UNIVERSITY OF LONDON

BACHELOR OF LAWS (LL.B.) PREPARATION COURSES

PROGRAMME CODE: SC367A

THE GOLD STANDARD FOR LAW DEGREES

University of London
Bachelor of Laws (LL.B.) Preparation Courses

Programme Code: SC367A

INTRODUCTION

What will you get?

On successful completion, you will obtain an **LLB degree awarded by the University of London** and a separate Statement of Attendance issued by HKU SPACE.

University of London LLB

The University of London was the first to offer a degree in English law in the 1890s. For over 130 years, the University of London LLB is an internationally respected qualification and is accepted as a pre-requisite academic qualification to qualify as lawyer in many Common Law jurisdictions, including Hong Kong and England and Wales, Australia, U.S. and Canada. Upon graduating, you'll become part of our alumni network of lawyers, solicitors, barristers, and judges from around the world.

'Gold Standard' for Law degrees

UoL LLB is developed and directed by academics from six outstanding and prestigious law schools: *University College London (UCL), King's College London, Queen Mary, Birkbeck, London School of Economics and Political Science (LSE), and School of Oriental and African Studies (SOAS)*, known collectively as the Laws Consortium. Therefore, the University of London LLB is internationally regarded as the '**Gold Standard**' for law degrees which is highly respected and desired by the legal industry and employers worldwide.

University of London LLB has been the first step in the careers of thousands of successful legal professionals. The essential skills of our students develop from this program, such as problem solving, critical thinking and self-discipline, are highly valuable and sought after by top law firms, chambers, governments, and companies across the world.

Why choose HKU SPACE - University of London Bachelor of Laws (LLB) Preparation Courses?

HKU SPACE is a University of London Recognised Teaching Centre in Hong Kong offering LLB prep. courses for students intending to take the UoL LLB examinations. **In 2023, our students achieved World's Top 3 Highest Score in 5 subjects!** University of London Bachelor of Laws (LLB) is the first law degree offered in Hong Kong and the first program of HKU SPACE. Our insistence on offering high quality teaching to students by appointing UK visiting professors who have extensive experienced in setting, grading, and teaching for the University of London Bachelor of Laws Examinations. We have a good track record with plenty of our students who graduated with a First-Class Honours Degree. Numerous of our graduates have been admitted to practice not only in Hong Kong, England and Wales but also around the world.

Our valuable LLB tuition package for Each Module consists of 36 hours Main Lectures, 14 hours Revision Lectures and Mock Examinations with Individual Feedback. Additional support (6 hours Exam skills seminars, voluntary take-home assignments, and Exam Analytics Workshop) will be provided in most modules. We will also offer **3 FREE lectures** for Foundation in Legal Studies to **ALL new students** who have enrolled on the HKU SPACE Preparation Courses for Level 4 Modules.

UNIVERSITY OF LONDON
PROGRAMME STRUCTURES AND REGISTRATION
Which Route is right for you?

	Entry Routes	No. of modules	Study period
Students with a Bachelor's degree	Graduate Entry	9	2 – 6 years
Students without a Bachelor's Degree	Standard Entry	12	3 – 6 years
Students who don't meet the Standard Entry Requirements	CertHE Entry	4 (Certificate of Higher Education in Common Law) / 12 (LLB) *	1 – 5 years for the Certificate of Higher Education in Common Law/3 – 6 years for LLB

* Students who pass all 4 modules in CertHE may apply to transfer to the Year 2 of the LLB Standard Entry

Entrance Requirements for the 3 Routes

Graduate Entry

- A degree in a non-law discipline; or equivalent

Standard Entry

- 5 HKDSE Category A subjects at Level 33 (including English Language) + 222 or + 22A; or
- 2 'A' levels and 3 'O' levels (not necessarily obtained in one sitting) or equivalent; or
- Associate Degree or Diploma holders; or equivalent

CertHE Entry

- Aged 18 or above on or before the date of programme registration; AND
- Pass the entrance test and attend an interview; AND
- Demonstrate a good level of English; AND
- Register with HKU SPACE as Recognised Teaching Centre of University of London.

The University of London may require further evidence from you to confirm your English proficiency, if English is not your first language. Please refer to: https://london.ac.uk/applications/how-apply/english-requirements

Deadline for application and registration
The academic year runs from 1 November to 31 October.

Students who wish to join the October 2024 "**Main-Stream**" should apply with the University of London BEFORE 1 October 2024 at the University of London (Admissions Office).

Students who wish to join the May 2025 "**Mid-Stream**" should apply with the University of London BEFORE 1 April 2025 at the University of London (Admissions Office).

Main-stream application deadline (Full academic year)	**1 October 2024** (Registration with UoL must be completed by 31 October 2024)
Mid-stream application deadline (Half-academic year)	**1 April 2025** (Registration with UoL must be completed by 30 April 2025)

Study Visa
University of London LLB Preparation Courses are intended for those having the right to live and study in Hong Kong and it is the responsibility of applicants to determine their eligibility to study. Please refer to "**Notes to Non-local Applicants**" on the application for enrolment form.

