

The Chinese University of Hong Kong Physical Education Unit

2019-2020 Course Selection and Add/Drop Procedures for Current Students (For students admitted in or before 2018-2019)

I. Required Physical Education(PE) Courses

- (1) Students can only take one required PE course in each term. The total number of units earned in required PE should not exceed 2. Nevertheless, students admitted with Advanced Standing (AS) and students admitted to senior-year places (AD/HD), the total number of units earned in required PE should not exceed 1.
- (2) A course can only be taken once, for example, students who have enrolled in a volleyball course before are not allowed to take the volleyball course again.
- (3) Students are required to enroll the course by emailing to Miss Wan (sintingwan@cuhk.edu.hk) of PE Unit on their course registration day, or by attending the Supplementary Course Selection session held by PE Unit. Students with medical conditions are required to submit the medical certificate or relevant supporting documents for further arrangement.

<u>Supplementary Course Selection :</u> Date : 13 Dec 2019 (Fri) Time : 10:00am-11:00am Venue : University Sports Centre	<u>Notes :</u> (1) Students should take full responsibility for unsuccessful course registration if they do not show up. (2) If typhoon signal no. 8 or above or the black rainstorm warning signal is in force at 7:30am on 13 Dec 2019, ‘Supplementary Course Selection’ will be postponed to 14 Dec 2019 (Sat) 10:00am – 11:00am, but the venue will remain unchanged.
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- (4) Students have to email to Miss Wan (sintingwan@cuhk.edu.hk) of PE Unit for add/drop courses during e-add/drop periods (13 to 19 Jan).
Note: For any absence from classes during add/drop periods, students are required to make up class(es) **within 2 weeks**. Or, they should present the “certificate of attendance” issued by teacher of the course(s) that they dropped to show their attendance record. Students who are absent from class without concrete reasons will be given a failure grade.

- (5) Retake Required PE Course
For students who failed or did not complete the requirements of the PE course in their first year of attendance, they need to retake the course in the first term of their second year. They cannot enroll required PE course under *CUSIS*. They are required to enroll the course by emailing to Miss Wan (sintingwan@cuhk.edu.hk) of PE Unit on their course registration day, or by attending the Supplementary Course Selection session held by PE Unit. Only 1 unit of required PE course can be retaken in each term. Students will be barred from graduation if they do not fulfill the requirement of Physical Education.

- (6) Special PE Course(s)
Special PE courses are offered to students with disabled conditions or special health problems. ‘Add/drop consent’ will be set for this course and students can only be enrolled after getting the approval from PE Unit. Students should bring along the medical certificate during the Supplementary Course Selection session for registration.

- (7) Clothing
Students should wear PE uniform as required by PE Unit during P.E. lessons.

II. Elective Physical Education Courses

- (1) The elective courses are offered to all students who are interested in taking more PE courses apart from the required PE courses. Students **CANNOT** use the units earned in the elective courses to replace the units of required courses. (The class section code of the elective courses contains alphabet “X”, eg. PHED 1066X and PHED 1100XA)
- (2) Students who wish to enroll for elective PE courses should register the course under *CUSIS*.
- (3) While registering the PE courses under *CUSIS*, students could **only put ONE elective PE course** into the shopping cart each time. If the course chosen could not be registered for some reasons (e.g. full quota), students have to put another elective PE course into the shopping cart and repeat the registration procedures.

