Induction Session 2017

Dr. Clement Wong

BSc. QF Programme Coordinator
Welcome to SEF!
Do you know our names?

FBE Faculty of Business and Economics 經濟及工商管理學院

SEF School of Economics and Finance 經濟金融學院

Undergraduate programmes offered by SEF:

BSc(QF) BSc. in Quantitative Finance
BEcon (BE) Bachelor of Economics
BEcon&Fin (BEF) Bachelor of Economics and Finance
BFin (AMPB) Bachelor of Finance in Asset Management and Private Banking
Admin support for QF from FBE

Contact FBE’s **UG Programme Office** directly for inquiries related to **procedure and regulatory matters**

e.g. Graduation requirements, leave application, exemption from pre-requisites, credit transfer, grade appeal, declaration of minor, course registration problems (such as could not get into a course, technical problems).

Room 401, K.K. Leung Building
Tel: 3917 5343
E-mail: fbe.undergrad@hku.hk
Website: www.fbe.hku.hk
Admin support for QF from FBE

Karen Wu, Programme Manager (QF)

- 3917-4497, karenck@hku.hk, Faculty Office, 4/F, KKL

- Always write to UG Programme Office first.

- Karen will write to you if your inquiries involve her direct actions.
Admin support for QF from SEF

- SEF staff are mainly involved with the day-to-day operation of the programme (e.g. secretaries, teaching assistants TAs, professors, academic advisers.)

- You might interact with them in matters such as submitting registration form for QF events, consultation with your academic adviser, professors, and TA.

- **SEF General Office** is at 9/F KKL
  - Tel: 3917 1058
  - E-mail: enquiry@sef.hku.hk
  - Website: www.sef.hku.hk
Admin support for QF from SEF

- SEF General Office secretaries:
  - Vanessa Law, Administrative Assistant
    - 3917-4181, vanlaw@hku.hk
  - Annie Lam, Senior Executive Assistant
    - 3917-5750, annielhc@hku.hk
Admin support for QF from SEF

QF Academic advisers:
- Dr. Clement Wong or Dr. Huiyan Qiu
- They give you advice on academic matters, i.e. related to your learning experience.
- e.g. Course planning (choosing electives, 2nd major, or minor), asking for reference letters, advise on choosing exchange university, study problems in general.

Do not confuse between the roles of admin staff and academic advisors
- Questions about taking courses at exchange university?
- Questions about application procedures/credit transfer for exchange study?
Degree Requirements and Related Regulations

- It is your own responsibility to read
  - 1. FBE Handbook for Undergraduates
  - 2. QF programme regulations, syllabus & structure, and course descriptions (see FBE website)

- You can find course outlines of SEF courses from current and previous years at SEF website
  - At SEF home page, click “Undergraduate”, “For Current Students”, and then “Course Offering & Outlines”
1. University’s UG 5 requirements (54 credits)

2. QF Programme requirements (96 credits)

3. Free electives/2nd major/minor (90 credits)

Once you have satisfied all requirements for BSc QF major, “the clock will stop” and you have to graduate.
Degree Requirements: UG 5 Requirements

English Language Enhancement (12 credits)

Chinese Language Enhancement (6 credits)

Common Core Curriculum (36 credits)

Total: 54 credits
**Degree Requirements: UG 5 Requirements**

### a. English Language Enhancement

**CAES1000 Core University English (6 credits)**

- to be taken in Year 1, either 1\textsuperscript{st} or 2\textsuperscript{nd} semester

<table>
<thead>
<tr>
<th>Exemption type</th>
<th>Criterion</th>
</tr>
</thead>
<tbody>
<tr>
<td>CAES test</td>
<td>Native English Speaker Standard</td>
</tr>
<tr>
<td>HKDSE</td>
<td>English Language Paper, attained Level 5**</td>
</tr>
<tr>
<td>IELTS</td>
<td>Overall score $\geq 7.5$ \text{ and } $\geq 7$ in Reading, Speaking, Listening and Writing</td>
</tr>
<tr>
<td>TOEFL Internet Based Test</td>
<td>Overall score $\geq 102$ \text{ and } $\geq 27$ in the writing section \text{ and } $\geq 24$ in the speaking, listening and reading sections</td>
</tr>
<tr>
<td>IB</td>
<td>$\geq$ Level 5 in A1 English (either SL or HL paper)</td>
</tr>
<tr>
<td>SAT</td>
<td>Essay score $\geq 10$ \text{ and } Critical Reading and Writing Tests $\geq 700$</td>
</tr>
<tr>
<td>Advanced Placement</td>
<td>English Language and Composition or Literature and Composition Tests $\geq 5$</td>
</tr>
</tbody>
</table>

