Mission of the Division

- provide quality higher vocational education for students to meet the changing needs of the building and design industry;

- enhance the learning skills and encourage the continuous development in personal potentials of students;

- contribute to the advancement of knowledge in the building industry through applied research and consultancy; and

- outreach to the community by servicing, interacting and co-operating with other institutions of higher education, building-related professional bodies, government organizations, employers and the building industry.
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</tbody>
</table>
The Division of Building Science and Technology (the “Division” or “BST”) offers Associate Degree programmes in Building Services Engineering, Construction Engineering and Management, and Surveying. These programmes are funded by the government and have an annual intake of over 300 students.

For meeting industrial needs and articulation purposes, these programmes provide a comprehensive and well-balanced education for students through quality professionally oriented curriculum integrated with broad-based knowledge and generic, transferable skills for life-long learning. The associate degrees awarded are recognized by the relevant professional institutions.

The Division is supported by a team of well-qualified, multi-disciplinary academic staff with expertise in all aspects of the building construction industry. The Building Technology Centre within the Division, which is equipped with state-of-the-art hardware, software and other facilities, provide a stimulating environment for maximizing students' learning.
2 COMMUNICATION CHANNELS BETWEEN STAFF & STUDENTS

2.1 Procedure

Students who have any academic difficulties with a course should speak directly to the Course Leader responsible for that course.

A student wishing to discuss the organisation of the programme should speak to the Programme Leader.

A student who has general academic problems should also speak to his/her assigned Academic Advisor or Programme Leader. In appropriate circumstances, the Programme Leader may refer the student to a Student Counsellor of the Student Development Services.

If none of the above channels are appropriate or satisfactory, an interview with the Head of Division may be requested.

A formal consultative process between students and staff exists in the Division in the form of a Joint Staff/Student Consultative Committee.

A formal communication channel between students and staff exists in the Division in the form of Programme Committee for which students from our programme of each year can elect one representative to be a member.

2.2 Joint Staff/Student Consultative Committee

General

The Joint Staff/Student Consultative Committee is a formal part of the consultative process between students and staff in the Division but meetings are conducted in an informal manner. The purpose of the Committee is to provide students with an opportunity to express their views on the content and organisation of the programme and to make suggestions of a general nature.
Constitution

A. The membership shall comprise the following:

   (a) The Programme Leader (Chairman);
   (b) Two academic staff members of the programme team;
   (c) One student member for each year.

B. Students in each year shall nominate a student member in a fair way as possible. The Year Tutor is available to assist in the conducting of elections or obtaining volunteers.

C. The Joint Staff/Student Consultative Committee will normally meet once per Semester. Additional meetings may be organised at the Chairman's discretion.

D. There will be no formal agenda or minutes. However, if major issues are to be raised, it may be helpful if these items are circulated in advance. The Chairman will ensure that a note is taken of the main issues raised.

E. The meetings will be consultative in nature only and are not empowered to make binding decisions. Discussions will thus be confined to general academic and programme organisational matters.

2.3 Programme Committee

Terms of Reference

Within the policies and procedures of the Senate and the College Board, the Programme Committee shall be responsible to the College Board for:

1. The maintenance of the quality of the programme to ensure the attainment of its aims and objectives, including:

   (a) systematic monitoring and evaluation of the programme;
   (b) the review of examination results of the programme;
   (c) consideration of external academic advisor’s reports on the programme and monitoring of any consequential action;
   (d) the development of the programme and modifications to it;
(e) the consideration of student feedback on the programme.

2. The development of policy to meet the needs of the programme in relation to:

   (a) the recruitment and selection of students;

   (b) assessment;

   (c) teaching and learning methods.

3. Recommending the appointment of proposed external academic advisor(s).

4. Preparation of reports as required by the College Board or the Senate, including the submission of an annual report on the programme to the Head of Division each year.

Constitution

Ex-officio Members:

   The Programme Leader (Chairman)

   Such staff with specified responsibilities for the programme as determined by the Head of Division.

Nominated Members:

   At least one academic staff member from each subject area covered in the programme and taught by the Division responsible for the programme, appointed by the Head of Division.

   One member of the academic staff of each of other Divisions or Departments contributing to the teaching of the programme, appointed by the Head of each servicing Division or Department.

Elected Members:

   Two students from each year of the programme, elected by and from the students studying on each year of the programme.
Co-opted Members:

No more than two co-opted members.

The terms of office of all nominated, elected and co-opted members shall be one year.
To be eligible for admission, an applicant must satisfy the minimum General Entrance Requirements for Associate Degree programmes as follows:

3.1 **General Entrance Requirements**

3.1.1 **Hong Kong Diploma of Secondary Education (HKDSE) Entry**

Level 2 or above in English Language, Chinese Language and any other three subjects (may include Attained with Distinction I or II in ApL ‘Environmental Engineering’ or ‘Building Technology’ as one subject).

3.1.2 **Other Qualifications Entry**

Other qualification may include an academic qualification from a local post-secondary institution or a professional qualification acceptable to the University. Qualifications attained through a local international school or a non-local high school, at Grade 12 or equivalent, are also accepted as satisfying the entrance requirements.

