



The University of Hong Kong
Department of Law

ADVICE FOR LAW STUDENTS

August 2022

Table of Contents

A.	Campus Facilities and Services	3
1.	Facilities in Centennial Campus (CPD).....	3
a.	Cheng Yu Tung Tower (CCT) – Faculty of Law Building.....	3
b.	Chi Wah Learning Commons (“Chi Wah”).....	4
c.	Others	5
2.	Student Residence.....	6
a.	Residential Halls.....	6
b.	Residential Colleges (Jockey Club Student Village III).....	6
c.	Non-Hall Housing (mainly for non-local students).....	6
3.	Centre of Development and Resources for Students (CEDARS).....	7
a.	Campus Life Section	7
b.	Careers & Placement Section.....	7
c.	Counselling & Person Enrichment section (“CoPE”).....	7
d.	Student Development Team	8
e.	General Education (GE) Team	8
B.	Law Study and Related Activities.....	9
4.	Course Selection	9
a.	Course requirements.....	9
b.	First Year of Studies.....	10
c.	Second and more senior years of studies.....	13
5.	Tips on Selection of Reading Materials.....	14
6.	Academic Advising.....	15
a.	Faculty Level	15
b.	University Level	16
7.	Exam Preparation	17
8.	Plagiarism.....	19
9.	Grading Criteria	20
10.	Degree Classifications.....	23
11.	Student Researcher Scheme	24
12.	Outgoing Exchange Programme.....	25
a.	Preparation for exchange.....	25
13.	Internal Transfer	26
a.	Application for internal transfer of studies by undergraduates.....	26
b.	Application for internal transfer of studies by undergraduates.....	26

C.	Further Education and Career Preparation.....	27
14.	Postgraduate Certification in Laws (PCLL) Programme	27
	a. What is PCLL programme?	27
	b. Eligibility for the PCLL programme.....	27
	c. Application for the HKU PCLL programme.....	27
15.	Career Prospect	28
16.	Career Opportunities and Preparation	28
	a. Law firms.....	28
	b. Chambers.....	29
	c. Anywhere else you can think of!.....	29
	d. Statutory Minimum Wage, Visa Matters, and Leave of Absence.....	30
17.	Career Support	31
	a. University Level	31
	b. Faculty Level	31
18.	Useful Links.....	32
	a. Visa and Internships Matters	32
	b. General Information.....	32
	c. Legal Studies Related.....	33

A. Campus Facilities and Services

1. Facilities in Centennial Campus (CPD)

a. Cheng Yu Tung Tower (CCT) – Faculty of Law Building



Lui Che Woo Law Library (1/F) *



Philip Wong Theatre (2/F)



Tutorial rooms, staff offices (3/F-9/F)



Faculty Academic Conference Room (11/F)

How to book a Law Library study room?

There are study rooms and tables available in the law library. You can book to use these facilities through the portal system – Go to “My eLearning” > Under left column, “eLearning resources”, click “Library facilities booking system”.

Your courses in academic year 2018-19 Select year

[Manage "Moodle assignment deadline notification" subscription](#)

The information shown in the following table was generated on 23-07-2019 at 2:30 AM.
The next update will be at 2:30am the next day and the course add/drop status updated by 7pm today will be reflected.
[Click to show semester 1 courses](#) [Click to show semester 2 courses](#)

eLearning resources

[Tutorial Sign-up](#)

[My SIS timetable](#)

News:

- [Tutorial Sign-up Mobile App](#)
- [File downloading issue in Moodle with Kaspersky anti-virus software](#)
- [Moodle Assignment Deadline Notification](#)

[more news](#)

Student Information System (SIS)			Semester/ Full year	Moodle Learning Management System (Click link to access course)		Access link
Course code	Class section	Enrolment status		Course short name	Course full name	
LLAW3187	FA	Approved	F	LLAW3187_FA_2018	LLAW3187 Mooting and Dispute Resolution (Capstone) [Section FA, 2018]	Access
N/A	this is a course created in Moodle		F	LLAWFAC0001_2018	LAWFAC0001 Faculty of Law Discussion Board [2018]	Access
N/A	this is a course created in Moodle		F	LLAWFAC0006_2018	LAWFAC0006 LAWFAC0006 Career Services [2018]	Access
N/A	this is a course created in Moodle		F	LLAWFAC0007_2018	LAWFAC0007 Observer Programme [2018]	Access

Course specific information

Course: LLAW3187_FA_2018

1) [Access to this course](#)
2) [Gradebook](#)

1) [Past exam paper](#)
2) ReadingList@HKUL

You may click [here](#) to access Moodle.

[Library facilities booking system](#)

[Ask ITS](#)

b. Chi Wah Learning Commons (“Chi Wah”)



Open area



Study room #



Quiet room



Printing area

For more information, you may visit the website of [Chi Wah Learning Commons](#).

How to book a Chi Wah study room?

You can book a study room through the portal system (for at most 4 sessions every time, each session lasts for 30 minutes) – Go to “My eLearning” > Under left column, “eLearning resources”, click “Chi Wah Learning Commons study room booking system”

Your courses in academic year 2018-19 Select year [Manage "Moodle assignment deadline notification" subscription](#)

The information shown in the following table was generated on 23-07-2019 at 2:30 AM.
The next update will be at 2:30am the next day and the course add/drop status updated by 7pm today will be reflected.
[Click to show semester 1 courses](#) [Click to show semester 2 courses](#)

Student Information System (SIS)			Semester/ Full year	Moodle Learning Management System (Click link to access course)		
Course code	Class section	Enrolment status		Course short name	Course full name	Access link
LLAW3187	FA	Approved	F	LLAW3187_FA_2018	LLAW3187 Mooting and Dispute Resolution (Capstone) [Section FA, 2018]	Access
N/A			F	_LAWFAC0001_2018	LAWFAC0001 Faculty of Law Discussion Board [2018]	Access
N/A			F	_LAWFAC0006_2018	LAWFAC0006 LAWFAC0006 Career Services [2018]	Access
N/A			F	_LAWFAC0007_2018	LAWFAC0007 Observer Programme [2018]	Access

