The University of Hong Kong
Department of Real Estate and Construction, Faculty of Architecture

Master of Science in Construction Project Management

Frequently Asked Questions*

A) Admission

1. What are the minimum entrance requirements?

To be eligible for admission to the programmes, a candidate shall satisfy both the University Admission Requirements and the Programme Specific Requirements as listed below:

(a) shall comply with the General Regulations;

(b) shall hold a Bachelor’s degree of this University or a qualification of equivalent standard from this University or another comparable institution accepted for this purpose;

(c) for a candidate who is seeking admission on the basis of a qualification from a university or comparable institution outside Hong Kong of which the language of teaching and/or examination is not English, shall satisfy the University English language requirement applicable to high degrees as prescribed under General Regulation G2(b).

(d) shall satisfy the examiners in a qualifying examination if required.

2. How much is the tuition fee of the programme?

The tuition fee for the 2017-18 intake is subject to the University’s approval. The tentative amount of tuition fee of the programme (for both full-time and part-time modes of study), applicable to the 2017-18 intake (both local and non-local students), is HK$150,000 (for reference only and subject to approval).

3. When is the application period for the 2017-18 entry?

Applications can be submitted starting from 1 December 2016 to noon, 1 February 2017.

4. How can I submit my application?

Please follow the instructions and submit an application online in the appropriate sub-webpage at http://www.als.hku.hk/admission/tpg/.

Certified true copies or official copies of the supporting documents should be sent to Miss Candy Lee at the Faculty Office by post.

Uploading of scanned documents to the online application system is NOT required.

Once the application is submitted and application fee is settled, information in the application form cannot be changed.
5. **What are the required documents for applying for MSc(ConstProjectMan)?**

You should prepare and submit the following required documents for your application:

a) **Official copies or certified true copies** of academic transcript of undergraduate and postgraduate studies of all courses taken (*if you have not yet graduated, please refer to Q.7); and

b) **Official copies or certified true copies** of graduation certificate and/or diploma of undergraduate (and postgraduate) studies (*if you have not yet graduated, please refer to Q.7); and

c) **Official copies or certified true copies** of report of test for English language such as TOEFL/IELTS (*for details please refer to Q.8); and

d) Two referee’s reports in sealed envelopes (the template of the report can be found at the Admissions Office’s website during the application period); and

e) Personal statement and resume (optional; no word limit and format requirements); and

f) Other relevant documents such as **official copies or certified true copies** of certificate(s) and test report(s) of international examination(s).

“**Certified true copy**” is a copy of a document that has been duly declared as a true copy in front of a notary public (e.g. Commissioner for Oaths at a City District Office, Hong Kong SAR Government), or certified by the appropriate office/department of your home institution.

Documents which are not in English should be accompanied by a formally certified translation in English.

6. **When and where should I submit my documents?**

The official copies and/or certified true copies of supporting documents should be sent to Miss Candy Lee of the Faculty Office at Room 415, 4/F, Knowles Building, The University of Hong Kong, Pokfulam Road, Hong Kong by post immediately after submitting the application, and no later than 10 February 2017.

Please mark “MSc in Construction Project Management” and/or your application number on the envelope(s).

Uploading of the scanned documents to the application system is optional.

Documents submitted will **NOT** be returned.

7. **I am a final-year undergraduate student. What should I do if I cannot submit a complete version of my academic transcript and graduation certificate for my application by the end of the application period?**

You should then submit the latest version of your academic transcript, which includes all the available assessment grades/marks of courses taken.

You will be asked to submit complete academic transcript(s) and graduation certificate(s) when you are given an offer of admission.
8. Do I need to take any international English language test?

Applicants with qualifications from a university or comparable institution outside Hong Kong where the language of instruction or testing/examination is not English are required (unless exceptionally exempted) to submit a certified true copy or an official copy of test report of:

   a) a score of 550 or above (paper-based test) or 80 or above (internet-based test) in the Test of English as a Foreign Language (TOEFL); or
   b) a minimum overall band of 6 with no subtest lower than 5.5 in the International English Language Testing System (IELTS); or
   c) grade C or above in either the Overseas General Certificate of Education, the International General Certificate of Secondary Education, or the Cambridge Test of Proficiency in English Language.

