Graduate Diploma in Commercial Law Preparation Courses (University of London)
What is the Graduate Diploma in Commercial Law?
It is a programme designed for students who wish to gain knowledge in aspects relevant to English commercial law and practice but do not wish to register for the full LLB degree. It is a qualification in its own right and it is one of the University of London undergraduate law programmes. Academic direction for these programmes is provided by six University of London Colleges with Law Schools or Departments, collectively known as the Laws Consortium. The six Colleges are: Birkbeck, King’s College London, London School of Economics and Political Science (LSE), Queen Mary, School of Oriental and African Studies (SOAS), and University College London (UCL).

For more information on the University of London visit: https://london.ac.uk

The award is placed at the Level 6 of the Framework for Higher Education Qualifications (FHEQ)*. Upon successful completion of their studies, students are awarded a University of London Graduate Diploma in Commercial Law.

Please note that the Graduate Diploma in Commercial Law is not a Graduate Diploma in Law (GDL) / C.P.E. and does not offer a Graduate Entry Pathway to a Qualify Law Degree (QLD).


For information about the Graduate Diploma in Commercial Law visit: https://london.ac.uk/courses/commercial-law

Who should apply?
If you are eligible for admission to the University of London LLB but do not wish to register for the full degree, or if you want a bridging qualification for entry into, for example, a postgraduate programme, or if you wish to enhance your existing qualifications, you should apply. Business owners, managers, advisors, company secretaries, accountants in particular will find this programme useful.

Programme Structure

The Graduate Diploma is comprised of four modules

** Must register in the first year of study
**UNIVERSITY OF LONDON REGISTRATIONS**

**How to apply**
Students who wish to take the examinations must register as overseas student with the University of London. New registration for all University of London are processed in Hong Kong by HKU SPACE. A full explanation of entry requirements is provided in the current University of London: Undergraduate programmes in Law Prospectus, which is available on request from HKU SPACE Admiralty Learning Centre, Room 313, 3rd Floor, Admiralty Centre, 18 Harcourt Road, Hong Kong.

**University of London (Admissions Office)**
Enquiries : 3761 1122  
Email address : londonu@hkuspace.hku.hk  
Website : https://hkuspace.hku.hk/londonu

**Application**

<table>
<thead>
<tr>
<th>First application deadline</th>
<th>1st October</th>
<th>(Registration must be completed by 31st October)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Second application deadline</td>
<td>1st April</td>
<td>(Registration must be completed by 30th April)</td>
</tr>
</tbody>
</table>

**Registration period**
1 – 5 years

**Entry requirement**
- Hold an acceptable Bachelor’s or Associate degree / Master’s degree / UK qualification Level 5 or Level 6 award
- Meet the English language requirements
  
University of London reserves the right to request application provide evidence acceptable to it of oral and written competence in English before making an offer of registration.

**EXAMINATIONS**

Two examination periods in each academic year

<table>
<thead>
<tr>
<th>May / June exam</th>
<th>maximum 4 modules</th>
</tr>
</thead>
<tbody>
<tr>
<td>October exam</td>
<td>maximum 2 modules</td>
</tr>
</tbody>
</table>

A full explanation of the conduct of examinations is available in the Programme Regulations which will be sent to you when you are given an offer of registration.

**FEES**

**Payable to University of London**
Students pay a non-refundable application fee when making their application. An initial registration fee, module fee and examination fee are required.  
Please visit the University of London website for more details: https://london.ac.uk/courses/commercial-law#fees

**HKU SPACE Preparation Courses Package at a favourable fee**
HKU SPACE is a University of London Recognised Teaching Centre in Hong Kong and has been well known for decades for the provision of rigorous and highly effective prep courses for the University of London LLB exams. If you intend to register on the Graduate Diploma and wish to obtain strong support, you are always welcome to enroll on these courses. HKU SPACE is offering a package of prep courses at a favourable fee for students taking the Graduate Diploma module exams. Please see the enclosed leaflet for details and the enrolment form.

**Visas**
Please note that the programme is 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 HKU SPACE application for enrolment form.

