board of Examiners to repeat the failed courses or courses with a low grade (i.e. C- or D) to fulfill programme graduation requirements.

9.9.7.2 Normally, students are not allowed to retake a course completed and passed in a previous semester, unless it is required by the Board of Examiners. They may be asked to take other courses to improve their Grade Point Average (GPA).

9.9.7.3 Students who repeat a failed course are normally required to retake the full range of course activities, including attendance at lectures and all stipulated assessment tasks.

## 9.9.8 Academic Warning\*

9.9.8.1 An Academic Warning\* will be issued to any student whose Major Subject GPA is below 2.00. Students who receive an Academic Warning are not allowed to take the study load beyond the maximum credit points in the following semester or academic year. Those who wish to take more credit points than what is stipulated in the programme should seek prior approval from their Programme Leader/Coordinator.

\* applicable to students of degree programmes with a major subject study

## 9.9.9 Academic Probation

9.9.9.1 Students will be put on academic probation in the next semester when their Semester GPA is below 2.00. They will not be allowed to take the study load beyond the maximum credit points in the probation semester. Those who wish to take more credit points than what is stipulated in the

programme should seek prior approval from their Programme Leader/Coordinator.

9.9.9.2 The academic probation status will be lifted, when a student obtains a Semester GPA of 2.00 or above at the end of the probation semester. Otherwise, probation shall continue to apply in the next semester unless 9.12.1(i) applies.

#### 9.9.10 Field Experience

9.9.10.1 Field Experience is a salient component of teacher education programmes. Students should respect and observe the regulations of the schools where they take their block practice, and display appropriate professional knowledge and attitude. Any misconduct, upon verification, will be subject to disciplinary action, up to and including immediate dismissal from the University.

9.9.10.2 Students' performance in Field Experience will be graded as follows:

Students' overall performance in Field Experience will be based on the grade in the final Block Practice/Field Experience/Practicum or the overall grade in the Block Practice/Field Experience/Practicum (whichever applicable) adopting a grading system of distinction/credit/pass/fail.

9.9.10.3 Students who receive a failed grade in a Teaching Block Practice will be put on FE probation. Normally, the minimum period for FE probation is one semester. A Case Conference will be convened to discuss the case, review evidences after investigation and recommend remedial work for every failure case. The student concerned is required to fulfill the remedial work and produce a report with evidences to show how he/she has addressed the recommendations. The FE probation status will be lifted, upon the endorsement of the Chairperson of the Case

Conference on the student's report. The students will not be allowed to conduct Teaching Block Practice until FE probation is lifted.

## **9.10 Graduation Requirements**

9.10.1 Students are responsible for the completion of all the graduation requirements of the programme in which they are officially enrolled. To graduate, students must:

- (i) achieve the minimum number of credit points required by the programme and satisfy all other programme specific requirements such as Field Experience, language exit requirements as well as the Information Technology Competence Test and/or Information Technology Competence in Education required by the University;
- (ii) obtain a Programme GPA of 2.00 or above;
- (iii) complete at least half of the total required programme credit points at the University and at least half of the required credit points in their major(s) at the University;
- (iv) complete the requirements of their first major for undergraduate degree programmes;
- (v) complete the requirements as prescribed by the programme; and
- (vi) obtain a Major Subject GPA of 2.00 or above (for students of undergraduate degree programmes with a major subject study, and students of co-terminal double degree programmes who will have one combined Major Subject GPA based on the two Major Subjects).

9.10.2 Students who have fulfilled the requirements of a second major and/or one/two minors and other programme requirements but failed to fulfill the requirements of their first major will not be permitted to graduate (applicable to students of undergraduate degree programmes with a major subject study).



## 9.11 Award Classification

9.11.1 The Board of Examiners recommends classifications of award in accordance with the following guidelines:

Undergraduate Degree Programmes		AND Performance in Field Experience (if applicable)	Diploma and Certificate Programmes	
Honours Classification	Minimum Programme GPA		Minimum Programme GPA	Award Classification
First	3.40	Credit or above	3.40	Distinction
Second (Division I)	3.00	Credit or above	2.70	Credit
Second (Division II)	2.50	Pass or above	2.00	Pass
Third	2.20	Pass or above		
Pass	2.00	Pass or above		

## 9.12 Discontinuation of Studies

9.12.1 A student will normally be required to discontinue his/her studies at the University if he/she:

- (i) fails to have probation lifted after he/she has been put on academic probation for two consecutive semesters; or
- (ii) fails Field Experience in programmes leading to Qualified Teacher Status; or
- (iii) fails to meet the graduation requirement as prescribed by the Programme; or
- (iv) has received warning(s) but has failed to improve to meet the expectations of the University with respect to professional and personal behaviour; or

- (v) has exceeded the maximum period of study without prior approval (as stipulated in 9.8.4).