Course specific information

Course: **LLAW3187_FA_2018**

[Access to this course](#)
[Gradebook](#)

[Past exam paper](#)
[ReadingList@HKUL](#)

You may click [here](#) to access Moodle.

eLearning resources

[Tutorial Sign-up](#)

[My SIS timetable](#)

News:

- [Tutorial Sign-up Mobile App](#)
- [File downloading issue in Moodle with Kaspersky anti-virus software](#)
- [Moodle Assignment Deadline Notification](#) [more news](#)

[Lecture Capture Service \(LCS\)](#)

[eLearning Resources Website](#)

[eLearning News](#)

[PC availability in Learning Commons & Labs](#)

[Chi Wah Learning Commons study room booking system](#)

[Library facilities booking system](#)

[Ask ITS](#)

c. Others



Music Library
(11/F, Run Run Shaw Tower (RRST))



Teaching Innovation Production Studio (TIPS) ^
(Room 1.46A, 1/F, Jockey Club Tower (JCT))

^ This is a filming studio that offers self-service digital media capturing devices. For more information, you may visit the website of [Technology-Enriched Learning Initiative \(TELI\)](#).



Gym room ACTIVE
(Room 3.36, 3/F, Jockey Club Tower (JCT))

Opening hours: from Monday to Friday (7:30 am – 7 pm), closes on weekends, public holidays and university holidays

For more information, you may visit the website of [Centre for Sports and Exercise](#).

2. Student Residence

a. Residential Halls

Residential halls are not just places of accommodation, through in-hall and inter-hall events, students from different disciplines are given the opportunity to participate in a wide range of intellectual, cultural and sports activities, and to develop long-lasting friendships. As of today, there are 13 residential halls:

- Lady Ho Tung Hall
- Lee Hysan Hall
- Lee Chau Kee Hall
- Morrison Hall
- R.C. Lee Hall
- Ricci Hall
- Simon K.Y. Lee Hall
- St. John's Collage
- Starr Hall
- Suen Chi Sun Hall
- Swire Hall
- University Hall
- Wei Lun Hall

Every residential hall has its own culture. You may have a taste of hall life by joining touch camps, which will usually be held in mid-August. Meanwhile, the orientation camps will be held in late August.

How to apply for residential halls?

Login to your portal > Click "Application for Residential Hall" under the "Online Applications" column.

b. Residential Colleges (Jockey Club Student Village III)

There are 4 residential colleges, namely Shun Hing College, Chi Sun College, Lap-Chee College and New College (collectively called "Jockey Club Student Village III"). They are sited on Lung Wah Street, Kennedy Town. Unlike residential halls, these colleges mainly offer accommodation, and are mostly available to students in their second year or above.

c. Non-Hall Housing (mainly for non-local students)

CEDARS also offers housing places in these 3 residences: Ching Lin Terrance Residence, Pokfield Road Residences, and Student Flats (6 Sassoon Road).

For more information, you may visit the [CEDARS website](#).

3. Centre of Development and Resources for Students (CEDARS)



As the one-stop student service and resources centre, and co-curricular learning hub, CEDARS comprises of three Sections and two Programme Teams to provide comprehensive student services such as housing, financial support, visa matters, employment preparation, professional counselling, SEN support as well as a spectrum of co-curricular learning and service opportunities.

a. Campus Life Section

The CEDARS [Campus Life section](#) provides a comprehensive and integrated student support programme for the promotion of student welfare. The specialised services covered by the section are:

- [Accommodation](#)
- [Amenities centres](#)
- [Catering](#)
- [Student finance](#)
- [Student societies and activities](#)
- [International students and integration](#)

b. Careers & Placement Section

The [CEDARS Careers & Placement section](#) is a student-centred careers and placement services unit to all HKU students. Its members strive to deliver the most effective and all-round career services for you in career planning, training and workshops to provide vast opportunities for you to develop independent learning attitude and professional skills in launching a rewarding career.

c. Counselling & Person Enrichment section (“CoPE”)

The CEDARS [CoPe section](#) is your resource to cope with every form of life challenge. Their service focuses on four main issues:

(i) [Counselling and Psychological Services](#)

The counselling and psychological services are entirely free of charge for all HKU students. It aims to assist students in not only handling their personal problems and emotional/ psychological distress, but also in exploring their potential, nurturing their adaptabilities and developing coping abilities. All data obtained during the counselling services will be kept in strict confidence.

Useful links: [Psychometer](#) | [Helping your friends](#) | [Making Counselling Appointment](#)

(ii) [Personal Enrichment](#)

Interactive small-group personal enrichment workshops are provided to assist students to develop and enhance their skills necessary for them to build social confidence and maintain a well-balanced and fruitful university life.

Useful links: [Self-help information](#) | [Join Enrichment Workshops](#) | [Event Calendar](#)

(iii) [Special Educational Needs \(SEN\) Support](#)

It promotes a barrier free community and equal learning opportunities for students to fully participate in university life. It is also committed to supporting students with disabilities or special educational needs (SEN) in overcoming barriers and achieving successful university education.

Useful links: [Register and Assessment](#) | [Learning and Other Support](#) | [Assistive Equipment](#)

(iv) [Peer Support and Empowerment](#)

It promotes the benefits of learning from one's peers. For instance, the Peer English Tutoring Programme is a student volunteering service for students who want to improve their oral English (tutees) to chat with students who are native or near native English speakers (tutors). The programme not only provides an opportunity for students to practise their own spoken English but also creates a platform for cultural and knowledge exchange.

Useful links: [Peer English Tutoring](#) | [Survival Cantonese](#) | [Student-initiated Projects](#)

d. [Student Development Team](#)

The CEDARS [Student Development team](#) is committed to developing students into global citizens and socially responsible leaders by engaging them in vibrant, innovative and stimulating co-curricular programmes and offering relevant resources and advice. It also provides support for student-initiated projects and NGOs as well as students' participation in service learning programmes and external competitions.