This is an exempted course under the Non-Local Higher and Professional Education (Regulation) Ordinance. It is a matter of discretion for individual employers to recognise any qualification to which this course may lead.
Applicants should fill in the enclosed application form and send or take it together with the course fee to "HKU SPACE" at any of the following locations:

**HKU SPACE, Headquarters**
3/F, T.T. Tsui Building
The University of Hong Kong
Pokfulam Road, Hong Kong
(Exit A2, HKU MTR Station)
Weekdays: 8:30 am to 6:00 pm
Saturdays: Closed
Telephone: 2975 5680
Facsimile: 2546 3538

**HKU SPACE, Fortress Tower Learning Centre**
1/F (Room 108), Fortress Tower, 250 King's Road
North Point, Hong Kong
(Exit B, Fortress Hill MTR Station)
Weekdays: 8:30 am to 7:30 pm
Saturdays: Closed
Telephone: 3762 0888
Facsimile: 2508 9349

**HKU SPACE, Admiralty Learning Centre**
3/F, Admiralty Centre, 18 Harcourt Road
Admiralty, Hong Kong
(Exit A, Admiralty MTR Station)
Weekdays: 8:30 am to 7:30 pm
Saturdays: 8:30 am to 5:30 pm
Telephone: 3761 1111
Facsimile: 2559 4666

**HKU SPACE, Island East Campus**
2/F, 494 King's Road
North Point, Hong Kong
(Exit B3, North Point MTR Station)
Weekdays: 8:30 am to 7:30 pm
Saturdays: 8:30 am to 5:30 pm
Telephone: 3762 0000
Facsimile: 2214 9493

**HKU SPACE, Kowloon East Campus**
1/F, 28 Wang Hoi Road, Kowloon Bay, Kowloon
(Exit B, Kowloon Bay MTR Station)
Weekdays: 8:30 am to 7:30 pm
Saturdays: 8:30 am to 5:30 pm
Telephone: 3762 2222
Facsimile: 2305 5070

**HKU SPACE Po Leung Kuk Stanley Ho Community College (HPSHCC) Campus**
1/F, HPSHCC Campus, 66 Leighton Road,
Causeway Bay, Hong Kong
(Exit A, Causeway Bay MTR Station)
Weekdays: 9:00 am to 5:30 pm
Saturdays: Closed
Telephone: 3762 0100
Facsimile: 3923 7188

Any Questions?
College of Humanities and Law, HKU SPACE
34/F, United Centre, 95 Queensway, Hong Kong (Exit D, Admiralty MTR Station)
Weekdays: 9:00 am to 5:30 pm
Saturdays: Closed
Telephone: 2520 4665
Facsimile: 2865 4507
E-mail: florence.fong@hkuspace.hku.hk
Website: https://www.hkuspace.hku.hk/prog/grad-dip-in-commercial-law-preparation-courses-university-of-london

HKU SPACE is a non-profit making University company limited by guarantee.
Graduate Diploma in Commercial Law
Preparation Courses
(Programme Code: SC494A)

2019-2020

Apply Now
On-line Enrolment

University of London
HKU SPACE is a University of London Recognised Teaching Centre in Hong Kong offering preparation courses for its LLB and the Graduate Diploma in Commercial Law programmes. We offer a package of four preparation courses at a favourable price for students intending to take examinations in the 2019/2020 academic year:

<table>
<thead>
<tr>
<th>Two compulsory modules:</th>
<th>Two optional modules:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract law</td>
<td>Alternative Dispute Resolution</td>
</tr>
<tr>
<td>Commercial law</td>
<td>Company law</td>
</tr>
</tbody>
</table>

Features of HKU SPACE prep courses

Contract law · Commercial law · Company law
- 36 hours of intensive main lectures per module (October to January)
- 14 hours of revision lectures per module (February to April)
- All taught by experienced law teachers of good standing from the UK

Alternative Dispute Resolution (ADR)
- An online course fully supported by University of London
- 14 hours of revision lectures with HKU SPACE taught by experienced law teacher of good standing from the UK (February to April)

Additional learning support
- Induction lecture on studying law
- Exam skills seminars and mock examination for Contract Law
- Q & A session for compulsory modules
- HKU Library Reader Card (access to Main and Law Library)
- Access to information technology facilities

Course Materials

University of London will provide module guides and statutes (where provided) for all modules after paying module fees. HKU SPACE visiting lecturers will provide lecture handouts with legal updates.

Total fees for the package: HK$25,000 *(non-refundable/ non-transferable)*

One year to finish all four prep courses

Attendance requirement

Attendance on a specially designed prep course greatly improves the chance of success in the examinations. No attendance requirement is necessary. Although University of London recommends not joining a course before registration, applicants should note that enrolment on the HKU SPACE courses is on a first-come, first-served basis.