Applicants whose entrance qualification is obtained in a language other than English will need an acceptable result in an approved English language qualification such as:

TOEFL – score of 550 (paper-based test) or 79 (internet-based test)

IELTS – overall band score of 6.5

3.1.3 **Mature Applicant**

Mature applicants must be over the age of 25 by 1 September of the year of admission and be able to demonstrate aptitude and suitability for the programme.
4 DESCRIPTION AND CONTENTS OF PROGRAMME

4.1 General

The Associate of Science in Building Services Engineering is constituted from a range of courses which combine formal lectures, tutorials, laboratories, workshops and practical courseworks.

It is stressed that coursework is an important feature of some courses and provides a medium through which students’ understanding of the interrelated aspects of building services design, production and performance can be developed and assessed.

4.2 Programme aims & Intended Learning Outcomes

Programme aims

The Associate of Science in Building Services Engineering aims to produce graduates to possess

1. specialist and content-based knowledge and skills related to building services engineering professionals to enable them to work as a competent associate professional in the construction and real estate industry; and

2. intellectual abilities and transferable skills to apply skills and strategies in learning, to deal with problems creatively, to communicate, interact and work well with people, and to operate across discipline and professional boundaries.

The graduates are expected to have a broad-based academic foundation and practical skills in building services engineering to enter into an international workplace or to continue education in local and overseas universities.
Programme Intended Learning Outcomes (PILOs):

Upon successful completion of this programme, students should be able to:

Subject Specific Knowledge

1. consider environmental and energy conservation issues related to building services systems.
2. apply information technology for building services engineering design, production and communication.
3. utilise standard computer-aided design software for carrying out building services system design.
4. explain health and safety procedures related to building services engineering.

Practical Professional Skills

1. undertake basic design and installation of typical heating, ventilation and air-conditioning systems.
2. undertake basic design and installation of typical electrical power distribution systems, vertical transportation systems and extra low-voltage systems.
3. undertake basic design and installation of typical plumbing and drainage systems.
4. undertake basic design and installation of typical fire services systems.

Intellectual and Transferable Skills

1. reflect on the ethical and social responsibilities required of professional citizens in a global society.
2. apply multi-disciplinary critical thinking skills to solve problems and create new ideas.
3. apply effective communication, language, numerical and IT skills to a variety of professional settings.
4. relate cultural awareness to collaborate effectively in a broad range of teamwork situations.
5. generate a positive and flexible approach to lifelong learning and employability.
5.1 Mode of Attendance

Full-time – student taking 12 to 18 credit units per semester and no more than 7 credit units in Summer Term.

5.2 Curriculum Structure

In the Credit Unit System, the curriculum structure includes a series of courses that cover the following aspects:

1. University requirements
2. Programme core courses

For the Associate of Science in Building Services Engineering, students are required to accumulate a minimum of 69 credits, including 6 credits of Gateway Education requirements, 6-9 credits of language requirements and 57 credits of programme core.

These courses are listed in the ensuing pages for information.
5.2.1 University Requirements: (12-15 credits)

i. Chinese Language: (0 or 3 credit units)

- For students who possess Level 3 or below in HKDSE Chinese Language, or Grade E or below in HKALE AS Chinese Language and Culture (or equivalent):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Level</th>
<th>Units Worth</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHIN1001</td>
<td>University Chinese I</td>
<td>-</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

- For students who possess Level 4 or above in HKDSE Chinese Language, or Grade D or above in HKALE AS Chinese Language and Culture (or equivalent):

  Students are not required to study the University Chinese Course.

ii. English Language: (6 credit units)

- For students who possess Level 2 in HKDSE English Language, or below Grade E in HKALE AS Use of English Language (or equivalent):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Level</th>
<th>Units Worth</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>EL0009</td>
<td>English Foundation Course for Associate Degree Students</td>
<td>-</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>EL1002</td>
<td>English Enhancement Course for Associate Degree Students I</td>
<td>-</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>EL1003</td>
<td>English Enhancement Course for Associate Degree Students II</td>
<td>-</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>
• For students who possess Level 3 in HKDSE English Language, or Grade E in HKALE AS Use of English Language (or equivalent):

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Level</th>
<th>Units Worth</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>EL1002</td>
<td>English Enhancement Course for Associate Degree Students I</td>
<td>-</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>EL1003</td>
<td>English Enhancement Course for Associate Degree Students II</td>
<td>-</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

• For students who possess Level 4 or above in HKDSE English Language, or Grade D or above in HKALE AS Use of English (or equivalent):

Students are not required to study English Enhancement Course for Associate Degree Students I & II. However, students are required to complete 6 credit units of courses in the English and Chinese course list approved by the University within 2 years of study.

iii. Gateway Education: (6 credit units)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Level</th>
<th>Units Worth</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Two Gateway Education (GE) courses from different areas:</td>
<td>-</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Area 1: Arts and Humanities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Area 2: Study of Societies, Social and Business Organisations</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Area 3: Science and Technology</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
5.2.2 Programme Core Courses: (57 credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Level</th>
<th>Units Worth</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>BST12624</td>
<td>Science for Human Comfort</td>
<td>A1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST12315</td>
<td>Technology for Living Environment</td>
<td>A1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST12781</td>
<td>Building Communication</td>
<td>A1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST12511</td>
<td>Thermal Science</td>
<td>A1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST12512</td>
<td>Fluid Science</td>
<td>A1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST12513</td>
<td>Building Electrical Science</td>
<td>A1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST12784</td>
<td>Piped Services</td>
<td>A1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST12591</td>
<td>Technical Practice</td>
<td>A1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>MA0101</td>
<td>Basic Engineering Mathematics I</td>
<td>A1</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>MA0102</td>
<td>Basic Engineering Mathematics II</td>
<td>A2</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST20584</td>
<td>Advanced Building Services Systems and Management</td>
<td>A2</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST22551</td>
<td>Electrical Services 1</td>
<td>A2</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST22552</td>
<td>Electrical Services 2</td>
<td>A2</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST22531</td>
<td>HVAC Services 1</td>
<td>A2</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST22532</td>
<td>HVAC Services 2</td>
<td>A2</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST22542</td>
<td>Fire Services</td>
<td>A2</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST22571</td>
<td>Building Services Laboratory</td>
<td>A2</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>BST22583</td>
<td>Building Services Design Project</td>
<td>A2</td>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