9.12.2 Normally, students who are required to discontinue their studies at the University will not be considered for re-admission to the same programme in the following three academic years.

### **9.13 Leave of Absence**

9.13.1 Where special circumstances require students to take a leave of absence exceeding 7 days but less than one semester, students must seek approval from the Programme Leader/Coordinator by submitting a leave application form.

9.13.2 Students who are absent for a prolonged period in a course without prior permission (as stipulated in 9.13.1) will be given a grade F (Fail) by their course lecturers. The grade F will be recorded on the students' transcript.

9.13.3 Where necessary, individual courses/course lecturers/programmes /departments may specify their attendance requirements.

### **9.14 Deferment and Withdrawal**

9.14.1 Students can apply for deferment of study if there is a genuine need. The minimum period of deferment in each application is one semester and the maximum duration for approved deferment within a programme is normally up to two academic years. The deferment period is included in the maximum period of study (as stipulated in 8.4). A continuation fee per semester is required upon approval of the application. Students who have not settled the continuation fee will be considered to have withdrawn from the programme of study at the University (as stipulated in 4.1). No reinstatement of student status will be considered for withdrawal students.

- 9.14.2 The President of the Students' Union may apply in writing to the relevant Programme Leader/Coordinator for deferment of study for one year on grounds of heavy commitment in the Students' Union. Such an application should normally be made within four weeks after the announcement of the election results and is subject to the payment of a continuation fee.
- 9.14.3 Students who fail to return to the University to resume studies at the end of the approved period of deferment will be considered to have withdrawn from the programme, effective on the day following the deferment period.
- 9.14.4 Students who wish to withdraw from studies shall submit a withdrawal form to the University. Effective date of withdrawal is given 3 working days from the date of submission of the completed form.

### **9.15 Suspension of Student Activities**

- 9.15.1 Field Experience Coordinators will report to the relevant Associate Dean to seek his/her approval in consultation with the Director/Co-Director of School Partnership and Field Experience to suspend any student immediately from Field Experience/ practicum placed by the University, should they and/or school personnel have major concerns about the behaviour of the student on block practice or on other Field Experience/practicum activities. Students of teacher education programmes who demonstrate that they are unsuitable to enter the profession will be prevented from joining Field Experience/practicum or suspended from continuing such activities.
- 9.15.2 The relevant Associate Dean has the authority to prevent or suspend a student from other activities such as overseas immersion, internship, summer institute and academic exchange if the student, on the report of the Programme Leader/Coordinator, is found to be unsuitable.
- 9.15.3 Conversely, if an Field Experience Coordinator has strong grounds for concern that a student is experiencing serious bodily or emotional harm on account of the Field Experience/practicum placement, he/she will report this to the

relevant Associate Dean for his/her approval to remove the student immediately from the placement school.

9.15.4 The decision of suspension will be relayed in confidence to the relevant programme personnel. If the student is dissatisfied with the decision, he/she can appeal to the relevant Faculty Dean.

## **9.16 Review of Board of Examiners' Decisions on Discontinuation**

9.16.1 A student who is required to discontinue his/her studies by the Board of Examiners under the General Academic Regulations will be notified by the Secretary of the Board of Examiners immediately after the decision for discontinuation is made, and be advised to

- (i) send new/additional information he/she might have to the Chairperson of the Board of Examiners for consideration; and/or
- (ii) ask for an opportunity to present his/her case before the Board of Examiners by the stipulated deadline, if he/she so wishes.

9.16.2 The Chairperson of the Board of Examiners, after consideration of the student's submission, will decide if there are grounds for the case to be re-considered by the Board of Examiners. If the student asks for a hearing before the Board of Examiners, the Chairperson will decide whether to invite the student to appear before the full Board of Examiners, or to form a separate panel to hear the case, if deemed appropriate. The Panel should involve at least the Chairperson of the Board of Examiners or a senior academic staff member nominated by the Faculty Dean as Chairperson, the Programme Leader/Coordinator, and the relevant teaching staff from the subject department(s).