TUITIONS AT HKU SPACE

October 2024 Intake - Preparation Courses Structures and Provisional Timetable

The following courses will be offered in the 2024/2025 academic year.

If your effective date of registration is on or before 31 October 2024, you must, in your first academic year, register for a minimum of one module or a maximum of four modules currently if you wish to take the **'Fast Track'** Route.

3 Free Lectures of Foundation in Legal Studies will be given to All New Applicants who enrolled on the Level 4 modules.	
Standard Entry (non-degree holder)	**Graduate Entry** (non-law degree holder)
COML9041 Level 4 **Legal System and Method** [Note 1] COML9042 Level 4 **Contract Law** COML9044 Level 4 **Criminal Law** COML9045 Level 4 **Public Law**	COML9042 Level 4 **Contract Law** COML9044 Level 4 **Criminal Law** COML9045 Level 4 **Public Law** COML9036 Level 5 **Tort Law** [Note 2]

[Note 1] Students of Standard Entry Route must register **"Legal System and Method"** in your first year.

[Note 2] Level 5 **Tort Law Examination** can only be taken by Year 1 students who are also taking all three Level 4 modules under the Graduate Entry Route, namely the 'Fast Track Route'. Year 1 students who take the Fast Track Route will have to sit all 4 exams at the first attempt in the May/June assessments.

Preparation Courses Structures

Main lectures run from October to January and revision lectures run from March/April. There will be lectures focusing on exam preparation and writing skills, and students will have an opportunity to submit written work in advance of these lectures. Mock Exams will be held in February/March.

Our London U LLB preparation courses are not limited to University of London LLB students. Students who are attempting English Law or comparable examinations or those who are interested in studying specific modules are also welcome.

Structure (per module)
- 36 hours of main lectures
- 6 hours of Exam Skills Seminars
- 14 hours of revision lectures
- Take-home assessment - 1 question
- Mock Examination – 1 hour and 40 minutes

Mode of Study – Face-to-face Tuition (English)

Course Fee (non-refundable or non-transferable) **

Single Module Enrolment (You may pay in person, by post or 24-hour online)

Level 4 per module	: $11,000	**Single module enrolment**
Level 5 per module	: $9,600	(i.e. any one Level 4 or one Level 5 module)

★ **[Special Discount]** ★

Two Modules or more enrolment (You may pay in-person or by post)

2 modules	: $19,200	**Any two or more modules in a single transaction**
3 modules	: $28,800	(i.e. any two Level 4 modules or
4 modules	: $38,400	any one Level 4 module plus one Level 5 module)
		$9,600 per module

** Please note that the above HKU SPACE course fee excludes fees to the University of London (including application and registration fee, module fees and examinations fees).
For more details and updates please visit: https://london.ac.uk/courses/bachelor-laws#fees

Provisional Timetable

The provisional timetable may sometimes be changed so please download the latest version from our website
https://hkuspace.hku.hk/llb

Foundation in Legal Studies

The Foundation Course will be delivered live from UK via on-line learning platform. It is a series of three lectures introducing the English Legal System and legal skills. Students who are new to law will find it in particular useful. Students will hugely benefit from it before attending the Preparation Courses. This Foundation Course is open exclusively to all NEW applicants who have enrolled on the HKU SPACE Preparation Courses for Level 4 Modules in 2024/2025, including students on the Legal System and Method Preparation Course.

12/10/24 (Sat) 4:00 – 7:00 pm	**Dr Yvonne Jacobs**
13/10/24 (Sun) 4:00 – 7:00 pm	Former Associate Dean Undergraduate Laws (Assessments and Student Lifecycle), University of London; Lecturer, Department of Law and Criminology, Royal Holloway, University of London
16/10/24 (Wed) 7:00 – 10:00 pm	

Main Lectures – 36 hours (per module)

Level 4 Contract Law			Level 4 Criminal Law			Level 4 Public Law		
18/11/24	(Mon)	Evening	25/10/24	(Fri)	Evening	07/12/24 (Sat)		Afternoon
19/11/24	(Tue)	Evening	26/10/24	(Sat)	Afternoon	08/12/24 (Sun)		**4-Hour (A)**
20/11/24	(Wed)	Evening	27/10/24	(Sun)	Afternoon	10/12/24 (Tue)		Evening
22/11/24	(Fri)	Evening	29/10/24	(Tue)	Evening	11/12/24 (Wed)		Evening
23/11/24	(Sat)	Afternoon	30/10/24	(Wed)	Evening	12/12/24 (Thu)		Evening
24/11/24	(Sun)	Afternoon	31/10/24	(Thu)	Evening	14/12/24 (Sat)		**4-Hour (A)**
26/11/24	(Tue)	Evening	02/11/24	(Sat)	Afternoon	15/12/24 (Sun)		**4-Hour (A)**
27/11/24	(Wed)	Evening	03/11/24	(Sun)	Afternoon	16/12/24 (Mon)		Evening
28/11/24	(Thu)	Evening	04/11/24	(Mon)	Evening	18/12/24 (Wed)		Evening
30/11/24	(Sat)	Afternoon	06/11/24	(Wed)	Evening	19/12/24 (Thu)		Evening
01/12/24	(Sun)	Afternoon	07/11/24	(Thu)	Evening	20/12/24 (Fri)		Evening
02/12/24	(Mon)	Evening	08/11/24	(Fri)	Evening			
Lecturer: Ms Jo Reddy Adjunct Lecturer, HKU School of Professional and Continuing Education			**Lecturer: Professor Oliver Quick** Professor of Health Law and Policy, School of Law, University of Bristol			**Lecturer: Dr David Yuratich** Senior Lecturer in Law, University of Exeter		