TOEFL applicants should request the Educational Testing Service (ETS) to send an official score report to the University (TOEFL code 9671) directly.

9. Is there any standard form for my referee to fill in? Could I submit two reference letters instead?

A standard form called “referee’s report” is available for download during the application period. We also accept reference letters.

10. Do you accept photocopies of supporting documents?

No. Only official copies or certified true copies of certificates and complete academic transcripts are accepted.

11. What do you mean by “certified true copy”?

It is a copy of a document that has been duly declared as a true copy before a notary public (e.g. Commissioner for Oaths at a City District Office, Hong Kong SAR Government), or certified by the appropriate office/department of your home institution.

12. If I have fulfilled the minimum entrance requirements, does it mean that I will be admitted?

Fulfillment of the minimum entrance requirements does not guarantee admission to the programme. The review of applications is based on numerous criteria, including the applicant’s academic (and professional, if any) qualifications, as well as comments from the referees.

13. When will I be informed of the result?

Review of applications will begin after the application period. Applicants will either be informed of denial of admission or invitation for an interview in April.

The results for the shortlisted applicants will be announced not later than late July.
14. If I have had the interview, does it mean that I will be given an offer of admission?

Attendance at the interview does not guarantee admission. Performance in the interview will also be taken into account.

15. As a shortlisted applicant, when will I be informed of the results after the interview?

The results for the shortlisted applicants will be announced not later than late July.
B) **Studying in the Programme**

1. **Where and when do classes take place?**

   In general, classes take place in the main campus of The University of Hong Kong. Unless specified, classes last 2-3 hours and begin at 6:30 p.m. at weekdays. Only a handful of courses will be available on Saturdays. You could refer to the previous timetables for the current students at [http://www.arch.hku.hk/programmes/rec/master-of-science-in-construction-project-management/regulations-syllabus-timetables/](http://www.arch.hku.hk/programmes/rec/master-of-science-in-construction-project-management/regulations-syllabus-timetables/).

2. **As a prospective student, could I sit in on some classes before submitting my application?**

   Non-registered students are not allowed to sit in on any class.

3. **What is the medium of instruction of the programme?**

   The language of teaching and examination is English.

4. **Can I take a longer period to complete my study?**

   Generally speaking, full-time students are normally expected to complete their study in one academic year (without a dissertation), or one and a half year (with a dissertation); part-time students are expected to complete their study in two academic years (without a dissertation) or three years (with a dissertation).

   The maximum period of study is two years for full-time students and three years for part-time students. Students of both study modes who fail to complete the curriculum by the end of the maximum period of study will be recommended for discontinuation of studies.

5. **How many courses could I enrol in each semester?**

   Full-time students should enrol in no more than 7 courses in a semester.

   For the part-time mode, students are allowed to enrol in a maximum of 4 courses in a semester.

   Students of both study modes could choose to take fewer courses with respect to their workload and spread their study throughout the maximum period of registration.

   In a normal case, a full-time student would enrol in 6 courses per semester while a part-time student enrolls in 3 courses.

6. **What will happen if I fail in a course?**

   If it is a prescribed course, you are required to repeat the same course in the next academic year.

   If the course is an elective, you are required to repeat the same elective course, or take another elective course as replacement in the next semester or academic year.

   Students have to pay the course fee again when they re-take the failed course.

7. **What is the available* major option of the programme?**

   I) Quantity Surveying (Subject to HKIS re-accreditation)
*Remark: the availability of the above major option is subject to the offer of the required courses and is at the discretion of the Department.

8. Where can I find out the groups of required courses for the majors?

Please refer to the roadmap of the programme for reference at:

9. Do I need to declare my preferred major before the start of my study?

At the application stage, you are required to indicate your preference in major option(s) in the application form.

Those who are given an offer to study in our programme will be requested to re-indicate their interest in the major option(s) when they are admitted in September.

10. Can I switch from one major option to another during my study period?

Yes. The major option which students could attain is determined by the courses which they have successfully completed during their study period.

11. Can I get a double major?

Students are allowed to obtain a maximum of two major options by completing the required courses within the normal period of study.

[For any further enquiries, please contact Miss Candy Lee at (852) 2219-4406 or candy.klee@hku.hk.]