

THE CHINESE UNIVERSITY OF HONG KONG

General Framework of Taught Postgraduate Programmes

1. Maximum Duration of Validity

The Senate at its Second Meeting (2008-09) held on 17 December 2008 resolved that Senate approval for all self-financed programmes, including programmes offered jointly with a partner institution, should have a maximum validity of six years (irrespective of the number of cohorts actually admitted in the interim), after which re-approval for continuation will be considered from both academic and resource angles.

2. Total unit requirement

The minimum total unit requirement for taught master's programmes and postgraduate diploma programmes are **24** and **15** units respectively (for a one-year full-time or two-year part-time programme).

3. Course Level

The Senate at its Third Meeting (1986-87) held on 13 April 1987 resolved that each course would be given only a single code unless special approval by the Senate APC is granted.

Postgraduate students taking undergraduate courses to satisfy programme requirements for an advanced degree (masters and taught doctorals) should be discouraged; where approved on an exceptional basis, such undergraduate courses should not exceed 15% of the unit/graduation requirement for the postgraduate degree, and unless specifically approved with good justification, should be limited to 4000 level courses. Moreover, in such cases, the programme may wish to set a higher grade requirement, e.g., "to complete BIO4123 with a grade of at least B".

For new programmes, if 15% or more 4000 level (or below) courses are included as programme requirements, justification should be entered into the programme proposal and explicit approval from GCExCo would be required in this respect. For current programmes, if the Programme requested to change the prevailing study scheme by adding new 4000 level (or below) courses to the programme requirement, Faculty Board endorsement is required and GCExCo approval is required.

The definition for 5000 – 8000 level courses is as follows:

5000	PgDip/Master's courses
6000	Advanced Master's courses
7000	Doctoral courses
8000	Thesis monitoring courses, e.g. Thesis Research courses of "articulated" M.Phil.-Ph.D. programmes or thesis monitoring courses for other M.Phil. and Ph.D. programmes.

4. Contact hours

One unit should represent 13-14 contact hours (1 contact hour approximately equivalent to a 45-minute session); self-study by students should not be included.

5. Practicum/fieldwork/laboratories

For practicum/fieldwork/laboratory courses, the general understanding is that each unit should correspond to 39-56 hours of work by the student. Mere engagement in practical work should not be assigned credits. There has to be reports and/or critiques, related to an academic framework, in order to be assigned credits. The reports and/or critiques must be accessible for scrutiny by external examiners.

6. Minimum cumulative GPA

The minimum cumulative GPA for graduation should reach 2.0.

7. Examination

In programme proposals, the nature of the assessment methods should be clearly stated. For example, projects or take-home open-book examinations should be identified as such, rather than loosely grouped under examination. Similarly, other forms of assessment should be identified as such, and the Programme Committee of individual departments should screen cases with a certain percentage of non-examination/test component.

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