

## **Frequently asked questions (FAQs) on Ug Academic Advising**

### **BRE Scheme students (Year 1)**

#### **Major and Secondary Major Selection**

- Except for those students with an unconditional offer, first-year students will need to apply to select their preferred programme in the middle of Semester Two (usually in March).
- The Ug Scheme Chair will give students a briefing session for programme selection one month before the students submit their applications.
- Results of selection will be released to students in the middle of June.
- As the PMT programme will be terminated, students will need to choose either SUV or BEM. The academic advisor can explain the difference between SUV and BEM and students can directly contact the programme leaders to get additional consultation, if it is the case.
- In general, most students prefer SUV, and those students with higher GPAs can be admitted to SUV. In the past two years, the average cut-off GPA for being admitted to SUV was around 3.30. However, it is noted that this number may vary every year.

## **Programme BEM**

### **AIDA secondary major**

- Only students with a cumulative GPA of 2.70 or above after Semester Two of Year One may be considered for Secondary Major enrolment. Students should know the credit requirements by checking scheme books:  
<https://www.polyu.edu.hk/bre/study/undergraduate-programmes/bre-scheme-books/>
- Students who wish to withdraw from a Secondary Major need to seek approval from the department prior to the end of the add/drop period of their last semester of study.

### **Background to study BEM**

- Students who are interested in studying BEM programme are suggested to have their study experience on physics in their high school study.

### **HKIE membership**

- Students under the BEM programme, as it is accredited, would be able to go through Free Student Membership Scheme to become a student member of HKIE.
- Visit the HKIE website to learn more membership information:  
<https://hkie.org.hk/en/membership/subscription/>
- During the membership application, one supporter who is a current corporate member or associate member of the HKIE is needed to support the case. Students could approach the programme leader to find BRE staff for the support

## **Programme SUV**

### **Division Quota for study**

There is no quota for each division. Students can make selections based on their own interests and professional development plans.

### **Enhancing understanding of different SUV divisions**

Our graduates suggest that the following channels can be helpful: 1) internship experiences; 2) websites of HKIS/RICS; 3) seminars and workshops organized by HKIS/RICS; 4) career talks delivered by potential employers.

### **Students Memberships of HKIS and RICS**

SUV students are encouraged to join HKIS and RICS as student members to strengthen their connection with the professional community. They can directly consult HKIS and RICS for guidance on how to apply for student membership.

### **Changing Program from BEM/PMT to SUV**

Transfer of study is generally discouraged and not supported to ensure fairness, as the entry requirements for the SUV program are higher than those of other programs.

### **Subject withdrawal**

Subject withdraw requires endorsements from Subject Leader and Program Leaders. Please note that, according to the PolyU regulation, the application for withdrawal of subject will not be entertained after the commencing of the examination period.

### **Late Assessment**

If you are unable to attend the examination, you may apply for a late assessment by providing the BRE General Office with the relevant details. Your case will be presented at the SARP meeting for consideration. If you are permitted to take a late assessment, it will be considered your first assessment, and the actual grade you achieve will be awarded. However, if your request is denied, you will need to retake the entire subject.

## **Programme PMT**

### **Professional Accreditation**

This programme is accredited by:

- a. Royal Institution of Chartered Surveyors (RICS)
- b. Hong Kong Institute of Surveyors (HKIS)
  - General Practice Division (General Practice, GP)
  - Property and Facilities Management Division (PFM)
- c. The Hong Kong Institute of Housing (HKIH)

PMT graduates who are interested in applying for HKIS membership (General Practice Division) and seeking for APC Part 1 Written Assessment exemption MUST complete the following subjects. HKIS has accepted the credit transfer subjects for exemption of Part I Assessment provided that the transferred subjects were approved by Poly U.

### **HKIS (General Practice Division)**

Part I Written Assessment Exemption

BRE315 Property Valuation

BRE336 Development Control Law\*

BRE337 Property Law

BRE371 Introduction to Property Management

BRE362 Urban Economics and Property Investment

BRE4291 Real Estate Marketing

BRE436 Applied Property Valuation\*

\*Taken as electives

## Career development

PMT students may develop their passion in any of the following disciplines and all the below disciplines built their foundation on the “Management of property”.

### Career Development: **Management of Property** (Work-Integrated Education/WIE)



## **BRE Exchange Programme**

### **Exchange Types:**

ALL full-time UGC-funded undergraduate students are eligible to apply for outbound exchange programme for one semester. BRE and PolyU partner with a wide range of universities in UK, USA, Canada, Australia, Singapore, Korea, Japan, Taiwan and Mainland China.

Exchange programme will NOT be regarded as WIE activity. Exchange programme can be counted as BRE 365 International Study. Please indicate this in your application for credit transfer.

NO additional tuition fee is required for the exchange. You only pay your normal tuition at PolyU.

### **Exchange Period:**

You may choose to participate in exchange in semester 1 or semester 2.

You are recommended to take exchange no later than semester 2 of Year 3 (by the time when you are in the host institution).

The maximum period of exchange is two semesters for four years, including one semester for overseas and one semester for Mainland China or Taiwan. The sponsorship from GEO is only for the first GEO outbound exchange activity.