Total credit units:

= University Requirements (12 or 15 credits) + Programme Core Courses (57 credits)
= 69 or 72 credits
The recommended progression charts are shown for reference. Please note that the arrangement of courses in this chart is for recommendation purpose, and students can use them as a reference to select courses in each semester throughout the programme period.
### Recommended Progression Chart (First Year)

<table>
<thead>
<tr>
<th>Programme Core Courses (57 credits: 27 credits in first year; 30 credits in second year)</th>
</tr>
</thead>
<tbody>
<tr>
<td>BST12624 Science for Human Comfort</td>
</tr>
<tr>
<td>BST12781 Building Communication</td>
</tr>
<tr>
<td>BST12315 Technology for Living Environment</td>
</tr>
<tr>
<td>BST12541 Piped Services</td>
</tr>
<tr>
<td>BST12591 Technical Practice</td>
</tr>
<tr>
<td>MA0101 Basic Engineering Mathematics I</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>University Requirements (12 or 15 credits: 9 or 15 credits in first year; 0 or 3 credits in second year)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gateway Education Course&lt;sup&gt;5&lt;/sup&gt;</td>
</tr>
<tr>
<td>CHIN1001 Chinese Language&lt;sup&gt;1&lt;/sup&gt;</td>
</tr>
</tbody>
</table>

### Three streams (1), (2) & (3) for difference English language background of students who have obtained level 2, 3 & 4 or above in HKDSE, respectively:

1. EL0009 English Foundation Course for Associate Degree Students<sup>2</sup>  
   - EL1002 English Enhancement Course for Associate Degree Student<sup>1</sup>  
     3  
   - EL1003 English Enhancement Course for Associate Degree Student<sup>2</sup>  
     3

2. EL1002 English Enhancement Course for Associate Degree Student<sup>1</sup>  
   - EL1003 English Enhancement Course for Associate Degree Student<sup>1</sup>  
     3

3. Other English Language Course<sup>4</sup>  
   - Other English Language Course<sup>4</sup>  
     3

<table>
<thead>
<tr>
<th>12-18 CUS</th>
<th>17-20 CUS</th>
<th>4-7 CUS</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) EL0009</td>
<td>(2)EL1002</td>
<td>(3)</td>
</tr>
</tbody>
</table>

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<sup>1</sup> Division of Building Science and Technology
**Recommended Progression Chart (Second Year)**

<table>
<thead>
<tr>
<th>Semester A</th>
<th>Credit Units</th>
<th>Semester B</th>
<th>Credit Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Programme Core Courses (57 credits: 27 credits in first year; 30 credits in second year)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BST22551 Electrical Services 1</td>
<td>3</td>
<td>BST22552 Electrical Services 2</td>
<td>3</td>
</tr>
<tr>
<td>BST22531 HVAC Services 1</td>
<td>3</td>
<td>BST22532 HVAC Services 2</td>
<td>3</td>
</tr>
<tr>
<td>BST22583 Building Services Design Project</td>
<td>3</td>
<td>BST22583 Building Services Design Project</td>
<td>3</td>
</tr>
<tr>
<td>BST22542 Fire Services</td>
<td>3</td>
<td>BST20584 Advanced Building Services Systems and Management</td>
<td>3</td>
</tr>
<tr>
<td>MA0102 Basic Engineering Mathematics II</td>
<td>3</td>
<td>BST22571 Building Services Laboratory</td>
<td>3</td>
</tr>
</tbody>
</table>

University requirements (12 or 15 credits: 9 or 15 credits in first year; 0 or 3 credits in second year)

| Gateway Education Course\(^5,6\) | 3            |                                      |              |

| 15-18 CUS | 15 CUS |

\(^1\)For students who have obtained level 3 or below in HKDSE Chinese Language, or grade E or below in HKALE AS Chinese Language and Culture (or equivalent)

\(^2\)For students who have obtained level 2 in HKDSE English Language, or below grade E in HKALE AS Use of English (or equivalent).

After successful completion, they will need to take EL1002 & EL1003 in Semester B and summer.

