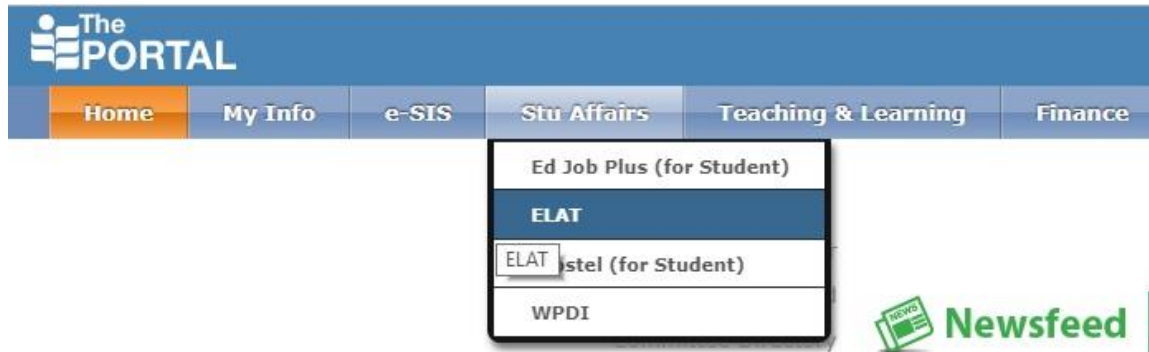


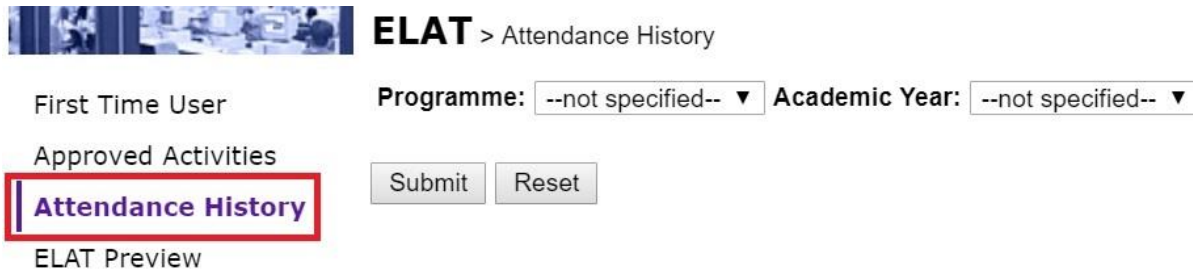
Guideline for checking your ELAT

I. How can I check my ELAT record? (for current students only)

1. Login the Portal (<http://my.eduhk.hk>)
2. Select “Stu Affairs”
3. Click “ELAT”



4. Click “Attendance History”
*Attendance History = activities you HAVE participated



5. Check the details of your record especially “Programme Desc” and “Attend Hrs Result”

* The records will be updated at the end of academic year.

ELAT > Attendance History

First Time User Programme: Academic Year:

Approved Activities

Attendance History

ELAT Preview

Need to Know More

- What is ELAT?
 - English
 - Chinese

Activity Category (Category B)

- CC – Citizenship & Civic Engagement
- CP – Careers & Professional Development
- GC – Global & Cultural Enrichment
- PE – Personal Effectiveness

Activity Programme ID / Activity Programme Desc:			Activity Topic Desc:		
825-2018-CC-0011 BUDDY SCHEME 2018/19			BUDDY SCHEME		
Activity Session Desc Instructor	Session Date Start / End	Session Time Start / End	Attend Date Start / End	Attend Time Start / End	Attend Hrs Result
BUDDY PROGRAMME GATHERING	2018-09-26 2018-09-26	1830 1930	2018-09-26 2018-09-26	1830 1930	1.0 P
Activity Programme ID / Activity Programme Desc:			Activity Topic Desc:		
825-2018-CP-0014 PROFESSIONAL MEDIATION TRAINING - LEGAL LIABILITY FOR EDUCATORS AND MEDIATION FOR SCHOOL DISPUTES 18-19 SEMESTER I			PROFESSIONAL MEDIATION TRAINING - LEGAL LIABILITY FOR EDUCATORS AND MEDIATION FOR SCHOOL DISPUTES 18-19 SEMESTER I		
Activity Session Desc Instructor	Session Date Start / End	Session Time Start / End	Attend Date Start / End	Attend Time Start / End	Attend Hrs Result
PROFESSIONAL MEDIATION TRAINING - LEGAL LIABILITY FOR EDUCATORS AND MEDIATION FOR SCHOOL DISPUTES 18-19 SEMESTER I	2018-10-09 2018-10-09	1900 2200	2018-10-09 2018-10-09	1900 2200	3.0 P
PROFESSIONAL MEDIATION TRAINING - LEGAL LIABILITY FOR EDUCATORS AND MEDIATION FOR SCHOOL DISPUTES 18-19 SEMESTER I - SESSION 3	2018-10-23 2018-10-23	1900 2200	2018-10-23 2018-10-23	1900 2200	3.0 P
PROFESSIONAL MEDIATION TRAINING - LEGAL LIABILITY FOR EDUCATORS AND MEDIATION FOR SCHOOL DISPUTES 18-19 SEMESTER I - SESSION 2	2018-10-16 2018-10-16	1900 2200	2018-10-16 2018-10-16	1900 2200	3.0 P
PROFESSIONAL MEDIATION TRAINING - LEGAL LIABILITY FOR EDUCATORS AND MEDIATION FOR SCHOOL DISPUTES 18-19 SEMESTER I - SESSION 4	2018-10-30 2018-10-30	1900 2200	2018-10-30 2018-10-30	1900 2200	3.0 P

Number of Hours of the Activity e.g. 1.0 = 1 Hour

II. Information on printed ELAT record (for current students only)

1. Click “ELAT Preview” and check your ELAT records shown on your printed ELAT.

[This is not an official copy]

Need to Know More

- What is ELAT?
 - English
 - Chinese

Contact

	HOURS
PARTICIPATION IN CO-CURRICULAR ACTIVITIES	
<2017-2018>	
Careers and Professional Development	37.6
- BASIC STATISTICS IN HIGHER EDUCATION	
- CAREER PREPARATION SERIES	
Citizenship and Civic Engagement	42.5
- BUDDY SCHEME 2017/18	
Global and Cultural Enrichment	134.0
- SERVICE EXPOSURE FOR GLOBAL AWARENESS (SEGA) PROGRAMME	
Personal Effectiveness	3.5
<2018-2019>	
Careers and Professional Development	12.0
- PROFESSIONAL MEDIATION TRAINING - LEGAL LIABILITY FOR EDUCATORS AND MEDIATION FOR SCHOOL DISPUTES 18-19 SEMESTER I	

Total annual activity hours of the Programme Category

37.6

The individual programme that fulfills the required hours*

* If you participate in an individual programme that fulfills the required hours according to programme category below, the programme name will be shown on your printed ELAT.

Programme Category in Category B	Required hours for showing an individual programme name
Personal Effectiveness (PE) Careers and Professional Development (CP) Global and Cultural Enrichment (GC)	8 hours
Citizenship and Civic Engagement (CC)	25 hours

- If you need to have an official copy of ELAT, please apply for your ELAT online through “e-SIS”. You can refer to the [ELAT Application Guideline](#).