This online Handbook for Prospective Postgraduate Student is in PDF file format which requires Acrobat Reader to view. Please download Acrobat Reader by clicking HERE if your browser is NOT downloaded from ITSC's server.
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Our University,

Your Future...

A vibrant city with an international outlook, cosmopolitan lifestyle and Chinese culture, Hong Kong has established itself as a major business and financial center, the hub of Asia and the gateway to China. In this dynamic and exciting environment, The Hong Kong University of Science and Technology (HKUST) is ideally placed to meet the needs of postgraduate students everywhere. Whichever program you choose at HKUST, a bright and promising future lies ahead.
Welcome to this postgraduate handbook. I trust that reading its contents will be the first step in a long and productive relationship between you and the Hong Kong University of Science and Technology.

HKUST is one of the world’s leading institutions for postgraduate studies and research. Our elite postgraduate student body has been a consistent source of outstanding scholarship, in science and engineering, business and management, as well as humanities and social sciences. This excellence is reflected in the high value employers attach to our postgraduates.

To support you in your endeavors, you will profit from the guidance of some of the most respected international faculty members of any university, anywhere in the world.

Under their tutelage, we whole-heartedly believe that your accomplishments will reflect the intellectual and practical aspirations, not just of the University, Hong Kong, China, and the region, but the wider global community too. You and your studies have limitless potential to make an impact on the future, and we will invest every resource at our disposal to ensure that your future is one of progress and achievement.

Whilst studying at HKUST, you can also be sure of being exposed to some of the most exciting developments occurring in research and academia today. In June 2005, the University launched its Strategic Plan 2005-2020 initiating its 15-year development into a world academic leader. One of the most important features of the Plan is the University’s commitment to exert maximum influence in carefully selected research areas, such as nanoscience, biotechnology, electronics, sustainable development, and business and management. In achieving this, the University’s postgraduates will play an important role in building up the academic and research excellence of HKUST.

Together with such opportunities, we offer some of the finest facilities available anywhere in Hong Kong and Asia – including state-of-the-art laboratories and research tools – to enrich your research experience at HKUST.

Part-time programs guarantee maximum flexibility and convenience, so if you are a working professional seeking to broaden your horizons, the University offers a range of postgraduate programs to suit you. Among them you will find our renowned MBA and EMBA programs, which are consistently ranked among the world’s best by leading institutions such as the Financial Times, as well as our Masters in Technology Management.

Committed to nurturing all-round leaders of tomorrow, HKUST is open to anyone who aspires to academic or professional excellence. Please feel welcome to talk to our faculty, browse our website at www.ust.hk, or visit us here on our beautiful Clear Water Bay campus. HKUST is the opportunity of your lifetime.

Yours sincerely

[Signature]

Paul C W Chu
President, HKUST
MESSAGE FROM THE PRESIDENT

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Paul C W Chu
President, HKUST
MISSION
To advance learning and knowledge through teaching and research, particularly:
(i) in science, technology, engineering, management and business studies; and
(ii) at the postgraduate level;
and to assist in the economic and social development of Hong Kong.

VISION
To be a leading university with significant international impact and strong local commitment.

GLOBAL
To be a world-class university at the cutting edge internationally in all targeted fields of pursuit.

NATIONAL
To contribute to the economic and social development of the nation as a leading university in China.

LOCAL
To play a key role, in partnership with government, business, and industry, in the development of Hong Kong as a knowledge-based society.

OBJECTIVES

STUDENTS
To give all students, undergraduate and postgraduate alike, a broadly based university experience that includes: superior training in their chosen fields of study; a well-rounded education that enhances the development of their creativity, critical thinking, global outlook, and cultural awareness; a campus life that prepares them to be community leaders and lifelong learners.

FACULTY AND STAFF
To provide a dynamic and supportive working environment in which faculty and staff may continually develop intellectually and professionally.

RESEARCH
To be a leading institution for research and postgraduate study, pursuing knowledge in both fundamental and applied areas, and collaborating closely with business and industry in promoting technological innovation and economic development.

CAMPUSS CULTURE
To provide an open environment and atmosphere conducive to the exchange of knowledge, views, and innovative ideas among students, faculty, staff, and visiting scholars.

COMMITMENT TO HONG KONG
To promote and assist in Hong Kong’s economic and social development, and to enrich Hong Kong’s culture.
THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY

Introduction

The Hong Kong University of Science and Technology (HKUST) opened in October 1991 as a technological university dedicated to the advancement of learning and scholarship, with special emphasis on research, postgraduate education, and close collaboration with business and industry.

The University occupies an impressive 60-hectare site on the northern end of Clear Water Bay Peninsula at Tai Po Tsai. Situated on the slopes along the shore, the campus grounds are terraced to afford buildings on all levels with unobstructed panoramic views of the sea.

The campus has been built in two phases. Phase I was completed in July 1991 and has a capacity of 2,000 full-time equivalent (FTE) undergraduate and postgraduate students. Phase II, bringing capacity to about 7,000 FTE students, was completed in January 1993.

The major source of financial support for the University is the Government of Hong Kong through the University Grants Committee (UGC) and its Research Grants Council (RGC).

Student fees, other sources of research support and donations are also significant contributors to the University’s budget. Construction of Phases I and II of the campus was assisted by a grant from the Hong Kong Jockey Club of almost $2.5 billion toward the cost of over $3.2 billion.

The President is the chief executive officer and the three principal branches of the University are Academic Affairs, Administration and Business, and Research and Development, each headed by a Vice-President. Within Academic Affairs are the four schools which comprise the academic heartland of HKUST, each school being divided into departments or divisions. There are a number of academic service units and research units located administratively within the branch as well. Administration and Business is concerned with the non-academic administrative and financial operation of the University, and Research and Development focuses on research administration and contractual and applied research relevant to Hong Kong’s technological and socio-economic development. Three of the University’s schools – Science, Engineering, and Business and Management – provide both undergraduate and postgraduate education. The School of Humanities and Social Science offers postgraduate education and general education for all undergraduates. As the medium of instruction is English, classes aimed at improving English language skills are required of most students.