\(^3\)For students who have obtained level 3 in HKDSE English Language, or grade E in HKALE AS Use of English (or equivalent)

\(^4\)For students who have obtained level 4 or above in HKDSE English Language, or grade D or above in HKALE AS Use of English (or equivalent); students are not required to study English Enhancement Course for Associate Degree Student I & II

\(^5\)Two Gateway Education (GE) courses from different areas: Area 1: Arts and Humanities; Area 2: Study of Societies, Social and Business Organisations; Area 3: Science and Technology

\(^6\)Students may at their own discretion study these courses either at summer term or second year
7 COURSES INTENDED LEARNING OUTCOMES

Upon successful completion of the following courses, students should be able to:

**BST12315 Technology for Living Environment**

1. Apply the social research method to identify the user requirements and planning requirements for a living environment.
2. Apply the design and construction principles and processes of foundation systems for low-rise buildings.
3. Apply the design and construction principles and processes of short-span structural systems to fulfil the user requirements of a low-rise building.
4. Apply the design and construction principles and processes of basic building components and finishes to fulfil the user requirements of low-rise buildings.
5. Discover the latest applications of sustainable construction for local projects.

**BST12624 Science for Human Comfort**

1. Analyse practical problems of heat in the built environment.
2. Analyse practical problems of light in the built environment.
3. Analyse practical problems of sound in the built environment.
4. Analyse practical problems of air quality and natural ventilation in the built environment.

**BST12781 Building Communication**

1. Discover the existence and organization of the individual members, and the process and procedures related to the property, building and construction industry.
2. Understand the rationale, role and involvement of Government or Quasi-Government on property and building developments.
3. Explore various types of drawings, plans and technical information methods for building communication in the property, building and construction industry.
BST12511 Thermal Science

1. Solve problems related to fundamental laws in classical thermodynamics.
2. Use saturated and superheated steam tables.
3. Analyse simple thermodynamic and psychometric processes.
4. Analyse simple thermodynamic cycles.

BST12512 Fluid Science

1. Solve basic problems of fluid statics.
2. Solve problems of the fundamental principles of fluid flow.
3. Apply principles of fluid flow in pipe flow and external flow.

BST12513 Building Electrical Science

1. Interpret the properties of basic electrical property in DC/AC circuits.
2. Analyse electric circuits by network theorems.
3. Analyse the performance of A.C. electrical power supply and distribution systems by phasor approach.
4. Analyse the operating performance of transformers and motors.

BST12541 Piped Services

1. Apply basic principles, pipe sizing calculations, relevant standards and legislative requirements to the design and installation of cold water supply systems with due consideration to energy and saving.
2. Apply basic principles, pipe sizing calculations, relevant standards and legislative requirements to the design and installation of hot water supply systems with due consideration to energy and saving.
3. Apply basic principles, pipe sizing calculations, relevant standards and legislative requirements to the design and installation of flushing water supply systems with due consideration to energy and saving.
4. Apply basic principles, pipe sizing calculations, relevant standards and legislative requirements to the design and installation of above ground drainage systems.
5. Apply basic principles, pipe sizing calculations, relevant standards and legislative requirements to the design and installation of underground drainage systems with due consideration to energy and saving.
BST12591 Technical Practice

1. Analyse the relative importance of various parameters for the basic building service system design.
2. Interpret technology impact on equipment, materials and work methods to enable students in discovering technology development and modern practice in building service industry.
3. Recognise the importance of role and ethics of engineering profession.

BST20584 Advanced Building Services Systems and Management

1. Explain knowledge and principles of advanced building services systems of HVAC services, electrical services, plumbing and drainage services, fire services and energy management.
2. Classify and apply the principles of different types of advanced building services systems and energy management systems to building services design and installation.
3. Interpret and apply appropriate codes, standards, and guidelines for the design and installation of these advanced building services systems.
4. Describe alternative energy conservation measures in terms of energy management, energy codes and cost assessment.
5. Describe typical building development design and project administration in Hong Kong.

BST22551 Electrical Services 1

1. Identify characteristics of and user requirements for electricity services.
2. Identify factors for the selection and erection of major electrical distribution equipment.
3. Explain local electricity ordinance and codes of practice, and international standards governing building electrical power distribution systems.
4. To design and operate a reliable, safe and energy efficient building electrical wiring system.

BST22552 Electrical Services 2

1. Apply standards to design a reliable, safe and energy efficient vertical transportation system.
2. Apply standards to design an energy efficient lighting installation.
3. Explain factors/considerations for the selection and erection of communication systems.
4. Explain factors/considerations for the selection and erection of intelligent building systems.
5. Select appropriate emergency power supply systems for the reliable and safe operation of buildings.

**BST22531 HVAC Services 1**

1. Explain the working principles of mechanical ventilation and air distribution systems, their equipment constructions and operation characteristics.
2. Explain the working principles of single- and multi-zone air-conditioning systems, their equipment constructions and operation characteristics.
3. Perform flow analysis of fan-duct systems with diagrams and graphs.
4. Perform air-conditioning cycle analysis of single-zone air-conditioning systems with diagrams and psychrometric chart.
5. Perform air-conditioning cycle analysis of common multi-zone air-conditioning systems with diagrams and psychrometric chart.

**BST22532 HVAC Services 2**

1. Explain in relation to scientific principles of the key components, control and operating principles, pros and cons of different refrigeration systems.
2. Apply the knowledge of technological science and air-conditioning engineering in analyzing the performance of common refrigeration systems.
3. Explain in relation to scientific principles of the key components, control and operating principles, pros and cons of different hydronic, heat rejection and space heating systems.
4. Apply the knowledge of technological science and air-conditioning engineering in analyzing the performances of common hydronic, heat rejection and space heating systems.
5. Explain the system control, commissioning, maintenance and management, energy management, energy and carbon audit from the perspective of HVAC systems.