Level 4 Legal System and Method			Level 5 Tort Law		
Standard Entry Route (Compulsory module in First year) [Note 1]			Graduate Entry Route (Examination can only be taken by students also taking all above three Level 4 modules) [Note 2]		
DB: 11/11/24	**(Mon)**	**Evening**	05/01/25	(Sun)	Afternoon
DB: 12/11/24	**(Tue)**	**Evening**	06/01/25	(Mon)	Evening
DB: 14/11/24	**(Thu)**	**Evening**	08/01/25	(Wed)	Evening
DB: 15/11/24	**(Fri)**	**Evening**	09/01/25	(Thu)	Evening
TA: 04/01/25	(Sat)	Afternoon	10/01/25	(Fri)	Evening
TA: 05/01/25	(Sun)	Morning	12/01/25	(Sun)	Afternoon
TA: 07/01/25	(Tue)	Evening	13/01/25	(Mon)	Evening
TA: 12/01/25	(Sun)	Morning	15/01/25	(Wed)	Evening
TA: 14/01/25	(Tue)	Evening	16/01/25	(Thu)	Evening
TA: 18/01/25	(Sat)	Afternoon	17/01/25	(Fri)	Evening
TA: 19/01/25	(Sun)	Morning	19/01/25	(Sun)	Afternoon
TA: 21/01/25	(Tue)	Evening	20/01/25	(Mon)	Evening
Lecturers: **Mr David Brown ("DB"),** Barrister-in-law in Hong Kong; LLB Graduate, University of London; And **Mrs Tracey Aquino ("TA")**			**Lecturer: Mrs Tracey Aquino** Barrister, Senior Lecturer in Law, London South Bank University		

Meeting Time and Venue

Meeting Time (3-hour lecture)

Morning	= 10:00	-	11:00 a.m. ;	11:15 -	12:15 p.m. ;	12:30	-	1:30 p.m.
Afternoon	= 2:30	-	3:30 p.m. ;	3:45 -	4:45 p.m. ;	5:00	-	6:00 p.m.
Evening	= 6:45	-	7:45 p.m. ;	8:10 -	9:10 p.m. ;	9:15	-	10:15 p.m.
4-Hour (A)	= 2:00	-	3:30 p.m. ;	3:45 -	4:45 p.m. ;	5:00	-	6:30 p.m.

Meeting Venue

HKU SPACE Admiralty Learning Centres. HKU SPACE reserves the right to move some classes to other locations, including HKU Main Campus and online classes. Please note that timetable with venues for each module you have enrolled on will be sent out one week before the start of that module. If you do not receive a timetable, please e-mail pauline.tang@hkuspace.hku.hk

Course Materials, Online Support and Library access

University of London will provide Module Guides, statute books (where provided), UOL Student Portal Virtual Learning Environment (VLE) and Online Library. It provides free access to professional legal databases, etc.

HKU SPACE lecturers will provide supplementary materials including lecture outlines, handouts, and legal updates. Students on HKU SPACE Preparation Courses will have access to the School's online learning platform (SOUL). Each student will be provided HKU Library Reader's Card, which may be upgraded to Borrower's Card upon paying an extra fee.

University of London Examinations

There are 2 examination periods in each academic year - May/June and October. In May/June exam, students can sit up to 4 examinations in their first year of study. In October exam, students can sit a maximum of 2 examinations.

The examination syllabus of each year is set out by the University of London in their Law Prospectus. The details will also be given to you when you have the offer from the LLB. Normally, registration for local examinations in Hong Kong shall be done via the Hong Kong Examinations and Assessment Authority which is responsible for administering the University of London examinations. (www.hkeaa.edu.hk/en/ipe/ulondon)

Modules/ Credits Recognition and Transfer

Students may apply to transfer their studies to London, including possible direct entry to Year 2 or even Year 3 of full-time LLB programmes at the University of London, relying on credits earned from studying via HKU SPACE for the University of London Worldwide LLB.

