



SCHOOL OF
**COMPUTING &
DATA SCIENCE**
The University of Hong Kong

HANDBOOK

For BSc(ActuarSc) and BStat Students
2025-26

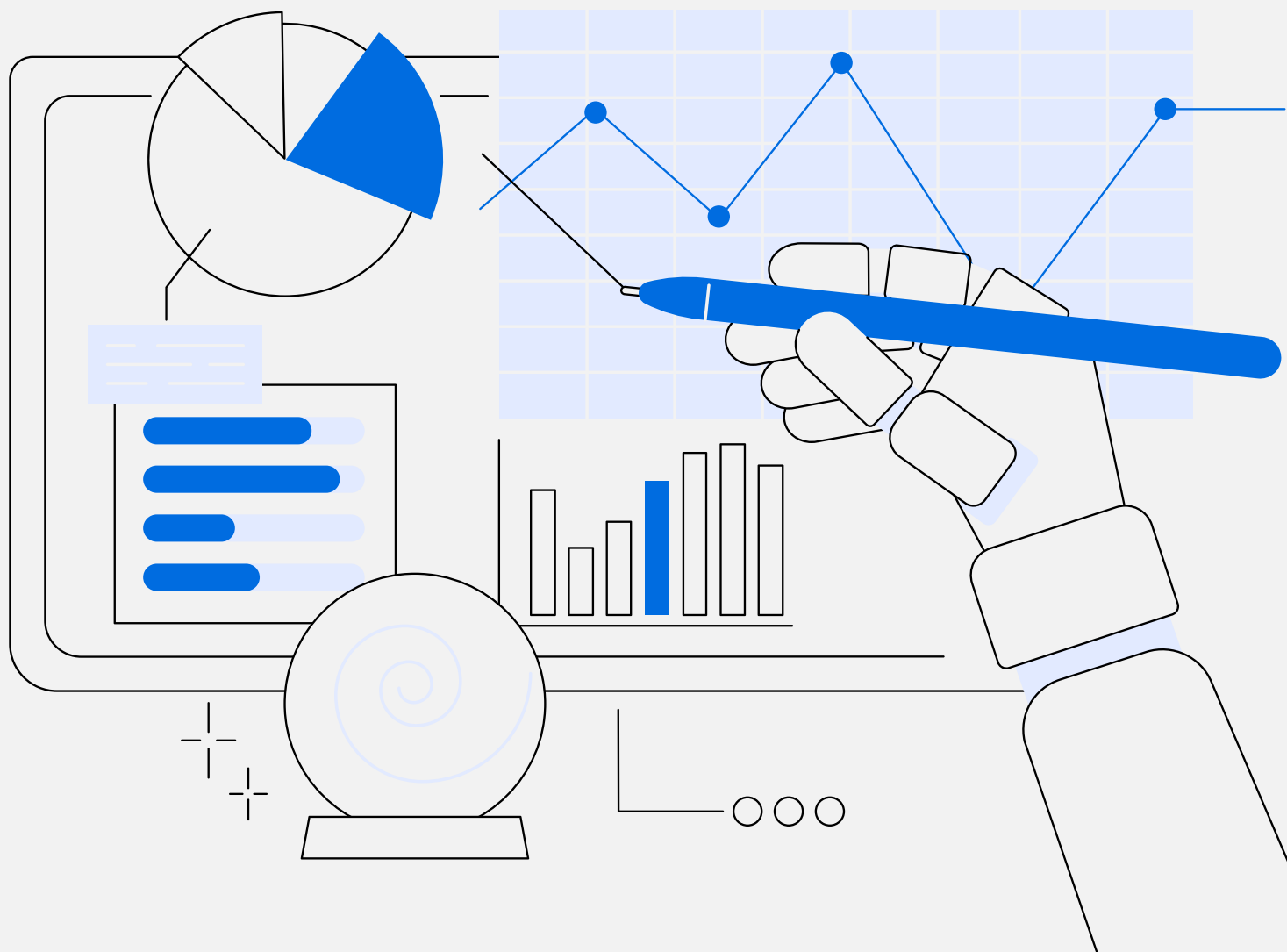
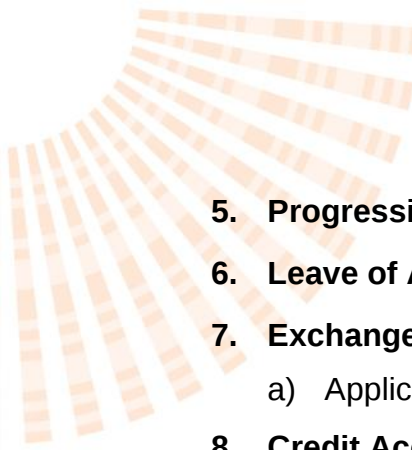


Table of Contents

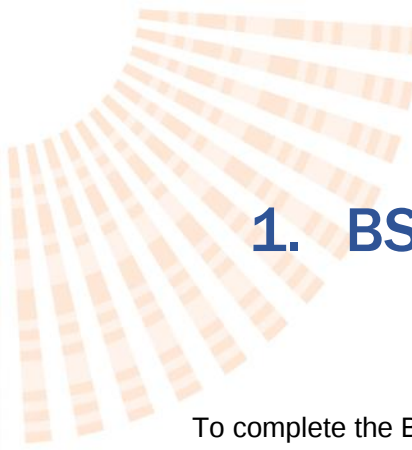
Section I	4
BSc(ActuarSc): A Quick Guide	4
1. BSc(ActuarSc) Degree Curriculum	5
2. BSc(ActuarSc) Graduation Requirements and Honours Classification....	11
Section II	12
BStat: A Quick Guide	12
1. BStat Degree Curriculum	13
2. BStat Graduation Requirements and Honours Classification	19
Section III	20
General Information for BSc(ActuarSc) and BStat.....	20
1. Declaration of Major/Minor.....	21
2. Course Registration.....	23
a) Important Academic Dates (2025-26).....	23
b) Course Enrollment Procedures during Course Selection and Add/Drop Periods	26
3. Academic Advising.....	28
a) Academic Advising from the School of Computing and Data Science	28
b) Academic Advising and Scholarships Office	29
c) Induction Talk for BSc(ActuarSc) and BStat Freshmen	29
d) Other Assistance	29
e) Responsibility of Student	31
4. Examination	32
a) Assessment.....	32
b) Grading System.....	32
c) Examination Timetables	33
d) Announcement of Examination Results.....	33
e) Absence from Examination.....	33
f) Appeal on Examination Results.....	34
g) Academic Conduct and Honesty	34



5. Progression and Discontinuation	35
6. Leave of Absence	36
7. Exchange Study.....	37
a) Application Arrangements for Leave of Absence and Transfer of Credits .	37
8. Credit Accumulation and Transfer	40
a) Definition of Advanced Standing, Credit Transfer and Course Exemption	40
b) Policy Governing Credit Accumulation and Transfer (including Advanced Standing and Outgoing Exchange/Visiting Students)	41
9. University Regulations	43
Appendices.....	44
a) BSc(ActuarSc) Degree Regulations	44
b) BSc(ActuarSc) Degree Syllabus.....	44
c) BStat Degree Regulations.....	44
d) BStat Degree Syllabus.....	44
e) Calendar for the Academic Year 2025-2026.....	44
f) Forms.....	44
g) List of School Academic Advisers (SAA) and School Temporary Academic Advisers (STAA).....	45
h) Useful Contacts and Websites	47

Section I

BSc(ActuarSc): A Quick Guide



1. BSc(ActuarSc) Degree Curriculum

To complete the BSc(ActuarSc) degree curriculum, students have to pass at least 240 credits of courses, normally spread over 4 years of full-time study. A BSc(ActuarSc) curriculum typically comprises:

1. UG5 Requirement for Graduation

- 1 non-credit bearing English course, 1 credit-bearing English course, and 1 Chinese course for university language requirements (12 credits)
- 6 common core courses in 5 Areas of Inquiry (36 credits)
- 2 courses in Artificial Intelligence Literacy (6 credits)
- Any other non-credit bearing course as required (0 credit)

1.1 Common Core

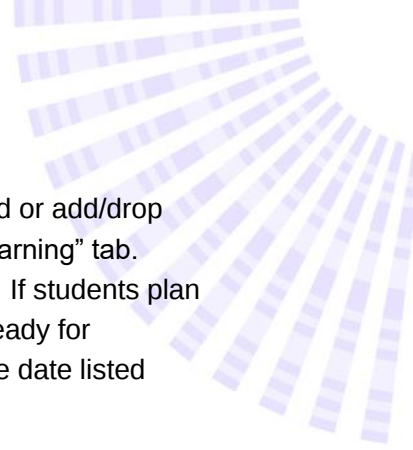
The Common Core Curriculum is designed to facilitate the teaching of the trans- and inter-disciplinary undergraduate curriculum offered by all Faculties of the university, while providing a key holistic learning experience for all HKU undergraduates. The Common Core Curriculum includes five Areas of Inquiry (AoIs): (1) Artificial Intelligence (CCAI), (2) Scientific and Technological Literacy (CCST), (3) Arts and Humanities (CCHU), (4) Global Issues (CCGL) and (5) China: Culture, State and Society (CCCH). Students have to pass 36 credits of courses in the Common Core Curriculum, comprising at least one and not more than two courses from each Area of Inquiry with not more than 24 credits of courses being selected within one academic year except where candidates are required to make up for failed credits. Common Core courses should be completed normally within the first three years of the BSc(ActuarSc) study and cannot be extra taken as free electives.

For more details about Common Core Course Selection, including a newly-introduced type of Common Core Course, Microcredential course which carry 3 credits and are counted as 0.5 course, please visit <https://commoncore.hku.hk/ccselectioninfo/>.