To complement the schools and their constituent academic departments, the University has set up interdisciplinary research institutes and centers, the Applied Technology Center and the Technology Transfer Center to facilitate collaboration among the different schools and partnerships between the University and the public and private sectors.

Academic Faculty

The University recruits worldwide for faculty who have achieved excellence in their fields and are highly respected as both teachers and researchers. These include both established academics and promising younger scholars. More than 85% have experience at the world’s leading research universities, either as PhD graduates, or through postdoctoral studies or teaching appointments.

These men and women care about Hong Kong, its people and its future. They have broad intellectual interests, and wish to work collaboratively with colleagues in other fields and interact with professionals in industry, commerce and the public services. Most importantly, they care about their students.

The University began instruction in 1991 with some 100 faculty, a large percentage of whom were in senior positions. In 2005-2006, the teaching staff establishment will include 520 full-time equivalent positions.

Students

The University seeks highly qualified and motivated young men and women with wide interests who have received a well-rounded secondary education. In addition to having achieved good grades, they should be active participants in diverse activities and possess great potential.

The University’s goal is to engage its students in a continuous dialogue, to challenge them intellectually, and to encourage them to think on their own and to learn how to learn. Thus the University’s graduates will become competent professionals, innovative leaders in their fields, adaptable and versatile generalists, and sensitive, caring citizens.
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Postgraduate Programs

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SCHOOL OF BUSINESS AND MANAGEMENT
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<td>Master of Business Administration / MSc in Financial Analysis</td>
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- Information Technology Management

### Master of Philosophy (MPhil)
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- Computer Science
- Electrical and Electronic Engineering
- Environmental Engineering
- Industrial Engineering and Logistics Management
- Mechanical Engineering

### Doctor of Philosophy (PhD)
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### School of Business and Management

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- Master of Business Administration / MSc in Information Systems Management
- Master of Business Administration / MSc in Investment Management

### Master of Science (MSc)
- Economics
- Financial Analysis
- Information Systems Management
- Investment Management

### Doctor of Philosophy (PhD)
- Accounting
- Economics
- Finance
- Information Systems
- Operations Management
- Management of Organizations
- Marketing
ADMISSION OF STUDENTS

Postgraduate Admission Requirements

Applicants seeking admission to master’s degree, graduate diploma or professional diploma programs should have obtained a bachelor’s degree from this University or a recognized institution, or obtained an approved equivalent qualification; and satisfied the school and department concerned as to their fitness as well as their English ability to pursue postgraduate study.

To be eligible for admission to a PhD degree program, applicants should normally have obtained a master’s degree from this University or an approved institution, or presented evidence of satisfactory work at the postgraduate level on a full-time basis for at least one year, or on a part-time basis for at least two years; and satisfied the school and department concerned as to their chosen subject of research, as well as their fitness and English ability to undertake the research.

Selected applicants may be invited for interview. Successful applicants will receive an offer of admission from the school or department concerned, and may be required to satisfy specified conditions. Applicants receiving an offer will be expected to accept or decline by a specified date.

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>MODE OF STUDY</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCHOOL OF HUMANITIES AND SOCIAL SCIENCE (<a href="http://www.shss.ust.hk">http://www.shss.ust.hk</a>)</td>
<td>F/T/PT</td>
</tr>
<tr>
<td>Graduate Diploma</td>
<td>F/T/PT</td>
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<tr>
<td>Humanities</td>
<td>F/T/PT</td>
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<tr>
<td>Social Science</td>
<td>F/T/PT</td>
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<td>Master of Arts (MA)</td>
<td>F/T/PT</td>
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<tr>
<td>China Studies</td>
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ADMISSION OF STUDENTS

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Selected applicants may be invited for interview. Successful applicants will receive an offer of admission from the school or department concerned, and may be required to satisfy specified conditions. Applicants receiving an offer will be expected to accept or decline by a specified date.
Application for Admission

Application forms for admission to postgraduate programs are available directly from:

Admissions, Registration and Records Office
The Hong Kong University of Science and Technology
Clear Water Bay
Kowloon
Hong Kong

The application form and further information on admission is available from the University homepage on the World Wide Web at the address “http://www.ab.ust.hk/analadm”.

Applications for admission to postgraduate programs in September of the year are normally invited from January onward. Interested persons are strongly advised to apply well before the program closing dates. In order to allow sufficient time to obtain a visa to study in Hong Kong, non-local applicants are encouraged to submit their applications as early as possible and not to delay submission until the closing date. Late applications may be considered, subject to availability of places.

Items to be submitted with the completed application form include a one-page statement on study plans and career goals, two letters of recommendation mailed directly to the Director of Admissions, Registration and Records; and officially certified academic transcripts of undergraduate studies (and postgraduate studies, if any). For non-local applicants, if official transcripts are in a language other than English or Chinese, a certified translation into English must be provided.

Application Fee

The application fee for 2006-2007 is HK$150. Local applicants have to submit, with the completed application form, a copy of the bank pay-in-slip confirming that the application fee of HK$150 has been paid into the University bank account.

In lieu of the bank pay-in-slip confirming payment of application fee, non-local applicants may submit a bank draft of an amount equivalent to US$20.00 with the completed application form.

General Information

The University welcomes applications from non-local students who are seeking admission to full-time studies at the postgraduate level. Applicants should be aware, however, that competition for admission is such that only very well-qualified candidates will gain admission.

Certified true copies of all degrees, diplomas, certificates and other qualifications held should be submitted with the application form. Applicants accepted for admission will be required to produce the original documents on arrival at the University.