University of London Registration and Fees

Register as UoL LLB Student at University of London (Admissions Office)

Students who wish to take the LLB examinations must also register as overseas students with University of London. New registrations for all University of London programs are processed by HKU SPACE in Hong Kong. Application forms and prospectuses are now available from University of London (Admissions Office) and could also be downloaded from their website: https://hkuspace.hku.hk/londonu/#programmes

University of London (Admissions Office) Information

HKU SPACE Admiralty Learning Centre
Room 313, 3/F, Admiralty Centre
18 Harcourt Road, Hong Kong

Telephone: 3761-1122
email: londonu@hkuspace.hku.hk
https://hkuspace.hku.hk/londonu

University of London Fees

Students pay a non-refundable application fee directly to University of London when making their application and a registration fee on completion of registration. A separate module fee is payable for each module and an examination fee for each examination.

Application fee	£60 (non-refundable)
Initial registration fee	£638
Module fee	£198 per module
Examination fees [Note 3]	£242 per module

For more details and updates please visit:
https://www.london.ac.uk/sites/default/files/schedules/fees-schedule-laws-ug-2024-25.pdf

[Note 3]
Separate exam fees are payable to the Hong Kong Examinations and Assessment Authority (HKEAA) for registration of taking the University of London exams held in-person in Hong Kong. Please consult their website for details www.hkeaa.edu.hk/en/ipe/ulondon; Or Separate online exam administration fee is charged for each exam paper held online.

Qualify as Lawyer Around the World

University of London LLB is accepted as a pre-requisite academic qualification to the legal professional in many Common Law jurisdictions. Many of our graduates have been admitted to practise in Hong Kong and England and Wales. There are also graduates who, by relying on the University of London LLB studied with HKU SPACE, are admitted to practise in other jurisdictions.

Hong Kong PCLL

As the very first formal legal training in Hong Kong dated back to 1960s, the University of London LLB has long been accepted for the purpose of PCLL admission and is among the most welcomed qualifications. Since the LLB is regarded as a non-local legal qualification, holders will need to take PCLL admission conversion exams to obtain full eligibility. But following HKU SPACE study plan and with HKU SPACE own prep courses for the conversion exams, London students studying with HKU SPACE are always best supported. For full details, please refer to the following websites:

HKU P.C.LL. Programme: www.ple.hku.hk/the-pcll
P.C.LL. Conversion Examination: www.pcea.com.hk

England and Wales

SQE The Solicitors Qualifying Examination (SQE) opens to degree holders in any subject intending to be qualified as solicitors. But a prestigious formal law degree still puts you in a better position and is favored by law firms. Our LLB will give you a solid foundation to pass the SQE assessments. SQE includes two assessments: SQE1 and SQE2. SQE1 assesses functioning legal knowledge (FLK). Most of the FLK areas are covered in the LLB curriculum. For full details, please refer to the Solicitors Regulation Authority: https://www.sra.org.uk/become-solicitor/sqe/

Bar training

You still need a qualifying law degree (minimum 2:2 classification) or a non-law degree plus a Graduate Diploma in Law to fulfill the academic stage if you want to become a barrister. Your law degree must include seven foundations of legal knowledge which are all covered in the LLB curriculum. For full details, please refer to the Bar Standards Board:
https://www.barstandardsboard.org.uk/training-qualification/becoming-a-barrister.html

Other Admission in jurisdictions

With the London LLB, many HKU SPACE alumni have successfully admitted to practise in Canada, California, and New York, etc. HKU SPACE has been providing numerous testimonies to professional bodies in different jurisdictions for our alumni on their study and attendance record of LLB courses.

Apply HKU SPACE Preparation Courses

Enrolment on the HKU SPACE preparation courses is on a first-come, first-served basis.

Enquiries
For further academic and enrolment enquiries please visit https://hkuspace.hku.hk/llb
or contact us at:

College of Humanities and Law, HKU SPACE
Units A and B, 12/F, United Centre, 95 Queensway, Hong Kong (Exit D, Admiralty MTR Station)

Email: pauline.tang@hkuspace.hku.hk

General Enquiries: (852) 2520 4665

Office Hour: Mondays - Fridays (9:00 a.m. - 5:30 p.m.) except Public Holidays

Payment Method

On-line enrolment
HKU SPACE provides 24-hour online payment service for students to make enrolment for most open admission courses (courses enrolled on first come, first served basis) and selected award-bearing programmes via the Internet (https://hkuspace.hku.hk/llb). Applicants may settle the payment by using either PPS, VISA or Mastercard online. Please note that your course enrollment will only be confirmed and completed <u>after</u> you have settled your online payment.

Mail
Completed application for enrolment form (SF26-LLB) can be submitted with the appropriate course fee crossed cheque/bank draft made payable to **HKU SPACE** to the "College of Humanities and Law, HKU SPACE, Units A and B, 12th Floor, United Centre, 95 Queensway, Hong Kong (Ref: SC367A)"

In Person
Course fees can be paid in CASH or by WeChat Pay, Alipay, EPS, Visa/Master Card or Cheque/Bank Draft made payable to HKU SPACE at any of HKUSPACE Enrolment Counters by completing the enclosed application for enrolment form (Ref: SF26-LLB).