9.16.3 The Panel, after hearing of the case, will convey its recommendation to the Board of Examiners for the final decision. Depending on the recommendation, the Board of Examiners may make decisions through one of the following ways:

- (i) decision by circulation; or
- (ii) a full Board of Examiners meeting to be convened.

9.16.4 The decision of the Board of Examiners will then be conveyed to the student accordingly.

9.16.5 If the student feels that there is perceived injustice in the above procedures governing the review of the decision of the Board of Examiners on discontinuation, he/she can make an appeal to the Students' Appeal Committee following the prevailing procedures stipulated in the Student Handbook. The decision of the Students' Appeal Committee will be final.

### **9.17 Dismissal**

9.17.1 Students who, upon verification, are found to have committed serious violations of the University's regulations or Laws of Hong Kong, will be subject to dismissal by the University immediately after the findings have been substantiated.

### **9.18 Academic Honesty**

9.18.1 Students are required to carry out all academic activities honestly and in good faith. Any act that contravenes standards of academic honesty such as plagiarism, impersonation, cheating in examinations and collusion is strictly prohibited by the University.

9.18.2 Any alleged cases of academic misconduct will be handled by the Head of the academic department concerned, who will then conduct a thorough investigation. An investigation report should be sent to the relevant Associate Dean who will consider whether there are prima facie grounds for referring the case to the Student Disciplinary Committee for further consideration, decision and action. Any proven act of academic misconduct may result in suspension

of studies, postponement of graduation, dismissal from the University or other forms of penalties.

## Glossary

Academic Board	The major academic forum of the University for the oversight and development of all academic matters of the University.
Academic Year/ Semester	An academic year consists of two semesters. Normally, Semester 1 commences in early September and ends in mid December while Semester 2 starts in early January and ends in June. The last numbered week in each semester is reserved for assessment purposes. For some programmes, a Summer Semester of 4-5 weeks may be added. In addition, some programmes may arrange Semester 2 into Semester 2A and Semester 2B.
Advanced Standing	It may be granted to applicants who have completed a recognized programme at the University or other institutions before admission to a post-secondary programme.
Assessment	The student's academic performance will be assessed in summative and formative processes, which may include written assignments, portfolios, artifacts, class tests, performance tasks and examinations. Its precise nature will be specified in the course description.
Auditor	Students are allowed to attend the course without charge with permission of the course lecturer. They are not allowed to submit assignments nor sit for examination. They will not earn credit points for the course; and the audited courses will not appear on the students' transcript.

Board of Examiners	The University's board recommends award classifications, determine the remedial work for problem cases and cases of special circumstances that need special consideration, and decide cases for the discontinuation of studies.
Course	A course is a unit of study with credits and assigned with a particular lecturer or teaching team. Courses are normally assigned with three credit points.
Core Course	The course that must be completed by the students to meet the curriculum requirements.
Course Code	The code given to a course.
Course Exemption	Course Exemption may be granted for courses completed in other institutions for recognised qualifications. The exempted courses will not appear on the student's transcript and will be excluded from the calculation of GPAs.
Course Lecturer	Staff delivering the course.
Course Registration	The enrolment of a student in a course.
Credit Transfer	Credit Transfer may be granted for courses completed successfully at the University previously or another accredited tertiary institution. The credit points transferred will be counted towards the graduation requirements but will be excluded from the calculations of GPAs.

Credit Point/Credit	All programmes of study adopt a credit point system. Credit points show how much the successful completion of a course will contribute to the qualification of which it is a part. The number of credit points assigned to a course is indicative of the hours of study it requires. One credit point should normally be equivalent to one hour of teaching per week for 13 teaching weeks in a semester. Each contact hour should require no less than 2 hours of independent learning.	
Departmental Assessment Panel	The Panel considers possible moderation of grades in a course, monitors grade distribution and endorses the assessment results of courses/clusters of courses/courses with similar nature for approval by Head of course—offering unit.	
Elective Course	Any of the courses other than core courses in a programme.	
Field Experience	Field Experience is observation of teaching in schools and subsequently teaching practice in schools or other institutions.	
Grade Point Average (GPA)	GPA	Students' performance in the programme as a whole or within a prescribed period of time, excluding courses without grade point equivalent, will be set out in a Programme GPA. For details, please refer to Section 9.1.2 of General Academic Regulations.
	Semester GPA (SGPA)	A student's GPA obtained in a semester
	Year GPA (YGPA)	A student's GPA obtained in an academic year