**BST22542 Fire Services**

1. Explain the properties and classification of fire.
2. Explain working principles of automatic fire alarm and detection system and installation.
3. Explain working principles of fire hydrant/hose reel system and installation.
4. Explain working principles of smoke control system and installation for smoke ventilation.
5. Explain working principles of sprinkler system and installation.
6. Select and discover a suitable fire protection systems and installation for various types of building fire in accordance with fire properties, fire classification, local regulations and the relevant standards.
**BST22571 Building Services Laboratory**

1. Describe the practical procedures to perform experiments.
2. Apply analytical techniques in the measurement and testing of building services components/systems.
3. Predict the performance of building services components/systems by related theories and principles.
4. Communicate the results and observations in the form of log sheets during the experiment.
5. Contrast the experimental results with the theoretical interpretations.

**BST22583 Building Services Design Project**

1. Synthesis the building services provision with innovative idea from client requirements, architectural and structural features, site environment, local design practice and regulations, and related design information.
2. Discuss the design consideration and solution through appropriate design calculation and equipment specification.
3. Interpret the design calculations, considerations and solutions through professional report, drawings and oral presentation.
4. Coordinate building services systems, architectural and structural features into an integrated scheme.

**MA0101 Basic Engineering Mathematics I**

1. Manipulate expressions and equations involving complex numbers.
2. Implement basic operations in vector algebra, dot and cross products.
3. Perform techniques of differentiation to obtain derivatives and Taylor series expansions of functions.
4. Perform techniques of integration to evaluate integrals of functions.
5. Apply methods of differential and integral calculus to a range of geometrical and engineering problems.

**MA0102 Basic Engineering Mathematics II**

1. Perform basic operations of matrix arithmetic and techniques for solving systems of linear equations.
2. Solve first-order linear and special types of non-linear ordinary differential equations.
4. Implement techniques in Laplace transforms and Fourier series.
5. Apply mathematical and computational methods to a range of problems in science and engineering.
CHIN1001 University Chinese I

1. Produce written text in Chinese with linguistic accuracies and appropriateness.
2. Produce oral presentations with clear ideas, concise wordings, and well-structured arguments.
3. Undertake exposition tasks in a clear and systematic way, demonstrating a controlled use of organizational patterns and detailed texts.
4. Adopt and synthesize strategies to perform persuasion tasks.

EL0009 English Foundation Course for Associate Degree Students

1. Recognise and interpret a range of lexical and grammatical structures, syntax, and text types.
2. Demonstrate an ability to comprehend, summarise and analyse information and ideas in a range of academic texts.
3. Write in a relevant and organised way using a range of sentence structures and vocabulary accurately.
4. Compose coherent academic texts.
5. Demonstrate reflective thinking skills and communicate understanding of texts in a reading group.

EL1002 English Enhancement Course for Associate Degree Students I

1. Demonstrate the ability to comprehend, summarise, analyse, synthesise and evaluate a range of spoken texts.
2. Select information from spoken input and use it in academic speaking contexts.
3. Recognise phonological features and demonstrate the ability to use them accurately.
4. Demonstrate the ability to explain, inquire, clarify, evaluate, argue and recommend in discussions and presentations.
5. Select and appropriately exploit resources for self-directed language learning.
EL1003 English Enhancement Course for Associate Degree Students II

1. Recognise and interpret the discourse patterns and lexico-grammatical choices in a variety of academic texts.
2. Demonstrate an ability to comprehend, summarise, analyse and synthesise information and ideas in a range of authentic texts.
3. Write in a relevant and organised way using a wide range of sentence structures and vocabulary accurately.
4. Compose coherent academic texts using information taken from selected sources.
5. Select and appropriately exploit resources for self-directed language learning.
ACADEMIC HONESTY

You must pursue your studies with academic honesty, which is central to the conduct of academic work. You are expected to present your own work, give proper acknowledgement of other's work, and honestly report findings obtained.

Students who commit an act of academic dishonesty which jeopardizes the integrity of the learning and assessment process may be charged and be liable to disciplinary actions.

Academic dishonesty includes but is not restricted to the following behaviors:

- Plagiarism, e.g., the failure to properly acknowledge the use of another person’s work or submission for assessment material that is not the student’s own work;
- Misrepresentation of a piece of group work as the student’s own individual work;
- Collusion, i.e., allowing another person to gain advantage by copying one’s work;
- Unauthorized access to an examination/test paper;
- Possession/use of unauthorized material in assessment;
- Unauthorized communication during assessment;
- Use of fabricated data claimed to be obtained by experimental work, or data copied or obtained by unfair means;
- Impersonating another student at a test or an examination or allowing oneself to be impersonated.

To enhance your understanding of academic honesty, all CityU students are required to complete an online tutorial, quiz and declaration on academic honesty. Students must complete this requirement on or before 30 November 2018.

Please refer to the University website below regarding “University Requirement on Academic Honesty”:
http://www.cityu.edu.hk/provost/academic_honesty/university_requirement_on_academic_honesty.htm
9 STUDENT CONDUCT

City University of Hong Kong aims to provide a harmonious and supportive environment for teaching and learning. Students are expected to treat all other students and members of the University community with honesty, respect and maintain good conduct in student discipline. Students need to observe the Code of Student Conduct and other rules and regulations which are crucial in making the University an excellent place for learning.