- HKU SPACE Admiralty Learning Centre (Admiralty)
- HKU SPACE Po Leung Kuk Stanley Ho Community College Campus (Causeway Bay)
- HKU SPACE Fortress Tower Learning Centre (North Point)
- HKU SPACE Island East Campus (North Point)
- HKU SPACE Kowloon East Campus (Kowloon Bay)
- HKU SPACE Kowloon West Campus (Lai Chi Kok)

https://hkuspace.hku.hk/learning-centre, Centre Hotline: (852) 3761-1111)

For more information
University of London: https://london.ac.uk
University of London LLB: https://london.ac.uk/courses/bachelor-laws
HKU SPACE Tuition Fees: Please see our leaflet or visit https://hkuspace.hku.hk/llb

HKU SPACE is a non-profit making University company limited by guarantee.

HKUSPACE
香港大學專業進修學院
HKU School of Professional and Continuing Education

Bachelor of Laws (LL.B.) Preparation Courses 2024/2025
Programme Code: SC367A (Year 1 New Applicants) October Intake
Please complete all relevant parts in BLOCK LETTERS and put a tick "√" in the box as appropriate.

For enrolment counter use only
Receipt No.

Part I: Application Details

Standard Entry (non-degree holder)

Application Code	Compulsory module(s) to be taken (must be completed)
COML9041: 2255 – 1323 NW	☐ **Level 4 – Legal System and Method** [Note 1]
COML9042: 2255 – 1320 NW	☐ **Level 4 – Contract Law**
COML9044: 2250 – 1998 NW	☐ **Level 4 – Criminal Law**
COML9045: 2260 – 1165 NW	☐ **Level 4 – Public Law**

Students must register "**Legal System and Method**" in your first year under Standard entry route. [see Note 1]

Graduate Entry (non-law degree holder)

Application Code	Compulsory module(s) to be taken (must be completed)
COML9042: 2255 – 1320 NW	☐ **Level 4 – Contract Law**
COML9044: 2250 – 1998 NW	☐ **Level 4 – Criminal Law**
COML9045: 2260 – 1165 NW	☐ **Level 4 – Public Law**
COML9036: 2265 – 1462 NW	☐ **Level 5 – Tort Law** [Note 2]

Tort Law Examination can only be taken by students also taking all above three Level 4 modules under Graduate entry route. [see Note 2]

Course Fee (non-refundable or transferable)

Single module enrolment
☐ **1 Module (Level 4)** : $ 11,000
☐ **1 Module (Level 5)** : $ 9,600

Any two or more modules in a single transaction ($9,600 per module)
☐ **2 Modules: $19,200**
☐ **3 Modules: $28,800**
☐ **4 Modules: $38,400**

Title ☐ Mr ☐ Ms

Student Name in English and Chinese (name as appeared on H.K.I.D. Card or Passport)
Given Names _____ Family Name _____
Name in Chinese _____ Mobile Phone _____
H.K.I.D./Passport No. _____ HKU SPACE Student No. (if any) _____
Holders of H.K.I.D. card must fill in their H.K.I.D. No.

Permanent HK Resident ☐ Yes ☐ No
Nationality _____ **(If "No", see Notes to Non-local Applicants)**

Part II: Other Personal Particulars

Email Address _____

Date of Birth Day ____ Month ____ Year _____

Correspondence Address ☐ Residential ☐ Business

_____ _____ _____
Room/Flat Floor Block, Building

_____ _____
Estate, Street/Road District (e.g. Wan Chai, Kwun Tong, etc)

☐ HK ☐ KLN ☐ NT

Emergency Contact Person
In case of emergency, we may need to contact your family or friend. Please suggest.
Contact Person _____ Phone _____

Student Admission Card
(For LLB prep. course only)

Students will be required to produce admission card to HKU SPACE Staff outside the lecture theatre in order to gain entry to each lecture.

Please affix a recent color photo (with plain background) for processing admission card
45mm X 55 mm

HKU SPACE Lifelong Learner Card
(HKU SPACE Alumni)

For applicant not holding a Lifelong Learner Card, please affix a recent color photo (in plain background) for producing Lifelong Learner Card

45mm X 55 mm
https://alumni.hkuspace.hku.hk/

Please complete this part
Name : _____
Address : _____
_____
_____

(Official receipt will be sent by self-addressed label above, HKU SPACE will not be responsible for any loss of receipt sent by mail)

Please continue to next part ⇨ 9

Part III : Qualifications & Employment

Please state qualifications relevant to the programme / course entry requirements you are applying for.

Examination / Awarding Institution	Subject / Degree Awarded	Date of Award

Employer's Name: _____   Occupation: _____

Part IV : Other Relevant Information

HKU SPACE Alumni

All new enrolled students in the School will automatically receive a lifelong learner card which serves as the student card. It also confers eligibility to become an alumnus of HKU SPACE. If you DO NOT WISH to be an alumnus, please check this box. ☐

Equal Opportunities for Learning at HKU SPACE

The School supports equal opportunity and strongly opposes discrimination / harassment. The document, "Studying in HKU SPACE" is available from the SchoolProspectus/Website and sets out such policy more fully.

