



APPLICATION INSTRUCTIONS FOR TAUGHT POSTGRADUATE PROGRAMMES (SEPTEMBER 2023 INTAKE)

Please carefully read the instructions and guidelines before starting to complete the application.

1. SUBMITTING AN APPLICATION AND SUPPORTING DOCUMENTS

All applications should be submitted via the online application system at <https://admissions.hku.hk/tpg/faculty/faculty-law>.

Each applicant should upload the following supporting documents to the specific system (https://hku.au1.qualtrics.com/jfe/form/SV_6sWCzdej7Spg22y) within **14 calendar days** after submitting the online application.

The deadline(s) for applications will be strictly adhered to. It is the applicant's responsibility to make sure that all supporting documents, including but not limited to academic transcript(s), graduation diploma(s), IELTS/TOEFL report(s), recommendation letters, and so on, must be uploaded/submitted to the respective system by the timeframe as mentioned above.

In this regard, you are strongly encouraged to submit your application and documents as early as possible to avoid any competitive disadvantage over other applicants whose files are complete. We must receive the full supporting documents in order to consider your application.

If you wish to apply for more than one programme at HKU¹, you should apply under a different username on the application system and settle the fee (HK\$300) separately. However, an applicant can only accept and enrol in one programme even if they have received more than one admission offer from the University.

Late applications will be considered only if places are still available.

a) Documents of Academic Qualifications, which include:

- Academic transcript(s)
- Graduation diploma(s) for ALL degrees that have been awarded
- Certificate of Bachelor's/Master's Degree² (學士/碩士學位證書)
- Verification Report of Higher Education Qualification Certificate (教育部學歷證書電子註冊備案表)

You must submit a copy of the above documents to facilitate our review. If you have obtained/will obtain more than one degree from the same University or institution, you may submit one academic transcript provided that full academic standing, including the number of credits and individual class grades for each degree, are recorded in order.

You will also need to submit a current academic transcript for consideration if you are in the last year of study from your current programme.

¹ Candidates will be asked to indicate their priority of preference when uploading their materials online.

² In both Chinese and English versions, and only applicable to candidates graduating from Mainland China institutions.

b) Official IELTS / TOEFL report^{3 4} (if applicable)

A high level of English language proficiency is a prerequisite for admission. Candidates from a university or comparable institution outside Hong Kong where the language of teaching and examination is not English shall be required to satisfy the University English language requirement through one of the following recognised English tests with the Faculty's minimum requirement shown below:

<u>Test</u>	<u>Minimum Requirement(s)</u>
TOEFL (Paper-based Test)	A score of 593 or above
TOEFL iBT Test	A score of 97 or above
IELTS	An overall band of 7.0 or above with no subtest below 6.5 An overall band of 6.5 or above (for MCL only)

c) Personal Statement⁵

The personal statement is an essential component of your application. It provides an opportunity for you to tell us more about yourself – particularly why you would like to apply for a taught postgraduate degree at HKU Law and why you are a suitable candidate for the programme. When explaining your suitability, you should refer to your academic, professional and personal background.

d) Curriculum vitae / Résumé (Optional but highly recommended)

e) Recommendation Letter

Applicants will be asked to provide details of two referees when completing the online application form. Please note that at least one referee should be from academics who can comment knowledgeably on your academic performance and your ability to pursue postgraduate study in law.

Upon the receipt of your online application, the online reference report system will immediately send an invitation email to the email addresses of your referees provided. Your referees will have **14 calendar days** to complete the reference report. They will also receive a reminder email seven calendar days before the deadline.

The most helpful recommendations are those written by academics who know you well or by someone you have worked with professionally. The content of the recommendations is more critical than the number of recommendations you submit.