1.2 UG5(f) Requirement

Students are required to complete and pass the non-credit bearing course UGRE1001 *Introduction to the Constitution, the Basic Law and the National Security Law*.

This course adopts a self-directed learning approach and there are no scheduled teaching sessions. Students are required to complete online viewing of all pre-recorded lectures (PRLs) and pass the multiple-choice questions (MCQ) test according to their own schedule throughout the entire period of their study. Upon successful completion of the course, a “pass” will be recorded on the student transcript.



Students do not need to enroll this course during course selection period or add/drop period. They can locate the link of this course in HKU Portal → “My eLearning” tab. Please refer to the course’s student guide ([link](#)) for detailed instructions. If students plan to complete all curriculum requirements in a specific semester and be ready for graduation, they are strongly recommended to pass the MCQ test by the date listed below:

- (i) Semester 1 – December 1
- (ii) Semester 2 – May 1
- (iii) Summer Semester – August 1

Regarding UG5(f) requirement, students can email UGRE1001@hku.hk for course-related enquiries.

2. For the Professional Core in Actuarial Science

- 22 courses for the Professional Core including disciplinary courses and a capstone experience course (132 credits)
- A choice of 9 courses as free elective courses, or to fulfill the requirements of a minor or a second major (54 credits)

2.1 Capstone Experience Requirement

As an integral part of the Professional Core in Actuarial Science, capstone experience is expected to strengthen students’ technical, analytical and communication skills. Students must fulfill relevant pre-requisite requirement to take a desired capstone experience course and must complete it for fulfillment of the graduation requirements. The capstone experience course carries a minimum of 6 credits and is normally taken in the senior years (year 3 or 4) of study. The capstone experience courses may be different but a range of courses (e.g. research project, internship) is offered to suit individual students’ needs and interests.

For complete details of BSc(ActuarSc) Degree Curriculum, please refer to the BSc(ActuarSc) Degree Regulations and Syllabus (see [Appendices a & b](#)).

BSc(ActuarSc) Curriculum Requirements (240 credits)

Professional Core in Actuarial Science (132 credits):

- Introductory Disciplinary Core Courses (48 credits)
- Advanced Disciplinary Core Courses (66 credits)
- Advanced Disciplinary Elective Courses (12 credits)
- Capstone Course (6 credits)

+

Common Core Courses (36 credits):

- 6 courses in 5 Areas of Inquiry
(at least 1 and not more than 2 courses from each AoI)

+

Language Enhancement Courses (12 credits):

English:

- CAES1001 Academic Communication in English (ACE) (0 credit)¹
[normally taken in Year 1]
- CAES9821 Professional and Technical Communication for Statistical Sciences (6 credits)
[normally taken in Year 2]

Chinese:

- CSCI9001 Practical Chinese for Science Students (6 credits)² (course code and title to be confirmed)
[normally taken in Year 3]

+

Artificial Intelligence Literacy (6 credits):

- AILT1001 Artificial Intelligence Literacy I (3 credits)
- AILTxxxx Artificial Intelligence Literacy II (in specific area) (3 credits)

+

Any other non-credit bearing course (0 credit):

- UGRE1001 Introduction to the Constitution, the Basic Law and the National Security Law

+

+

+

Combination Option A

Free electives: 54 credits to make up the 240 total credits

Combination Option B

Minor: 36-48 credits; and
Free electives: 6-18 credits to make up the 240 total credits

Combination Option C

Major: 72-96 credits

Example of BSc(ActuarSc) Academic Study Plan by year of study

Year 4	Disciplinary Cores/Electives		Free Electives		
Year 3	Common Cores 5 & 6	Chinese	Disciplinary Cores/Electives	Free Electives	Capstone
Year 2	Common Cores 3 & 4	English 2 (CAES9821)	Disciplinary Cores/Electives	Free Electives	
Year 1	Common Cores 1 & 2	English 1 (CAES1001)	Disciplinary Cores/Electives	Free Electives	

Actual academic study plans for students may vary depending on several important factors, including academic performance and course prerequisite fulfillment; personal plans such as visiting or exchange studies; course availability and class quota. If students require further assistance with their planning, they may contact their Academic Advisers.

Notes:

¹ Students who have been admitted to Year 1 in 2025-26 (and thereafter) and have achieved any one of the following qualifications are exempted from this requirement, and Academic Communication in English is optional:

- holder of a Bachelor's degree from an English-medium university
- achieved Grade A or above in English Language at **GCSE / GCEO** / English First Language at **IGCSE** / English Second Language at **IGCSE** / English Language or English Literature at **GCE AS/AL**
- achieved an overall **IELTS** score of no less than 7 **AND** with all sub-scores no less than 6.5 on the Reading, Speaking, Listening, and Writing Tests
- achieved an overall **TOEFL Internet-based test** score of no less than 94 **AND** no less than a 24 on the writing, a 20 on the speaking, a 20 on the listening, AND a 19 on the reading sections
- achieved in **International Baccalaureate (IB)** Grade 4 or above in HL English Language A: Language and Literature / HL English Language A: Literature / HL English Language (B Syllabus) / HL English Language (A1 or A2 Syllabus); Grade 5 or above SL English Language A: Language and Literature / SL English Language A: Literature / SL English Language (B Syllabus) / SL English Language (A1 or A2 Syllabus)
- achieved Grade 4 or above on the **Advanced Placement (AP) English Language / English Language and Composition / English Literature and Composition Test**
- achieved section scores of 630 or better in Reading and Writing of the **NEW Scholastic Aptitude Test (SAT)** in the same attempt
- achieved Level C2 in Cambridge Certificate of Proficiency in English / Grade A in Cambridge Certificate in Advanced English
- achieved a score of 76 in the Pearson Test of English Assessment (Academic)
- achieved Grade B or above in H1 General Paper at the **Singapore GCE A-level**
- achieved Grade A or better in English language at **Malaysia SPM examination**
- achieved Grade A2 or better in **Malaysia UEC-Senior English Language**
- attained Level 4 in each set of credits in **New Zealand NCEA Literacy** (10 credits made up of 5 credits in reading and 5 credits in writing)
- achieved a score of 95% or better in English at **All India Senior School Certificate Examination / Higher School Certificate**

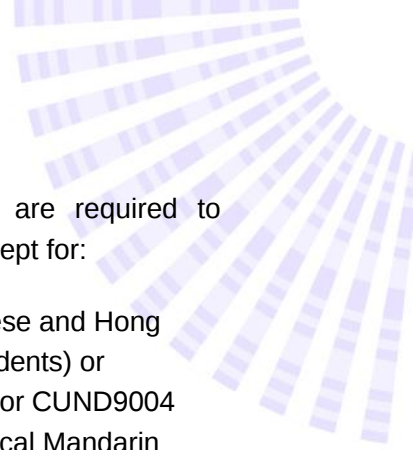
- achieved a final score of 90% or better in English at **Grade 12 Canadian high school curriculum**
- achieved Grade B or better in English Language at **Sri Lanka Ordinary Level examination**
- achieved a score of 90 or better in English in the **Russian Unified State Exam** (Единый государственный экзамен, ЕГЭ, Yediniy gosudarstvenniy ekzamen, EGE)
- **Academic Speaking and Writing test conducted by CAES** for students who have not taken any of the above tests.
 - When applying to take the Academic Speaking and Writing Test, students should provide evidence to their Faculties and the CAES1001 Course Coordinator that they were admitted to HKU using qualifications **other than** those included in the list.
 - Applicants are required to show **the evidence of those other qualifications** to the assessor on the day of the Academic Speaking and Writing Test.
 - If any applicants fail to provide any evidence that they were admitted to HKU using qualifications other than those included in the list provided by CAES, the CAES assessor has the rights not to allow the applicant to take the test.
 - The test takes place annually in August. If a student fails to meet the application deadline, they will not have another chance to take the test, as no alternative test dates will be provided.
 - The test is conducted face-to-face. There will be no alternative testing methods available for applicants.

Please note that:

- Optional students can only take the course during their first year of studies.
- JUPAS students with HKDSE English Language Level 4 or below are NOT allowed to use any of the above equivalent standards to get exempted from CAES1001.
- Non-JUPAS students* are NOT allowed to use HKDSE results to get exempted from CAES1001.
- Test results (i.e., the above list* and HKDSE) should be in the same year in which students are admitted to the University. Test results obtained after admission to the University will NOT be considered.

* Non-JUPAS students are allowed to use IELTS/TOEFL scores which are achieved within 2 years prior to August 1 of the year they are admitted to the University to fulfill the English language requirement for admission.

- Re-admitted students with combined HKDSE results with a level 5 or above in the HKDSE English Language examination, irrespective of the year they took the exam, will be eligible for exemption from CAES1001.
- Students admitted through the School Nominations Direct Admission Scheme (SNDAS) are allowed to use results of HKDSE English Language Level 5 or above to get CAES1001 exemption. However, these students are not allowed to use any other equivalent qualifications to get exemption.



² To satisfy the Chinese language enhancement requirement, students are required to successfully complete the 6-credit Chinese language enhancement course, except for:

- a) Putonghua-speaking students who should take CUND9002 (Practical Chinese and Hong Kong Society) or CUND9003 (Cantonese for Non-Cantonese Speaking Students) or CUND9001 (Basic Spoken and Written Cantonese for Mandarin Speakers) or CUND9004 (Practical Applied Chinese Writing & Effective Presentation Skills for Non-local Mandarin Speaking Students). They may take the course in Year 1 or 2 if they so wish; and
- b) students who did not study Chinese language during their secondary education and have not reached the required proficiency level for the Chinese language enhancement course specified for the degree curriculum may take a course in either Chinese language, including CHIN9501 (Chinese as a Foreign Language I) and CHIN9511 (Cantonese as a Foreign Language I) or Chinese culture, including CHIN9521 (The Fundamentals of Chinese Characters) and CHIN9522 (Exploration of Major Cultural Themes across Chinese History) in lieu.