It is the School policy to offer equal opportunities to all applicants with or without disabilities. To enable us to meet the needs of all students, you are invited to indicate on this form whether you require any special assistance. If you do need such assistance, the School may approach you subsequently to obtain further details so as to facilitate our planning and assess how best we can help you.

Special assistance required?   Yes ☐   (if you check yes, you agree to give us further information on   No ☐
your special needs and consent to our further processing of your data)

Statement on Collection of Personal Data

1. It is necessary for applicants to supply their personal data and to provide all the information requested in the application documents, as otherwise the School may be unable to process and consider their applications.
2. The personal data provided to the school in this form will be used for processing your application for admission, and for registration, academic and administrative communication, alumni management and contacts, research, statistical and marketing (including direct marketing) purposes. The data will be solely handled by HKU SPACE staff but may be transferred to an authorised third party providing services to the School in relation to the above purposes and prescribed purposes as allowed by the law from time to time.
3. When the processing and consideration of all the applications for a particular programme have been completed: (a) the application papers of unsuccessful candidates will be destroyed (if you have indicated to receive our promotional materials in Paragraph 6 then your contact details and opt-in consent would be retained for such purposes); and (b) the application papers of successful candidates will serve as part of the applicant's official student records and will be handled by HKU SPACE staff or by staff of an authorised third party providing services to the School in relation to the stated purposes. In all such circumstances, please be assured that any personal information you supply will be kept strictly confidential. Personal data collected arising from any payment for this application may be retained as statutorily required and for processing refund, if necessary.
4. Upon enrolment, applicants will be required to submit a recent colour photo for student identification purpose.
5. The School will send urgent messages to students via Short Message Services (SMS) and supplement by other means such as email (if the need arises). It is therefore important that the mobile phone number and email address that the applicant provides are accurate. Any change should be reported to the School immediately. Those who have genuine difficulty in receiving urgent messages via SMS should contact the programme teams for separate arrangements.Use of Personal Data related to Direct Marketing

Use of Personal Data related to Direct Marketing

6. From time to time, the School will send the latest updates and promotional materials to applicants/students and alumni on the availability of the programmes and courses. This will also include seminars and events, discounts and offers, clinics and other services and fund-raising initiatives. Occasionally information from our parent University and fellow HKU subsidiaries may also be sent. Various communication channels will be employed such as direct-mail, email, mobile phone and other forms of social media, by using your personal data (including, but without limitation to, your name, contact details and other information collected in your profile such as the programme(s) you enrolled, your graduation year etc). You always have the right to make subsequent changes on your choice of receiving further marketing materials by sending a written unsubscribe request (by email or by post) to the School at any time. **If you DO NOT WISH to receive our latest updates and promotional materials through the communication channels as stated above, including discounts and offers from time to time, please check this box.** ☐

From time to time, the alumni office will send the latest updates to alumni members on the alumni events, privileges and offers, volunteering activities, and networking opportunities to you. Various communication channels such as direct-mail, email and mobile phone and other forms of social media, by using your personal data (including, but without limitation to, your name, contact details and other information collected in your profile such as the programme(s) you enrolled, your enrolment year etc). You always have the right to make subsequent changes on your choice if receiving further information for alumni by sending a written unsubscribe request (by email or by post) to the ALUMNI at any time. **If you DO NOT WISH to receive our latest updates and promotional materials through the communication channels as stated above, including discounts and offers from time to time, please check this box.** ☐

7. Under the provisions of the Personal Data (Privacy) Ordinance, applicants have the right to request the School to ascertain whether it holds your personal data, to be given a copy, and to apply for correction of the data, if deemed incorrect. Applications for access to personal data should be made by using a special request form and on payment of a fee. Such applications for access to information should be addressed to the Data Protection Officer, HKU SPACE (please quote "Data Access Request"). For general requests of personal data amendment, please fill out the "Application Form for Personal Data Amendment" and submit it to HKU SPACE.
8. For details on the School's policy on personal data (privacy), please refer to the School Prospectus or Website (http://hkuspace.hku.hk/policy-statement/privacy-policy).
9. HKU SPACE, being part of the University of Hong Kong, the Personal Information Collection Statement and the Supplement in relation to the General Data Protection Regulation of the University also apply where applicable and can be accessed from http://www.aal.hku.hk/admissions/documents/pics.pdf and https://admissions.hku.hk/tpg/sites/default/files/GDPRPrivacyNotice_ApplicantsandStudents.pdf. Being in partnership with other overseas Universities, it also endeavours to comply to their laws and regulations as far as practicable. However, the School is obliged to maintain part of the students' records in perpetuity for reasons stated in this PIC.