This is an exempted course under the Non-Local Higher and Professional Education (Regulation) Ordinance. It is a matter of discretion for individual employers to recognise any qualification to which this course may lead.
## Provisional Timetable

(The provisional timetables may sometimes be changed, so please download the latest version from our website

### Induction lecture

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>21/09/19</td>
<td>Saturday</td>
<td>Foundation to Legal Study</td>
</tr>
</tbody>
</table>

### Main lectures - 36 hours

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/10/19</td>
<td>(Fri) Evening</td>
<td>Contract Law</td>
</tr>
<tr>
<td>05/10/19</td>
<td>(Sat) Afternoon</td>
<td>Commercial Law</td>
</tr>
<tr>
<td>06/10/19</td>
<td>(Sun) Afternoon</td>
<td>Company Law</td>
</tr>
<tr>
<td>08/10/19</td>
<td>(Tue) Evening</td>
<td></td>
</tr>
<tr>
<td>09/10/19</td>
<td>(Wed) Evening</td>
<td></td>
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<tr>
<td>10/10/19</td>
<td>(Thu) Evening</td>
<td></td>
</tr>
<tr>
<td>12/10/19</td>
<td>(Sat) Afternoon</td>
<td></td>
</tr>
<tr>
<td>13/10/19</td>
<td>(Sun) Afternoon</td>
<td></td>
</tr>
<tr>
<td>14/10/19</td>
<td>(Mon) Evening</td>
<td></td>
</tr>
<tr>
<td>16/10/19</td>
<td>(Wed) Evening</td>
<td></td>
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<tr>
<td>17/10/19</td>
<td>(Thu) Evening</td>
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<tr>
<td>18/10/19</td>
<td>(Fri) Evening</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/11/19</td>
<td>(Tue) Evening</td>
<td>Contract Law</td>
</tr>
<tr>
<td>06/11/19</td>
<td>(Wed) Evening</td>
<td>Commercial Law</td>
</tr>
<tr>
<td>07/11/19</td>
<td>(Thu) Evening</td>
<td>Company Law</td>
</tr>
<tr>
<td>09/11/19</td>
<td>(Sat) Afternoon</td>
<td></td>
</tr>
<tr>
<td>10/11/19</td>
<td>(Sun) Afternoon</td>
<td></td>
</tr>
<tr>
<td>11/11/19</td>
<td>(Mon) Evening</td>
<td></td>
</tr>
<tr>
<td>13/11/19</td>
<td>(Wed) Evening</td>
<td></td>
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<tr>
<td>14/11/19</td>
<td>(Thu) Evening</td>
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</tr>
<tr>
<td>15/11/19</td>
<td>(Fri) Evening</td>
<td></td>
</tr>
<tr>
<td>10/01/20</td>
<td>(Sat) Afternoon</td>
<td></td>
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<tr>
<td>11/01/20</td>
<td>(Sun) Afternoon</td>
<td></td>
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<tr>
<td>13/01/20</td>
<td>(Mon) Evening</td>
<td></td>
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<tr>
<td>15/01/20</td>
<td>(Wed) Evening</td>
<td></td>
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<tr>
<td>16/01/20</td>
<td>(Thu) Evening</td>
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<tr>
<td>17/01/20</td>
<td>(Fri) Evening</td>
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<td>19/01/20</td>
<td>(Sat) Afternoon</td>
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<tr>
<td>20/01/20</td>
<td>(Sun) Afternoon</td>
<td></td>
</tr>
<tr>
<td>21/01/20</td>
<td>(Mon) Evening</td>
<td></td>
</tr>
</tbody>
</table>

### On-line course

**Alternative Dispute Resolution**

Students should enroll on this course upon registration on the Graduate Diploma with the University of London.

<table>
<thead>
<tr>
<th>Session</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam Skills Seminars</td>
<td>Contract Law</td>
</tr>
<tr>
<td>Take-home Assessment</td>
<td>Contract Law</td>
</tr>
<tr>
<td>Mock Exam</td>
<td>Contract Law</td>
</tr>
<tr>
<td>Q &amp; A Session</td>
<td>Compulsory modules</td>
</tr>
</tbody>
</table>

### Revision Lectures (14 hours per module)

Revision lectures are delivered by visiting UK academics and teachers and will be focus largely on past examination questions and issues raised in chief examiners’ reports. The emphasis is on examination technique, common examination topics and recent legal developments.