Tuition Fee and Cost of Living

Non-local students should carefully consider the financial aspects of their studies in Hong Kong before applying for admission. Non-local students should note that they are not allowed to work in Hong Kong, part-time or full-time. The tuition fee for taught postgraduate programs for the 2006-07 academic year will be $60,000 per annum (except those self-financing programs that are listed in paragraph 4 on p.21). The tuition fee for research postgraduate programs is estimated to be $42,100 per annum for the 2006-07 academic year (subject to an annual review by the HKSAR Government). Full details about the tuition schedule can be obtained from the Admissions, Registration and Records Office. (http://www.ab.ust.hk/analadm)

Accommodation in on-campus postgraduate housing will involve approximately HK$15,500 - HK$24,000 per residential year (9 months). In addition monies will be needed for subsistence, textbooks, local travel, sports equipment, clothing, and other personal needs. Apart from tuition fees, a total of at least HK$65,000 - HK$72,000 per academic year (9 months) is likely to be required for postgraduate study.

Visa

Non-local students must obtain a Hong Kong student visa before they travel to Hong Kong to begin their studies. Without a valid visa, they cannot register for their program of study at the University. The student visa will also enable students to enter Hong Kong as students.

Applications should be made well in advance at a Chinese Embassy or Consulate, or by writing directly to the Immigration Department, HKSAR...
STUDENTS FROM OUTSIDE HONG KONG

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Admissions, Registration and Records Office
The Hong Kong University of Science and Technology
Clear Water Bay
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Applications should be made well in advance at a Chinese Embassy or Consulate, or by writing directly to the Immigration Department, HKSAR.
Government, 2/F, Immigration Tower, 7 Gloucester Road, Wan Chai, Hong Kong. Applicants will be required to show sufficient financial resources to cover expenses for their period of study. Applicants must also nominate a sponsor who is a resident of Hong Kong, aged over 21, to whom they are known personally. Applicants who have difficulty in nominating a sponsor in Hong Kong may indicate on their visa applications that the University’s Director of Admissions, Registration and Records is willing to act in this capacity.

Students from the Chinese Mainland

Students from the Chinese Mainland should note that new procedures for obtaining an entry permit have come into effect from mid-July 2003. Mainland students undertaking full-time studies in tertiary institutions in Hong Kong will now travel to Hong Kong SAR using the Exit-entry Permit for Traveling to and from Hong Kong and Macau issued by their local Public Security Bureau. They are required to sign the acceptance proforma and complete the entry permit application form, which can be downloaded from the website of the Immigration Department of the HKSAR: http://www.immd.gov.hk. Upon receiving the duly-signed proforma and completed application form from the student, the Admissions, Registration and Records Office of the University will apply to the Immigration Department of the HKSAR for the issuance of an entry permit label on behalf of the student. The entry permit label is to be collected by the Admissions, Registration and Records Office from the Immigration Department of the HKSAR for onward transmission to the student. With the entry permit label, the student should then apply for the Exit-entry Permit for Traveling to and from Hong Kong and Macau and relevant exit endorsement from the Public Security Bureau Office where their household registrations are kept. It is anticipated that the entire application process will take about four to six weeks.

Visiting Overseas Students

Students from overseas institutions who wish to study at the University on a short-term basis, i.e. a minimum of one semester and a maximum of two, may apply for admission to the University as visiting overseas students. The application fee for 2006-2007 is HK$150. Visiting overseas students may take courses but are not enrolled on specific programs of the University. Details on the application procedures for visiting overseas students can be obtained from the Admissions, Registration and Records Office.
FEES, SCHOLARSHIPS AND FINANCIAL ASSISTANCE

This section deals with tuition and other fees, and financial assistance available for students.

Fees for 2006-2007 Academic Year

Except for caution money, the following fees are not refundable. The fees for 2006-2007 will be subject to annual review by the HKSAR Government.

1. Application Fee
   An application fee of HK$150 is charged for each application for admission in 2006-2007 to the University. This fee, payable at the time of submission of the application form, is not refundable.

2. Tuition Fees for Local Students
   Postgraduate students:
   - Full-time: $42,100 per annum
   - Part-time: $21,050 per annum
   Visiting postgraduate students:
   - Enrolling for one semester of full-time mode of study: $21,050 per semester
   - Undertaking studies during the Winter or Summer Session: $1,754 per credit
   Visiting internship students: $1,754 per credit

3. Tuition Fees for Non-local Students
   Taught postgraduate students:
   - Full-time: $60,000 per annum
   - Part-time: $30,000 per annum
   Research postgraduate students:
   - Full-time: $42,100 per annum
   - Part-time: $21,050 per annum

4. Tuition Fees for Self-financing programs
   The tuition fees for the following self-financing programs can be obtained from the school websites:
   - School of Science (http://science.ust.hk)
   - Graduate Diploma
     Environmental Science
   - Master of Science (MSc)
     Environmental Science
   - School of Engineering (http://www.sengp.ust.hk)
   - Graduate Diploma
     Civil Infrastructural Engineering and Management
     Computer Forensics
     Environmental Engineering
   - Master of Science (MSc)
     Civil Infrastructural Engineering and Management
     Electronic Engineering
     Engineering Enterprise Management
     Environmental Engineering
     IC Design Engineering
     Information Technology
     Intelligent Building Technology and Management
     Mechanical Engineering
     Telecommunications
   - Master of Technology Management (MTM)
     Global Logistics Management
     Information Technology Management
   - School of Business and Management (http://www.bm.ust.hk)
     Executive Master of Business Administration (EMBA)
     International Executive Master of Business Administration (EMBA)
     Master of Business Administration (MBA)
     MBA Program in Shenzhen
     MBA/MSc Dual Degree Programs