Student Development Team's major programmes and support include:

- [Service Opportunities](#)
- [Educational Funds & Programmes](#)
- [Leaders' Resources](#)

e. [General Education \(GE\) Team](#)

[GE Team](#) is committed to providing whole-person education and cultivating among students the breadth of knowledge, competencies, and qualities with which possession they can consider themselves (and be considered) as educated individuals. It organises [programmes](#) for all students with an aim to enhance their general knowledge and understanding of the world, China, and Hong Kong, encourage independent thinking and judgment, and promote appreciation of cultural diversity and arts, moral development, personal growth and critical self-reflection.

B. Law Study and Related Activities

4. Course Selection

(applicable to UG students only)

a. Course requirements

Regardless of which degree programme you belong to, you will be required to partake in courses amounting to **60 credits** in total each year. These would include:

- 4 professional course courses
- Common Core courses
- Core University English or free elective
- Electives

	LLB	BBA(Law)&LLB	BSc &LLB	BSS(GL) &LLB	BA&LLB
Course Enrolment Structure	Professional core courses in law				
	30 credits	30 credits	30 credits	30 credits	30 credits
	Common Core courses				
	24 credits	6 credits	0 credit	12 credits	6 credits
	Core University English / Free Elective				
	6 credits	6 credits	6 credits	6 credits	6 credits
	/	Business or Accounting Core/Electives	Interdisciplinary Core / Intro. Disciplinary Courses	Social Sciences/ Politics and Public Admin Courses	Literary Studies Courses
	/	18 credits	24 credits	12 credits	18 credits
Total:	60 credits	60 credits	60 credits	60 credits	60 credits

Since there are different course requirements for different degree programmes, it is advisable that you **check the regulations** for the programme which you belong to in making course selection decisions. The regulations for each degree programme can be found in the faculty's [Academic Resources Support Centre](#).

For students who are under HKU-UCL or HKU-PKU Dual Degree Programmes, please go to [Academic Resources Support Centre](#) for more information about their course structures.

b. **First Year of Studies**

(i) Professional Core Courses

The 4 professional core courses are **compulsory for ALL first-year students**. These courses are designated as “core” and offered in your first year because they all aim to instil in you the foundation, knowledge and skills necessary for you to progress in your legal studies and career in the future.

LLAW1001&1002 Law of Contract I & II

In this course, you will learn the law that governs almost all major commercial transactions and the key thinking skills required in law.

The law of contract is one of the most important foundations of private law. You will come across contract law principles again your senior year studies, and if you practise law in the future, you may also get the chance to deal with contractual disputes.

LLAW1008 The Legal System of HKSAR

The aim of this course is to provide you with an understanding of Hong Kong’s legal system, its common law foundations and its interface with the PRC legal system within the One-Country-Two-Systems framework as outlined in the Basic Law.

We will look at the common law process and the role of personnel who help put the law into motion. We will examine the impact and performance of Hong Kong’s legal system through the study of a range of current issues, including the law-making process, the rule of law, the workings of One-Country-Two-Systems and access to justice.

LLAW1009 Law and Society

The objective of this course is to introduce you to the historical, comparative and critical study of issues relating to “law and society”.

We aim to capture the dynamics between law and society, namely, how law is shaped by social changes, perception and thought, and how society is moulded by legal rules and norms. We will discuss broad interdisciplinary perspectives and theoretical empirical and policy considerations relevant to the study of the relationship between law and society.

LLAW1013 Legal Research and Writing I

This course is designed as a practice-focused skills course and deliberately emphasises maximum participation. The lectures and tutorials work in tandem to help students develop skills such as research, analysis, legal reasoning and persuasive argument. Students will be introduced to judgments, ordinances and specific legal genres such as case note and legal memorandum.

The following table outlines some aspects of the format and expectations of each professional core course:

	Law of Contract I & II	Legal System of the HKSAR	Law and Society	Legal Research and Writing I
Credits	12	6	6	6
Full/half year	Full	Half	Half	Half
Semester	1 and 2	1	2	1
Teaching weeks	24	12	12	12
Lectures	2 hrs/week	2 hrs/week	2 hrs/week	1 hr/week
Learning activities	5 double-hour tutorials per semester	2 hrs/week	1 hr/week	2 hrs/week

You may refer to the [course profile](#) for more information on core courses.

Alternatively, you may contact the respective coordinators for the first-year courses if you still have any questions:

LLAW1001&1002 Law of Contract I & II	Dr Benjamin Chen
LLAW1008 The Legal System of HKSAR	Dr Eric Ip Ms SK Lee
LLAW1009 Law and Society	Prof Anne Cheung Dr David Kwok
LLAW1013 Legal Research and Writing I	Ms Stephanie Biedermann

(ii) Core University English or Free Elective

Those of you who have achieved Level 5 or above in English Language in the Hong Kong Diploma of Secondary Education Examination, or equivalent, may apply to the Faculty to be exempted from this requirement and take an elective course in lieu.

(iii) Common Cores



The HKU [Common Core Curriculum](#) aims to serve as a platform for you to make connections across all the Faculties, and to develop the intellectual, social and innovative skills that enable you to tackle complex issues of the contemporary world.

You will be required to enrol in one or more of the common cores each year for the first three years of your studies. The actual number you take each year varies, depending on the respective degree regulations as shown below:

	LLB	BBA(Law)&LLB	BSc&LLB	BSS(GL) &LLB	BA&LLB
Year 1	24 credits	6 credits	0 credit	12 credits	6 credits
Year 2	12 credits	18 credits	12 credits	12 credits	12 credits
Year 3	N/A	N/A	6 credits	N/A	6 credits
Year 4/5	N/A	N/A	6 credits	N/A	N/A
Total:	36 credits	24 credits	24 credits	24 credits	24 credits

The Common Core Curriculum focuses on significant issues centred in 4 areas of inquiry.