### Panel of Lecturers

**Induction and ADR**

- Mrs. Tracey Aquino
  Barrister, Senior Lecturer in Law, London South Bank University

**Contract Law and Commercial Law**

- Ms. Jo Reddy
  Adjunct Lecturer, HKU School of Professional and Continuing Education

**Company Law**

- Professor Nigel Furey (Main lectures)
  Teaching Fellow, School of Law, University of Bristol
- Mr. Christopher Riley (Revision Lectures)
  Reader, Law School, University of Durham
Meeting Time 3-Hour lecture (excluding breaks)
Morning = 9:30 - 10: 30 a.m. ; 10: 45 - 11: 45 a.m. ; 12: 00 - 1: 00 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.

Meeting Venue
All classes will be held at the University Main Campus and Centennial Campus, Pokfulam Road, Hong Kong (Exit A2, HKU MTR Station). Detailed timetables with venues for each module you have enrolled for will be sent out one week before the start of that module. If you do not receive a timetable one week before a course starts, please e-mail florence.fong@hkuspace.hku.hk (or telephone 2520 4665).

VISAS
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.

Payment Method
Applicants should fill in the enclosed application form (SF26-GDCL) and send or take it together with the cheque/bank draft for the course fee payable to “HKU SPACE” or Credit Card Payment Slips (via enrolment counters) to any of the HKU SPACE Learning Centres. https://hkuspace.hku.hk/learning-centre; Centre Hotline: (852) 3761-1111

Note to Students
1. Please note that unavoidable timetable changes, including changes of lecturer, may sometimes be made. In extremely rare circumstances, it may be necessary to substitute recorded for face-to-face lectures.
2. Applicants may be required to pay the course fee in CASH or by EPS/ Visa or Master Card if the course is due to start shortly after enrolment. Application for enrolment will NOT be accepted on the date of commencement of lectures. Course fees paid are non-refundable/non-transferable.
3. You will be required to produce your admission card to HKU SPACE staff outside the lecture theatre in order to gain entry to each lecture. Students leaving and re-entering the lecture theatre will be asked to produce the card on each re-entry. (The procedure for processing admission cards will be notified by mail to students in September).
4. In order to encourage the use of public transport, HKU Campus monthly evening parking arrangements for all part-time students and HKU alumni will be suspended effective from 1st September 2017, but the latter will be offered a 30% discount on hourly parking fees if they settle the parking fee by Bank of East Asia HKU Graduate Credit Card. The hourly parking rate for all car parks under the management of Wilson Parking will be unified. Any query regarding fees or any other aspect of car parking on campus should be addressed to the Estates Office, The University of Hong Kong. The link below is printed for your reference. https://www.estates.hku.hk/our-services/facility-management/parking

Academic and enrolment enquiries
College of Humanities and Law, HKU SPACE, 34th Floor, United Centre, 95 Queensway, Hong Kong
Weekdays: 9:00 a.m. - 5:30 p.m. Saturdays: Closed
Telephone: (852) 2520 4665 Facsimile: (852) 2865 4507
E-mail address: florence.fong@hkuspace.hku.hk
Graduate Diploma in Commercial Law
Preparation Courses 2019/2020
Programme Code: SC494A

Part I: Application Details

<table>
<thead>
<tr>
<th>Application Code</th>
<th>Module Title</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>1745-2989 NW</td>
<td>Contract Law</td>
<td>$25,000 (One year to finish all four prep courses)</td>
</tr>
<tr>
<td></td>
<td>Commercial Law</td>
<td></td>
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<tr>
<td></td>
<td>Company Law</td>
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<tr>
<td></td>
<td>Alternative Dispute Resolution (ADR)</td>
<td></td>
</tr>
</tbody>
</table>

Please note that students who wish to take the examinations must register as overseas student with the University of London. New registration for all University of London are processed in Hong Kong by HKU SPACE. A non-refundable application fee, registration fee, module fee and examination fee are required. Please visit the University of London website for more details: https://london.ac.uk/courses/commercial-law#fees

Please complete all relevant parts in BLOCK LETTERS and put a tick “✓” in the box as appropriate.

**Title**

Mr  Ms

Student Name in English and Chinese (name as appeared on H.K.I.D. Card or Passport)

Given Names

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.

Part II: Other Personal Particulars

Email Address ___________________________________________

Nationality ________________________________

Date of Birth Day ___ Month ___ Year ___

Permanent HK Resident ☐ Yes ☐ No

If “No”, see Notes to Non-local Applicants

Correspondence Address Room / Flat Floor Block/Tower House/Building

Estate, Street/Road District (e.g. Wanchai, Kwun Tong, etc)

 ☐ HK ☐ KLN ☐ NT

Emergency Contact Person

In case of emergency, we may need to contact your family or friend. Please enter details below.