For details of these rules and regulations, please refer to the website below:
http://www.cityu.edu.hk/vpsa/studentlan/cscdp/csc.htm
10 ASSESSMENT, PROGRESSION AND AWARD

10.1 General

The assessment of your academic work at the University has two aspects: the assessment of courses, for which you will receive "grades"; and the classification of your award based on a "grade point average". You may find the details of assessment rules and schemes in the e-Portal.

10.2 Course Grades

Course grades are given by Assessment Panels. At the Assessment Panel meeting, your lecturer/instructor will recommend grades for each course. After the grades have been agreed, they will be sent to the College Examination Board for endorsement. The Academic Regulations and Records Office will then inform the students of the results via the Academic Information Management System (AIMS).
Assessment Panels can assign the following grades:

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Grade Point</th>
<th>Grade Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>4.3</td>
<td>Excellent</td>
</tr>
<tr>
<td>A</td>
<td>4.0</td>
<td></td>
</tr>
<tr>
<td>A-</td>
<td>3.7</td>
<td></td>
</tr>
<tr>
<td>B+</td>
<td>3.3</td>
<td>Good</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td></td>
</tr>
<tr>
<td>B-</td>
<td>2.7</td>
<td></td>
</tr>
<tr>
<td>C+</td>
<td>2.3</td>
<td>Fair</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td></td>
</tr>
<tr>
<td>C-</td>
<td>1.7</td>
<td></td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
<td>Marginal</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
<td>Failure</td>
</tr>
<tr>
<td>P (Pass-fail course only)</td>
<td>Pass</td>
<td></td>
</tr>
</tbody>
</table>

These qualifiers define student performance with respect to the achievement of course intended learning outcomes (CILOs) stipulated in the respective course syllabuses which are available on the University’s website.

- I: “Incomplete”. A grade of incomplete may be granted (i) where there are extenuating circumstances that have prevented a student from completing required work, or attending the examination; (ii) at the discretion of the Assessment Panel. Where an “I” grade is assigned, the Assessment Panel will approve a schedule for the completion of work, or a supplementary examination. An alternative grade should be assigned no later than four weeks after the “I” grade is first reported or as soon as practicable thereafter.

- X: "Late Drop". Assigned when a student is permitted to drop the course after the add/drop deadline.
10.3 Grade Point Average (GPA)

Your overall performance is measured by your Grade Point Average (GPA). As you can see from the course-grade table, every letter grade you receive corresponds to a numerical grade. A GPA is an average of these course grades. Please refer to “Glossary” of the Academic Regulations for the calculation of GPAs.

10.4 Academic Standing and Academic Advising

10.4.1 Academic Standing

Academic standing provides an indicator of students in academic difficulty who need academic advising and extra help. The three levels of academic standing are:

- Academic Warning
- Academic Probation
- Academic Suspension

An academic standing decision is made for all students at the end of Semester A and Semester B, except for students taking 3 credits or less.

10.4.2 Academic Standing Definitions

<table>
<thead>
<tr>
<th>Standing</th>
<th>Definitions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Warning</td>
<td>• Students’ academic performance has been unsatisfactory, or their overall academic average is below minimum requirements.</td>
</tr>
<tr>
<td></td>
<td>• Students on warning should seek advice from their academic advisor.</td>
</tr>
</tbody>
</table>
| Academic Probation | - Students’ academic performance has been extremely unsatisfactory, or their overall academic average has continued to be below the minimum requirements for graduation.  
- Students on Academic Probation may be required to take a reduced study load and/or to fulfill specific conditions such as GPA attainments in the following semester. |
| Academic Suspension | - Students who cannot benefit from course registration in the next semester/term may be suspended for an approved period of not less than one semester.  
- Academic Suspension is designed to provide students with an opportunity to resolve the problems that are preventing them from making academic progress. |
10.4.3 Rules for Standing Changes

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>SGPA</th>
<th>CGPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nil</td>
<td>Academic Warning</td>
<td>1.00 – 1.69</td>
<td>1.00 – 4.30</td>
</tr>
<tr>
<td>Review</td>
<td>0 – 0.99</td>
<td>or 0 – 0.99</td>
<td></td>
</tr>
<tr>
<td>Academic Warning</td>
<td>Academic Warning</td>
<td>1.70 – 4.30</td>
<td>0 – 1.69</td>
</tr>
<tr>
<td>Review</td>
<td>0 – 1.69</td>
<td>and Any</td>
<td></td>
</tr>
<tr>
<td>Academic probation/ Academic</td>
<td>Review</td>
<td>0 – 1.69</td>
<td>0 – 1.69</td>
</tr>
<tr>
<td>suspension</td>
<td></td>
<td>or</td>
<td></td>
</tr>
</tbody>
</table>

Notes:
(i) The above academic standing rules exclude students who have not attempted more than 3 credit units in the semester.
(ii) “Review” is only a temporary status. It signifies the academic unit is screening each case and an academic standing will be assigned shortly.

10.4.4 Where can you View Academic Standing?

The Academic Regulations and Records Office will indicate the period in each semester when students can view their academic standing from AIMS. Select "Student Record" Menu and then "Grade Display" from "My Academic Record".

If you still have outstanding course grades for the semester, or if you have courses graded as "Incomplete", your academic standing may change later depending on your GPA scores attained when all your course grades are confirmed.

Review is a temporary status. Your home academic unit is currently considering your performance and will make a final decision on your academic standing.

