

General Arrangements for Classes and Examinations on Approach of Typhoons and Rainstorms

Postgraduate Programmes

A. Suspension of Classes (face-to-face class meetings)

- (a) If the Tropical Cyclone Warning Signal No. 8 or above, the Black Rainstorm Signal is issued at the following hours, classes will be suspended as appended below:

<u>Signals issued by</u>	<u>Classes or Programmes affected</u>	<u>Sessions/Periods suspended</u>
7:00 a.m.	(a) All Postgraduate Programmes (other than those specified below)	8:30 a.m. - 1:15 p.m.
	(b) Executive MBA Programme	8:45 a.m. - 1:15 p.m.
	(c) All programmes of the Faculty of Law that are delivered at the CUHK Graduate Law Centre	8:30 a.m. - 1:15 p.m.
12:00 noon	(a) All Postgraduate Programmes (other than those specified below)	1:30 p.m. - 6:15 p.m.
	(b) Executive MBA Programme	2:30 p.m. - 7:00 p.m.
	(c) All programmes of the Faculty of Law that are delivered at the CUHK Graduate Law Centre	1:30 p.m. - 5:45 p.m.
4:00 p.m.	All Programmes of the Faculty of Law that are delivered at the CUHK Graduate Law Centre	6:00 p.m. onward
5:00 p.m.	(a) All Postgraduate Programmes (other than those specified below)	6:30 p.m. onward
	(b) All Postgraduate Programmes run by the Faculty of Medicine	Evening sessions

- (b) If the announcement of “extreme condition” by the Government after super typhoons is issued at the following hours, classes will be suspended as below:

<u>Notice issued by</u>	<u>Classes or Programmes affected</u>	<u>Sessions/Periods suspended</u>
7:00 a.m. or after	(a) All Postgraduate Programmes (other than those specified below)	Whole day

	(b) All programmes of the Faculty of Law that are delivered at the CUHK Graduate Law Centre	Whole day
	(c) All Postgraduate Programmes run by the Faculty of Medicine	Whole day
7:00 a.m.	Executive MBA Programme	8:45 a.m. - 1:15 p.m.
12:00 noon	Executive MBA Programme	2:30 p.m. - 7:00 p.m.

- (c) If the local Tropical Cyclone Warning Signal No. 8 or above, the Black Rainstorm Signal or the announcement of “extreme condition” by the Government after super typhoons is issued during a class period, all classes will be suspended immediately. Students are advised to take shelter at a safe place until the weather and transport conditions have improved.
- (d) Public announcements on suspension of classes made by the Education Bureau are not applicable to the University.

B. Examination Arrangements (face-to-face examinations)

- (a) The examination arrangements will be as follows:

<u>Typhoon</u> <u>Signal</u>	<u>Rainstorm</u> <u>Signal</u>	<u>Signal</u> <u>Issued</u>	<u>Examination Arrangements*</u>
No. 1 or No. 3	Amber or Red	-	Examinations to be held as scheduled
No. 8 or above or the announcement of “extreme condition”	Black	After the start of the examination	Examinations will continue until the end of the session
		7:00 a.m. or after	Morning examinations that are held at the CUHK Graduate Law Centre postponed
			Morning examinations for EMBA programme postponed
		7:00 a.m. or after	All daytime postgraduate examinations postponed
12:00 noon or after		Afternoon examinations that are held at the CUHK Graduate Law Centre postponed	
			Afternoon examinations for EMBA programme postponed

4:00 p.m. or after Evening examinations that are held at the CUHK Graduate Law Centre postponed

5:00 p.m. or after Evening examinations of postgraduate programmes postponed

* *Some postgraduate programmes may have different arrangements, students are advised to adhere to the arrangements announced by their Graduate Division/Programme.*

(b) Arrangements of examination postponement

- (i) For Postgraduate examinations arranged by Graduate Divisions, please contact the Graduate Division Office directly.

Postgraduate students taking Undergraduate courses or Postgraduate courses using centralized examination, please refer to the website of Registration and Examinations Section (<http://www.cuhk.edu.hk/rgs>) for details of postponement for centralized course examination.

- (ii) For examinations which are conducted by individual teaching staff, details of postponement will be announced by department concerned.

- (c) Public announcements made by the Hong Kong Examinations and Assessment Authority are not applicable to the University.

C. Arrangements for Online Classes and Online Examinations

- (a) Unless otherwise advised by the course teachers concerned with alternative arrangements, all online classes and online examinations will continue as scheduled under any weather conditions, including when Tropical Cyclone Warning Signal No. 8 or above and/or Black Rainstorm Signal is hoisted.
- (b) For face-to-face meetings or face-to-face examinations, please refer to “A. Suspension of Classes” and “B. Examinations Arrangements” above for class/examination suspension. Course teachers concerned should arrange class make-up and postponement of examination when such class/examination suspension happen due to weather conditions.

D. Campus Transport Arrangements

- (a) If the Tropical Cyclone Warning Signal No. 8 or above is issued during class period, meet-class buses will cease to operate whereas the normal shuttle bus service will be maintained for an hour. All bus services will resume operation on a limited basis one hour after the said warning signal is lowered (or the extreme condition notice, if any, is cancelled), unless the situation does not permit.
- (b) If the Black Rainstorm Signal is issued during class period, meet-class buses will cease to operate whereas the normal shuttle bus service will be maintained, unless the situation does not permit.

- (c) If the Tropical Cyclone Warning Signal No. 8 or above, the extreme condition notice or the Black Rainstorm Signal is issued before the start of class period, all bus services will be suspended and will resume operation on a limited basis one hour after the said warning signal(s)/notice are cancelled, unless the situation does not permit.

E. General Information

At any time after the Tropical Cyclone Warning Signal No. 8 or above, the extreme condition notice or the Black Rainstorm Signal is issued, an emergency team will be established within the Security Office. All students who require their assistance or typhoon and rainstorm information may call the Security Office Control Room at 3943 7999 or 3943 7997.

Important Telephone Numbers

<u>Office / Unit</u>	<u>Office Hours</u>		<u>Tel.</u>
University Main Exchange	Monday to Friday	8:30 a.m. - 6:00 p.m.	3943 7000 / 3943 6000 Ext. 0
Security Office Control Room	Monday to Sunday	24 hours	Ext. 37999 / 37997
Estates Management Office (Administration Support Unit)	Monday to Friday	8:30 a.m. - 7:15 p.m.	Ext. 36666
Information & General Enquiries	Monday to Friday	8:30 a.m. - 6:00 p.m.	Ext. 0
	Monday to Thursday	8:45 a.m. - 5:30 p.m.	Ext. 38899
	Friday	8:45 a.m. - 5:45 p.m.	
Transport Office	Monday to Thursday	8:45 a.m. - 5:30 p.m.	Ext. 37990
	Friday	8:45 a.m. - 5:45 p.m.	

[Re-opens one hour after Tropical Cyclone Warning Signal No. 8, extreme condition notice or the Black Rainstorm Signal is cancelled]