

The Chinese University of Hong Kong Physical Education Unit

Course Selection and Add/Drop Procedures for 2018-2019 New Entrants

I. Required Physical Education(PE) Courses

- (1) All full-time undergraduates are required to take one unit of PE course in the first and second terms respectively during their first year of attendance, except for Exercise Science and Health Education Majors, and Physical Education, Exercise Science and Health Majors. 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) are only required to complete one unit of Physical Education course in either the first or the second term. The total number of units earned in required PE should not exceed 1. Students can only take one required PE course in each term. Those who do not complete the requirement without permission from the Physical Education Unit will be given a failure grade for the assigned course.
- (2) Students should register the required PE courses under *CUSIS*. For students who fail to register a course, the computer would randomly arrange a course to them. Medicine or Nursing senior-year entrants should enroll in courses offered for them. One of the alphabets of the course codes of these courses is M (e.g. PHED1018M, PHED1043MA).
- (3) All new students (except AD/HD/AS) will be pre-assigned a dummy PHED1000 course (1 unit) under *CUSIS* before course registration in the first and second terms respectively during their first year of attendance. They are only allowed to swap PHED course under *CUSIS*, no add or drop is allowed.
- (4) AD/HD/AS students will NOT be pre-assigned dummy PHED1000 course in the first term. They could put ONE required PE course into the shopping cart each time, and can add or drop PHED course under *CUSIS*. If the course chosen could not be registered for some reasons (e.g. full quota), students have to put another required PE course into the shopping cart and repeat the registration procedures. In the second term, a dummy PHED1000 course will be pre-assigned to them if they have not enrolled any required PHED course in the first term. They are only allowed to swap PHED course under *CUSIS*, no add or drop is allowed.
- (5) A course can only be taken once, for example, students enrolled in volleyball course in the first term are not allowed to take the volleyball course in the second term.
- (6) Supplementary Course Selection is offered to:
 - (i) Students who cannot enroll in any required PE course and have NOT been assigned any PE course after course registration period (these students will receive an email reminder from the PE Unit), or
 - (ii) Students with a computer assigned PE course which has time clashes with major courses (please submit the relevant proof from your major department), or
 - (iii) Students who are not suitable to take the PE course due to medical or personal reasons (please submit the medical certificate, if appropriate), or
 - (iv) Year 2 or above students who has not yet fulfilled the requirement of the required PE courses.

<u>Supplementary Course Selection :</u> Date: 3 Dec 2018 (Mon) Time: 9:30am-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 3 Dec 2018, 'Supplementary Course Selection' will be postponed to 4 Dec 2018 (Tue) 9:30am – 11:00am, but the venue will remain unchanged.
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- (7) Students should add or drop the required PE courses under *CUSIS* during e-add/drop periods (14 to 20 Jan) following the announcement of course add/drop posted on the homepage of Registration & Examinations Section.

Note: (i) 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.

- (ii) Students who fail to register any required PE course without approval from the PE Unit will be notified by email about the final course registration procedures. Students who neglect the email notice and fail to enroll for the required course will be given a failure grade for the assigned course.

- (8) Defer / Drop Required PE Course

For students who cannot take the required PE courses during their first year of attendance due to medical reasons, they should apply for deferral in writing as soon as possible. The application letter and the relevant medical certificate from registered medical practitioners should be presented to the Assistant Director of PE Unit in person.

(9) 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 Mr. Ng (tonyng@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.

(10) 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.

(11) Clothing

Students should wear PE uniform as required by Physical Education 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.
- (4) Students should wear appropriate sports clothing for these courses.
- (5) Each student can only take one elective course in a term and no student can take the same course twice.
- (6) Students who wish to enroll in Intermediate PE courses must pass the screening test in the first lesson.

III. Enquiry:

Tel: 3943-6097

Website: <http://www.peu.cuhk.edu.hk/>

IV. The following courses will be conducted in English in the 2nd Term:

Course Code	Course Title	Venue	Teaching Staff	Periods
PHED1017G	Physical Conditioning (Men)	HCF	Mr. LAM Ho Fung	W6-7
PHED1018G	Physical Conditioning (Women)	HCF	Miss CHOW Chi Ngan	W4,F3
PHED1022H	Basketball (Women)	NAG	Ms. CHEUNG Ka Yee Crystal	F2-3
PHED1023C	Volleyball (Men)	UCG	Mr. WU Tat Cheung Clement	W7-8
PHED1031B	Tennis (Men)	TC	Dr. NG Siu Kuen	M2-3
PHED1033D	Squash (Men)	KSB_SC	Mr. CHAN Chi Ming	M7-8
PHED1034C	Squash (Women)	KSB_SC	Dr. NG Siu Kuen	M5-6
PHED1040A	Woodball	HCF	Mr. TANG Tsz Ming	H7-8
PHED1042B	Badminton (Women)	UG	Dr. HON Suet	F1-2
PHED1043B	Table Tennis (Men)	SCSH	Mr. YUEN Pak Yan	W7-8
PHED1044E	Table Tennis (Women)	UCTT	Ms. CHEUNG Ka Yee Crystal	T6, H6
PHED1070X	Archery	HCF	Mr. LI Chi Leung	W7-8

PE Uniform supplier(Hoi Lung Uniforms)

T-shirt : \$36

Shorts : \$33

Address(see map):

Shop 17, Ground floor, Chi Fai Building, 31-35 Tai Po Road, Sham Shui Po, Kowloon
(Business Hours : 12nn-6pm ; Closed on Sundays)
Tel : 2788-1180

