

Class Schedule and Course Enrolment for the 2020 Autumn Term

Dear Student,

The Autumn term 2020/21 will start on 28 September 2020 as scheduled. The University will enroll the core course(s) for you before the commencement of terms, to be arranged starting from early September 2020 for this term tentatively. You may later check your class schedule, course enrolment records, and *Advice Sheet on Course Selection* for this term (available on 27 August 2020) via the [Student Portal](#) (MyOUHK > My Programme > Enrolment (UG)). Please read your *Advice Sheet on Course Selection* carefully to check the enrolment requirements prescribed for your programme and academic level, as you may be required to select other designated courses in this term.

All lectures and tutorials will be conducted in real-time interactive mode by Zoom until further notice (please disregard the classroom number shown in your timetable). Details can be found in the University's announcement about [updated learning and teaching arrangements for Autumn Term 2020/2021](#). Please access the Online Learning Environment (OLE) regularly to get the updated course information and announcement. Please note that online classes will be held as usual under adverse weather conditions.

An undergraduate student shall normally take 20 credits of courses in an academic term or 40 credits in an academic year unless your programme prescribes otherwise. Classes are held from Monday to Saturday. You are also allowed to do the following through this 'Enrolment (UG)' page, if needed:

- Select your elective course(s), Purpose-designed General Education (GE) courses and/or English Enhancement Course(s).
 - ONLY if assigned by your programme in this term (please refer to your *Advice Sheet on Course Selection*);
 - You are advised to select your elective course(s) FIRST.
- Swap the class section(s), if applicable. Class sections are different groups offered in a course.

Course enrolment timeline

You can perform the following types of course enrolment for this term via the Student Portal (MyOUHK > My Programme > Enrolment (UG)) as detailed below.

	Date	Category	Description	Details
1	8 – 9 September 2020	Online Elective Course Selection <i>(if required by your programme)</i>	<ul style="list-style-type: none"> Select your Elective course(s) / English Enhancement Course(s), if required Swap your class section(s), if applicable 	<ul style="list-style-type: none"> <u>Year 3 & Year 4:</u> From 8 September 2020 (10:00 a.m.) to 9 September 2020 (5:00 p.m.) <u>Year 2:</u> From 8 September 2020 (2:30 p.m.) to 9 September 2020 (5:00 p.m.) <u>Year 1:</u> From 9 September (10:00 a.m.) to 9 September 2020 (5:00 p.m.) You are advised to select your elective course(s) before swapping class section(s).
2	10 September 2020	Online Purpose-designed General Education (GE) Course Selection <i>(if required by your programme)</i>	<ul style="list-style-type: none"> Select your GE course(s), if required 	<ul style="list-style-type: none"> <u>All academic levels:</u> 10:00 a.m. to 1:00 p.m.

(Please turn over)

	Date	Category	Description	Details
3	28 September – 9 October 2020	Online Add/Drop of Courses	<ul style="list-style-type: none"> • Swap the class section(s) (if applicable) • Change or Select Elective course(s) / GE course(s)/ English Language Enhancement Course(s), if required • Submit an <u>Online ADD/DROP Form</u> to: <ul style="list-style-type: none"> ➤ Add retake course(s) ➤ Add extra course(s) ➤ Drop course(s) 	<ul style="list-style-type: none"> • Add/Drop courses are subject to approval by Schools. • Details will be announced later.

For Programmes assigned with Core Course(s) only in this term

You do NOT have to select any elective courses.

For Programmes assigned with Elective Choice(s) in this term

You can select your elective course(s), GE course(s) and/or English Language Enhancement course(s) during the above specified time period. You can also swap the class section(s) of these courses via the Student Portal (MyOUHK).

Documents to facilitate your course/class selection (available on 27 August 2020)

1. [Notes on Enrolment](#)

- [Class Schedule for all courses](#) – You can check the *class schedule* and the *class availability* of all courses. **Please note that classes are conducted from Monday to Saturday.**
- [Tutorial and Associated Lecture](#) – You can check the tutorial with its associated lecture for all courses.
- [Instruction Kit for Accessing the Student Portal and Course Selection](#) – The kit shows you how to do course enrolment via the Student Portal.

2. ***Advice Sheet on Course Selection*** (available via MyOUHK) – You can check the enrolment requirements prescribed for your programme and academic level in this term, including the designated core course(s), as well the elective course(s)/GE course(s)/English Language Enhancement course(s) as required.

Should you have any questions, please contact the Admissions & Enrolment Office (Undergraduate) of Registry (Tel: 2768-8650 / 2768-6704; Email: regftae@ouhk.edu.hk).

Yours faithfully,

Admissions & Enrolment Office (Undergraduate)
Registry
The Open University of Hong Kong