2. BSc(ActuarSc) Graduation Requirements and Honours Classification

a) Award of BSc in Actuarial Science Degree

To be eligible for the award of the BSc(ActuarSc) degree, students must fulfill the following requirements:

- (i) Satisfied all the requirements in UG5 of the Regulations for First Degree Curricula;
- (ii) Achieved a Graduation GPA of 1.00 or above; and
- (iii) Passed a minimum of 240 credits as prescribed in the syllabus for the BSc(ActuarSc) degree.

b) Honours Classification

- (i) Honours classifications shall be awarded in five divisions: First Class Honours, Second Class Honours Division One, Second Class Honours Division Two, Third Class Honours, and Pass. The classification of honours shall be determined by the Board of Examiners for the BSc(ActuarSc) degree in accordance with the following Graduation GPA (GGPA) scores, with all courses taken (including failed courses) carrying weightings which are proportionate to their credit values¹:

Class of honours	GGPA range
First Class Honours	3.60 – 4.30
Second Class Honours Division I	3.00 – 3.59
Second Class Honours Division II	2.40 – 2.99
Third Class Honours	1.70 – 2.39
Pass	1.00 – 1.69

- (ii) Honours classification may not be determined solely on the basis of a candidate's Graduation GPA and the Board of Examiners for the degree may, at its absolute discretion and with justification, award a higher class of honours to a candidate deemed to have demonstrated meritorious academic achievement but whose Graduation GPA falls below the range stipulated in b) (i) of the higher classification by not more than 0.1 Grade Point.

¹ For students in the 2025-26 intake and thereafter who have successfully completed six 6-credit Common Core courses, the calculation of Graduation GPA is subject to the proviso that either five 6-credit Common Core course with the highest grades (covering all five Areas of Inquiry), or all six 6-credit courses will be counted towards Graduation GPA, depending on which generates the higher Graduation GPA. For students who have successfully completed two 3-credit Common Core Microcredentials in place of one 6-credit Common Core course, the average grade point of the two 3-credit courses will be treated as the grade point of a 6-credit Common Core course.



1. BStat Degree Curriculum

To complete the BStat degree curriculum, students have to pass at least 240 credits of courses, normally spread over 4 years of full-time study. A BStat curriculum typically comprises:

1. UG5 Requirement for Graduation

- 1 non-credit bearing English course, 1 credit-bearing English course, and 1 Chinese course for university language requirements (12 credits)
- 6 common core courses in 5 Areas of Inquiry (36 credits)
- 2 courses in Artificial Intelligence Literacy (6 credits)
- Any other non-credit bearing course as required (0 credit)

1.1 Common Core

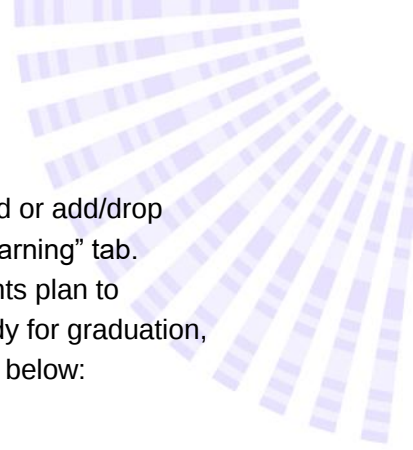
The Common Core Curriculum is designed to facilitate the teaching of the trans- and inter-disciplinary undergraduate curriculum offered by all Faculties of the university, while providing a key holistic learning experience for all HKU undergraduates. The Common Core Curriculum includes five Areas of Inquiry (AoIs): (1) Artificial Intelligence (CCAI), (2) Scientific and Technological Literacy (CCST), (3) Arts and Humanities (CCHU), (4) Global Issues (CCGL) and (5) China: Culture, State and Society (CCCH). Students have to pass 36 credits of courses in the Common Core Curriculum, comprising at least one and not more than two courses from each Area of Inquiry with not more than 24 credits of courses being selected within one academic year except where candidates are required to make up for failed credits. Common Core courses should be completed normally within the first three years of the BStat study and cannot be extra taken as free electives.

For more details about Common Core Course Selection, including a newly-introduced type of Common Core Course, Microcredential courses which carry 3 credits and are counted as 0.5 course, please visit <https://commoncore.hku.hk/ccselectioninfo/>.

1.2 UG5(f) Requirement

Students are required to complete and pass the non-credit bearing course, UGRE1001 *Introduction to the Constitution, the Basic Law and the National Security Law*.

This course adopts a self-directed learning approach and there are no scheduled teaching sessions. Students are required to complete online viewing of all pre-recorded lectures (PRLs) and pass the multiple-choice questions (MCQ) test according to their own schedule throughout the entire period of their study. Upon successful completion of the course, a “pass” will be recorded in your transcript.



Students do not need to enroll this course during course selection period or add/drop period. They can locate the link of this course in HKU Portal → “My eLearning” tab. Please refer to the student guide ([link](#)) for detailed instructions. If students plan to complete all curriculum requirements in a specific semester and be ready for graduation, they are strongly recommended to pass the MCQ test by the date listed below:

- (i) Semester 1 – December 1
- (ii) Semester 2 – May 1
- (iii) Summer Semester – August 1

Regarding UG5(f) requirement, students can email UGRE1001@hku.hk for course-related enquiries.

2. For the Professional Cores in Bachelor of Statistics (Decision Analytics, Risk Management, or Statistics)

- 20 courses for the Professional Core including Disciplinary courses and capstone experience course (120 credits)
- A choice of 11 courses as free elective courses, or to fulfill the requirements of a minor or a second major (66 credits)

2.1 Capstone Experience Requirement

As an integral part of the Professional Core in Bachelor of Statistics, capstone experience is expected to strengthen students' technical, analytical and communication skills. Students must fulfill relevant pre-requisite requirement to take a desired capstone experience course and must complete it for fulfillment of the graduation requirements. The capstone experience course carries a minimum of 6 credits and is normally taken in the senior years (year 3 or 4) of study. The capstone experience courses may be different but a range of courses (e.g. research project, internship) is offered to suit individual student's needs and interests.

For complete details of BStat Degree Curriculum, please refer to BStat Degree Regulations and Syllabus (see [Appendices c & d](#)).

BStat Curriculum Requirements (240 credits)

Professional Core in Decision Analytics (120 credits):

- Introductory Disciplinary Core (42 credits)
- Introductory Disciplinary Elective (12 credits)
- Advanced Disciplinary Core (36 credits)
- Advanced Disciplinary Elective (24 credits)
- Capstone (6 credits)

+

Professional Core in Risk Management (120 credits):

- Introductory Disciplinary Core (30 credits)
- Introductory Disciplinary Elective (12 credits)
- Advanced Disciplinary Core (48 credits)
- Advanced Disciplinary Elective (24 credits)
- Capstone (6 credits)

+

Professional Core in Statistics (120 credits):

- Introductory Disciplinary Core (30 credits)
- Introductory Disciplinary Elective (12 credits)
- Advanced Disciplinary Core (42 credits)
- Advanced Disciplinary Elective (30 credits)
- Capstone (6 credits)

+

Common Core Courses (36 credits):

- 6 courses in 5 Areas of Inquiry
(at least 1 and not more than 2 courses from each Aol)

+

Language Enhancement Courses (12 credits):

English:

- CAES1001 Academic Communication in English (ACE) (0 credit)¹
[normally taken in Year 1]
- CAES9821 Professional and Technical Communication for Statistical Sciences (6 credits)
[normally taken in Year 2]

Chinese:

- CSCI9001 Practical Chinese for Science Students (6 credits)² (course code and title to be confirmed)
[normally taken in Year 3]

+

Artificial Intelligence Literacy (6 credits):

- AILT1001 Artificial Intelligence Literacy I (3 credits)
- AILTxxxx Artificial Intelligence Literacy II (in specific area) (3 credits)

+

Any other non-credit bearing course (0 credit):

- UGRE1001 Introduction to the Constitution, the Basic Law and the National Security Law

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Combination Option A

Free electives: 66 credits to
make up the 240 total credits

Combination Option B

Minor: 36-48 credits; and
Free electives: 18-30 credits to
make up the 240 total credits

Combination Option C

Major: 72-96 credits

Example of BStat Academic Study Plan by year of study

Year 4	Capstone	Disciplinary Cores/Electives		Free Electives	
Year 3	Common Core 5	Common Core 6	Chinese	Disciplinary Cores/Electives	Free Electives
Year 2	Common Core 3	Common Core 4	English 2 (CAES9821)	Disciplinary Cores/Electives	Free Electives
Year 1	Common Core 1	Common Core 2	English 1 (CAES1001)	Disciplinary Cores/Electives	Free Electives

Actual academic study plans for students may vary depending on several important factors, including academic performance and course prerequisite fulfillment; personal plans such as visiting or exchange studies; course availability and class quotas. If students require further assistance with their planning, they may contact their Academic Advisers.