Notes:
1) The fees for 2006-2007 will be subject to annual review by the HKSAR Government.
2) For the purpose of admission of "non-local" students, "non-local" students are defined by the University Grants Committee as persons entering Hong Kong for the purpose of education with a student viability permit issued by the Director of Immigration.
3) "Local" students are defined by reference to "non-local" students.
4) Not applicable to students enrolled in self-financing programs that are listed in paragraph 4.
5) Tuition fees are payable in two equal installments at the beginning of each semester.
FEES, SCHOLARSHIPS AND FINANCIAL ASSISTANCE

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   - **Graduate Diploma**
     Environmental Science
   - **Master of Science (MSc)**
     Environmental Science
   - **School of Engineering** ([http://www.eng.ust.hk](http://www.eng.ust.hk))
     **Graduate Diploma**
     Civil Infrastructural Engineering and Management
     Computer Forensics
     Environmental Engineering

**Master of Science (MSc)**
- Civil Infrastructural Engineering and Management
- Electronic Engineering
- Engineering Enterprise Management
- Environmental Engineering
- IC Design Engineering
- Information Technology
- Intelligent Building Technology and Management
- Mechanical Engineering
- Telecommunications

**Master of Technology Management (MTM)**
- Global Logistics Management
- Information Technology Management

**School of Business and Management** ([http://www.bm.ust.hk](http://www.bm.ust.hk))
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Master of Science (MSc)  
- Economics  
- Financial Analysis  
- Information Systems Management  
- Investment Management

School of Humanities and Social Science  
(http://www.sshs.ust.hk)

Graduate Diploma  
- Humanities  
- Social Science

Master of Arts (MA)  
- China Studies  
- Humanities  
- Social Science

5. Partial Fees  
Taught postgraduate students\(^4\) studying beyond the normal duration (applicable to students in their final semester only)

- Local students, or non-local students admitted in 2004-2005 or before  
  $1,754 per credit
- Non-local students admitted in 2005-2006  
  $2,500 per credit

Quarter-time fee for research postgraduate students in their final stage of thesis writing  
$5,265 per semester

Research postgraduate students studying beyond the normal period

- Full-time  
  $21,050 per semester\(^4\)
- Part-time  
  $10,525 per semester\(^4\)

6. Caution Money  
Each new student is required to pay a deposit of $300 as caution money on first registration. Charges will be made against this deposit if there are any unpaid claims against the student, such as outstanding library dues. The balance will be refunded if the student leaves the University before graduation. At graduation, the student is required to restore the balance of the caution money to its original level and the full amount of the caution money will be transferred toward the graduation fee.

7. Graduation Fee  
Upon completion of the program of study and before the degree or diploma is awarded, each student is required to pay a graduation fee of $300. The fee is normally settled by transferring the full amount of the caution money.

8. Students’ Union Fee  
Students joining the Students’ Union are required to pay an initial entry fee and thereafter an annual subscription. These fees are set by the Union and collected by the University on behalf of the Union. The entry fee, applicable to students admitted for the first time, is $100 and the annual subscription is $100.

9. Late Charges  
Students may be required to pay late charges for failure to complete certain University procedures by stipulated deadlines. These include overdue library books. Late charges are levied in accordance with the rules and regulations set by the respective offices.

10. Charges per Person for On-campus Student Accommodation  
(Charges are subject to revision)

- Postgraduate Hall:  
  Single rooms; HK$15,500 per residential year (9 months)
- University Apartments:  
  Single rooms; HK$2,400 per calendar month (excluding utility charges)

All rooms are air-conditioned and the charges do not include electricity charges for air-conditioning. All charges are paid in advance by instalments.
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All rooms are air-conditioned and the charges do not include electricity charges for air-conditioning. All charges are paid in advance by instalments.

Notes:
4) Not applicable to students enrolled in self-financing programs that are listed in paragraph 4.
6) 50% of the tuition fee paid for that semester will be refunded if all program and residency requirements of the University have been met within the first three calendar months of a semester.
11. Other small fees and charges

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Testimonial fee</td>
<td>$20</td>
</tr>
<tr>
<td>Transcript fee per copy <em>(excl. registered mail charges)</em></td>
<td>$50</td>
</tr>
<tr>
<td>Replacement of Student ID Card</td>
<td>$150</td>
</tr>
<tr>
<td>Replacement Diploma <em>(excl. mail charges)</em></td>
<td>$400</td>
</tr>
</tbody>
</table>

* A free copy will be issued to students upon graduation or withdrawal from the University.

Financial Assistance

Government Student Financial Assistance

Full-time students who have the right of abode in Hong Kong or have resided or have had their home in Hong Kong continuously for three complete years immediately prior to the commencement of their year of study are eligible to apply to the Government Student Financial Assistance Agency for financial aid. They must also take up exclusively University Grants Committee/publicly-funded programs at the University. Holders of student visas are not eligible, irrespective of their number of years of residence in Hong Kong. Assistance is offered through two schemes:

- **Local Student Finance Scheme (LSFS):**
  Under this scheme, means-tested awards are offered in the form of grants and/or loans. Grants are given for tuition fee and academic expenses while loans are for living expenses. The amount awarded is related to family income and financial status. Grants need not be repaid; loans are to be repaid at a relatively low interest rate of 2.5% per annum within a specified period after graduation or upon leaving the University.

- **Non-means Tested Loan Scheme (NLS):**
  This scheme offers loans up to the amount of tuition fee to applicants who do not apply for assistance or who fail to receive assistance from the LSFS. It also allows students who receive assistance from the LSFS to obtain loans up to the difference between the maximum assistance and the amount they receive under the LSFS, subject to the NLS loan maximum (equivalent to the tuition fees payable) not being exceeded. Loans awarded are not means-tested. Students are expected to repay the loans at a cost recovery interest rate within a specified period after graduation or upon leaving the University.