Scientific and Technological Literacy



Humanities



Global Issues



China: Culture, State and Society

Tips on selection of common core courses

Selecting common core courses, or what HKU students often call, “CC” is certainly no easy job if you are “decidophobic” (afraid of making choices) – as you can see from the website, there are a lot of choices available. Below are some criteria which you may consider in deciding which CC you would like to enrol in:

- Themes covered by the course – are you interested in them?
 - ⇒ Know which faculty the course coordinators and teachers belong to may give you a brief idea which discipline the course belongs to
 - ⇒ Glance through the required reading list to see if any of the learning materials arouse your interest
- Assessment tasks and their respective weighting
 - ⇒ Do you prefer working individually or in groups?
 - ⇒ Do you prefer writing essays or doing oral presentations?
- Comments from seniors/ online forums (e.g. HKU secrets)
 - ⇒ Good grade?
 - ⇒ Is the workload heavy? / Is the course “chur”?
 - ⇒ Did former students enjoy the course?

c. Second and more senior years of studies

Given the different course requirements for different degree programmes in second and senior years, and that some of you may be interested in going on exchange (see “Outgoing Exchange Programme” in later part), you are strongly advised to check the regulations and related information when you make your study plan.

5. Tips on Selection of Reading Materials

Reading constitutes a significant part of a law student's life. Textbooks, judgments, academic commentaries etc., these materials are what you will usually be asked to read in the course of studying law. Don't be too intimidated by the reading lists, just give yourself some time to get adapt to the new learning mode – you'll definitely find your way to deal with it!

Below are some suggestions which may help you select and manage the reading materials for each law course:

(i) Required reading

Materials belonging to this category are those which your teacher asks you to read. They are probably chapters from the prescribed textbooks of the course, and landmark cases for certain areas of law. It is probable that the content covered by these reading materials is examinable.

You are highly encouraged to read them before attending lectures and/or tutorials. This can help you form a broad picture of the topic which you are going to be taught.

(ii) Recommended reading

These are materials recommended by your teachers to read in addition to the required ones. While these materials may not be examinable (you have to check with your teachers), they can help you understand the legal principles more widely and profoundly. Having a holistic understanding of the law may enable you to come up with more in-depth analysis and distinguished views when tackling problem questions and essays in the exam.

(iii) Your own research materials

Following the common law system, decided cases in both local and overseas jurisdictions can have an impact in the development of the law in Hong Kong. Key cases are usually covered in the textbooks, but not necessarily the most recent ones. You may take the initiative to look for new cases decided locally and overseas to see if there is any update on the law.

You are also most welcome read textbooks and academic commentaries outside of both the required and recommended reading lists for your own interests.

Hope you enjoy reading and learning!

6. Academic Advising

(Applicable to UG students only)

Especially in your first year of studies, you may have questions regarding your academic study, choosing courses, making the best academic plans, and getting the most out of university life. You may need a lot of information and advice to make these decisions, and to plan your study and future career goals.

a. Faculty Level

These members of the faculty are ready and very much willing to help and share your ups and downs, concerns and worries:

(i) Faculty academic advisers

Every one of you will be assigned a teacher from the Department of Law as your Faculty Academic Adviser. You are encouraged to meet with your academic adviser at least once every semester, appointments can be made via email.

The Faculty Academic Adviser is there to help you on academic issues and give you advice and guidance in your academic life. If you encounter any questions relating to study strategies, course selection, academic and career goals, or issues about transition to university, you are most welcome to contact your adviser and discuss these issues with him or her.

To find your Faculty Academic Adviser, you may follow these steps:

Step 1: Login to your [HKU Portal](#)

Step 2: Click "Student Information System" > "Self Services" > "Student Center" > "Find your adviser"

Step 3: Check out the details of your adviser(s)

Step 4: Email your adviser by clicking his or her name

(ii) Faculty student advisers

Every one of you will also be assigned a senior student as your Faculty Student Adviser. You can seek advice from your peer adviser if you wish to know more about university life from a student's perspective. Your seniors have gone through freshman year too and thus they would be in a good position to share their experience about study life, transition to university and other issues with you.

(iii) Undergraduate Curriculum Advice

For curriculum specific and course selection guidance, you may seek advice from Year Coordinators (for LLB students) and/or Curricula Directors and Deputy Directors (for double-degree students).

LLB

Programme Director

[Ms Cora Chan](#)

Deputy Programme Director

[Dr David Kwok](#)

First Year Experience Coordinator

[Mr Jacky Yeung](#)

Second Year Coordinator

[Dr David Kwok](#)

Third Year Coordinator

[Dr Peter Chau](#)

Upper Years Coordinator

[Mr Michael Jackson](#)

BBA(Law)&LLB	
Programme Director	Mr Michael Jackson
Deputy Programme Director	Mr Jacky Yeung
BSc&LLB	
Programme Director	Dr Ryan Whalen
BSocSc(Govt&Laws)&LLB	
Programme Director	Dr Eric Ip
Deputy Programme Director	Dr Peter Chau
BA(LS)&LLB	
Programme Director (Law)	Prof Marco Wan
Deputy Director (Arts)	Dr Anya Adair
HKU-UCL Dual Degree Programme	
Programme Co-Director	Prof Johannes Chan
Programme Co-Director	Prof Marco Wan
HKU-PKU Dual Degree Programme	
Programme Director	Prof Yun Zhao

(iv) Specific Issues

Outgoing exchange programme	Mr Alex Mak
Mooting and dispute resolution (Capstone) [LLAW3187]	Mr Jacky Yeung
International mootng Competition [LLAW3058]	Mr Kelvin Kwok
Legal Research and Writing [LLAW1013, LLAW2017]	Ms Stephanie Biedermann

b. University Level

The centralised [Academic Advising Office \(AAO\)](#) that is happy to provide service and general support to students about degree requirements, academic regulations and cross-faculty learning opportunities.

You may watch this [YouTube video](#) produced by the AAO to understand more about the role of the different advisers.