### **Financial Support:**

All full-time UGC-funded undergraduate students can receive a range of financial assistance, including GEO Scholarship for Student Exchange / GEO Funding for Student Exchange, Hardship Fund Programme and faculty-based Top-up Funding (FCE Outbound Exchange Scholarship), to support living costs during exchange studies overseas. You will be informed through our mass email.

The amount of Sponsorship, Hardship Fund and Top-up Funding granted will vary according to different exchange destinations.

### **Credit Transfer for Semester exchange**

You can have the face-to-face credit transfer consultation with Dr. Wen Yi every Friday afternoon 4:00-5:00 pm at ZS739 or have online credit transfer consultation by sending an email ([wen.yi@polyu.edu.hk](mailto:wen.yi@polyu.edu.hk)) for an appointment

Further information on semester exchange: <https://www.polyu.edu.hk/geo/exchange-and-study-abroad/outgoing-students/semester-exchange/>

### **General issues for semester exchange and summer exchange**

If you have the enquires about the general issues on semester exchange and summer exchange (e.g., application procedure, exchange scholarship, confirmation letter of the host

university), please contact Ms Janice Lau (<https://www.polyu.edu.hk/bre/people/supporting-staff/administrative-staff/ms-janice-lau/>).

## **BRE365 International Study**

### **What actually is study tour in BRE undergraduate curriculum?**

Study Tour has been a tradition of undergraduate programmes offered by BRE. It has been a compulsory element of the undergraduate programmes in BRE for more than 30 years.

### **Will the Department organize the study tour for students?**

The study tour (BRE365) adopts a participative approach on subject delivery. Students are required to form their own tour group, setting up organizing committee, conduct background research and select the destination of visit, determining the tour period, invite their own tour supervisors (academic colleagues of BRE), plan the tour schedule, arrange payment transaction with concerned party, and to prepare the production of report and presentation.

### **What would be the suitable time to have the study tour?**

In recent years, most tour group organized their study tour between 2nd semester and summer semester. However, tour group should allow a few more days after the examination period as buffer to allow academic staff to finish grading examination scripts received.

### **Any ground rules on the formation of tour group and selection of tour destination?**

On tour group formation, generally cross-programme group formation is discouraged and not normally approved. Group size in general is between 20 to 40. For each tour group, there shall be an organizing committee with at least 4 key members: Chairperson, Vice-Chairperson on tour planning, Vice-Chairman on budgeting and financial control, and a Secretary for documentation. Each tour group must select and invite two academic staff of the Department to be their tour supervisors.

On the expected duration and academic content of the study tour, normally a study tour will last for around 7 to 10 days (including two-way travel) and there should be at least two-third to 70% of the tour schedules academically related.

### **On selecting tour destination: the ground rules are as below:**

- Destinations where they have been visited by tour groups in previous year for two times will not be allowed to be selected for tour destinations in the current year.
- No country/city will be allowed to be visited by more than 2 tour group in current year.
- The subject lecturer of BRE365 may conduct moderation on tour destinations when there are more than allowed number of tour groups selecting same destination.

### **What are considered as academically related tour schedules?**

Examples include: university visit with lectures/seminars delivered by academics of the visiting institutions, workshops at visiting universities/organizations (e.g. research institutes), laboratory visit, interflow and sharing with local students, site visit (on-going or completed projects), company visit and sharing, guided tour by construction and real estate professionals, visit to infrastructure facilities (e.g., factory for general and/or prefabricated construction components, desalination plants, etc.)



### **Can tour group appoint travel agency for tour planning?**

The tour group may appoint travel agency for tour planning like air tickets and accommodation. However, it is advised the tour group should not wholly rely on the travel agency to plan for academic visit, as most travel agencies have little experience on organizing study tour at university levels with specific fields about architecture, construction and real estate.

### **What are the roles of tour supervisors?**

Tour supervisors (2 for each tour group) play an advisory role in study tour with the following functions:

- Advise and endorse tour schedule prepared by the tour group (ensure there are sufficient academic contents)
- Endorse outgoing correspondence prepared by the tour group
- Accompany the tour group to complete the trip
- To handle contingency matters during the tour
- To conduct assessment for the subject (presentation, report and individual submission)

### **How the study tour is to be assessed?**

Study tour (BRE365) is to be assessed by the post-tour report and presentation (40% each), and individual assessment (%) which could be in the form of personal reflection and level of contributions towards the planning and implementation of the study tour and associated activities. The assessment is to be conducted by the tour supervisors.

### **Any that any external funding/sponsorship available to subsidize the cost of the tour?**

Since the study tour (BRE365) is an integral part of the BRE undergraduate curriculum, therefore students who are currently receiving “grant and/or loans” from the Government are eligible to recover essential expenses for the study tour. In addition, there are various competitive funding available in the University to support non-local trips/study like the “short-term non-local study fund” and Hsin Cheong Scholarship”. Furthermore, tour groups may seek sponsorship from the Department and the Faculty but they have to compile a well presented tour proposal to seek for support.