- If exempted, you must take a 6-credit elective course in lieu of this course
Degree Requirements: UG 5 Requirements

a. English Language Enhancement

CAES9920 Academic Communication for Business and Economics (6 credits)

◦ to be taken in Year 2, 2nd semester
As a graduation requirement, ALL SEF students are required to take two **English Proficiency tests**:

1. **Entrance test in Year 1** (to be held in mid-Oct 2017)
   - Test details to be confirmed by email

2. **Exit test in the final year of study**
b. Chinese Language Enhancement

CBBA9003 Practical Chinese (6 credits)
- to be taken in Year 3, 1st semester

- Students from the mainland: Instead of CBBA9003, take:
  - CUND9002 Practical Chinese and Hong Kong Society or
  - CUND9003 Cantonese for non-Cantonese speaking students

- Students who did not study Chinese during secondary school:
  - can apply to Faculty Office for exemption; and
  - if exempted, need to take a credit-bearing Cantonese or Putonghua course offered by the School of Chinese for international students
c. HKU Common Core Courses (CCC)

- CCC are categorized under four Areas of Inquiry (AoI):
  - Scientific and Technological Literacy
  - Humanities
  - Global Issues
  - China: Cultural, State and Society

Students must complete a total of **six CCC** in the first three years of study:
- at least one but not more than two courses in each AoI
- not more than four courses in an academic year
- CCC cannot be counted as free electives!
Suggested Order of Study

- Please see the attached spreadsheet handout.
- SEF strictly requires students to fulfill the pre/co-requisite requirements.
- Waiver of pre/co-requisites is normally NOT allowed.
- You need to take these QF core courses in year one:
  - ECON1210 Introductory Microeconomics
  - ECON1220 Introductory Macroeconomics
  - ACCT1101 Introduction to Financial Accounting
  - FINA1310 Corporate Finance
  - MATH1013 University Mathematics II
  - MATH2014 Multivariable Calculus and Linear Algebra
Currently MATH2014 is a pre-requisite to STAT2601. It is expected to be relaxed to a co-requisite in 2018-19 academic year, subject to approval by FBE.

Students who want to have a stronger mathematic foundation can take:

(1) MATH2211 Multivariable Calculus and
(2) MATH 2101 Linear Algebra I instead of MATH2014
Pre-registration of Year 1 QFin Core Courses

The Faculty Office will pre-register Year 1 QFin students to the following courses:

- ECON1210 Introductory Microeconomics
- ECON1220 Introductory Macroeconomics
- ACCT1101 Introduction to Financial Accounting
- FINA1310 Corporate Finance

Note: This is the only pre-registration for you.
FBE Double Counting Policy

- If a course that is used to fulfill BSc QF requirements is also part of the requirements for another FBE major (i.e. your second FBE major) or a FBE minor, this is an overlapping course.

- **General rule**: Overlapping course **CANNOT** be double counted in fulfilling both your first major and your FBE second major/FBE minor

  - **Exception**: Double counting is allowed only in one situation:

    - (1) The overlapping course is one of the 4 **Faculty Core Courses** and
    - (2) You are pursuing a second major offered by FBE

    - Action needed: In this case you are required to take a free elective course in order to fulfill the 240-credit graduation requirement
(i) ACCT1101 Introduction to financial accounting
(ii) ECON1210 Introductory microeconomics
(iii) FINA1310 Corporate Finance
(iv) A statistics course as prescribed in the syllabuses (STAT2601 for QF)
FBE Double Counting Policy

- Except for the above exception, you are required to take:
  - an advanced level disciplinary elective
  - in your 2nd FBE major or FBE minor

in lieu of the overlapping course to fulfill your 2nd FBE major/FBE minor
## FBE Double Counting Policy