Students may apply for assistance from both schemes or either one. Application forms and further details may be obtained from the Government Student Financial Assistance Agency at 12/F Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon, Hong Kong, or from the Student Affairs Office of the University. Students with financial difficulties are urged to apply for Government assistance as soon as it is open for application.

University Loans and Bursaries

Students with additional financial needs may apply for loans and bursaries administered by the University. In general, these funds are used to supplement, but not substitute for, Government financial assistance. Details of loans and bursaries are available at the Student Affairs Office.
11. Other small fees and charges

- Testimonial fee $20
- Transcript fee per copy (excluding registered mail charges) $50
- Replacement of Student ID Card $150
- Replacement Diploma (excluding mail charges) $400

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Postgraduate Studentships

The University awards postgraduate studentships (PGSs) to selected full-time research postgraduates who consequently engage in ancillary teaching and research duties. In the 2005-2006 academic year, the rate of PGS was in the region of $12,500 per month.

Scholarships and Prizes

The University administers a number of scholarships and prizes on behalf of individual and corporate donors. Most are awarded to students, without application, on the strength of academic merit and the recommendations of a school or department. Other scholarships may have conditions specified by the donor. Details are obtainable from the Student Affairs Office or this website: http://www.ust.hk/scholarship.

Students may apply for assistance from both schemes or either one. Application forms and further details may be obtained from the Government Student Financial Assistance Agency at 12/F Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon, Hong Kong, or from the Student Affairs Office of the University. Students with financial difficulties are urged to apply for Government assistance as soon as it is open for application.

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GENERAL INFORMATION ON POSTGRADUATE STUDIES

Postgraduate Studies

1. Full-time and Part-time Study
Most postgraduate programs are available on both full-time and part-time basis. The taught programs leading to the EMBA, MA, MBA, MSc and MTM degrees and graduate as well as professional diplomas are suitable for students interested in part-time study. The MPhil and PhD are research degrees, and students in some disciplines may be required to participate in research on a full-time basis.

Postgraduate students may apply to their department, prior to the beginning of any semester, for transfer from full-time to part-time status or from part-time to full-time status. When such a transfer is allowed, the remaining program requirements will be determined.

Full-time students in taught programs are expected to be in attendance during those semesters and sessions for which their programs are scheduled. Research students are expected to be in attendance on a year-round basis. For part-time students, attendance shall be as above except on a part-time basis as defined by the requirements of their programs.

2. Double Registration
Unless prior permission from the Director of Admissions, Registration and Records is obtained, students are not permitted to concurrently register for another program at this University or at another tertiary institution. Student enrollment lists are compared with those of other tertiary institutions from time to time. If students are found to be registered elsewhere, they will normally be required to discontinue their studies at this University.
3. Duration of Study

*Postgraduate Diploma programs*

The professional diploma is an integral part of the graduate diploma of the same generic title and area of study. The normative length of study for the part-time professional diploma program is one year, whereas that for the part-time graduate diploma program is a year and a half.

*Taught master’s programs*

For full-time MSc and MA students, the normative periods for completing the degrees is one or one-and-a-half years as specified by individual programs. Part-time students may expect to take twice the time of full-time students. The normal period for completing the full-time MBA program is one to one-and-a-half years and that for the part-time MBA program is two years.

*Research degree programs*

The normal period for completing the PhD degree in full-time mode is four years after the first degree with a reduction of one year if a relevant master’s degree is earned prior to entering the PhD program. For the MPhil degree in full-time mode, the normal period of study is two years.

*Time restrictions on program completion*

The maximum time allowed for degree completion is five years for the master’s degree and eight years for the doctoral degree. The maximum period of study for the part-time graduate diploma is three years whereas that for the part-time professional diploma is two. The above time limits are in effect whether or not the student is in continuous registration. Time limits for part-time study are the same as for full-time study.

4. Credit Transfer

Credit Transfer may be granted to students in recognition of studies completed successfully elsewhere. Application must be made to their major department or program office during their first semester after admission. Students on postgraduate diploma programs must submit their application to the major department or program office within the first month after admission. Students applying for credit transfer must produce evidence, such as a transcript and course syllabus, to illustrate that a course is equivalent in content and level to another course taken elsewhere, for which a satisfactory grade has been obtained. Late applications will not be considered. Conditions on the granting of transfer credits are as follows:

*For all postgraduate programs*

- Credits earned at the undergraduate level can only be used for credit transfer purpose if the credits had not been used to earn another academic qualification, and that the course must be at the 300-level or above, and
- Transfer credits cannot be granted in recognition of non-course work experience or research work completed either at the University or at other institutions.
3. Duration of Study

Postgraduate Diploma programs
The professional diploma is an integral part of the graduate diploma of the same generic title and area of study. The normative length of study for the part-time professional diploma program is one year, whereas that for the part-time graduate diploma program is a year and a half.

Taught master’s programs
For full-time MSc and MA students, the normative periods for completing the degrees is one or one-and-a-half years as specified by individual programs. Part-time students may expect to take twice the time of full-time students. The normal period for completing the full-time MBA program is one to one-and-a-half years and that for the part-time MBA program is two years.

Research degree programs
The normal period for completing the PhD degree in full-time mode is four years after the first degree with a reduction of one year if a relevant master’s degree is earned prior to entering the PhD program. For the MPhil degree in full-time mode, the normal period of study is two years.

Time restrictions on program completion
The maximum time allowed for degree completion is five years for the master’s degree and eight years for the doctoral degree. The maximum period of study for the part-time graduate diploma is three years whereas that for the part-time professional diploma is two. The above time limits are in effect whether or not the student is in continuous registration. Time limits for part-time study are the same as for full-time study.

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• Transfer credits cannot be granted in recognition of non-course work experience or research work completed either at the University or at other institutions.
• Credits for transfer must be at Grade B or above.