7. Exam Preparation

How to prepare for exams? – this is undoubtedly what many law students are concerned about. The most efficient way of studying law varies from one to another: you may prefer studying alone while I may prefer studying in group; she may prefer hand-written notes while he may prefer typed notes. There is no definite way, but below is some advice for you to be **SMART** in preparing for exams:

Start revising early
Make your own notes
Attempt past paper/tutorial questions
Revise with friends
Take rest

(i) Start revising early

You may have experiences of studying the night before and still excel in exams before, but in law school, this probably does not work. Given the significant amount of reading materials (some hundred pages, or even more), you will need more time to carefully review and fully understand them.

Examination timetables will usually be available after the reading week. You will be informed by email when they are available. You can get access to them through the HKU examination office website: <http://www.exam.hku.hk> or the portal system (click “Examination Timetable” under the “Enrollment” column).

By starting early, you not only avoid cramming at the last moment, you will also feel less stressed and anxious since you will by then be well-prepared for the exam!

(ii) Make your own notes

Making notes is a helpful way to gather and reorganise all the legal principles and case laws that you’ve read and learnt. The reading list assigned by the course convenor of each course should have laid out the materials, for example, textbooks and cases which you are required to read. Your teachers may also have highlighted in lectures or tutorials legal principles, key cases or academic debates. It is advisable that you revise these examinable materials before exams.

There is no single way of how to make study notes – it is all up to you! You may draw tree diagrams, use tables and bullet-points, or write long paragraphs. As long as your notes help you, especially if it is going to be an open-book exam, they’ll be an excellent set of notes.

(iii) Attempt past paper/tutorial questions

Exams do not just test your ability to recall the legal principles and case law, more often, you are required to demonstrate your ability to apply the law in solving the problem question, or to come up with a critical view of a certain area of law in your essay. Trying out past paper questions is a means for you to practise your skills of applying the law. Practice makes perfect!

Where to find past paper?

- Past paper for all the courses can be found in the [HKU Exam Base](#).
- Login to your portal > Click “My eLearning” > Go to “Course specific information” > Click “1) Past exam paper” under “The University of Hong Kong Libraries”



If past paper is not available, e.g. because access to it has been “restricted” by your teacher, you may consider (re)attempting tutorial questions instead.

(iv) Revise with friends

Many a little makes a mickle! There is always more than one way to analyse a legal issue, discussing it among your peers may help you check your knowledge and gain perspectives.

Sharing notes is also a means to expand knowledge base and learn from one another – needless to say, this is a matter of personal preference, no pressure at all 😊

(v) Take rest

It may be tempting to burn the midnight oil, but in order to have a clear mind, you need to get enough sleep the day before the exam.

After all, don’t get stressed out! Exams are no doubt very important – well, they determine GPA – but they never determine who you are.

8. Plagiarism

- (i) ***Plagiarism will lead to severe academic and disciplinary consequences.*** You should take a look at this website, [What is Plagiarism?](#), which will provide you some guidance on what constitutes it, why it is wrong and how to avoid it. Plagiarism is copying the work of another person without proper acknowledgement. It can be committed unintentionally. It is also a serious academic offence to re-submit a piece of work which has also been submitted for another course, and such an offence will be dealt with in the same manner as plagiarism. You should also consult your teachers if you have any questions about how to avoid plagiarism before the due date for the work.
- (i) You must use an [assignment cover sheet](#) as the first page of your submission. The cover sheet reminds you of the University guidelines on plagiarism. Before you submit your written assignment/research paper, you must read the cover sheet carefully and ensure that you have acknowledged other's academic work properly.
- (ii) To help you avoid plagiarism, all take-home course examination and assignments must be submitted through [Turnitin](#), which automatically conducts similarity checks.
- (iii) For the avoidance of doubt, it is plagiarism to copy your own work or re-submit part or all of your own work for another assignment, and to reproduce substantial parts of another's work without putting them in quotation, even if you have made editing changes and cited the source.
- (iv) Work containing plagiarism will be given a mark of zero. On top of that, the matter may be treated as a disciplinary offence (just like the case of cheating during an examination) and referred to the University's Disciplinary Committee under Statute XXXI of the University's Statutes and the Disciplinary Committee Regulations. In this regard, your attention is drawn to section 4 of Statute XXXI, which provides that a student found guilty by the Disciplinary Committee of a disciplinary offence may be subject to several kinds of sanctions, including a published reprimand, suspension from classes or expulsion from the University.
- (v) To deter plagiarism, teaching staff have been instructed to take an active role in spotting plagiarism and to refer the matter for disciplinary action where it occurs. For further information, please do not hesitate to consult your course teacher or the Department Anti-Plagiarism Coordinator.

9. Grading Criteria

In all of your law assessments, you will be graded by reference to the following [grading criteria](#).

First Class GPA = 3.60 – 4.30

A+	Outstanding (90-100)	GPA = 4.3
A	Excellent (85-89)	GPA = 4.0

Demonstrates qualities of **originality** in approach and argument, effective **analytical** and **critical** abilities, and a **thorough understanding** of the relevant law and legal issues;

OR

though not especially original, nevertheless demonstrates a **very thorough understanding** of the law, fluently expressed, founded on **careful** and **critical** reading of relevant materials, and demonstrating independent judgment.

Demonstrates highly effective organisational, rhetorical and presentational skills

Work reaching this standard should be awarded an **A+**. Where work satisfies most of these standards, but falls slightly short in one or two respects, then an **A** should be awarded.

A-	Borderline Excellent (80-84)	GPA = 3.7
-----------	-------------------------------------	------------------

Demonstrates some of the qualities required for an excellent grade, but overall falls short of excellence (eg is less comprehensive, or perhaps incompletely states the law on a minor issue, or misapplies it in relation to the facts, or perhaps incompletely deals with or even omits a minor issue, etc), or otherwise contains some minor errors.

Consistently demonstrates effective organisational, rhetorical and presentational skills.

In this case, an **A-** should be awarded.