Notes:

¹ Students who have been admitted to Year 1 in 2025-26 (and thereafter) and have achieved any one of the following qualifications are exempted from this requirement, and Academic Communication in English is optional:

- holder of a Bachelor's degree from an English-medium university
- achieved Grade A or above in English Language at **GCSE / GCEO** / English First Language at **IGCSE** / English Second Language at **IGCSE** / English Language or English Literature at **GCE AS/AL**
- achieved an overall **IELTS** score of no less than 7 **AND** with all sub-scores no less than 6.5 on the Reading, Speaking, Listening, and Writing Tests
- achieved an overall **TOEFL Internet-based test** score of no less than 94 **AND** no less than a 24 on the writing, a 20 on the speaking, a 20 on the listening, AND a 19 on the reading sections
- achieved in **International Baccalaureate (IB)** Grade 4 or above in HL English Language A: Language and Literature / HL English Language A: Literature / HL English Language (B Syllabus) / HL English Language (A1 or A2 Syllabus); Grade 5 or above SL English Language A: Language and Literature / SL English Language A: Literature / SL English Language (B Syllabus) / SL English Language (A1 or A2 Syllabus)
- achieved Grade 4 or above on the **Advanced Placement (AP) English Language / English Language and Composition / English Literature and Composition Test**
- achieved section scores of 630 or better in Reading and Writing of the **NEW Scholastic Aptitude Test (SAT)** in the same attempt

- 
- achieved Level C2 in Cambridge Certificate of Proficiency in English / Grade A in Cambridge Certificate in Advanced English
 - achieved a score of 76 in the Pearson Test of English Assessment (Academic)
 - achieved Grade B or above in H1 General Paper at the **Singapore GCE A-level**
 - achieved Grade A or better in English language at **Malaysia SPM examination**
 - achieved Grade A2 or better in **Malaysia UEC-Senior English Language**
 - attained Level 4 in each set of credits in **New Zealand NCEA Literacy** (10 credits made up of 5 credits in reading and 5 credits in writing)
 - achieved a score of 95% or better in English at **All India Senior School Certificate Examination / Higher School Certificate**
 - achieved a final score of 90% or better in English at **Grade 12 Canadian high school curriculum**
 - achieved Grade B or better in English Language at **Sri Lanka Ordinary Level examination**
 - achieved a score of 90 or better in English in the **Russian Unified State Exam** (Единый государственный экзамен, ЕГЭ, Yediniy gosudarstvenniy ekzamen, EGE)
 - **Academic Speaking and Writing test conducted by CAES** for students who have not taken any of the above tests.
 - When applying to take the Academic Speaking and Writing Test, students should provide evidence to their Faculties and the CAES1001 Course Coordinator that they were admitted to HKU using qualifications **other than** those included in the list.
 - Applicants are required to show **the evidence of those other qualifications** to the assessor on the day of the Academic Speaking and Writing Test.
 - If any applicants fail to provide any evidence that they were admitted to HKU using qualifications other than those included in the list provided by CAES, the CAES assessor has the rights not to allow the applicant to take the test.
 - The test takes place annually in August. If a student fails to meet the application deadline, they will not have another chance to take the test, as no alternative test dates will be provided.
 - The test is conducted face-to-face. There will be no alternative testing methods available for applicants.

Please note that:

- Optional students can only take the course during their first year of studies.
- JUPAS students with HKDSE English Language Level 4 or below are NOT allowed to use any of the above equivalent standards to get exempted from CAES1001.
- Non-JUPAS students* are NOT allowed to use HKDSE results to get exempted from CAES1001.

- Test results (i.e., the above list* and HKDSE) should be in the same year in which students are admitted to the University. Test results obtained after admission to the University will NOT be considered.

* Non-JUPAS students are allowed to use IELTS/TOEFL scores which are achieved within 2 years prior to August 1 of the year they are admitted to the University to fulfill the English language requirement for admission.

- Re-admitted students with combined HKDSE results with a level 5 or above in the HKDSE English Language examination, irrespective of the year they took the exam, will be eligible for exemption from CAES1001.
- Students admitted through the School Nominations Direct Admission Scheme (SNDAS) are allowed to use results of HKDSE English Language Level 5 or above to get CAES1001 exemption. However, these students are not allowed to use any other equivalent qualifications to get exemption.

² To satisfy the Chinese language enhancement requirement, students are required to successfully complete the 6-credit Chinese language enhancement course, except for:

- a) Putonghua-speaking students who should take CUND9002 (Practical Chinese and Hong Kong Society) or CUND9003 (Cantonese for Non-Cantonese Speaking Students) or CUND9001 (Basic Spoken and Written Cantonese for Mandarin Speakers) or CUND9004 (Practical Applied Chinese Writing & Effective Presentation Skills for Non-local Mandarin Speaking Students). They may take the course in Year 1 or 2 if they so wish; and
- b) students who did not study Chinese language during their secondary education and have not reached the required proficiency level for the Chinese language enhancement course specified for the degree curriculum may take a course in either Chinese language, including CHIN9501 (Chinese as a Foreign Language I) and CHIN9511 (Cantonese as a Foreign Language I) or Chinese culture, including CHIN9521 (The Fundamentals of Chinese Characters) and CHIN9522 (Exploration of Major Cultural Themes across Chinese History) in lieu.



2. BStat Graduation Requirements and Honours Classification

a) Award of BStat Degree

To be eligible for the award of the BStat degree, students must fulfill the following requirements:

- (i) Satisfied all the requirements in UG5 of the Regulations for First Degree Curricula;
- (ii) Achieved a Graduation GPA of 1.00 or above; and
- (iii) Passed a minimum of 240 credits as prescribed in the syllabus for the BStat degree.

b) Honours Classification

- (i) Honours classifications shall be awarded in five divisions: First Class Honours, Second Class Honours Division One, Second Class Honours Division Two, Third Class Honours, and Pass. The classification of honours shall be determined by the Board of Examiners for the BSc(ActuarSc) degree in accordance with the following Graduation GPA (GGPA) scores, with all courses taken (including failed courses) carrying weightings which are proportionate to their credit values¹:

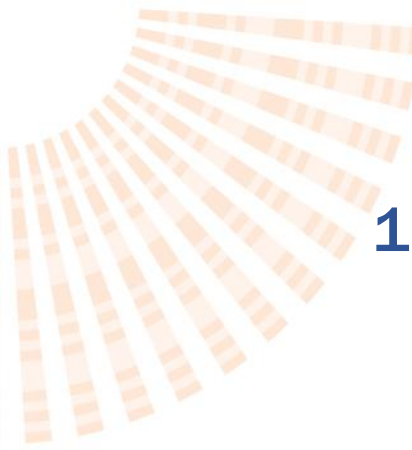
Class of honours	GGPA range
First Class Honours	3.60 – 4.30
Second Class Honours Division I	3.00 – 3.59
Second Class Honours Division II	2.40 – 2.99
Third Class Honours	1.70 – 2.39
Pass	1.00 – 1.69

- (ii) Honours classification may not be determined solely on the basis of a candidate's Graduation GPA and the Board of Examiners for the degree may, at its absolute discretion and with justification, award a higher class of honours to a candidate deemed to have demonstrated meritorious academic achievement but whose Graduation GPA falls below the range stipulated in b) (i) of the higher classification by not more than 0.1 Grade Point.

¹ For students in the 2025-26 intake and thereafter who have successfully completed six 6-credit Common Core courses, the calculation of Graduation GPA is subject to the proviso that either five 6-credit Common Core courses with the highest grades (covering all five Areas of Inquiry), or all six 6-credit courses will be counted towards Graduation GPA, depending on which generates the higher Graduation GPA. For students who have successfully completed two 3-credit Common Core Microcredentials in place of one 6-credit Common Core course, the average grade point of the two 3-credit courses will be treated as the grade point of a 6-credit Common Core course.

Section III

General Information for BSc(ActuarSc) and BStat



1. Declaration of Major/Minor

BSc(ActuarSc)

The curriculum of BSc(ActuarSc) offers *Actuarial Science* as the sole Professional Core, which is designated as the primary major upon admission.

Students in their first year are not allowed to declare any second major or minor(s). They are encouraged to explore courses matching their academic interests and capacity before committing to a specific major or minor. From the second year until the start of the third year, students may declare their intended second major and/or minor(s) online during course selection periods. If they wish to change their declared second major and/or minor(s), such changes can be made online no later than the first course selection period of their final academic year before graduation.

Since each major and minor has specific requirements, including unique course structures and requirement of courses and credits, students who decide to change their second major and/or minor(s) should review the relevant requirements carefully and allow sufficient time to complete them.

BStat

The curriculum of BStat offers three Professional Cores, namely *Decision Analytics*, *Risk Management* and *Statistics*, for students to choose one as their primary major.

Students in their first year are not required to declare any Professional Core as their primary major, second major, or minor(s). They are encouraged to explore courses matching their interests and capacity before committing to a specific Professional Core, second major and/or minor(s). From the second year until the start of the third year, students must declare their intended Professional Core (e.g. primary major) online during course selection periods, while declaration of second major and/or minor(s) is optional. If they wish to change their declared primary major, second major and/or minor(s), such changes can be made online no later than the first course selection period of their final academic year before graduation.

Since each Professional Core, major and minor has specific requirements, including unique course structures and requirement of courses and credits, students who decide to change their primary major, second major and/or minor(s) should review the relevant requirements carefully and allow sufficient time to complete them.

Failure to fulfill the course requirements of the declared Professional Core (e.g. primary major) will render students ineligible for graduation. However, failure to meet the requirements of any declared second major or minor(s) by graduation (or the last academic semester) will result in the automatic deletion of that major/minor from the record.

Important Notes on Major/Minor Combinations:

Certain combinations of majors and minors are not permitted for BStat students. Specifically:

- If you plan to declare **Professional Core in Decision Analytics** as your primary major, you **are not allowed** to take:
 - Major in Computer Science
 - Minor in Computer Science
 - Major in Decision Analytics
 - Major in Risk Management
 - Major in Statistics
 - Minor in Risk Management
 - Minor in Statistics

- If you plan to declare **Professional Core in Risk Management** or **Professional Core in Statistics** as your primary major, you are **not allowed** to take:
 - Major in Decision Analytics
 - Major in Risk Management
 - Major in Statistics
 - Minor in Risk Management
 - Minor in Statistics

Please ensure your declared major/minor combinations comply with these restrictions.

