

**Guidelines for course selection and enrolment
JD, LLMs and MCL programmes | Academic year 2025-26**

(Subject to further revision)

Part I. Summary of course selection and add/drop periods

Please adhere to these guidelines and check on the useful links provided at the bottom of each paragraph to ensure a smooth and successful course selection process. You are responsible for compliance with all the University and the Faculty regulations and for monitoring your own academic progress and enrolment status.

Period	Start Date and Time	End Date and Time	Eligible TPG Programme(s)
Course Selection (For courses in Semester 1&2 and June Semester)	11 August 2025 (10:00)	15 August 2025 (16:00)	JD LLMs MCL
Semester 1 Add/Drop Period (For courses in Semester 1&2 and June Semester)	2 September 2025 (10:00)	15 September 2025 (16:00)	JD MCL <i>Courses with prefix LLAW/JDOC3XXX, LLAW1xxx, LLAW2xxx and LLAW3xxx (6-credit LLAW courses)</i>
	8 September 2025 (10:00)	22 September 2025 (16:00)	JD LLMs MCL <i>Courses with prefix JDOC/LLAW6XXX</i>
Semester 1 Suspension Period	15 September 2025 (09:00)	16 September 2025 (23:59)	JD LLMs MCL
Semester 2 Add/Drop Period (For courses in Semester 2 & June Semester)	20 January 2026 (10:00)	2 February 2026 (16:00)	JD MCL <i>Courses with prefix LLAW/JDOC3XXX, LLAW1xxx, LLAW2xxx and LLAW3xxx (6-credit courses)</i>
	26 January 2026 (10:00)	9 February 2026 (16:00)	JD LLMs MCL <i>Courses with prefix JDOC/LLAW6XXX (Except intensive courses)</i>
June Semester Add/Drop Period	28 May 2026 (10:00)	3 June 2026 (16:00)	JD LLMs MCL

Part II. Key policies and academic principles

1. Attendance requirements

Attendances at classes in law courses is **compulsory**. Failure to meet the Faculty's 70% attendance requirement, without prior satisfactory explanation to the course convenors, may lead to findings of failure to follow instruction and unsatisfactory performance. This may entail disallowing you from sitting an examination or completing graded assignments, or result in the Faculty late-dropping a course on the basis of your failure to follow instruction as required in the course. In serious cases, failure to follow instruction or unsatisfactory performance may also lead to a recommendation that you discontinue your studies at the Faculty of Law.

If your enrolment in a course is confirmed in the SIS but your name does not appear on the course attendance list as distributed at the start of the classes, please **immediately** inform the course convenor and add your name to the list, to certify your attendances.

2. Compliance with Programme Regulations and Syllabus

You must review carefully and strictly comply with the [Regulations and Syllabus](#) of your intake before course selection. Prerequisite and/or co-requisite requirements must be satisfied before enrolling in any course. You must ensure that the prerequisites have been fulfilled and/or you are concurrently enrolled (must be in the same academic year) for any required co-requisite courses, as specified in the programme regulations and syllabus.

3. Study load requirements

For LLMs programmes:

Full-time candidates - Maximum of 72 credits (or 78 credits for MCL and LLM(T&IPL) programmes under specific conditions).

Part-time candidates - Maximum of 36 credits per academic year.

For JD programme: As outlined in the JD syllabus.

* Each law course in master level carries 9 credits unless otherwise stated.

4. Compulsory, Core, and Foundational courses

You are strongly advised to prioritize the enrolment of compulsory, core, and/or foundational courses over all other courses in the same semester. Dropping these courses after enrolment requires strong justification, valid supporting documentation, and prior approval from the Faculty during the designated add/drop period.

If you received your firm offer of admissions and confirmed your eligibility for the programme **by** July 31, 2025, the Faculty will automatically enroll you in the required compulsory, core, and/or foundational courses (applicable to full-time students). These courses will appear in your Student Information System (SIS) before the course selection period. For part-time year 2 students, the Faculty will automatically enroll you in any outstanding required compulsory, core, and/or foundational courses.