	Programme GPA (PGPA)	A student's GPA obtained within a programme
	Major Subject GPA	A student's GPA for his/her major subject of study
Mature Applicant	An applicant who does not possess the minimum programme entrance requirements but is at least 25 years of age on 31 August in the admission year and can demonstrate to the University's satisfaction his/her suitability for and capability to pursue his/her chosen programme, then he/she may be exempted from some entrance requirements and admitted as a mature student.	
Major	Major	A major field of study in a programme.
	First Major	The major field of study that students on full-time undergraduate degree programmes declared upon admission
	Second Major	The additional major field of study taken by students on full-time undergraduate degree programmes.
Operational Grade	A course grade assigned for administrative purposes to assist in the management of student records. Operational grades do not count in the calculation of students' GPAs. Definitions are explained as follows:	
	IP (In Progress):	An IP grade is shown where students will register in subsequent Semesters to complete the assessment of the course.

	<p>YC (Complete):</p>	<p>Successful completion of a designated course.</p>
	<p>YI (Incomplete):</p>	<p>A temporary grade to be granted due to special circumstances that have prevented a student from completing required work, or attending the examination for reasons acceptable to both the course lecturer and the Board of Examiners. Where a “YI” grade is assigned, the course lecturer or the Board of Examiners will approve a schedule for the completion of work. A “YI” grade will be converted into an “F” grade four weeks after the “YI” grade is first reported, unless an alternative grade has been assigned. Grade “YI” is not included in the calculation of Programme GPA.</p> <p><i>(applicable to students who were admitted in 2011/12 and thereafter)</i></p>
	<p>W (Withdrawn):</p>	<p>Assigned when a student has registered for the course in a semester and subsequently submitted a notification of withdrawal from the Course</p>
	<p>X (Exempted):</p>	<p>The exempted courses will not appear on the student's transcript but no grade will be given. The credit points exempted will be counted towards the graduation programme requirements but discounted in the calculation of the Programme GPA.</p> <p><i>(applicable to students who were granted credit exemption before 2011/12)</i></p>
<p>University/</p>		

EdUHK	The Education University of Hong Kong
Mode of Study	The full-time, part-time or mixed-mode pattern of study. For the last type, a summer semester is normally required.
The Portal	The University's portal for staff and students
Programme	The structured combination of courses which leads to a specified award.
Registration	The enrolment of a student in a programme
Statement of Results	The official letter certifying a student's completion of a programme, programme mode and duration and impending graduation.
Testimonial	The official document certifying a student's enrolment in a programme, year of enrolment, programme mode and duration.
Transcript	The official academic record of a student's full updated list of course grades attained in a programme.
Visiting Student	Students who have completed their programme but wish to take further courses will be considered visiting students. Local and non-local applicants who do not wish to enroll in a full programme of study in the University but plan to take selected course(s) within one or more programmes may apply for admission as Visiting Students. Visiting students shall not register in any particular programmes, but may only take courses. Visiting students are not eligible for any formal academic award. Those who have

successfully completed the course assessment will receive a transcript.

15 May 2017

## 10. Programme Team 2017-2018

<b>Member</b>	<b>Name</b>	<b>Office</b>	<b>Telephone No.</b>	<b>Email (@eduhk.hk)</b>
<b>Programme Leader</b>	Dr Lee Siu Yau	B2-2/F-32	2948 7866	siuylee
<b>Associate Programme Leader &amp; Academic Tutor</b>	Dr Alex Chan	B2-2/F-36	2948 7852	alschan

<b>Academic Tutor &amp; Internship Coordinator</b>	Dr Chris Ho	B2-1/F-56	2948 7125	hocw
<b>Field Visit and Student Activity Coordinators</b>	Mr Sam Choi	B3-1/F-52	2948 7443	choicw