For taught postgraduate programs only

• No more than half of the required course work may be granted transfer credits;

• Credits previously used to satisfy the requirements of the academic qualification may not be transferred.

• Subject to the approval of the major department or program office, credits earned from a postgraduate diploma of the University may be transferred to its articulated graduate diploma or master’s degree program.

The amount of transfer credits to be granted will be determined by the major department or program office following review of past academic records and the level of equivalence to HKUST courses required.

Transfer credits granted will not be included in the calculation of grade averages. In addition, courses approved for credit transfer will not appear on a student’s transcript.

Residency Requirements

Normally, a full-time research student is required to be on campus full-time and consequently in such geographical proximity as to be able to participate fully in University activities associated with the program. Residency provides the student with an opportunity to become immersed in the intellectual environment of the University. Also included in residency are periods during which the student’s research requires off-campus field or non-HKUST laboratory work.

Normally, the residency requirement for an MPhil degree is four full-time semesters and that for a PhD degree is eight. In many departments, the semester may include all or part of the subsequent session. A semester of residency of a part-time student counts as a one-half semester of residency. Students who have not completed their thesis work should continue registration on a full or part-time basis, without interruption.

These residency requirements do not apply to taught postgraduate programs which are defined by the semesters and sessions in which the programs are scheduled.
ACADEMIC SERVICES

Teaching and research at the University are supported by a number of academic service units.

Center for Enhanced Learning and Teaching

The Center for Enhanced Learning and Teaching (CELT) is an academic support unit dedicated to the advancement of quality education by fostering a continuous improvement culture for learning and teaching quality among students, faculty and other teaching staff at the University.

CELT provides leadership in the development and dissemination of effective teaching methods and technologies and is active in forming partnerships with faculty to explore pedagogical and technological initiatives. Through consultation, evaluation service, grants for teaching improvement projects and provision of needed professional advice and technical support, the Center assists faculty members and other teaching staff in improving their teaching quality and achieving teaching excellence. In addition, the Center provides e-learning resources to support UST faculty and instructors in their professional development initiatives.

The Center also organizes orientation sessions, workshops and seminars for teaching assistants (TAs) and works with departmental TA Coordinators to support TAs in their work. It plays an active role in enriching students’ learning from institutional and cross-discipline perspectives with learning enhancement programs that encourage a well-rounded and active learning experience for students.

There are five main teams at CELT to cater for a wide range of staff needs:

- The Programs Team is responsible for organizing teaching and learning enhancement programs, activities and services for UST faculty members, instructors, teaching assistants and students.
- The Teaching Technologies Team oversees and develops technologies that are applied to teaching and learning.
- The Instructional Development Team provides front-line advice and assistance to faculty members and instructors for teaching improvement projects.
- The Evaluation and Research Team manages evaluation services and conducts evaluation research on student teaching and learning at HKUST.
- The General Administration Team provides back-end support to the office.

For more information, please visit the CELT website at http://celt.ust.hk/

Information Technology Services Center

The Information Technology Services Center (ITSC) develops and manages the computing and networking infrastructure of the University. It provides computing support to undergraduate and postgraduate teaching, and research applications in all Schools. In addition, the Center also looks after the central audio-visual (AV) needs of the University to facilitate teaching and learning.

The HKUST computing environment is based on a secure distributed computing architecture. The cornerstone is an advanced high-speed and fault-tolerant switched Gigabit Ethernet network backbone. International Internet connectivity is provided by multiple high-speed links. Most of the laboratories and offices are provided with switched Ethernet or Fast Ethernet connections. The network covers not only all the academic buildings but also reaches out to staff quarters and student halls. Staff and students can also access network services via a number of Express Stations at various campus locations. Mobile notebook users can have convenient network access through wireless or wired access points in public areas like computing laboratories, library and canteens. Off-campus users can connect their
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home computer to the campus network via dial-up modem pools.

The Center operates powerful servers to provide campus-wide network services such as e-mail, network printing, World-Wide Web and electronic notice board. One important characteristic of the University’s computing environment is its multimedia and Chinese-English bilingual capability. Increasingly, more network services will have these features. All personal computers and scientific workstations are connected to the campus network, providing desktop computing power as well as a window to a vast array of information and computing resources such as Library systems, administrative systems, academic software packages and audio/video broadcasting programs.

The Center manages a number of central computing laboratories, for teaching and students use. Software training programs are provided to assist users to get the most out of their computers. The Center also looks after centrally-provided AV facilities in all common teaching venues, including 8 lecture theaters, some 70 classrooms and 30 teaching laboratories.

Language Center

The Language Center has a pan-University role in the provision of language courses. Its English programs seek to help students acquire the necessary language skills to gain the maximum benefit from their postgraduate curriculum. The Language Center also provides Business Communication programs for the School of Business and Management, and Technical Communication programs for the School of Science and Engineering, all of which cater for the career needs of our graduates.

Courses in written Chinese, Putonghua, Cantonese, Japanese, French, German, Italian, Spanish and Latin are also offered by the Language Center. The Center has three 24-booth language laboratories, complete with audio-visual and computer equipment, which are used by class groups to practice their listening, speaking and writing. The Language Center also oversees the Self-Access Center — a well-equipped facility that provides a wide variety of materials, activities and services to aid self-directed learning of English, Putonghua and many other languages. The Self-Access Center is open to staff and students on weekdays (9 am - 8 pm) and Saturday mornings.
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Publishing Technology Center

The Publishing Technology Center (PTC) offers a wide range of publishing services to all academic and research staff on a one-stop-shop concept. There are four distinctive but inter-related production teams in the Center.

- The Design and Multimedia Team offers total solutions in producing the University’s publications and graphics materials for teaching, research and publicity purposes. Its services cover print publication, website design, CD-ROM authoring and package design, production of exhibition and promotional materials for conferences and events.