Notes to Non-local Applicants

To study in Hong Kong, all non-local applicants are required to obtain a student visa issued by the Immigration Department of the HKSAR Government, except for those admitted to Hong Kong as dependants, who do not need prior approval before taking up full-time and part-time studies. Non-local applicants issued with a valid employment visa also do not need prior approval to pursue part-time studies. It is the responsibility of individual applicants to make appropriate visa arrangements. Admission to a HKU SPACE academic programme/course does not guarantee the issue of a student visa. Applicants may wish to note that part-time courses are not considered by the Immigration Department for visa purposes except for self-financed, part-time locally accredited taught postgraduate programmes awarded within the HKU system through HKU SPACE.

Declaration

- I declare that all information given in this application form is, to the best of my knowledge, accurate and complete.
- I authorise the School to obtain, and the relevant authorities to release, any information about my qualifications and/or employment as required for my application.
- I consent that, if registered, I will conform to the Statues and Regulations of the University and the rules of the School.
- I have also noted, understood and agreed the contents of above Notes, Statement on Collection of Personal Data and HKU SPACE policy on personal data (privacy).

Signature: _____   Date: _____

General Notes to Applicants

- Enrolment can be done in person at any of HKU SPACE Enrolment Counters (https://hkuspace.hku.hk/learning-centre, Centre Hotline: (852) 3761-1111) by completing this application form and submitting it with the appropriate course fee and relevant documents. You can also mail to the "College of Humanities and Law, HKU SPACE, Units A and B, 12th Floor, United Centre, 95 Queensway, Hong Kong" specifying **"LU LLB".**
- If you are applying/have enrolled for more than one course with HKU SPACE, please check to ensure that there are no scheduling conflicts before submitting your application form.
- Fees paid by crossed cheque or bank draft should be made payable to "**HKU SPACE**". Applicants who wish to pay by credit card must attend in person at any of HKU SPACE Enrolment Counters with their card.
- Applicants may be required to pay the course fee in CASH or by EPS/Credit Card if the course will start shortly.
- Course fees paid are not refundable or transferable except as statutorily provided or under very exceptional circumstances (e.g. course cancellation due to insufficient enrolment).
- If you do not receive a timetable 1 week before module starts, please e-mail pauline.tang@hkuspace.hku.hk or call 2520-4665.
- Statement of Attendance can be issued after completion of the course in April upon request. Students who require a statement of attendance should submit form (SF22) with a stamped self-addressed envelope and crossed cheque for HK$30 (per module) made payable to "**HKU SPACE**" to the School's Enrolment Counters.

To help us understand your learning needs, please answer the following questions. Please note that the information you provide may be used to assist the School's research in continuing education. This part of the form is optional.
為使本學院了解學員的學習需要，請填妥以下問卷。你所提供的資料，可能作為本學院對持續教育研究之用。學員可根據個人意願決定填寫與否。

Please tick the appropriate boxes. 請在適當方格加上 ✓號。

1. **Your highest education level achieved 你的最高學歷程度：(Please select ONE only 請選擇其中一項)**

   1.001 ☐ Below Secondary 5 (HKCEE) 中五（香港中學會考）以下
   1.002 ☐ Secondary 5 (HKCEE) or equivalent 中五（香港中學會考）或同等程度
   1.003 ☐ Secondary 6 – 7 (HKAL) or equivalent 中六 – 中七（香港高級程度會考）或同等程度
   1.004 ☐ Secondary 6 (HKDSE) or equivalent 中六（香港中學文憑）或同等程度
   1.005 ☐ Associate degree / sub-degree / certificate / diploma 副學士 / 副學位或非學位證書 / 文憑

   1.006 ☐ Bachelor's degree 學士學位
   1.007 ☐ Postgraduate certificate / Postgraduate diploma 深造證書 / 深造文憑
   1.008 ☐ Master's degree 碩士學位
   1.009 ☐ Doctorate degree 博士學位

2. **What are the most important factors for your choosing of the present course at HKU SPACE? 你選擇在香港大學專業進修學院修讀此課程，最重要的因素是什麼？**
   Please select the THREE most important factors and rank them from "1" to "3", with "1" as the most important. 請選擇 3 個最重要因素並以 1 至 3 排列，以 1 為最重要。

   2.001 ☐ Good reputation of the institution 機構有良好聲譽
   2.002 ☐ A variety of courses to choose 有多種課程可供選擇
   2.003 ☐ High academic quality of the courses 課程的學術質素高
   2.004 ☐ Qualification awarded are widely recognised 學歷被社會廣泛承認
   2.005 ☐ Good quality of teaching staff 導師質素高

   2.006 ☐ Good teaching and learning facilities 教學設備完善
   2.007 ☐ Convenient locations of learning centres 上課地點方便
   2.008 ☐ Reasonable course fees 學費合理
   2.009 ☐ Others 其他 (Please specify 請列明：_____)

3. **Which channel(s) do you usually receive information on continuing education? 你通常透過以下哪個渠道獲得有關持續教育的資訊？(You can choose MORE THAN ONE 可作多項選擇)**

