



Important Notes for Course Selection Process

Add/drop period for UG and TPG courses in Sem 2 (AY 2023-24)

LLB Courses

Add/drop period: 15 Jan 2024 (10:00) - 29 Jan 2024 (16:00) [\[link\]](#)

Suspension period: Jan 16, 2024 (12:00-16:59) - Students are **not** allowed to make any changes to their course selection.

JD Courses (except intensive courses#)

– JDOC1xxx, JDOC2xxx, and JDOC3xxx courses: 15 Jan 2024 (10:00) – 29 Jan 2024 (16:00)

– JDOC6xxx courses: 22 Jan 2024 (10:00) – 4 Feb 2024 (16:00)

LLM and MCL* Courses (except intensive courses#)

22 Jan 2024 (10:00) – 4 Feb 2024 (16:00)

Intensive courses are any courses that are taught within a short period of time (typically 3-4 weeks). Add-drop period for all intensive courses, including January and June semester courses, ends immediately after the second class (by session).

*The add-drop period for MCL students choosing a one-semester LLB course in the 2nd semester is 15 Jan 2024 (10:00) – 29 Jan 2024 (16:00).

Regulations and Syllabus

- Students should first read through the [Regulations and Syllabus](#) carefully before making your course selection. Please plan ahead and consider alternative options for your choices.
- Students are expected to meet the pre-requisite requirement(s) of their courses before enrolment.

Class Timetable

- Students should always refer to the update [timetable](#) posted on the Faculty's website and check the announcements made by the course convenors on the respective course Moodle regularly for any possible amendments. **Time clash is strictly prohibited.** Please plan your course selection carefully.

Course Offering

- Students can refer to the "[Course Profile](#)" page (select your curriculum at the top of the page) for checking course offering in this academic year. See below photo. (avoid using the magnifying glass)

COURSE PROFILE UNDERGRADUATE COURSES + POSTGRADUATE COURSES + Q

LLM GENERAL STREAM

2023-2024

Course Code	Course Name	Semester	Schedule	Instructor	Category
LLAW6002	Credit and security law	2nd	Sat 1030-1330	Jason Fu	Elective
LLAW6005	Hong Kong intellectual property law	2nd	Mon 1830-2130	Douglas Clark	Elective
LLAW6014	18-credit dissertation	1st + 2nd	Introductory session Mon 1830-2030 [Sept 4]		Capstone
LLAW6022	Advanced research methodology	1st	Thu 1830-2130	Stefano Osella	Capstone
LLAW6024	Banking Law	2nd	Fri, 1430-1730	Angus Young	Elective
LLAW6025	Company law and securities regulation in the People's Republic of China	1st	Mon 1830-2130	Guanghua Yu	Elective

Course Enrolment

- The [SIS website](#) provides reference materials that are useful for performing your course selection in the SIS, in particular the '[Quick Guide on Course Selection and Enrollment](#)'.
- The SIS provides real-time enrolment records for all law courses. As courses are being added and dropped throughout the add/drop period, therefore **you may regularly check the enrolment system through the SIS and add courses accordingly once vacancies become available**. Waitlists are **not** applicable.
- If the course you would like to take was closed for enrolment, students can only enrol in the course once it become 'open' again. If someone drops the course the place would be released, and the class will be opened again for enrolment.
- If you drop a course, the spot becomes immediately available for other students to enrol. Your request to be re-enrolled into the course would have to be put back on queue.
- Students obtaining approval from course convenor does **not** guarantee a place in the course concerned. As course is given to students based on priority (e.g. programme / pre-requisite requirement(s), classroom availability, etc.)
- Please allow time for course approval. If you have any questions related to course enrolment, please email to lawcourserereg@hku.hk. In order to speed up our response time, please avoid sending duplicate enquiries.

To expedite the handling of enquiries, please provide the following information in your email:

<p>Full name:</p> <p>University number:</p> <p>Curriculum:</p> <p>Year of study:</p> <p>Course code(s) concerned:</p> <p>Details of the issue:</p>
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- The General Office receives overwhelming number of emails during the add/drop period, and we appreciate your understanding that it may take a longer time for us to respond to your email.
- For TPG students, you may refer to this [link](#) (LLM/MCL Programme) (select Course Selection) or [link](#) (JD programme) for more information.

Enrolment Result

- The status of selected courses will be updated once they have been approved / disapproved. To view the approval status of your courses, please visit the [SIS \(Self Service > Enrolment > Enrolment Status](#) page).
- Please note that selecting a course online does **not** guarantee a place in the course. Your enrolment is considered successful only when the approval status is changed to 'Approved'. After your enrolment is approved or disapproved, you will receive a notification email within one working day automatically.
- It is **students' responsibility to CHECK their enrolment records in the SIS**. If you notice any discrepancy, please immediately amend them in the SIS. No further changes will be allowed after the add/drop period.
- If you would like to change your course selection, you have to drop and add the course(s) on SIS during the add/drop period. Dropping a course that you have been approved to take does **not** guarantee that you will secure a place in another course.

Course Quota

- Please note that each law courses have quota restriction, and the system will only approve enrolments up to the class quota.

Technical Enquiry

- If you encounter error message in the SIS during your course selection. Please check if your course has pre-requisite, are there any time clash, credit loading reach maximum, etc. against the [Regulations and Syllabus](#).
- If you encounter any technical difficulties, please refer to [How to select a course in SIS](#) or [Student's Guide to the SIS](#), or contact Information Technology Service (ITS) service desk at 3917 0123 / ithelp@hku.hk.

12 January 2024