

**Preparatory Programmes for
Master of Laws (LLM)
Postgraduate Diploma in Laws
Postgraduate Certificate in Laws**

University of London International Programmes

2010-2011

University of London International Programmes

The University of London is one of the leading universities in Europe. Its world-class federation of 19 Colleges and a number of smaller specialist institutions provide an unrivalled range of education opportunities of outstanding breadth and quality.

Through its International Programmes, the world's oldest provider of degrees through distance and flexible learning, the University of London offers degree programmes to students all over the world. Established in 1858, today the University of London International Programmes has 50,000 students in every corner of the globe studying on more than 100 different programmes.

School of Professional Education and Executive Development

The School of Professional Education and Executive Development (SPEED) of The Hong Kong Polytechnic University is dedicated to stimulating and promoting lifelong learning activities. Officially formed on 1 July 1999, the School has been actively involved in the development and delivery of a wide range of study programmes that are relevant to individual advancement and wider socio-economic needs.

Programmes offered by SPEED range from Certificate to Master's level, most of which lead to PolyU SPEED or overseas academic awards. Various modes of study have been adopted including full-time, part-time and distance-learning. Whatever the form of delivery, the aim is to make learning a rewarding and enjoyable experience for learners.

The Hong Kong Polytechnic University

The origin of the University can be traced back to 1937 with the founding of the first publicly-funded post-secondary technical institution in Hong Kong – the Government Trade School. The School was renamed the Hong Kong Technical College in 1947. In August 1972, the Hong Kong Polytechnic was formally established taking over the campus and staff of the Hong Kong Technical College. The Institution assumed full university status in November 1994. In terms of number of students, it is the largest tertiary institution in Hong Kong funded by the HKSAR Government through the University Grants Committee. It has a student population of about 27,540 by headcount.

Programmes Features

The part-time Preparatory Programmes described in this brochure prepares students for the examinations leading to the awards by the University of London. They provide opportunities for students who:

- have completed Bachelor of Laws (LLB) and wish to proceed to a more advanced level of study
- are legal practitioners and require further studies to serve as part of their continuing professional legal education and training
- are working professionals but require necessary legal training as part of their career enhancement
- are non-degree graduates but possess the necessary relevant work experience and are keen to develop their career

Academic Direction

The academic management for the programmes is provided jointly by the Departments of Laws of Queen Mary (QM) and University College London (UCL). Academics from the University of London plan the structure and content of the Postgraduate Law Programmes, develop and write study materials, set the examination papers and mark scripts.

Full Learning and Teaching Support

The Preparatory Programmes are taught by full-time faculty from Advance Tertiary College (ATC), Malaysia and Intech Training Centre (ITC), Singapore. Each section consists of 6 hours of lecture scheduled for weekends. Apart from face-to-face teaching, students will also have access to ATC and ITC online facilities, Teaching Mentor Student Assistance System as well as University of London International Programmes Virtual Learning Environment.

Library Privilege

Library cards will be issued to registered students allowing them to use library facilities in the Pao Yue-kong Library of the PolyU Main Campus.

Assessment

Assessment of the postgraduate law programmes is by unseen written examinations. Entry for examination is arranged through the Hong Kong Examinations and Assessment Authority.

Quality Assurance

The academic content and assessment for the University of London International Programmes is provided by the Colleges of the University. This ensures that a University of London degree attests to the same high academic standards, irrespective of where and how a student studies.

Graduation and Recognition

Upon successful completion, students will be awarded a Master's degree / Postgraduate Diploma / Postgraduate Certificate in Laws by the University of London.

Campus Environment

Classes will be conducted over weekends in PolyU campuses.

Preparatory Programmes for Master of Laws (LLM) Postgraduate Diploma in Laws Postgraduate Certificate in Laws

Offered by SPEED in collaboration with Advance Tertiary College (ATC), Malaysia
and Intech Training Centre (ITC), Singapore



Duration

Master of Laws (LLM) / Postgraduate Diploma in Laws: 1 to 5 years
Postgraduate Certificate in Laws: 6 months to 5 years

Tuition Fee

Enrolment for 5 sections : HK\$16,000
Enrolment for 6 sections : HK\$18,000
Enrolment for single section : HK\$3,500

Medium of Instruction

English

Programme Structure

Master of Laws (LLM)

Consists of 16 sections from 4 courses

Postgraduate Diploma in Laws

Consists of 10 sections from up to 4 courses

Postgraduate Certificate in Laws

Consists of 5 sections from up to 4 courses

Specialisations and Courses Available

For full list of specialisations and courses available, please visit:

http://www.londoninternational.ac.uk/prospective_students/postgraduate/laws/specialisations/

Entry Requirements

Master of Laws (LLM)

Applicants must have:

- (i) obtained the Bachelor of Laws (LLB) degree of the University of London with at least Second Class Honours; or
- (ii) obtained a first degree, in a subject appropriate to the Master of Laws (LLM), of an acceptable university in a Member State of the European Union or outside the European Union, with the result considered by the University of London to be equivalent to at least Second Class Honours; or
- (iii) obtained a Master's degree, in a subject appropriate to the LLM, of an acceptable university in a Member State of the European Union, or of an acceptable university outside the European Union; or
- (iv) obtained a Postgraduate Diploma in Laws from a College or Institute of the University of London; and
- (v) competence in English acceptable to the University of London