If you only confirmed your eligibility for the programme **after** July 31, 2025, you will be responsible for enrolling in the compulsory, core, and/or foundational courses yourself, and should do so as your first priority.

5. Graduation and congregation

There are two congregations held each year starting from Class of 2022. The Summer congregation takes place around July, while the Winter congregation takes place in November / December. Graduands eligible for graduation will be assigned to the closest Congregation after the completion of their studies, at which

point you will receive your final assessment results via the SIS. Please plan accordingly for internships or personal plan.

Useful links:

[Faculty's policy and guidelines](#)

[Regulations and Syllabus](#)

Part III. Course selection and enrolment procedures

1. Enrolment platform

All course enrolments must be completed online via the Student Information System (SIS) in the [HKU Portal](#). Please ensure that all outstanding payments to HKU are settled before attempting to enroll in courses; otherwise, you will not be permitted to do so.

2. Selection periods

You should select courses for the entire academic year during the designated course selection period, and add/drop period. Changes of course selection can **only** be made during the designated add/drop period at the start of each semester (Main Menu > Enrolment > Enrolment Add Classes). No changes are permitted during the suspension period.

During the add/drop period, the start time for each course may vary slightly due to high login volume and web traffic, which are beyond the Faculty's control. Please **be patient** while you wait.

3. Course planning

Timetable clashes of classes are **strictly prohibited** regardless of any reason.

Regularly check the SIS for **real-time** enrolment updates. **Waitlists are not available**. Manage your enrolments online, as places fill up quickly. Students often drop courses until the end of the add/drop period.

Please be aware that if you drop a course to add another, your place on the original course is not guaranteed. This risk is particularly significant for core or popular courses. Once a course is dropped, the Faculty is unable to enrol you back into it. Conversely, dropping an approved course does not guarantee your spot in another course. Consider the risks before you making any changes.

Always use the "Show Requirement Details" in SIS, to ensure your course selection fulfils the programme graduation requirements. If a course is closed for enrolment, you can only select it once it reopens. Please explore alternative options to fulfil your programme and graduation requirements.

4. Temporary Course List

In the SIS, you may view your programme guide and add courses to the Temporary Course List outside the course selection period and add/drop period. However, courses in **Temporary Course List will NOT** be counted as successful enrolment on the courses.

5. Quota and approval

Most courses will proceed with auto-approval on a **first-come, first-served** basis, with confirmations typically received within 2-3 minutes from the SIS. If the system fails, close your browser and log in to the SIS again to check your results.

The availability of places in each course is subject to factors such as programme and/or prerequisite requirements, classroom availability, and other relevant considerations.

Enrolment is only confirmed when the SIS status is marked as “**Approved**”. You will receive a notification email from the SIS within one working day of the status changes.

Approval from the course convenor(s) does not guarantee enrolment, system prioritization and course selection rules apply.

Priorities for oversubscribed courses are generally only given to candidates in their graduating year who require the course to fulfil their programme and graduation requirements. However, enrolment cannot be guaranteed, and the Faculty is unable to accommodate requests for manual enrolment should candidates be unsuccessful in the normal course selection process, as a matter of fairness.

Requests for late add and/or late drop from a course after the designated add/drop period will NOT be considered regardless of any reason.

Write to us (also **see Part V below**) and report any discrepancies immediately. Your enrolment records are counted as confirmed and admitted to the exams from **September 29, 2025 (for Semester 1), February 16, 2026 (for Semester 2) and June 10, 2026 (for Summer Semester)** for courses listed in the SIS.