<table>
<thead>
<tr>
<th>Combination of FBE Major and Minor Programmes</th>
<th>Overlapping Course is a FCC</th>
<th>Overlapping course is NOT a FCC</th>
</tr>
</thead>
<tbody>
<tr>
<td>1&lt;sup&gt;st&lt;/sup&gt; major in QF + 2&lt;sup&gt;nd&lt;/sup&gt; FBE major</td>
<td>You are required to take a <strong>FREE ELECTIVE</strong> in lieu of the overlapping course.</td>
<td>You are required to take an advanced level <strong>DISCIPLINARY ELECTIVE</strong> of the 2&lt;sup&gt;nd&lt;/sup&gt; FBE major in lieu of overlapping course.</td>
</tr>
<tr>
<td>1&lt;sup&gt;st&lt;/sup&gt; Major in QF + FBE minor</td>
<td>You are required to take an advanced level <strong>DISCIPLINARY ELECTIVE</strong> of the <strong>FBE minor</strong> in lieu of overlapping course.</td>
<td>You are required to take an advanced level <strong>DISCIPLINARY ELECTIVE</strong> of the <strong>FBE minor</strong> in lieu of overlapping course.</td>
</tr>
</tbody>
</table>
# Double Counting (Example)

A 1\textsuperscript{st} major QF student has declared a 2\textsuperscript{nd} major in Economics.

<table>
<thead>
<tr>
<th>7 Overlapping Courses</th>
<th>Action required</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Faculty Core Courses (FCC):</strong></td>
<td></td>
</tr>
<tr>
<td>(1) ACCT 1101</td>
<td>Take four <strong>FREE ELECTIVES</strong> in lieu of these four overlapping courses.</td>
</tr>
<tr>
<td>(2) ECON 1210</td>
<td></td>
</tr>
<tr>
<td>(3) FINA 1310</td>
<td></td>
</tr>
<tr>
<td>(4) STAT2601</td>
<td></td>
</tr>
<tr>
<td><strong>Non- FCC courses</strong></td>
<td></td>
</tr>
<tr>
<td>(5) ECON 1220</td>
<td>Take three <strong>DISCIPLINARY ELECTIVES</strong> (advanced level) of Economics major in lieu of these three overlapping courses.</td>
</tr>
<tr>
<td>(6) ECON 2280</td>
<td></td>
</tr>
<tr>
<td>(7) MATH 1013</td>
<td></td>
</tr>
</tbody>
</table>
Add/Drop

Students can add and drop courses during a two-week add/drop period.

- Adding and dropping after the add-drop period (so called late-add or late-drop) is normally NOT allowed.

- Late add or late drop after the first two weeks of add-drop period is allowed only under VERY SPECIAL circumstances that are beyond the control of the students.
If students have genuine need to make amendments to the pre-registered course enrollment or late add/drop requests, please send a request with valid justification to FBE’s UG Programme Office for consideration.
Online course selection period for Freshmen:
August 23 (Wed) (10am) – August 28 (Mon) (4pm)

Add/drop period for 1st Semester:
August 31 (Thu) (10am) - September 13 (Wed) (4pm)

Add/drop period for 2nd Semester:
January 15 (Mon) (10am) – January 29 (Mon) (4pm)
Student Information System (SIS)

Course selection and add/drop via SIS
Declaring Major / Minor

- BSc(QFin) students are given an option to pursue second major or minor(s).
- Declare your Major(s) or Minor(s) in the SIS during the preliminary course enrollment period in August before the start of the second year of study.
- Finalize your declarations during the add/drop period in September of your final year of study. No additions / changes will be accepted after this specified period.
- Dr. Clement Wong will send you some advice on course selection for free electives, minor, and second major. Note that you must fulfill all the requirements for minor/second major by the time you fulfill the graduation requirements for BSc QFin.

Major/Minor Programmes offered by FBE
Credits Required – Second Major

- For a Second Major: 72 – 96 credits
- FBE majors available:
- Non-FBE second majors available from other faculties:
  - Arts, Education, Engineering, Science, Social Sciences
  - Please check with the offering Faculties for the pre-requisite requirements of programmes
Major / Minor

Credits Required – Minor

- For a Minor: 36 – 48 credits
- FBE minors available:
  - Accounting, Human Resources Management, Information Systems, Marketing, Economics
- Non-FBE minors available from other faculties:
  - Arts, Education, Engineering, Science, Social Sciences
  - Please check with the offering Faculties for the pre-requisite requirements of programmes
Study Load

Normal load is **30 credits per semester** (a minimum load of 24 and a maximum load of 36 credits per semester), 2 semesters per year and graduation in 4 years.