2. Course Registration

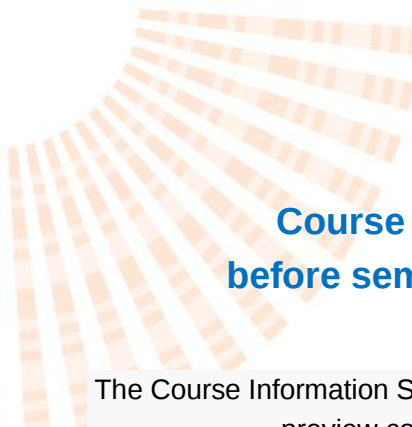
a) Important Academic Dates (2025-26)

Course Selection Period - BSc(ActuarSc) and BStat - Year 1

Date (2025)	Event	Venue
August (after completion of Master Registration)	The course information system opens for current students to preview the available courses	HKU Portal - SIS
August 14 (10:00 am – 12:00 nn)	Induction Talk for BSc(ActuarSc) and BStat Freshmen All freshmen should attend the Induction Talk	Rayson Huang Theatre
August 19 (10:00 am) – August 25 (4:00 pm)	Online Course Selection system available: • semester 1/full-year courses from 10:00 am • semester 2 courses from 10:10 am	HKU Portal - SIS
	Students may seek advice from Academic Adviser or Programme Director on how to create a better academic plan	
August 20 (12:00 nn) – August 21 (2:29 pm)	Suspension Period Students are highly recommended to select courses which require course-based approval before the suspension period.	--
August 25 (by 4:00 pm)	Closing date for submission of the following applications (if applicable): 1. Granting of Advanced Standing / Transferred Credits (internal transfer) 2. Exemption from Taking Chinese language course 3. Application Form for Taking Course Load Deviating from the Normal Load in a given semester (<u>Note</u>: Students are not allowed to take more than the designated maximum course load in the first year of study) 4. Course Approval Form 5. Application Form for Taking a Replacement Course	General Office, by email to ugenq@hku.hk
August 29 (10:00 am)	Checking of course selection status and ballot result (including CAES1001) online	HKU Portal - SIS

Course Add/Drop Periods - BSc(ActuarSc) and BStat - Year 1

FIRST SEMESTER (2025-2026)		
Date (2025)	Event	Venue
September 1	First day of teaching	--
September 1 (10:00 am) – September 15 (4:00 pm)	Online course selection system available to Year 1 students from 10:00 am	HKU Portal - SIS
September 2 (12:00 nn – 4:59 pm)	Suspension Period Students are highly recommended to select courses which require course-based approval before the suspension period.	--
September 15 (4:00 pm)	Closing date for submission of - Course Approval Form - Course Exemption and Replacement Application	General Office, by email to ugenq@hku.hk
September 20 (10:00 am)	Checking of final course selection status on-line	HKU Portal – SIS
SECOND SEMESTER (2025-2026)		
Date (2026)	Event	Venue
3 working days after the announcement of 1 st semester examination results	Deadline of Application for Taking Course Load Deviating from the Normal Load in a given semester (if applicable) (Note: Students are not allowed to take more than the designated maximum course load in the first year of study.)	General Office, by email to ugenq@hku.hk
January 19	First day of teaching	--
January 19 (10:00 am) – February 2 (4:00 pm)	Online course selection system available to Year 1 students from 10:00 am	HKU Portal - SIS
January 20 (12:00 nn – 4:59 pm)	Suspension Period Students are highly recommended to select courses which require course-based approval before the suspension period.	--
February 2 (4:00 pm)	Closing date for submission of - Course Approval Form - Course Exemption and Replacement Application	General Office, by email to ugenq@hku.hk
February 7 (10:00 am)	Checking of final course selection status on-line	HKU Portal – SIS
OPTIONAL SUMMER SEMESTER (2025-2026) - for non-final year students only		
June 15 (10:00 am) – June 22 (4:00 pm)	Online course selection system available	HKU Portal - SIS
June 16 (12:00 nn – 4:59 pm)	Suspension Period Students are highly recommended to select courses which require course-based approval before the suspension period.	--
June 26 (10:00 am)	Checking of final course selection status on-line	HKU Portal – SIS



Course selection before semester starts

The Course Information System opens for students to preview courses details



On-line course selection system available for course enrolments



Students seek advice from Course Teacher / Course Approver on course selection, if necessary



Students select courses on-line. For courses that require special approval/replacement, or for taking course load deviating from normal load*, complete the corresponding application form and submit it together with supporting document(s) to ugenq@hku.hk by deadline.

*(*Students in the first year are not allowed to take more than the designated maximum credit load.)*



Students who have applied for courses that require course-based approval or special approval to check approval status



Students finalize course selection and check course enrolments on-line

Course add/drop period

On-line course selection system available for adding or dropping courses



Students seek advice from Course Teacher / Course Approver on course selection, if necessary



Students add/drop courses on-line. For courses that require special approval/replacement, complete the corresponding application form and submit it together with supporting document(s) to ugenq@hku.hk by deadline.



Students who have applied for courses that require course-based approval or special approval to check approval status.



Students finalize course selection and check course enrolments on-line.

b) Course Enrollment Procedures during Course Selection and Add/Drop Periods

Students are strongly advised to review carefully the curriculum structure and syllabus for BSc(ActuarSc) or BStat programmes to ensure all courses (both core and elective) required by their primary major are taken and completed before graduation. For detailed instructions on using the Student Information System (SIS) for course enrollment, please refer to <https://aas.hku.hk/course-enrollment/>.

If you need assistance in planning your academic pathway, please contact your Academic Advisers for support and guidance.

You may encounter situations where course enrollment cannot be manually performed successfully. In such cases, you will need to submit a special application. Students may find the sample application forms in department website (see [Appendix f](#)).

The following applications are introduced to handle such scenarios:

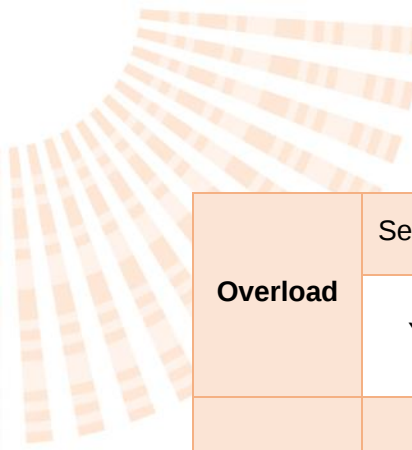
a) Course Approval Application

This application is designed for students facing difficulties when selecting courses, such as:

- Not meeting the pre-requisite requirements
- Timetable clashes with other selected courses
- The course is not available in the online course list
- The course is full and closed

b) Taking Course Load Deviating from Normal Load

The University Regulations (UG4 in *Regulations for First Degree Curricula*) has a clear requirement of course credits to be taken by a student in a semester and an academic year. Normally, BSc(ActuarSc) and BStat students should take 30 credits in any one semester (except the summer semester) and 60 credits in any academic year (except the final year). In addition, student may, of their own volition, take additional credits not exceeding 6 credits in each semester, and/or further credits during the summer semester, accumulating to a maximum of 72 credits in one academic year, without any special approval from the Board of Studies of the School of Computing and Data Science. However, if students find it necessary to study more or fewer credits than required, they need to submit an application for Overload or Underload during the appropriate application periods mentioned in the timetable below.



Overload	Semester	Taking more than 36 credits of courses in the first/second semester [Example: 42 credits in semester 1 or 2]
	Year	Taking more than 72 credits of courses in an academic year [Example: 30 credits in semester 1 and 48 credits in semester 2, resulting a total of 78 credits in a year]
Underload	Semester	Taking fewer than 30 credits of courses in the first/second semester [Example: 24 credits or even fewer in semester 1 or 2; even if students decide to take 36 credits in semester 2 to reach the normative course load for a year, they still need to submit their underload application for just taking 24 credits in semester 1]
	Year	Taking fewer than 60 credits of courses in an academic year [Example: 24 credits in semester 1 and 30 credits in semester 2]

Application periods:

- (Semester 1) the course selection period in August
- (Semester 2) three working days after the announcement of 1st semester examination results

All examples above are for reference. Final approval depends on the consideration of Course Approvers. Please also note that overload is not permitted for Year 1 students.

c) Course Exemption and Replacement

In some cases, students may not need to select certain required courses via SIS due to:

- Having received Exemption from taking Chinese Language Course upon admission
- Mutually Exclusive Courses required in the second major and/or minors (not available for Year 1 students)
- Obsolete courses required by Professional Core, second major and/or minors (not available for Year 1 students)

If eligibility for exemption has been confirmed, students can submit a Course Exemption and Replacement application, indicating a substitute course in place of the exempted course.

Application periods:

- (Semester 1) the course selection period in August and the add/drop period in September
- (Semester 2) the add/drop period in January/February

The Department of Statistics and Actuarial Science has designated application periods for all these course selection-related applications. Please refer to the timetable above. Students should submit their applications according to the specified schedules.

3. Academic Advising

a) Academic Advising from the School of Computing and Data Science

The Academic Advisory System of the School of Computing and Data Science provides guidance and support for students throughout their undergraduate studies. It facilitates students' transition from secondary school to university and offers students academic advice and guidance which can suit their needs.

According to the University Academic Advising and Scholarships Office (AASO), the overview of various advisers is summarized as follows: (<https://aas.hku.hk/diff-type/>)

Type of Adviser	Overview of Academic Advising Role	Targeted Students
School Academic Advisers (SAA)	They are from students' home School and support their advisees throughout the course of their studies at HKU.	Undergraduate students as assigned by the School.
School Temporary Academic Advisers (STAA)	They are teachers who specialize on helping students to explore major/minor options.	Open to all undergraduate students upon request in SIS.
School Peer Advisers (SPA)	They are senior students in home School who are appointed and trained to be peer advisers.	Services provided to peers studying in the same School. Specific arrangements determined by School.