If academic standing is not relevant to your circumstances as in the case of visiting students or students on exchange programmes, "Not applicable" will be indicated against your academic standing.
No academic standing will be assigned in a semester where you have taken 3 credits or less. The academic standing of your previous semester will remain in effect.

The Academic Regulations and Records Office issues formal notification to students with the following academic standing: academic probation, academic suspension.

10.4.5 Academic Advising

If your academic standing indicates "Academic warning", this is a signal for you to work hard to improve your performance next semester. If you are in doubt about your curriculum requirements and wish to discuss your study plan, seek academic advice from your home academic unit.

If your academic standing indicates "Academic probation" or "Academic suspension", contact your academic advisor immediately to sort out your course registration for the next/future semester. The name of your advisor will be shown in the "My Advisor / Mentor and My Mentees" under the "Student Record" Menu in AIMS.

The University is committed to providing advice and assistance to students throughout their studies. Academic advising is a shared commitment of students and faculties to the process. Academic advisors are responsible in monitoring their advisees' progress on a regular basis, in developing students' initiative for self-learning, and for providing information about programme requirements and academic options. Students are responsible for contacting their academic advisor and for knowing the requirements of their programmes. Students bear the final responsibility for making their own decisions based on the advice available.

10.4.6 Academic Termination

Where a student's academic performance is unsatisfactory and the Examination Board is satisfied that the student cannot reasonably expect to complete the award, the Board will terminate the student's studies.

After academic termination, students may not continue their studies without readmission, with readmission to any programme no earlier than one academic year after the student's termination.
For more details, please refer to the Academic Regulations for Associate Degrees (Clause 15 - Termination of Study).

10.5 Division of Building Science and Technology Assessment Policy

For core courses offered by BST which comprise both coursework and examination assessment components, students are required to attain a minimum mark in each of the components for passing the course.

To ensure a smooth progression of your studies for your final award, you are advised to consult your Programme Leader immediately should you have any queries.

The above are guidelines only, it is subject to the final decision of the Assessment Panel and the College Examination Board.

10.6 Classification and Conferment of Awards

To be eligible for an Associate Degree award, students must have successfully completed all the programme requirements as well as the University requirements of the programme they registered. The classifications of award are based on students’ Cumulative Grade Point Average (CGPA) and are classified as Distinction, Credit, and Pass.

The demarcations of award boundaries for Associate Degree programmes offered by the Division of Building Science and Technology are as follows:

- **Distinction**: CGPA ≥ 3.40
- **Credit**: CGPA 3.00 – 3.39
- **Pass**: CGPA 1.70 – 2.99
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Pre-cursor</th>
<th>Pre-requisite</th>
<th>Level</th>
<th>SH</th>
<th>Units</th>
<th>Duration of Course (No. of semester)</th>
<th>Assessment Method</th>
<th>Exam Duration (hour)</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>BST12781</td>
<td>Building Communication</td>
<td>-</td>
<td>-</td>
<td>A1</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>BST12624</td>
<td>Science for Human Comfort</td>
<td>-</td>
<td>-</td>
<td>A1</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>BST12315</td>
<td>Technology for Living Environment</td>
<td>-</td>
<td>-</td>
<td>A1</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>50</td>
<td>50</td>
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<tr>
<td>BST12511</td>
<td>Thermal Science</td>
<td>-</td>
<td>-</td>
<td>A1</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>BST12512</td>
<td>Fluid Science</td>
<td>-</td>
<td>-</td>
<td>A1</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>BST12513</td>
<td>Building Electrical Science</td>
<td>-</td>
<td>-</td>
<td>A1</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>BST12541</td>
<td>Piped Services</td>
<td>BST12512</td>
<td>-</td>
<td>A1</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>BST12591</td>
<td>Technical Practice</td>
<td>BST12781</td>
<td>-</td>
<td>A1</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td></td>
<td>100</td>
<td>-</td>
</tr>
<tr>
<td>MA0101</td>
<td>Basic Engineering Mathematics I</td>
<td>-</td>
<td>HKDSE Mathematics Compulsory Part (Level 2 or above), or HKCEE Mathematics (Grade E or above) or equivalent</td>
<td>A1</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
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<tr>
<td>MA0102</td>
<td>Basic Engineering Mathematics II</td>
<td>MA0101</td>
<td>-</td>
<td>A2</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
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<tr>
<td>BST20584</td>
<td>Advanced Building Services Systems and Management</td>
<td>-</td>
<td>-</td>
<td>A2</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>BST22551</td>
<td>Electrical Services 1</td>
<td>BST12513</td>
<td>-</td>
<td>A2</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>BST22552</td>
<td>Electrical Services 2</td>
<td>BST12512</td>
<td>-</td>
<td>A2</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>BST22531</td>
<td>HVAC Services 1</td>
<td>BST12511</td>
<td>BST12512</td>
<td>A2</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>BST22532</td>
<td>HVAC Services 2</td>
<td>-</td>
<td>-</td>
<td>A2</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>BST22542</td>
<td>Fire Services</td>
<td>-</td>
<td>-</td>
<td>A2</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>40</td>
<td>60</td>
</tr>
<tr>
<td>BST22571</td>
<td>Building Services Laboratory</td>
<td>BST12511</td>
<td>BST12512/BST22531/BST12541/BST22541/BST22551</td>
<td>A2</td>
<td>3</td>
<td>3</td>
<td>1</td>
<td></td>
<td>100</td>
<td>-</td>
</tr>
<tr>
<td>BST22583</td>
<td>Building Services Design Project</td>
<td>-</td>
<td>-</td>
<td>A2</td>
<td>3</td>
<td>6</td>
<td>2</td>
<td></td>
<td>100</td>
<td>-</td>
</tr>
</tbody>
</table>

Key:
SH = Semester Hours    C = Coursework    X = Examination
Credit Transfer under the Credit Unit System

Previous educational or vocational experience of an applicant/student may be considered on a case by case basis towards the credit units required to earn the Associate Degree award. At least half of the credit units required for an award of the University must be earned by the successful completion of courses required by the programme concerned.
12 PROGRAMME RECOGNITION

12.1 Professional Recognition

The programme meets the academic requirements for Associate Membership of the Hong Kong Institution of Engineers (HKIE).