Need a **minimum of 240 credits**, fulfill all requirements and achieve a cumulative GPA of 1.0 or above to graduate.

Take a minimum of 60 credits and a maximum of 72 credits in each academic year.
Other Requirements & Regulations

Study Load

Can take more than 72 credits in an academic year with the approval by the Board of Faculty, provided that the total no. of credits taken does not exceed 288 credits.

By including the courses taken to make up the failed credits, the total no. of credits should not exceed 432 credits.
**Other Requirements & Regulations**

**Leave of Absence**

**Sick leave of 3 to 7 days:**
- Inform the Faculty Office in writing a.s.a.p.

**Sick leave of more than 7 days:**
- Submit application for leave of absence to the Faculty Office together with a medical certificate

**Non-medical reasons for more than 2 consecutive days:**
- Apply to the Faculty Office in writing a.s.a.p. with supporting documentation
- Note: permission granted only in exceptional cases
Absence from Exams

For Medical Reason:
- Need to submit the “Form of Medical Certificate” endorsed by your physician to the Director of University Health Service immediately for approval.
- Will be determined by the Board of Examiners on whether a supplementary exam will be granted.
- The supplementary exam is given only once. Failure to take the supplementary exam for whatever reason will result in failure in the final exam.

For Non-medical Reason:
- State your case clearly with supporting documentation to the Faculty Office for consideration.
- Note: seldom accepted by the Board of Examiners.
FBE Orientation for New Students

Date: Aug 10, 2017 (Thu)

Time: 2:30 pm – 5:00 pm

(Tea Reception from 3:40 pm – 5:00 pm)

Venue: Rayson Huang Theatre

Note: Another orientation will be held on August 30 for freshmen who miss the August 10 orientation.
Some advice
Take care of your business

- It is your own responsibility to check emails from SEF, FBE, and the programme coordinator regularly.

- In order not to miss any important announcements, please inform SEF, FBE, your academic adviser, and the programme coordinator and if you change your email addresses (personal and HKU) or phone number.

- If you have any questions, always check the regulations first before asking the admin staff.
Study hard & maintain a respectable CGPA

- **Qualify for some activities/scholarship**
  - Exchange study (eligibility, choice of universities, exchange scholarship)
  - QF international field trip at the end of year 3 (CGPA 3.0 for subsidy)
  - CFA Scholarship

- **Graduate as scheduled** - Relatively rigid prerequisite structure of QFin programme

- **Secure a good job after graduation**
  - CGPA is the single most important indicator of your overall quality!
  - Cut off point for screening job applicants (3.0 out of 4.0; 3.23 out of 4.3)
  - Honors classification (good jobs require at least second class upper)

- **To be accountable and for the sake of the programme!**
Study hard & maintain a respectable CGPA

- Have fun in year one and catch up later?
- Run for an office in a HKUSU student society?
  - QFin student committee (starting in year 2)
- Choosing easy courses to boost your GPA?
Self-learning

- Financial newspapers: Financial Times, Asian WSJ
- Magazine: Economist, Bloomberg website
- Read best sellers books in economics and finance
- Self learning websites, e.g. MIT online courses
  - [http://ocw.mit.edu/courses/find-by-topic/#cat=mathematics&subcat=appliedmathematics](http://ocw.mit.edu/courses/find-by-topic/#cat=mathematics&subcat=appliedmathematics)
Self-learning

- Personal investment portfolio

- Participate in competitions (e.g. CFA Investment Research Competition)

- Understand the finance industry
  - Attend Round Table with Practitioners events, participate in the executive mentoring scheme
  - Online resources about the financial market
    - [http://www.prospects.ac.uk/types_of_jobs_financial.htm](http://www.prospects.ac.uk/types_of_jobs_financial.htm)
    - [http://www.unicareer.org/](http://www.unicareer.org/)