Upper Second GPA = 3.0 – 3.59

B+ Very Good (76-79)	GPA = 3.3
-----------------------------	------------------

Demonstrates very good skills and ability in identifying, analysing and **dealing with** the main issues, and displays an ability to present **persuasive** arguments backed up by authority where necessary,

but falls short of excellence
(eg less analytical,
critical, or
thorough, AND
incompletely states the law,
misapplies the law and/or
incompletely deals with or
omits some issues etc) or
contains some errors.

Normally, demonstrates sound organisational, rhetorical and presentation skills.

Work reaching this standard should be awarded a **B+**.

B **Good (Average Competent Answer) (73-75)** **GPA = 3.0**

Demonstrates good skill and ability in
identifying,
analysing, and
displays an ability to present coherent and structured arguments backed up by authority
where necessary,

but falls short of very good in some material aspects
(eg arguments less fully developed and persuasive,
coverage of issues less comprehensive or complete,
structure of answers less logical or coherent,
omission to cite some **minor** authorities where necessary, or
application of law to facts less developed).

Demonstrates good organisational, rhetorical, and presentational skills.

Work reaching this standard should be award a **B**.

Lower Second GPA = 2.4 – 2.99

B- **Borderline Good (70-72)** **GPA = 2.7**

Broadly identifies the major issues and
displays a broad understanding of the relevant law,
but contains errors or
is vague or
confused on an issue or
in applying the law to the facts, or
omits some major issues, etc.

Demonstrates fair organisational, rhetorical and presentational skills but structure of
answers less organised.

Where work generally satisfies these standards, it should be awarded a **B-**.

Third Class GPA = 1.7 – 2.39

C+	Very Satisfactory (66-69)	GPA = 2.3
C	Satisfactory (63-65)	GPA = 2.0
C-	Borderline Satisfactory (60-62)	GPA = 1.7

Identifies and broadly deals with some of the major issues,

but displays a more limited understanding of the relevant law largely derived from course materials, or
contains errors or
is confused in stating or applying the law to the facts.

Demonstrates adequate organisational, rhetorical and presentational skills.

Where work generally satisfies these standards, it should be awarded a **C+**.

Where work broadly reaches this standard but falls short in one or more respects, it should be awarded a **C** or **C-**.

Pass GPA = 1.0 – 1.69

D+	Pass (55-59)	GPA = 1.3
D	Borderline Pass (50-54)	GPA = 1.0

Demonstrates
a bare minimum of knowledge and
some recognition of issues,

but issues are generally incompletely or unclearly perceived and treated,
understanding is incomplete and
demonstrates poor digestion of course or other relevant materials, or
there are a number of positive mistakes.

Demonstrates poor organisational, rhetorical and presentational skills, but sufficient to pass. Where work falls within this range, it may be awarded a **D+** or **D**, according to the extent of weakness evidenced.

Fail GPA = 0.0

F	Fail (0-49)	GPA = 0.0
----------	--------------------	------------------

Fails to identify major issues,
serious mistakes of law are apparent,
irrelevant material is included,
handling of the question generally, including organisational, rhetorical and presentational skills, is below par.

Fails to reach degree level.

10. Degree Classifications

All degrees offered at the Faculty of Law will be awarded in 5 divisions determined by the Board of Examiners for the degree in accordance with the following Graduation GPA scores, with all courses taken (including failed courses) carrying equal weighting:

<u>Class of Honours</u>	<u>CGPA range</u>
First Class Honours	3.60-4.30
Second Class Honours	2.40-3.59
Division One	3.00-3.59
Division Two	2.40-2.99
Third Class Honours	1.70-2.39
Pass	1.00-1.69

Notwithstanding the above, the Board of Examiners has the discretion to limit the number of candidates to be awarded a particular class of honours as follows:

- First: no more than 10% of the graduating class;
- Second (Division One): no more than 55% of the graduating class
- Second (Division Two); Third: Pass and Fail: remainder of the graduating class

11. Student Researcher Scheme

Students wishing to enhance their research skills by providing voluntary research assistance to teachers are invited enrol in this Scheme. If any teacher needs such assistance, he or she may contact a student enrolled in this Scheme.

Kindly note that:

- Participation in the Scheme does not carry any financial remuneration and is purely on a voluntary basis; and
- The scope for participation hinges on the demand for research assistance among teachers.

Interested students should submit their applications through [Student Intranet](#).

12. Outgoing Exchange Programme

(Applicable to UG students only)

Going on exchange is a very worthwhile experience which will broaden your horizon and perspective. You can study for part of your degree on an approved exchange programme. Every year, many law students study abroad and benefit immensely.

If you are interested in studying abroad for one or two semesters, you may do so in Year 3 or 4 if you are in the LLB programme, or in Year 4 or 5 if you are in any of the double-degree programmes.

Currently, there are two exchange programmes available:

- [HKU Worldwide Undergraduate Student Exchange Programme \(HKUWW\)](#)
- [Faculty-level Exchange programme](#), includes the Self-funding Visiting Student Scheme

a. Preparation for exchange

If you would like to participate in the exchange programme, below are some recommended ways for you to get prepared beforehand (typically one year before):

- (i) Attend the briefing session about the Faculty-based exchange programme

Every year, there will be an exchange briefing session held in September. During the session, you will be introduced to each of the exchange programmes, and be informed of the application requirements and procedures. If you are interested in going on an exchange, you are highly encouraged to attend the session. Details of the session will be announced by email.

- (ii) Review and devise study plan

Depending on the structure of your programme, you may need to check the regulations and/or seek advice from your programme coordinator if you have to rearrange your study plan in order to spare a certain amount of credits for your exchange studies.

- (iii) Look into credit transfer issues

While you are considering what courses to take at the exchange institution, especially when it comes to professional cores and PCLL prerequisites (see later part on “PCLL programme”), you will have to check whether they are compatible with the equivalent at HKU and that credits be transferred to your HKU degree.