- The Photo Imaging Team handles location, event and portrait shootings on and off campus. It also provides professional image editing and re-touching to cater for the needs of various users. This team maintains an online Photo Catalog containing more than 90,000 images of the University for easy access by users.

- The Print Shop deals with high-speed, high-volume laser print output and photocopying services in either full color or black and white. It also takes care of computer-to-plate making, offset printing, CD-ROM label printing, course pack production, paper folding and book binding services in various formats.

- The AV Production Team provides a comprehensive production services in both analogue and digital format. It also assists in producing web-based learning materials and upkeeps a Video-On-Demand Archive for courses, lectures, seminars and workshops.

Besides fulfilling the in-house publishing needs of university users, PTC also acts as the consultant and coordinator for production projects outsourced to the commercial sector. Hands-on technical workshops can be organized for faculty, students and staff to promote a deeper understanding and wider use of digital and online publishing technologies for teaching, learning, and administrative purposes.

Details about PTC’s services, facilities, charges, and production information are accessible at the Center’s website: www.ust.hk/ptc.

Safety and Environmental Protection Office

The University is committed to conducting all its teaching, research and other operations in a safe and environmentally friendly manner and in compliance with relevant regulations. Heads of all campus units have the responsibility to implement the University safety policy and to ensure a safe and environmentally healthy workplace. All members of the campus community must follow safety and environmental procedures and watch out for the safety and health of one another. The Safety and Environmental Protection Office (SEPO) was established to develop and help implement safety and environmental policies and procedures, and to provide necessary services to facilitate the realization of this commitment. The Office also provides leadership in the promotion of safety and environmental protection culture and awareness.

It is our vision that students will learn about safe and environmentally friendly practices while studying at HKUST and will also take this knowledge and experience into the community after graduation to positively impact the safety performance and environmental consciousness of the Hong Kong community.

Specifically, SEPO contributes to this university commitment in the following ways:

- Provides consultation on the planning of facilities and operations to address safety and environmental concerns
- Liaises with governmental agencies to facilitate regulatory compliance on safety and environmental issues
- Conducts risk assessment and review of research proposals
- Conducts inspections and audits to evaluate performance
- Monitors personnel exposure to hazardous materials to ensure compliance with regulatory limits, and evaluates the performance of hazards control equipment.
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• Provides general safety training on a variety of safety subjects to complement supervisors’ hands-on safety training and to address curriculum requirements
• Disseminates information on safety and environmental protection matters.
• Assists with the proper selection of personal protective equipment
• Coordinates emergency response and organizes drills

• Coordinates the implementation of a medical surveillance program to address occupational health issues
• Monitors air emission, liquid effluent and waste management to ensure proper practice and compliance
• Stops operations which involve repetitive violations or imminently dangerous situations
• Conducts accident and incident investigations to identify causes and to assist with preventing recurrence

**University Library**

The Library is an integral component of the academic programs, supporting the University’s teaching and research in science, engineering, business and management, the humanities and social sciences. As of 2006, the Library’s book, periodical, and microform collections total approximately 700,000 volumes, plus 31,000 media materials. Its electronic collections include more than 300 electronic databases, and over 13,000 full text e-journals.

In addition, the Library offers its users a learning environment rich in electronic information and services. In a sense the Library is always open in that its extensive array of electronic resources can be accessed from every corner of the campus, including all student and staff housing, twenty-four hours a day. Users can search the Library catalog in both English and Chinese using a telnet or Web interface. The Library Web server (http://library.ust.hk) has developed into a central information hub for access to Library information, services, and resources; instructional materials; pathfinders; subject guides and Internet sites.

An experienced Library staff assists users in a variety of ways, from the selection, acquisition, and cataloging of materials to making use of the collection, online searches, and interlibrary loans. There is also a fully-equipped classroom and a computer laboratory for group instruction. The University Library has a strong service orientation in order to effectively meet the information needs of its academic community.
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STUDENT SERVICES

The Student Affairs Office offers a range of services to students for the purpose of promoting the quality of campus life and assisting students in solving problems affecting their studies. Extra-curricular educational activities are also organized with the aim of broadening students’ cultural and intellectual outlook as well as enhancing their social and interpersonal skills.

Student Housing

There are two types of on-campus housing for postgraduate students.

The University Apartments accommodate up to 756 students. Each apartment comprises 4 rooms for single occupancy, a sitting room, a kitchenette, and toilet and shower facilities. The apartments are fully furnished and the kitchenettes are equipped with gas stoves, refrigerators and micro-wave ovens. All bedrooms and living rooms are provided with air-conditioners.

The postgraduate hall of residence has 120 air-conditioned rooms. The rooms are for single occupancy. Common facilities on each floor of the hall include shower and toilet facilities, and a lounge area with an adjoining pantry.

There are no cooking facilities. Hall residents may use the central dining facilities on campus.

Laundry facilities are provided in both the Apartments and the postgraduate hall of residence. There are no facilities in the apartments or hall for married students with or without children.

International Students Service

The International Students Service of the Student Affairs Office provides services to assist international students to settle down and know more about the campus and different aspects of life in Hong Kong. The International Student Advisors, in cooperation with some student societies, will organize activities to enrich the international students’ experience of stay in the University and in Hong Kong.

Physical Education and Sports

Developing physical health and fitness is as important as broadening one’s mental capacity and horizons. The University expects all students to participate in at least one organized sport or physical education activity during their years at the University. Professional coaches are available to organize and provide instruction in these activities. The University has a good provision of sports facilities. Indoor facilities are fully air-conditioned. A large multi-purpose sports hall with 1,600 square meters of floor space is designed for activities such as badminton, basketball, volleyball, handball and indoor soccer, with other areas set aside for squash, table-tennis, fencing, dance, indoor archery, martial arts, weight training and fitness exercises. Outdoor facilities include an artificial turf soccer pitch, a 400-meter track with 8 lanes, a hard-surface mini-
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Student Counseling and Career Service

The Student Counseling and Career Service offers assistance in many areas of student interests and concern, such as personal growth, adjustment to campus life, personal problems and study-related issues. It also operates a Career Center which provides students with education, guidance and assistance in job search and career development.