School Academic Advisers (SAA)

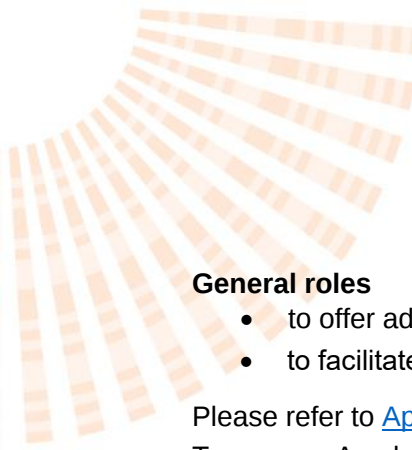
General roles

- to help students understand the aims of university education, the culture and ethos of learning at HKU; and
- to help students set their academic and personal goals and to draw a road map for the achievement of these goals during their undergraduate studies.

School Temporary Academic Advisers (STAA)

General role

- to serve as a point of contact for students from other Faculties, Schools, or Departments/Divisions who wish to explore major or minor programmes offered by the School.
-



School Peer Advisers (SPA)

General roles

- to offer advice in relation to academic studies to freshmen; and
- to facilitate freshmen's smooth transition from secondary to university education.

Please refer to [Appendix g](#) for the List of School Academic Advisers (SAA) and School Temporary Academic Advisers (STAA).

b) Academic Advising and Scholarships Office

Students are also welcome to seek academic advice from the Academic Advising and Scholarships Office (AASO) of the University. AASO is staffed with experienced advisers and administrators who are committed to helping students, especially in the first year, to enable a smooth transition and develop appropriate study plans.

Also refer to: <https://aas.hku.hk/responsibilities/>

Contact AASO

Email : ug.advising@hku.hk

Tel : (852) 3917-0128

Address: Room 212, 2/F, Knowles Building, The University of Hong Kong

Website: <https://aas.hku.hk/>

c) Induction Talk for BSc(ActuarSc) and BStat Freshmen

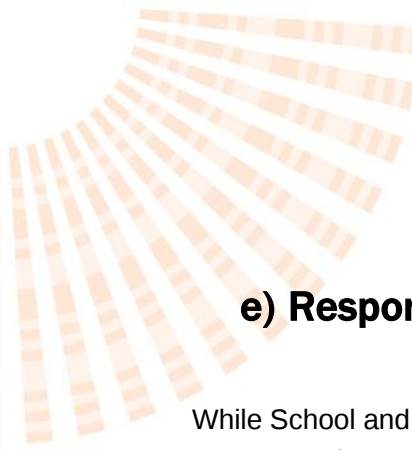
The School Induction Talk for BSc(ActuarSc) and BStat Freshmen will be held on 14 August 2025. All first year students should attend this talk.

Besides attending academic induction session(s) organised by the University, first year students are also welcome to visit a one-stop "First Year at HKU" website (<https://firstyear.hku.hk>) developed by the Centre of Development and Resources for Students (CEDARS).

d) Other Assistance

In addition to academic advising, the various units in the University may offer assistance to students with different needs:

Office	Function	Contact
<u>CEDARS – Counselling and Person Enrichment (CoPE)</u>	Offers various Person Enrichment workshops and programmes for students to develop various competence and abilities. These programmes include learning strategies, creativity and lateral thinking, critical self-reflection; interpersonal skills for establishing relationship with others; communication and collaboration; leadership skills. Individual counselling services are also available, not solely for students who suffer from mental illness or serious psychological distress but also for exploring, nurturing and developing students' adaptabilities, coping abilities, functionality and potential.	Email: cedars-cope@hku.hk Tel: (852) 3917-8388 Address: Room 301-323, 3/F, Main Building Website: https://www.cedars.hku.hk/cope/
<u>CEDARS – General Education</u>	Runs a wide range of activities and services for students to enhance their general knowledge and understanding of the global, regional, and local issues; encourage self-reflection and service learning; enrich the appreciation of cultural diversity, creativity and arts; and develop qualities for future compassionate leaders.	Email: gened@hku.hk Tel: (852) 3917-5044 Address: Room 240, 2/F, Main Building Website: https://www.cedars.hku.hk/ge/
<u>CEDARS – Campus Life</u>	Offers services concerning students' accommodation, amenities, catering, finances, student societies and activities.	Email: cedars@hku.hk Tel: (852) 3917-2305 Address: 3/F, Meng Wah Complex Website: https://www.cedars.hku.hk/campuslife/
<u>CEDARS – Careers & Placement</u>	Offers services related to campus recruitment: Job Posting; Selection Exercise Preparation; Placement and Careers Coaching for New Graduates; Internship (Hong Kong, Mainland China and Overseas); Faculty Based Careers Programmes; One-on-One Career Consultation; Graduate Employment Survey; Industrial Talks and Workshops.	Email: careers@hku.hk Tel: (852) 3917-2317 Address: 3/F, Meng Wah Complex Website: https://www.cedars.hku.hk/careers/home/
<u>University Health Service (UHS)</u>	The UHS is an on-campus clinic providing health care services to members of the University.	Email: uhealth@hku.hk Tel: (852) 2549-4686 Address: 2/F, Meng Wah Complex Website: https://www.uhs.hku.hk/



e) Responsibility of Student

While School and Department/Division offices are eager to advise students on all academic matters such as course selection and pre-requisite/co-requisite requirements, etc., ultimate responsibility rests with students to ensure that the required pre-requisites and co-requisites of selected courses are fulfilled. Students enrolled in courses for which they do not fulfill the pre-requisite and co-requisite requirements may have their registration in those courses cancelled.

4. Examination

a) Assessment

Examinations are normally held in December for first semester courses, and in May for second semester courses. For most courses, apart from written examinations, students' efforts and performance in tests, continuous assessments, and research or project reports will also be taken into account when determining the final examination result.

b) Grading System

The grades, their standards and the grade points for assessment shall be as follows:

Course Grade	Grade	Standard Grading System	Grade Point
A+ to F	A+	Excellent	4.3
	A		4.0
	A-		3.7
	B+	Good	3.3
	B		3.0
	B-		2.7
	C+	Satisfactory	2.3
	C		2.0
	C-		1.7
	D+	Pass	1.3
	D		1.0
	F	Fail	0

*For students who have taken any credit bearing course with the assessment on a Distinction/Pass/Fail basis, no grade point will be given. However, the credits gained will be counted to fulfill the credit requirements for graduation.

Course Grade	Grade	Standard	Grade Point
*Distinction / Pass / Fail	DI	Distinction	0
	P	Pass	0
	F	Fail	0

c) Examination Timetables

Examination Timetables	
1st semester examinations	available in November
2nd semester examinations	available in April

The examination timetable will be available on the website of the [Examinations Office](#).

d) Announcement of Examination Results

Announcement of Examination Results	
1st semester	in January
2nd semester	in June
Announcement of honours classification for graduation class	in June

e) Absence from Examination

Students who fail to take the examination as scheduled normally result in an automatic failure in the course. Candidates who are unable to be present at any examination of a course because of illness may apply for permission to present themselves for examination at some other time. Any such application shall be made with the Form of Medical Certificate prescribed within seven calendar days of the date of the examination and the Form should be sent to the **Examinations Office**. The Form can be obtained from Examination-Related Forms & Links on the website of the Examinations Office (<http://www.exam.hku.hk/>).

The leave granted by the attending doctor must cover the examination session that the candidate was absent from, otherwise supplementary examination will not be arranged. Student should complete Part I of the Form and give it to their doctor for completing Part II of the Form. The completed Form, together with the original sick leave certificate issued by the attending doctor, should be submitted to the Examinations Office (address: Room 239B, 2/F, Main Building, The University of Hong Kong, Pokfulam). Late submission of the Form is not considered by the Board of Studies. If the Board allows you to sit a supplementary examination, you will be informed of such by the relevant Department/Division.

If you are absent from examinations due to reasons other than illness, you should write to the Board as soon as possible after your examination but not later than seven calendar days from the date of your examination.

Supplementary examinations are not granted automatically but would be considered by the Board on an individual basis.

The School does not have supplementary examinations for students who fail in the examinations. However, supplementary examinations may be arranged for those students who are absent from examinations due to illness, subject to the Board of Studies' (the Board) approval.

Only those students who are permitted by the Board to take a supplementary examination will be individually informed of such an outcome. The Department/Division will arrange the supplementary examination as early as practicable, in consultation with the student concerned.

For students who are absent from the supplementary examination, regardless of any reasons, no further supplementary examination will be arranged.

f) Appeal on Examination Results

All examination papers are carefully marked by examiners and the results are duly approved by the Board of Studies. The University's position is that student appeals against examination results which are academic judgments are disallowed. However, students who wish to apply for checking of procedural irregularity or technical error of the assessment result shall submit an application form to the Department General Office by email to saasexam@hku.hk **within 7 calendar days after the announcement of the assessment result**. Please refer to document 111/511 re-amended for the [Procedures for Checking of Assessment Results of Taught Courses](#) available on Examinations Office's website.

IMPORTANT NOTES:

- You have to submit one application form for each assessment result to be checked, together with the receipt of payment, via email to saasexam@hku.hk; AND
- Late application will not be considered.

g) Academic Conduct and Honesty

Academic Conduct

The University is committed to nurturing a positive, supportive, and respectful learning environment to underpin a productive and generative learning culture. All students are required to comply with the [Code of Academic Conduct](#) and should act in ways that enable everyone to attain their academic and personal aspirations.