- (iv) Pay attention to the application timeline

There are various important dates that you have to note during the application process, e.g. when to submit the online application form and when to attend the interview held by the faculty’s exchange team. Having in mind the application timeline helps you get the required documents ready on time.

- (v) Director of Student Exchange for Outgoing Students: [Mr Alex Mak](#).

13. Internal Transfer

(Applicable to UG students only)

a. Application for internal transfer of studies by undergraduates

Students who are interested in programme transfer should take thorough and serious consideration of all relevant factors and information before making this important decision. The channels you can seek advice include:

(i) Faculty Academic Adviser (FAA) and/or teachers concerned:

You can discuss with your FAA and/or teacher about Faculty-specific and all study-related matters. You can get the contact information of your FAA and other teachers at SIS and relevant faculty websites respectively.

(ii) Academic Adviser at the Academic Advising Office (AAO):

For general advice, such as the pros and cons of attempting a transfer, the adviser at AAO might be able to help. Appointments can be made via their [online booking system](#) or by phone at 3917 0128.

b. Application for internal transfer of studies by undergraduates

(i) Information to be included in the application

There is no official application form to fill in but please include the following information in the application:

- Your full name in English
- University number
- Correspondence address
- Contact phone number
- Current curriculum and year of studies
- Desired curriculum and year of studies
- In e-mail attachment(s) (in Word or pdf format):
- Reasons for transfer of studies with your signature (There is no word limit but it is usually within three A4 pages in length)
- Supporting documents (e.g. transcripts, public examination results), if any

(ii) Submission of the application

Application for internal transfer of studies should be made using your "@connect.hku.hk" e-mail account. It is suggested that you indicate your name, university number and that this is an internal transfer application in the e-mail subject.

(e.g. Internal transfer application_CHAN Tai Man_3035012345)

The internal transfer application, together with attachment(s) in Word or pdf format, should be sent to the Academic Services Office by e-mail to transfer@hku.hk on or before the [stipulated deadline](#). Students should observe different deadlines stipulated by different Faculties

Please refer to the website of [Academic Support and Examinations Section](#) for more information.

C. Further Education and Career Preparation

14. Postgraduate Certification in Laws (PCLL) Programme

a. What is PCLL programme?

The purpose of [Postgraduate Certification in Laws \(PCLL\)](#) programme is to prepare law degree holders for their future practice as solicitors or barristers in Hong Kong. Students will be taught professional ethics, analysis of company accounts as well as practical skills which include drafting of legal documents and advocacy will be taught in much greater depth.

b. Eligibility for the PCLL programme

Completion of your Bachelor of Laws is of course a requirement for admission to the PCLL programme. In addition to that, you have to demonstrate competence in these law subjects:

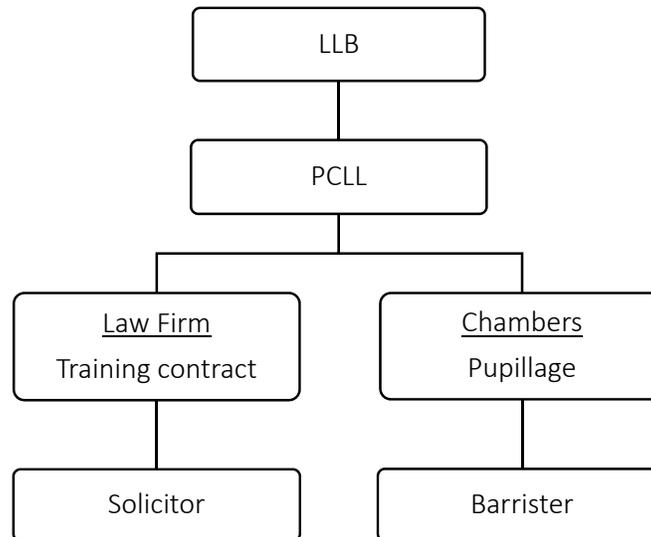
- Law of Contract
- Law of Tort
- Constitutional Law
- Criminal Law
- Land Law
- Equity
- Evidence
- Business Associations
- Commercial Law
- Hong Kong Legal System

c. Application for the HKU PCLL programme

You will be invited to a briefing session, during which you will be able to know more about the requirements and procedures for the HKU PCLL programme when you reach your final year of studies. You don't have to worry too much about it for the time being!

15. Career Prospect

Studying at law school is only the starting point for a legal career. This diagram briefly shows how you can become qualified as a lawyer in Hong Kong:



In any case, doing a law degree does not mean you have to be a lawyer in the future – always keep your options open!

16. Career Opportunities and Preparation

a. Law firms

(i) Attend the annual Hong Kong Law Fair

The [Hong Kong Law Fair](#) is an event in which you can learn about career opportunities offered by more than 50 law firms in Hong Kong through speaking to their staff members. It is usually held in September every year.

If you are interested in working in law firms, or simply would like to know more about them, you are very much encouraged to join. The event is free-of-charge for all law students ([Registration required](#)).

(ii) Attend career talks, open house events or other law firm events

Career talks are held by different law firms throughout the academic year. Keep an eye on your emails, and register for talks which you are interested in.

An open house event allows you to visit the office of a law firm. Not only will you learn more about the firm's working environment, you will also be given the chance to socialise with its staff members. Just like for career talks, you will be invited to join through email, and you may register if you are interested.

Apart from those mentioned above, law firms may hold other events such as cocktail receptions and career workshops.

As you may already note, emails are the major source that provides information about career events. It is therefore very important that you check your emails regularly! You may also keep yourself updated by liking the [HKU Law Careers Resource Centre Facebook page](#).

(iii) Apply for vacation schemes

Vacation schemes are one-month internships with law firms. They take place during winter vacation (December or January) and, more commonly, summer vacation (June, July and August). Different law firms have different deadlines and application procedures, if you wish to know how to apply for their vacation schemes, you may visit their respective websites.

In many cases, vacation schemes are only available for penultimate year students because they are a means for students to obtain training contracts. Before getting qualified as a solicitor, you have to complete a training contract with a law firm after passing the PCLL.