Contact Person __________________________ Phone __________________________

Part III: Qualifications and Employment

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

<table>
<thead>
<tr>
<th>Examination / Awarding Institution</th>
<th>Subject / Degree Awarded</th>
<th>Date of Award</th>
</tr>
</thead>
</table>

Employer’s Name: __________________________ Occupation: __________________________

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Student Admission Card (For GDCL 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

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HKU SPACE Lifelong Learner Card (HKU SPACE Alumni)

For applicant not already holding a Lifelong Learner Card, please affix a recent color photo (with plain background) for processing Lifelong Learner Card

45mm X 55 mm

http://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 →
Part IV : Other Relevant Information

HKU SPACE Alumni

All new enrolled students in the School will automatically 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

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  [ ] No (If you check yes, you agree to give us further information on your special needs and consent to process 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 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 related papers 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.

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

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, seminars and events, discounts and offers, clinics and other services as well as the alumni events, privileges and offers, networking opportunities and fund-raising initiatives through various communication channels such as direct-mail, email and mobile phone, 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.

7. Under the provisions of the Personal Data (Privacy) Ordinance, applicants have rights 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 of information should be addressed to the Data Protection Officer, 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 of the University also applies. For details, please refer to the University’s website (http://www.hku.hk/pics.pdf).

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 generally 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 Statutes 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, 34th Floor, United Centre, 95 Queensway, Hong Kong” specifying “LU GDCL Application”.

• If you are applying/enrolled in 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 to obtain a credit card payment slip.

• Applicants may be required to pay the course fee in CASH or by EPS/Credit Card if the course will start shortly.

• Course fee 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 florence.fong@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$330 made payable to “HKU SPACE” to the School’s Enrolment Counters.

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Signature: ____________________________ Date: ____________________________

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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.

1. Your highest education level achieved: (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 1.006 □ Bachelor's degree 學士學位
   1.002 □ Secondary 5 (HKCEE) or equivalent 中五（香港中學會考）或同等程度 1.007 □ Postgraduate certificate / Postgraduate diploma 深讀證書 / 深讀文憑
   1.003 □ Secondary 6 - 7 (HKAL) or equivalent 中六 - 中七（香港高級會考）或同等程度 1.008 □ Master’s degree 碩士學位
   1.004 □ Secondary 6 (HKDSE) or equivalent 中六（香港中學文憑）或同等程度 1.009 □ Doctorate degree 博士學位
   1.005 □ Associate degree / sub-degree / certificate / diploma 副學士 / 副學位或不同學證書 / 文憑

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 from 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 教學設施完善
   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? 你通常透過以下哪些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 / 墨記廣告
   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) 鍵字搜尋
   3.010 □ Seminar / Exhibition / School Open Day 講座 / 展览 / 學院開放日
   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 / 地產
   3.013 □ From friends / relatives / 與朋友 / 亲戚 / 親朋
   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、稽核
   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、建築、項目工程、城市規劃
   4.005 □ Art / Creative / Design 藝術、創意及設計
   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 建築科學
   4.015 □ Food and Beverage 飲食
   4.016 □ Government / Public Utilities 政府部門 / 公共機構
   4.017 □ Hospitality and Tourism 旅館業、旅遊
   4.018 □ Housing / Property Management / Real Estate 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
   4.023 □ Manufacturing 製造業
   4.024 □ Media / Communications / Public Relations / Publishing / Translation 媒體、通訊、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、財務
   5.002 □ Architecture, Housing and Built Environment 建築、房屋及建築環境
   5.003 □ Art, Design and Performing Arts 美術、設計及表演藝術
   5.004 □ Business and Management 工商管理
   5.005 □ Chinese Medicine 中醫
   5.006 □ Hospitality and Tourism Management 餐飲及旅遊業管理
   5.007 □ Information Technology and Library Science 資訊科技及圖書館學科
   5.008 □ Languages and Humanities 語言及文史哲
   5.009 □ Law 法律
   5.010 □ Life, Health and General Sciences 生命、護理及普及科學
   5.011 □ Marketing and Communications 市場推廣及傳訊
   5.012 □ Social Sciences 社會科學
   5.013 □ Sport, Exercise and Recreation Management 康樂及體育管理
   5.014 □ Others 其他 (Please specify 請列明：)

6. Are you going to pay the fee of the course you have applied for in full by yourself? 學費是否由你全數支付？
   6.001 □ Yes 是
   6.002 □ No, I shall pay ______ % of the course fee by myself. 否，我只支付全數學費的百分之______。

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

End 問卷完
Thanks 謝謝