Academic Honesty

Plagiarism is a serious offence in the academic world. It constitutes academic theft – the offender has 'stolen' some intellectual property and presented it as his or her own. Plagiarism speaks to a person's integrity and honesty, stifles creativity and originality, and defeats the fundamental purpose of education.

In this University, plagiarism is a disciplinary offence. Any student who commits the offence may face disciplinary action. It is the responsibility of all students at all levels to familiarize themselves with proper academic practice of writing, citation and referencing. You may refer to the relevant information available at <https://tl.hku.hk/plagiarism/> to avoid committing such an offence.



5. Progression and Discontinuation

The School stresses the importance of the academic performance of students. Students who do not perform satisfactorily may be recommended for discontinuation of their studies.

Students should refer to the Degree Curriculum and Regulations (see [Appendices a & c](#)), in the sections “Curriculum requirements and progression in curriculum” and “Discontinuation of studies” for details.

Students should also pay attention to the details of University General Regulations (<https://calendar.hku.hk/general-regulations/>):

- G 11 Unsatisfactory performance or progress
- G 12 Discontinuation of studies

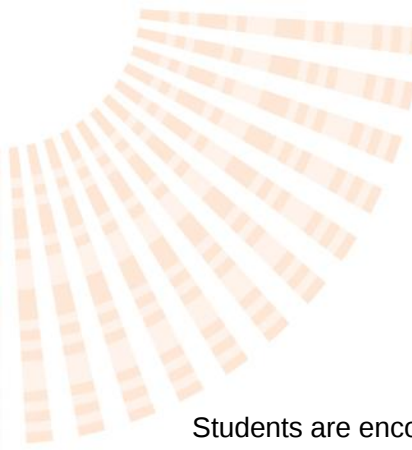
6. Leave of Absence

BSc(ActuarSc) and BStat students who wish to apply for leave of absence should complete the form “[Application for Leave of Absence](#)” (see [Appendix f](#)) and submit it together with the following supporting documents to the General Office of the Department of Statistics and Actuarial Science.

- (For internship) Employment Contract
- (For medical reason) Medical Certificate(s) or Medical Report(s) issued by registered medical practitioner(s)
- (For other non-medical reason) Documents verifying the reason of leave, such as Certificate of Military Service with calendar showing the discharge date for leave due to military service, bank statement for financial difficulty, detailed study plan during their leave period for other personal reasons

Students who go for exchange study/visiting study should submit their leave of absence applications to the Department General Office by early August for the 1st semester and full-year exchange/visiting study, or by mid-December for the 2nd semester exchange/visiting study.

The period of semester-long leave of absence is excluded from the counting of the normative study period except for semester-long/year-long outgoing exchange study. The period of leave of absence (excluding the leave for compulsory military service) is to be counted within the maximum period of registration. The maximum period of registration is 6 years for the 4-year curriculum.



7. Exchange Study

Students are encouraged to participate in exchange studies through different exchange programmes, such as the HKU Worldwide Undergraduate Student Exchange Programme, Departmental Exchange Programmes, and others. Students going out for exchange may apply for transferring their credits gained at host institutions to HKU.

More information on exchange study could be obtained from:

- HKU Worldwide Undergraduate Exchange Programme:
<https://intlaffairs.hku.hk/>

a) Application Arrangements for Leave of Absence and Transfer of Credits

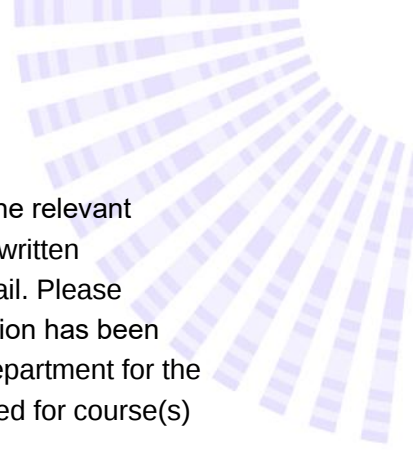
i) Leave of Absence

Students are required to apply for a leave of absence to Department in August for the 1st semester and full-year exchange/visiting study or in December for the 2nd semester exchange/visiting study).

Please make sure you do not enroll in any course(s) at HKU for the semester(s) when you are on leave of absence for exchange/visiting study.

ii) Credit Transfer (Optional)

- 1) Credit transfer applications should be submitted to the Department at least one month before the start date of students' exchange/visiting study at the host institution. Submissions after the exchange/visiting study will not be accepted. Credits cannot be transferred for courses without prior approval, even if students have successfully completed the course(s) during your exchange/visiting study.
- 2) Students may transfer credits during winter break or summer semester with the approval from the Board of Studies.
 - Winter Break: Any credits to be transferred will count towards the credit load for the first semester.
 - Summer Semester: Any credits to be transferred will count towards the full year's credit load.

- 
- 3) Students' application and supporting documents will be considered by the relevant course offering Department(s)/School(s)/office(s). Students will receive written notification of the preliminary results on approved credit transfer via email. Please regularly check student's HKU email account to ensure that the application has been completed and that preliminary approval has been obtained from the Department for the transfer of credits. It is important to note that no credits can be transferred for course(s) without prior approval.
 - 4) Credit transfer applications that have timetable clashes with other courses, programmes or internships will not be considered. The Department reserves the right to cancel credit transfer applications if such cases are found.
 - 5) No grade at the host institution will be converted and included in the calculation of GPA/CGPA; only the credits can be transferred to HKU upon your successful completion of the approved course(s) at the host institution.

iii) Official Academic Transcript, Report and Photos

- 1) Students have to submit the official academic transcript at host institution to the Department for confirmation of credit transfer application. If students wish to obtain a transcript, please apply for it directly from the host institution. Only credits from the approved courses that students successfully completed will be transferred, and no credits can be transferred for failed courses. Upon receipt of the official academic transcript from the host institution, students will receive a confirmation email for the approved transfer of credits.
- 2) Even if students do not wish to apply for transfer of credits for exchange/visiting study, it is still required that all students on leave of absence for exchange/visiting study (1st semester, 2nd semester or full year) submit the official academic transcript from the host institution to the Department to confirm the completion of the exchange/visiting programme.
- 3) Students have to submit soft copies of a written report (around 1,000 words; in English) and 10 photos (with captions) taken during the exchange study to the "Outgoing Exchange Application System" (IAO) within one month of students' return to Hong Kong (<https://goglobal.hku.hk/outgoing/>). The reports and photos may be used for the Department's publications or as reference materials for future exchange students.

iv) Safety Issue during Exchange/Visiting Study

The importance of safety must be stressed when students are abroad. Students must complete the registration at the host institution upon arrival and keep away from danger. Please carefully read the information regarding Crisis and Emergency Outside Hong Kong on the Centre of



Development and Resources for Students' website before departure
(<https://www.cedars.hku.hk/overseasemergencyassistance>).

For travel insurance, please refer to the Insurance Information for Students on the Finance and Enterprises Office's website to understand HKU's coverage. Participants are **STRONGLY RECOMMENDED** to purchase additional travel insurance. Students should ensure that students are covered by comprehensive health, accident, personal property, and travel insurance for the entire duration of the trip.

(https://intraweb.hku.hk/reserved_2/finance/student/insurance.html?v=1699265132129)

8. Credit Accumulation and Transfer

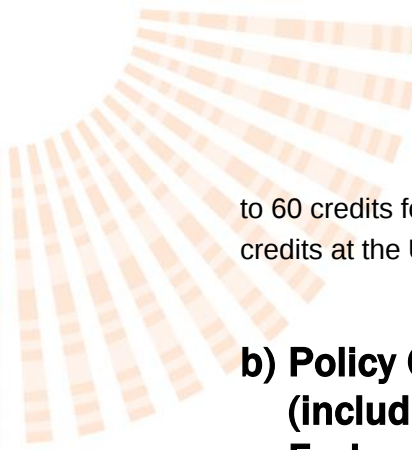
a) Definition of Advanced Standing, Credit Transfer and Course Exemption

Common mechanics for Credit Accumulation and Transfer include Advanced Standing, Credit Transfer and Course Exemption.

Category	Definition	Provision	Require to make up credits?
Advanced Standing	Granted for approved studies completed successfully before admission to the University	Recognition of studies before admission to the University (results not included in calculating GPA)	No
Credit Transfer	Granted for courses completed at other institutions, whether inside or outside of Hong Kong, at any time during the students' candidature at the University	Recognition of studies completed on exchange during candidature at HKU (results not included in calculating GPA)	No
Course Exemption	Granted from particular course or curriculum requirements under special conditions (e.g. students being exempted from the Chinese language enhancement requirement due to not having studied the Chinese language previously or not having attained the standard are required to take the Chinese language course)	Exemption from the need to satisfy particular course requirements	Yes (choose a replacement course from Free Elective or Disciplinary Elective if it is required by Major/Minor)

According to the Credit Accumulation and Transfer Policy, the maximum number of credits that students can obtain through advanced standing or credit transfer is 120 credits, respectively. To be eligible for consideration for the award of a first degree, a student must:

- i. Complete a minimum of two semesters of study at this University; and
- ii. Accumulate, through study at this University or from transfer of credits, at least half the number of credits of the degree curriculum normally required for award of the degree (such that students admitted directly to the third year of a 4-year curriculum may elect to transfer up



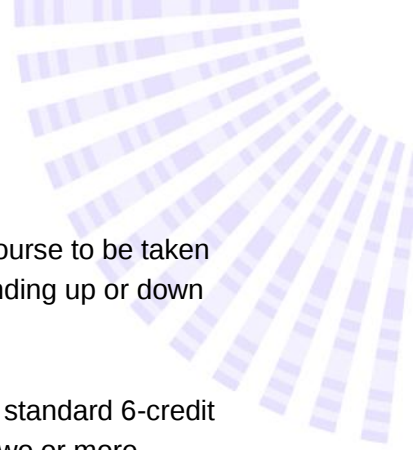
to 60 credits for studies undertaken on overseas exchange and complete the remaining 60 credits at the University)

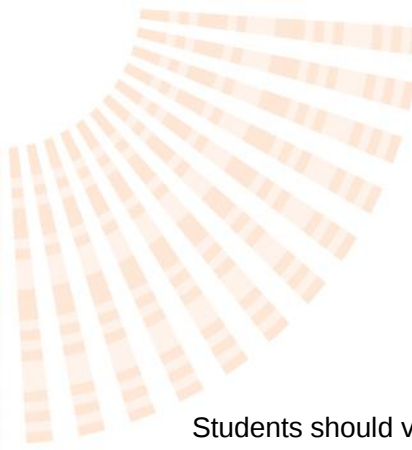
b) Policy Governing Credit Accumulation and Transfer (including Advanced Standing and Outgoing Exchange/Visiting Students)

Students should visit the Curriculum Development and Quality Assurance (CDQA) Section for more details (<https://cdqa.hku.hk/guidelines-and-forms.php>).