#### Administrative Support

<b>Member</b>	<b>Name</b>	<b>Office</b>	<b>Telephone No.</b>	<b>Email (@eduhk.hk)</b>
<b>Project Officer (Programme Office)</b>	Ms Sana Ko	B1-2/F-02	2948 7428	woodyin
<b>Executive Assistant (Programme Office)</b>	Ms Janet Lam	B1-2/F-02	2948 7313	jtslam
<b>Clerical Officer II (General Enquiries)</b>	Ms Carol Kwan	B1-2/F-02	2948 7460	ckwan

**常用電話號碼  
Useful Telephone Directory**

*[The location marked is on Tai Po Campus unless otherwise specified]*

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開放時間 Student Visitation Hours

星期一至五 Monday to Friday	9am – 1pm and 2:30 – 4:30pm
星期六、日及公眾假期 Saturday, Sunday and Public Holiday	休息 Closed

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**通識教育事務處 General Education Office**

地點 Location : B2-G/F-02A  
通識教育熱線 General Education Hotline : 2948 8799  
傳真 Fax No. : 2948 6616  
電郵 Email : ge@eduhk.hk

開放時間 Office Hours

星期一至五 Monday to Friday	8:30am – 5:20pm
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星期六、星期日及公眾假期	休息
Saturday, Sunday and Public Holiday	Closed

	電話 Telephone	傳真 Fax
<b>教務處 Registry</b>		
◆ 諮詢中心 (A-G/F-11) Information Centre	2948 6177	2948 8273
<b>蒙民偉圖書館 Mong Man Wai Library (Block C)</b>		
◆ 諮詢服務台 Information Counter	2948 6653	2948 8195
◆ 流通服務台 Circulation Counter	2948 6658	2948 8195
<b>將軍澳教學中心學習共享 Tseung Kwan O Study Centre Learning Commons</b>		
	2190 8521	2190 8522
<b>語文教育中心 Centre for Language in Education (B2-G/F-03)</b>		
◆ 一般查詢 General Enquiries	2948 7896 / 2948 7029 / 2948 8044	2948 8042
◆ 沈艾達語文研習中心 (B3-G/F-05) Arthur Samy Language Learning Centre (ASLLC)	2948 7402 / 2948 7403	2948 8042
<b>教學科技中心 Centre for Learning, Teaching and Technology (E-1/F-01)</b>		
◆ 一般查詢 General Enquiries	2948 7047	2948 7046
<b>資訊科技服務處 Office of the Chief Information Officer (C-LP-20)</b>		
◆ Help Desk Hotline	2948 6601	
◆ 一般查詢 General Enquiries	2948 6521	2948 6520
<b>學生事務處 Student Affairs Office (A-1/F-01)</b>		
◆ 一般查詢	2948 6720 /	2948 6240

General Enquiries	2948 6721	
◆ 輔導及就業服務 Counselling and Career Services	2948 6245	2948 6771
◆ 羅富國堂 Northcote Hall	2948 1649	(independent line)
◆ 葛量洪堂 Grantham Hall	2948 1568	(independent line)
◆ 柏立基堂 Robert Black Hall	2948 0221	(independent line)
◆ 賽馬會學生宿舍 Jockey Club Student Quarters	3125 6002	(independent line)

### 學生會 **Students' Union (C-P-01)**

◆ 學生會辦事處 SU Office	2948 1061	2948 0095 (independent line)
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### 文康運動綜合大樓 **Amenities and Sports Complex (E-LP2-16)**

2948 8844      2948 8237

### 香港教育大學運動中心 **The EdUHK Sports Centre (55 Yau King Lane)**

2638 1245      2689 8503

### 保健中心 **Health Centre (Medical Clinic) (A-1/F-21)** *(appointment & enquiry)*

2948 6262      2948 6258

### 保健中心 **Health Centre (Dental Clinic) (A-1/F-21)** *(appointment & enquiry)*

2948 6783      2948 6253

### 保安控制中心 **Security Control Centre (A-G/F-03)**

◆ 校園緊急求助電話 Campus Emergency No. (24-Hour)	2948 8000	2948 8001
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### 銀行 **Bank**

◆ 東亞銀行 (C-P-12) Bank of East Asia	3609 3332	3609 3023
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Campus Map

The Education University of Hong Kong  
Tai Po Campus  
香港教育大學大埔校園