In particular, an electronic newsletter PG Career Link is published quarterly to keep students informed about new developments in postgraduate career education and service. Career programs and workshops are organized regularly.

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Student Health Service

The Student Health Service provides out-patient health and dental care for students. Health education workshops and seminars are organized and presented for the benefit of students and staff.

Student Activities

Extra-curricular activities are organized by the Students' Union and student societies associated with academic disciplines, sports, arts and other social interests. Students are encouraged to take part in activities as organizers and/or participants. The Student Affairs Office plays an active role in facilitating participation of faculty members, alumni and members of the community in student activities with a view to enhancing educational outcome.

Student Amenities

The campus, on a site of great beauty enhanced by landscaping, terraces, and pavilions, has been designed with great emphasis on the quality of life of both resident and non-resident students. Amenities for personal as well as organized student activities are provided. These include facilities for (i) the pursuit of hobbies such as photographic dark rooms and music rooms, (ii) the organization of activities such as conference room, meeting rooms, workshop and office space, and (iii) leisure activities for students such as a games room, common rooms and quiet room. Catering facilities include self-service cafeterias, Chinese and Western restaurants, a food court, a coffee shop and a snack shop. Commercial facilities include a bookstore, banking services, a supermarket and a hair salon.

ADDITIONAL INFORMATION

Academic Year 2006-2007

The academic year of the University begins on 1 September and ends on 31 August of the following year. It includes two semesters and two sessions. Normally, the Fall Semester commences in early September and the Spring Semester begins around early February. Each semester has fourteen weeks for scheduled classes. Immediately following the end of the 14th week there is a short study break followed by a week devoted to examinations. There is a one-week break in the Spring Semester around Easter. The Winter Session is scheduled between the two semesters for special academic programs, research symposia, and other activities. The Summer Session bridges the end of the Spring Semester and the beginning of the following Fall Semester. For most students, attendance for the Winter and Summer Sessions is not required.

 Provisional dates for the 2006-2007 academic year are:

<table>
<thead>
<tr>
<th>Session</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester</td>
<td>4 September 2006 - 9 December 2006</td>
</tr>
<tr>
<td>Winter Session</td>
<td>2 - 27 January 2007</td>
</tr>
<tr>
<td>Spring Semester</td>
<td>29 January 2007 - 16 May 2007</td>
</tr>
<tr>
<td>Semester Breaks in Fall</td>
<td>16 - 21 February 2007 (Spring New Year Break);</td>
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<tr>
<td></td>
<td>4 - 10 April 2007 (mid-semester break)</td>
</tr>
<tr>
<td>Summer Session</td>
<td>4 June 2007 - 11 August 2007</td>
</tr>
<tr>
<td>Study Breaks</td>
<td>11 - 12 December 2006 and 17 - 19 May 2007</td>
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**ADDITIONAL INFORMATION**

**Academic Year 2006-2007**

The academic year of the University begins on 1 September and ends on 31 August of the following year. It includes two semesters and two sessions. Normally, the Fall Semester commences in early September and the Spring Semester begins around early February. Each semester has fourteen weeks for scheduled classes. Immediately following the end of the 14th week there is a short study break followed by a week devoted to examinations. There is a one-week break in the Spring Semester around Easter. The Winter Session is scheduled between the two semesters for special academic programs, research symposia, and other activities. The Summer Session bridges the end of the Spring Semester and the beginning of the following Fall Semester. For most students, attendance for the Winter and Summer sessions is not required.

Provisional dates for the 2006-2007 academic year are:

<table>
<thead>
<tr>
<th>Session</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester</td>
<td>4 September 2006 – 9 December 2006</td>
</tr>
<tr>
<td>Winter Session</td>
<td>2 - 27 January 2007</td>
</tr>
<tr>
<td>Spring Semester</td>
<td>29 January 2007 – 16 May 2007</td>
</tr>
<tr>
<td>Semester Breaks in Spring</td>
<td>16 - 21 February 2007 (Lunar New Year Break); 4 - 10 April 2007 (mid-semester Break)</td>
</tr>
<tr>
<td>Summer Session</td>
<td>4 June 2007 – 11 August 2007</td>
</tr>
<tr>
<td>Study Breaks</td>
<td>11 - 12 December 2006 and 17 - 19 May 2007</td>
</tr>
</tbody>
</table>
Academic Calendar for 2006-2007

Detailed information about the University will be contained in the Academic Calendar for 2006-2007 which will be published in Summer of 2006. Each newly-registered student will be provided with a free copy of the Calendar.

Admission Enquiries

Applicants requiring copies of the postgraduate handbook, School departmental pamphlets, application forms, advice or assistance on application procedures, admission requirements or other related matters are welcome to contact the Admissions, Registration and Records Office, Rm 1381 during the following hours:

- Mondays - Fridays 9 am - 5 pm
- Saturdays 9 am - 12 noon

All enquiries should indicate the degree program(s) of interest and be addressed to:

Director of Admissions, Registration and Records
The Hong Kong University of Science and Technology
Clear Water Bay
Kowloon
Hong Kong

Telephone: (852) 2623-1120
Fax: (852) 2358-2463
E-mail: gradm@ust.hk

Information on the University can also be found at the following address on the World Wide Web:

http://www.ust.hk

while information related to postgraduate admissions can also be found at:

http://www.ab.ust.hk/gradm