³ The faculty only accepts IELTS/TOEFL score report if the result is obtained within two years of the application deadline. Please also note that the university/faculty do not accept scores from any of the following tests:

- IELTS Indicator
- TOEFL iBT® Home Edition
- TOEFL ITP® Plus for China Solution
- TOEFL Essentials™ Test
- TOEFL MyBest™ Score Reports
- Duolingo English Test
- Pearson Tests of English
- College English Test 全國大學英語四、六級考試 (CET-4/CET-6)
- Test for English Majors 全國高等學校英語專業四、八級考試 (TEM-4/TEM-8)

⁴ Applicants do not need to take the English proficiency test if they received a master's/bachelor's degree from an institution where the medium of instruction was English but are required to submit the academic transcript for consideration.

⁵ The Personal Statement must be solely the product of your efforts. We reserve the right to disqualify the application of a candidate who has submitted a Personal Statement written by, or with the help of, someone other than the candidate.

Please note that your referees will need time to prepare a reference report. Therefore, we suggest you contact your referees at your earliest convenience to allow them sufficient time to write the reference letter.

If you or your referees need assistance, please contact the Faculty of Law Office by email at lawpgs@hku.hk.

The original/certified copy of supporting materials is **NOT** required during the application stage. However, should a candidate be given an admissions offer by the Faculty, they will be notified via email of the need to submit the original/certified true copy of the documents by a specified deadline.

2. CONFIDENTIALITY POLICY

We will treat all information submitted by the application as confidential.

Unless your application is successful, all application forms and supporting documents, once submitted, will not be returned and will be destroyed after the admission exercise.

3. ADMISSIONS DECISIONS

Admission offers may be made on a rolling basis and are generally available 4-6 weeks after receiving the complete set of documents. Applicants may also view their application status via a specific link in early 2023.

Successful applicants will also be notified by email. Applicants who have yet to receive an admission offer will be considered again in the clearing round(s) until the end of the whole admission exercise. In this regard, you are advised to check your email regularly.

We will not release any information regarding the application decision to anyone other than the applicant due to confidentiality reasons.

Applicants who do not hear from us by mid-August 2023 may assume their applications are unsuccessful.

4. PROGRAMME FEE AND PAYMENT

a) Application Fee

The application fee is HK\$300 and must be paid online by credit card when you submit your application. Please do not send cash/cheques. The fee is non-refundable and will not be credited to your composition fee if you are admitted.

b) Composition Fee

The tuition fee for the respective programmes for the academic year 2023-2024 is under review.

Please refer to the 2022-2023 fee for each taught postgraduate programme shown below for reference. Should you be admitted to the programme, you will be asked to pay the first instalment of the tuition fee (i.e., 50% for full-time candidates and 25% for part-time candidates) in addition to the caution money of HK\$350.

<u>Programme</u>	<u>Local</u>	<u>Non-local⁶</u>
LLM(Arb&DR)	HK\$182,000	
LLM(CFL)		
LLM(CR)		
LLM	HK\$161,000	
LLM(ChineseLaw)		
LLM(T&IPL)		
MCL		
LLM(HR)	HK\$42,100	HK\$171,000

5. STUDENT VISA

Students who do not have the right of abode or land in Hong Kong must apply for a student visa for educational purposes from the Hong Kong Immigration Department (ImmD). HKU's [Admissions Office](#) will act as the local sponsor and assist with student visa applications.

The whole student visa application will take 8-10 weeks upon receipt of a complete set of application documents. Admitted students are, therefore, advised to apply for the student visa as soon as they have accepted our admissions offer.

6. CONCURRENT REGISTRATION

University's [General Regulation G6](#) prohibits concurrent registration by a student of this University for another post-secondary qualification either at this University or at any other institution. A breach of this regulation may result in discontinuing studies at this University.

7. ENQUIRIES

If you experience difficulties during your application, please email lawpgs@hku.hk for assistance.

October 2022

⁶ According to the HKSAR Government, you will be considered as non-local students if you are holding:

- Student visa/entry permit to study in Hong Kong; or
- Dependent visa/entry permit and were aged 18 years old or above when they were first issued with such documents by the Hong Kong Immigration Department (ImmD); or
- Visa/entry permit under the Immigration Arrangements for Non-local Graduates (IANG)