   3.001 ☐ School website & School eDirect Mail (eDM) 學院網站 / 學院電子郵件
   3.002 ☐ School prospectus / programme brochure 學院課程手冊 / 課程單張
   3.003 ☐ TV / radio advertising 電視 / 電台廣告
   3.004 ☐ Newspaper / magazine advertising 報章 / 雜誌廣告
   3.005 ☐ Transport / outdoor advertising 公共交通工具 / 戶外廣告
   3.006 ☐ Internet advertising 網站廣告
   3.007 ☐ Mobile advertising 流動電話廣告

   3.008 ☐ eDirect Mail (eDM) 電子郵件
   3.009 ☐ Keyword search (SEM) 關鍵字搜尋
   3.010 ☐ Seminar / Exhibition / School Open Day 講座 / 展覽 / 開放日
   3.011 ☐ From the organisation currently working at 從現職機構獲得資訊
   3.012 ☐ Office building 商業大廈派發點
   3.013 ☐ From friends / relatives 親朋推介
   3.014 ☐ Others 其他 (Please specify 請列明：_____)

4. **Profession 行業：(You can choose MORE THAN ONE 可作多項選擇)**

   4.001 ☐ Accounting / Auditing 會計、核數
   4.002 ☐ Administration / Secretarial / General Management 行政、秘書、一般管理工作
   4.003 ☐ Advertising / Sales and Marketing / Customer Services 廣告、營銷及市場推廣、顧客服務
   4.004 ☐ Architectural / Building & Construction / Project Engineering / City Planning 建築、建造、項目工程、城市規劃
   4.005 ☐ Art / Creative / Design 藝術、創意行業、設計
   4.006 ☐ Banking / Finance / Investment / Insurance 銀行、金融、投資、保險
   4.007 ☐ Business Management 商業管理
   4.008 ☐ Chinese Medicine 中醫藥
   4.009 ☐ Community / Social Services 社會服務
   4.010 ☐ Computer Science / Information Technology (IT) 電腦、資訊科技
   4.011 ☐ Education 教育
   4.012 ☐ Engineering / Machinery 工程、機械
   4.013 ☐ Entertainment / Recreation / Sports 娛樂、康樂、體育管理
   4.014 ☐ Environmental Sciences 環境科學
   4.015 ☐ Food and Beverage 餐飲

   4.016 ☐ Government / Public Utilities 政府部門、公共機構
   4.017 ☐ Hospitality and Tourism 款客服務、旅遊
   4.018 ☐ Housing / Property Management / Real Estate 樓宇、物業管理、地產
   4.019 ☐ Human Resource / Training 人事、培訓
   4.020 ☐ Legal 法律
   4.021 ☐ Library Management 圖書管理
   4.022 ☐ Logistics / Transportation 物流、運輸交通
   4.023 ☐ Manufacturing 製造業
   4.024 ☐ Media / Communications / Public Relations / Publishing / Translation 媒體、傳訊、公關、出版、翻譯
   4.025 ☐ Medical / Health Care / Nutrition / Beauty 醫療、保健、營養、美容
   4.026 ☐ Merchandising / Purchasing / Trading 採購、貿易
   4.027 ☐ Retail / Wholesale 零售、批發
   4.028 ☐ Science and Technology 科學及科技
   4.029 ☐ Telecommunications 電訊
   4.030 ☐ Others 其他 (Please specify 請列明：_____)

5. **What are your area(s) of interest? 你對以下哪些課程範疇感興趣？(You can choose MORE THAN ONE 可作多項選擇)**

   5.001 ☐ Accounting and Finance 會計及金融
   5.002 ☐ Architecture, Environment and Housing 建築、房屋及建造環境
   5.003 ☐ Arts, Design and Culture 藝術、設計及文化
   5.004 ☐ Aviation, Transport and Logistics 航空、交通及物流
   5.005 ☐ Business and Management 商業及管理
   5.006 ☐ Chinese Medicine 中醫學
   5.007 ☐ Computing and Data Science 電腦運算及數據科學
   5.008 ☐ Engineering and Science 工程及科學
   5.009 ☐ Executive Education 行政人員專業課程

   5.010 ☐ Healthcare, Sport and Wellness 健康護理、體育及健康
   5.011 ☐ Hospitality, Tourism and Events 款客、旅遊及活動
   5.012 ☐ Languages 語言
   5.013 ☐ Law 法律
   5.014 ☐ Leadership Enhancement and Development 企業發展
   5.015 ☐ Marketing 市場營銷
   5.016 ☐ Social Sciences 社會科學
   5.017 ☐ Others 其他 (Please specify 請註明：_____)

6. **Is your employer giving you financial support towards the course you have applied for? 你的僱主是否贊助你修讀本課程？**

   6.001 ☐ Yes 是
   6.002 ☐ No 否

7. **Monthly personal income 個人每月收入：**

   7.001 ☐ $0 - $9,999
   7.002 ☐ $10,000 - $14,999
   7.003 ☐ $15,000 - $19,999
   7.004 ☐ $20,000 - $29,999

   7.005 ☐ $30,000 - $39,999
   7.006 ☐ $40,000 - $ 49,999
   7.007 ☐ $50,000 or above 或以上

End 問卷完

Thanks 謝謝