Postgraduate Diploma in Law

Applicants must have:

- (i) obtained a degree of the University of London with at least Second Class Honours; or
- (ii) obtained a degree of an acceptable university in a Member State of The European Union or outside the European Union, with a result considered by the University of London to be equivalent to at least Second Class Honours; or
- (iii) obtained a Master's degree of an acceptable university in a Member State of the European Union, or of an acceptable university outside the European Union; or
- (iv) obtained a Postgraduate Certificate in Laws from a College or Institute of the University of London; and
- (v) competence in English acceptable to the University of London

Postgraduate Certificate in Law

Applicants must have:

- (i) obtained a degree of the University of London; or
- (ii) obtained a degree of an acceptable university in a Member State of the European Union or outside the European Union; or
- (iii) at least 5 years relevant work experience, such as accounting, banking, finance, insurance, law or policing; and
- (iv) competence in English acceptable to the University of London

Examinations

The examinations are usually held in May/October each year. Students need to apply for entry to the examinations. Application for entry to the examinations should be made through the Hong Kong Examinations and Assessment Authority.

Further Information

More information about the programme structure and syllabuses are provided in the prospectus of the University of London International Programmes, which can be downloaded at: http://www.londoninternational.ac.uk/prospectus/llm_prospectus.pdf

Fees and Financial Assistance

Tuition Fees

The Preparatory Programmes are offered on a self-financed basis. Except for unsuccessful applications or course cancellation, tuition fees paid are not refundable. Fees paid and places allocated on courses are not transferable after an application is made.

Financial Assistance

Local students pursuing any of these Preparatory Programmes and with financial need may apply for Government's Non-means Tested Loan Scheme (NLS) to settle their tuition fees. The loan is non-means tested and interest is charged at the Government's no-gain-no-loss rate to be reviewed on a monthly basis.

Detailed information about NLS is obtainable from the website of the Hong Kong Government Students Financial Assistance Agency (SFAA) at: www.sfaa.gov.hk

Application and Admission

(1) Application for the University of London

Applicants intending to sit for their first examination(s) in May 2011 should apply for admission to the University of London International Programmes by **31 January 2011** (for first examination in October 2011).

Online Application:

- Applicants who wish to submit the application online should apply at: http://www.londoninternational.ac.uk/prospective_students/postgraduate/laws/index.shtml
- Upon submission, applicants should forward to SPEED a duly completed

Document Enclosure Form (DEF) and the form can be downloaded at:
http://www.londoninternational.ac.uk/forms/online_application_forms/document_enc_form.pdf

Submit Hardcopy of Application:

- Applicants who wish to submit hardcopy of the application should download the form at:
http://www.londoninternational.ac.uk/forms/application_forms/llm_af.pdf

The following documents should be submitted to SPEED in person together with the DEF or the duly completed application form for the University of London:

- (i) originals and 2 sets of photocopies of all academic/professional qualifications; and
- (ii) 2 sets of photocopies of HKID card; and
- (iii) full employment curriculum vitae (CV); and
- (iv) duly completed SPEED application form for the Preparatory Programmes, a recent photo (size: 1” x 1.5”) for issuance of a library card and a crossed cheque/bank draft (payable to “The Hong Kong Polytechnic University”) for the tuition fee.

Students are required to pay to the University an initial registration fee upon registration. A separate examination fee is also payable to the University and the Hong Kong Examinations and Assessment Authority respectively when applying for entry to the examination.

(2) Enrolment with SPEED

Completed application form for the Preparatory Programmes should be submitted to SPEED together with the followings:

- (i) a crossed cheque or bank draft payable to “The Hong Kong Polytechnic University” for the tuition fee (please write your name and the course title at the back of the cheque or bank draft; and
- (ii) a recent photo (size: 1” x 1.5”) for issuance of a library card.

Please refer to the application form for more information about the application procedures.

Successful applicants will receive a written notification from SPEED confirming their enrolment before course commencement. Unsuccessful applicants will be notified in writing by the School and the cheque or bank draft submitted will be returned by ordinary mail.

Programme Commencement

March 2011 (for first examinations in October 2011)

Admission Enquiries

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School of Professional Education and Executive Development is operated by College of Professional and Continuing Education Limited which is an affiliate of The Hong Kong Polytechnic University.

These are exempted courses under the Non-local Higher and Professional Education (Regulation) Ordinance in Hong Kong. It is a matter of discretion for individual employers to recognize any qualification to which these courses may lead.

Whilst every care has been taken to ensure the accuracy of the information provided in this brochure at the time of publication, the School cannot be held responsible for any errors or omissions.

The School reserves the right to make variations to the contents of the brochure and to change or withdraw the programmes or courses described herein.

This brochure is for reference only and does not constitute any contractual obligation on the part of the School.

September 2010