Useful links:

[What is Student Information System \(SIS\)](#)

[Quick guide on Course Selection and Enrolment](#)

Part IV. Course offerings

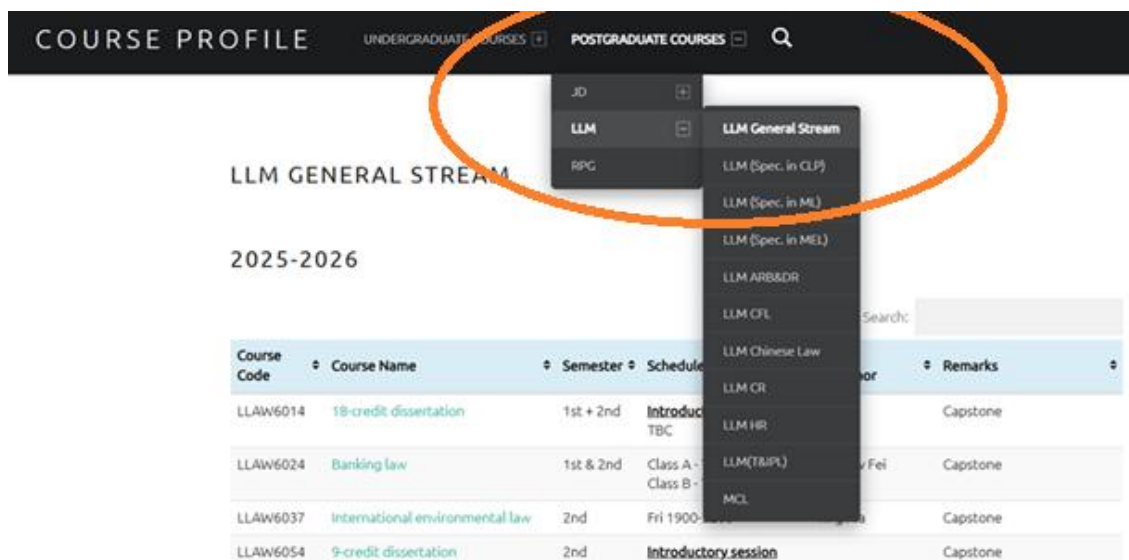
1. Timetables and venues

The first day of teaching in First and Second Semester is September 8, 2025 and January 26, 2026 respectively, except specific courses indicated on the timetable.

The class timetables and venue are subject to change without prior notice. **You must always check the class timetables and new announcements section on the respective course Moodle regularly for updates.**

2. Course listing and information

Please refer to the Course Profile page for more information and select the appropriate programme (see also screen capture below).



3. Intensive courses

Intensive courses are typically offered in the January and/or June semesters. Enrolments and study loads for these courses will be recorded as the Second semester and the Summer semester courses, respectively, on both your academic transcript and annual study load. Assessment results will be released in mid-June and early September of the following academic year, respectively.

In any event, you may enrol in a maximum of one (1) 9-credit course in the June semester.

Timetables are subject to change and/or cancellation without prior notice due to unforeseen circumstances or low enrolment.

Availabilities of these courses are normally confirmed around December and May, respectively, of the academic year. You are reminded to accept any associated risks.

The add/drop period for intensive courses ends immediately after second classes of the respective course, by 3-hours per session.

For changes of course selection for the intensive courses after the designated add/drop period, please complete the [online form](#) by October 31, 2025 (for Semester 1) and by January 25, 2026 (for Semester 2). Please refer to the details in a separate email to be sent in late November.

The online form will reopen in December and May, respectively. Further details will be provided in announcements closer to the date.

Failure in a June semester course at first attempt will defer your graduation and affect your personal plan; and you are liable to pay for the standard composition fees beyond the normative study period, to fulfil the graduation requirements (see also schedule of fees).

Useful links:

[Timetables](#)

[Location of classrooms](#)

[Course Profile](#)

[Schedule of fees](#)

Part V. Support and contact

1. Student Information System – technical support

IT Service Desk: Tel. 3917 0123 / Email: ithelp@hku.hk

2. Course enrolment inquiries

Email: lawcourereg@hku.hk

Please include your full name, programme, study mode, year of study, course codes, and details of the issues with a screen capture of the issues in your email.

Responses time will be longer than usual during these periods due to a high volume of email. Please refrain from sending duplicate inquiries or multiple follow-up emails to us and different University / Faculty mailboxes, as this will inadvertently delay our response to your query.