Having all said, since you are still in your first year, you don't have to worry too much about application for vacation schemes. This is the year for you to explore your career interests!

b. [Chambers](#)

(i) Attend career talks

Similar to that for law firms, different chambers will also hold career talks throughout the year. You will receive related information via emails.

(ii) Apply for mini-pupillages

Mini-pupillages are work placements in chambers. They take place from two weeks to a month, depending on the practice of each set of chambers, during winter and summer vacations.

During mini-pupillage, you will usually be given the opportunity to get attached to one or more barristers. You may be asked to assist the barrister in some legal research or drafting work, and even attend trials to observe how barristers advocate in the courtroom.

Different sets of chambers have different deadlines and application procedures. If you wish to apply for mini-pupillage, you may visit their respective websites.

c. [Anywhere else you can think of!](#)

You can also try to be a judge's marshal, an intern in a private business company or any government departments and even non-government organisations. Particularly in junior years, you may take the time to find your passion and explore as many career options as possible!

d. Statutory Minimum Wage, Visa Matters, and Leave of Absence

- (i) The minimum wage is HK\$ 37.5 per hour / \$15,300 per month with effect from 1 May 2019. Students enrolled in full-time accredited programmes provided by recognised local education institutions may apply for exemption for “[student interns](#)” or “[work experience students](#)” ([statutory declaration](#) required). See also [Factsheet for Law Students Seeking Internships](#).
- (ii) Non-local students must possess a “no-objection letter” for curriculum-related internships and seek endorsement from the General Office before taking up internships. For further information on visa matters, you may browse the following links:

For Students from Other Countries

<https://www.studentvisa.hku.hk/>

For Students from Mainland China

<https://www.studentvisa.hku.hk/>

<https://www.studentvisa.hku.hk/mainland-student>

- (iii) We only support internships which take place during term break. Term-time internships are not supported unless you are able to provide strong justifications. Please allow us time to consider your request. See also [general rules for application for leave of absence](#).

17. Career Support

a. University Level

[CEDARS Careers & Placement Section](#)

b. Faculty Level

(i) In House Career Resources Centre

The web-based [Career Resources Centre](#) is a law student-centred platform providing resources from career talk schedule, latest market news, job vacancies to list of law firms. Through a wide range of activities, it strives to provide vast opportunities for students to develop independent learning attitude and professional skills in launching a rewarding career.

(ii) Career Services (Moodle)

There is also a course created on Moodle called, "Career Services". In there, you would be able to find information regarding career opportunities in the legal sector and upcoming career events, tips on cover letter and CV writing and interview skills. You can also make appointments with the Career Development Advisor, Ms Susan Yu, if you wish to seek advice in relation to your career development.

18. Useful Links

a. Visa and Internships Matters

For Students from Other Countries

<https://www.studentvisa.hku.hk/>

For Students from Mainland China

<https://www.studentvisa.hku.hk/>

<https://www.studentvisa.hku.hk/mainland-student>

Factsheet for Law Students Seeking Internships

<https://dm.law.hku.hk/content/uploads/2020/10/FactSheetForInternships-1.pdf>

b. General Information

Academic Advising Office

<http://aao.hku.hk>

Arrangements during Bad Weather

http://www.exam.hku.hk/A_4.htm

Campus Map

[Interactive version] <http://www.maps.hku.hk>

[Printable version] <http://www.maps.hku.hk/downloads/201501hkumap.jpg>

Classroom Locations

http://www.exam.hku.hk/C_2.htm

Centre of Development and Resources for Students (CEDARS)

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

CEDARS – Student Residence

<https://www.cedars.hku.hk/index.php?route=accommodation/accommodation>

Chi Wah Learning Commons

<https://its.hku.hk/services/teaching-learning/learning-space/chi-wah-learning-commons/>

HKU Common Core Curriculum

<https://commoncore.hku.hk>

HKU Exam Base

<http://sunzi.lib.hku.hk>

HKU Examination Office

<http://www.exam.hku.hk>

HKU Libraries – Book a Space

<https://lib.hku.hk/general/e-form/book-a-space.html>

Teaching Innovation Production Studio (TIPS)

<http://teli.hku.hk/tips/>

c. Legal Studies Related

Academic Resources Support Centre – Regulations

<https://dm.law.hku.hk/>

Application for Leave of Absence

<https://dm.law.hku.hk/forms/>

Assignment Cover Sheet

<https://dm.law.hku.hk/forms/>

Calendar of activities

https://dm.law.hku.hk/content/uploads/2021/08/Calendar_of_Activities_2021-2022.pdf

Course Profile, Course Selection Guidelines and Related Information

<https://course.law.hku.hk/>

Faculty-based Exchange Programme

<https://www.law.hku.hk/current-students/outgoing-exchange-programme-introduction/>

HKU Faculty of Law

<https://www.law.hku.hk/>

HKU Law Careers Resource Centre

<https://career.law.hku.hk/>

HKU Law Careers Resource Centre Facebook Page

<https://www.facebook.com/HkuLawCareersResourceCentre>

HKU Law Grade Descriptors

https://course.law.hku.hk/content/uploads/2020/12/law_programme_grade_descriptors.pdf

HKU Law Policy and Guidelines

<https://course.law.hku.hk/policy-and-guidelines/>

HKU PCLL Programme

<https://www.ple.hku.hk>

Application Form for Student Membership of the Hong Kong Bar Association

<https://www.hkba.org/downloads-links/forms-download>

Application Form for Student Membership of the Law Society of Hong Kong

<https://www.hklawsoc.org.hk/en/Maintain-Standards/Law-Society-Membership>

Hong Kong Law Fair 2019

<https://www.eventbrite.com/e/2019-hong-kong-law-fair-tickets-62427575559>

Other Useful Forms

<https://dm.law.hku.hk/forms/>

Student Interns and Work Experience Students

https://www.labour.gov.hk/eng/erb/smw_esi_wes.htm

What is Plagiarism?

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