To align with the Credit Accumulation and Transfer Policy approved by the Senate, the Department has developed the credit transfer policy for outgoing exchange or visiting students as follows:

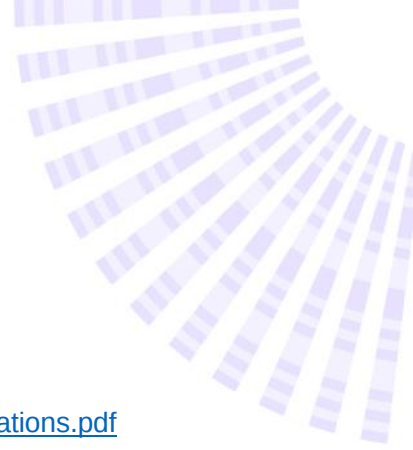
1. Students may, with the approval of the Department, transfer credits for courses completed at other institutions (whether inside or outside of Hong Kong) at any time during their candidature. No grade at the host institution will be converted back to HKU and therefore will not be included in the calculation of CGPA.
2. Students should apply for and obtain approval for the transfer of credits before the start date of the exchange or visiting study at the host institution (at least one month before the start date of student's exchange / visiting study at the host institution). Only the credits of the approved courses that students successfully completed will be transferred. No credits can be transferred for failed courses or courses without prior approval. Students cannot apply for credit transfer for courses they have already completed in HKU. Students may choose not to transfer any credits from their exchange or visiting study.
3. Credit transfer is considered on the basis of course content equivalence and the total learning time involved in a particular course. In general, the normal study load for a six-credit course will be within the range of no less than 120 hours and no more than 180 hours of learning activities. The Department is responsible for approving credit transfer. In making a decision, the Department may also take into account content, hours of student learning activities, learning outcome, forms of assessment and appropriateness for HKU's curriculum and programme. The approval of course equivalence is determined by the Department in consultation with the relevant course offering department/school/faculty.
4. A semester of full-time study as defined at the exchange institution is normally translated as a full semester's study load at HKU. Students taking a standard course load abroad will generally be awarded a full course load of HKU credits, i.e. 30 HKU credits per semester.
5. The maximum number of credits transferrable per semester is 36. For host institutions with three quarters per academic year, for example in some universities in US, the maximum number of credits transferrable from two quarters of study is 48 in total.

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6. As one standard HKU course carries 6 credits, in general, the credits of a course to be taken at the host institution will be transferred as a 6-credit course at HKU by rounding up or down the credits.
 7. For course at host institution with substantially lower load as compared to a standard 6-credit HKU course, say with only half of the load, students are advised to pair up two or more relevant courses to be transferrable as one HKU course.
 8. If a standard course at host institution is of substantially higher load as compared to a standard 6- credit HKU course, students can apply to transfer the total extra credits of each course as free elective in the multiples of 6.
 9. Students should identify an equivalent course at HKU for credit transfer as far as practicable. If an equivalent course cannot be identified or the proposed equivalence by students is not approved, students may apply for transferring the courses as electives. For course that no relevant course offering department/school can be identified at HKU, the Department would determine whether free elective credits can be granted based on the nature and workload of the course.



9. University Regulations

Students should visit to <https://aas.hku.hk/reg-and-syl/> for the details of University Regulations, Degree Regulations and Syllabuses.



Appendices

a) BSc(ActuarSc) Degree Regulations

[https://saasresearch.hku.hk/share/bsc_actuarsc/2025-26/BSc\(ActuarSc\)-Regulations.pdf](https://saasresearch.hku.hk/share/bsc_actuarsc/2025-26/BSc(ActuarSc)-Regulations.pdf)

b) BSc(ActuarSc) Degree Syllabus

[https://saasresearch.hku.hk/share/bsc_actuarsc/2025-26/BSc\(ActuarSc\)-Syllabuses.pdf](https://saasresearch.hku.hk/share/bsc_actuarsc/2025-26/BSc(ActuarSc)-Syllabuses.pdf)

c) BStat Degree Regulations

<https://saasresearch.hku.hk/share/bstat/2025-26/BStat-Regulations.pdf>

d) BStat Degree Syllabus

<https://saasresearch.hku.hk/share/bstat/2025-26/BStat-Syllabuses.pdf>

e) Calendar for the Academic Year 2025-2026

https://saasresearch.hku.hk/share/student/u2025/Dates_of_Semesters_2025-2026.pdf

f) Forms

<https://saasweb.hku.hk/current/forms/>

g) List of School Academic Advisers (SAA) and School Temporary Academic Advisers (STAA)

School Academic Advisers (SAA)

Curriculum	Title of Adviser	Name of Adviser	Professional Core	URL of the Adviser
BSc(ActuarSc)	Prof.	Boonen, Tim Jaij	Actuarial Science	https://saasweb.hku.hk/staff/tjboonen/
	Prof.	Cheung, Ka Chun		https://saasweb.hku.hk/staff/kccheung/
	Prof.	Hofert, Marius		https://saasweb.hku.hk/staff/mhofert/
	Dr.	Lee, David		https://saasweb.hku.hk/staff/leedav/
	Dr.	Li, Eric Ah Lik		https://saasweb.hku.hk/staff/ericli/
	Prof.	Li, Wenyuan		https://saasweb.hku.hk/staff/wylsaas/
	Dr.	Wat, Kam Pui		https://saasweb.hku.hk/staff/watkp/
BStat	Prof.	Feng, Long	Decision Analytics	https://saasweb.hku.hk/staff/lfeng/
	Prof.	Fong, Edwin Chung Hang		https://saasweb.hku.hk/staff/chefong/
	Dr.	Lau, Adela Sau Mui		https://saasweb.hku.hk/staff/adelalau/
	Prof.	Yin, Guosheng		https://saasweb.hku.hk/staff/gyin/
	Prof.	Zhang, Michael Minyi		https://saasweb.hku.hk/staff/mzhang/

Curriculum	Title of Adviser	Name of Adviser	Professional Core	URL of the Adviser
BStat	Dr.	Choi, Olivia Tze Kar	Risk Management	https://saasweb.hku.hk/staff/ochoi/
	Dr.	Wat, Kam Pui		https://saasweb.hku.hk/staff/watkp/
	Prof.	Zhang, Dora Yan		https://saasweb.hku.hk/staff/doraz/
	Dr.	Zhang, Zhiqiang		https://saasweb.hku.hk/staff/zhangz/
	Prof.	Zhu, Ke		https://saasweb.hku.hk/staff/mazhuke/
	Prof.	Gu, Yu	Statistics	https://saasweb.hku.hk/staff/yugu/
	Dr.	Kwan, Chi Wai		https://saasweb.hku.hk/staff/cwkwan/
	Prof.	Lee, Stephen Man Sing		https://saasweb.hku.hk/staff/smslee/
	Prof.	Li, Guodong		https://saasweb.hku.hk/staff/gdli/
	Prof.	Wang, Chen		https://saasweb.hku.hk/staff/stacw/

School Temporary Academic Advisers (STAA)

Curriculum	Title of Adviser	Name of Adviser	URL of the Adviser
Second Major in Decision Analytics, Risk Management, Statistics or Minor in Risk Management, Statistics	Dr.	Wat, Kam Pui	https://saasweb.hku.hk/staff/watkp/
Second Major in Decision Analytics, Risk Management, Statistics or Minor in Risk Management, Statistics	Prof.	Lee, Stephen Man Sing	https://saasweb.hku.hk/staff/smslee/



h) Useful Contacts and Websites

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Office location : Room 303, 3/F, Run Run Shaw Building, The University of Hong Kong
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Fax : (852) 2858-9041
E-mail : ugeng@hku.hk
Website : <https://saasweb.hku.hk/>

Academic Advising & Scholarships Office

Office location : Room 212, 2/F, Knowles Building, The University of Hong Kong
Telephone : (852) 3917-0128
Fax : (852) 3917-0125
Email : ug.advising@hku.hk (academic advising matters),
scholarships@hku.hk (scholarships matters)
Website : <https://aas.hku.hk/>

Academic Services Office

Office location : Room G04, G/F, Run Run Shaw Building, The University of Hong Kong
Telephone : (852) 2859-2433
Fax : (852) 2540-1405
Email : asoffice@hku.hk
Website : <https://ase.hku.hk/asoffice/>

Common Core Courses

Website : <https://commoncore.hku.hk/>

HKU Worldwide Undergraduate Exchange Programme

Website : <https://intlaffairs.hku.hk/>

Centre of Development and Resources for Students (CEDARS)

Website : <https://www.cedars.hku.hk/>

University Health Service

Website : <https://www.uhs.hku.hk/>

What is Plagiarism?

Website : <https://tl.hku.hk/plagiarism/>



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