12.2 Academic Recognition

12.2.1 Corresponding Local Degree Programmes/Conversion Programmes

- BEng Building Services Engineering offered by City University of Hong Kong
- BEng(Hons) Building Services Engineering offered by The Hong Kong Polytechnic University
- BEng (Hons) Mechanical Engineering offered by Hong Kong University of Science & Technology
- BEng (Hons) Mechanical Engineering offered by The University of Hong Kong
- BEng (Hons) Mechanical Engineering offered by Technological and Higher Education Institute of Hong Kong

Remarks:
Graduate of an Associate Degree programme recognized by City University of Hong Kong (CityU) can apply for Senior-year admission to CityU government-funded bachelor's degree programmes through Special Admission Scheme. Please refer to the following website for detail: http://www.admo.cityu.edu.hk/sy/ugc/info/
12.2.2 Corresponding Overseas Degree Programmes

- Entry to BSE programmes in related disciplines in overseas universities.
Students who encounter financial difficulties may apply for various forms of financial assistance such as Government grants and/or loans, University bursaries, loans, emergency funds and temporary student loan funds, etc. Details can be obtained from the Student Development Services.

Besides, various prizes and scholarships are awarded to students on the basis of academic and/or other merits. Some of them are:

13.1 At the end of each semester, students’ GPAs are calculated. Where a student over that period has (1) earned twelve units or more, (2) achieved a GPA of 3.7 or greater, and (3) has not failed any course, the student is placed on the Dean’s List.

13.2 The University’s “Campus Internship Scheme (CIS) and the Campus Work Scheme (CWS)” aim to enhance student's understanding of work environment, develop work ethics and pays student on an hourly basis for their work. Students with good academic results can apply.

13.3 For further information on the aforesaid, as well as other scholarships and awards, the students are advised to check the following website maintained by the Student Development Services of the University: [http://www.cityu.edu.hk/sds/web/studentlife_scholarships_new.shtml](http://www.cityu.edu.hk/sds/web/studentlife_scholarships_new.shtml)
14 STAFF LIST

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MCIBSE, CEng, MHKIE

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MHKIE, CEng, MIEE, MIEEE

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Lai Wing-yiu, Anthony  BSc *Thames*, MSc *HKPU*, PhD *UniSA*, MRICS, MHKIS

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**Instructors I**

Chan Chak-wa, Gary  BEng MSc *HK*, MHKIE(Civil), MIstructE

Fong Ming-lun, Alan  PhD *De Montfort*, BEng MSc *HKPU*, MCIBSE, CEng, MHKIE(BS,Fire, Energy), MASHRAE, RPE(BS), REW(C0), PFM

Wang Man-wah, Conny  BSc, MSc *Greenwich*, MHKIS(BS, PFM), RPS(BS), MHKICM
## Academic Calendar

### Semester A 2018/19

#### September 2018

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**Events / Public Holidays**

- **13 Aug - 1 Sep** Term Break
- **3 Sep - 1 Dec** Semester A 2018/19
- **25** Day following Mid-Autumn Festival

#### October 2018

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**Events / Public Holidays**

- **1** National Day
- **2** Graduation Date
- **17** Chung Yeung Festival

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Events / Public Holidays

1 Last Day of Teaching
3 - 8 Student Revision Period
10 - 22 Examination Period
24 Dec 2018 - 12 Jan 2019 Semester Break
25 Christmas Day
26 Day following Christmas Day

January 2019

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Events / Public Holidays

1 First Day of January
Semester B 2018/19

January 2019

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WK 2: 20 21 22 23 24 25 26
WK 3: 27 28 29 30 31

Events / Public Holidays

24 Dec 2018 - 12 Jan 2019 Semester Break
1 First Day of January
14 Jan - 27 Apr Semester B 2018/19

February 2019

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WK 6: 24 25 26 27 28

Events / Public Holidays

4 - 9 Lunar New Year Break
5 - 7 Lunar New Year Holidays
15 Graduation Date

March 2019

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WK 8: 17 18 19 20 21 22 23
WK 9: 24 25 26 27 28 29 30

April 2019

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Events / Public Holidays

5 Ching Ming Festival
19 - 25 Easter Break
19 Good Friday
20 Day following Good Friday
22 Easter Monday
27 Last Day of Teaching
29 Apr - 4 May Student Revision Period
### May 2019

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**Events / Public Holidays**

1. **Labour Day**
2. **Examination Period**
3. **Day following Buddha's Birthday**
4. **Semester Break**
   - **21 May - 8 Jun**

### June 2019

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**Events / Public Holidays**

1. **Tuen Ng Festival**