

# REGULATIONS FOR THE DUAL DEGREE OF BACHELOR OF BUSINESS ADMINISTRATION [BBA] AT THE UNIVERSITY OF HONG KONG [HKU] AND BACHLEOR OF COMMERCE [BCOM] AT THE UNIVERSITY OF BRITISH COLUMBIA [UBC]

These regulations apply to candidates admitted to the first year of study of the 4-year HKU-UBC Dual Bachelor's Degree in Business Administration and Commerce in the academic year 2021-22 and thereafter.

(See also General Regulations and Regulations for First Degree Curricula)

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## Admission to the dual degree

**BBA DU1** To be eligible for admission to the dual degree of Bachelor of Business Administration at The University of Hong Kong (HKU) and Bachelor of Commerce at The University of British Columbia (UBC), candidates shall

- (a) comply with the General Regulations;
  - (b) comply with the Regulations for First Degree Curricula;
  - (c) satisfy all the requirements of this dual degree curriculum for the first and fourth years of study at HKU and for the second and third years of study at UBC; and
  - (d) satisfy all the requirements of the curriculum in accordance with the regulations that follow and syllabuses of this dual degree.
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## Period of study

**BBA DU2** The curriculum for the dual degree of Bachelor of Business Administration at HKU and Bachelor of Commerce at UBC shall normally require eight semesters of full-time study, spreading over four academic years, and shall include any assessment to be held during and/or at the end of each semester. Students shall spend the first and final years at HKU and the second and third years at UBC. After successful completion of all four years of study, candidates will be awarded the Bachelor of Business Administration by HKU and the Bachelor of Commerce by UBC. Candidates shall in any case be required to complete the curriculum within six academic years, comprising a maximum period of three academic years of study each at HKU and UBC, unless otherwise required or permitted by the Board of the Faculty of Business and Economics.

**BBA DU3** Candidates shall be permitted to apply in writing to exit from this dual degree programme and register for the BBA curriculum at HKU or the BCom curriculum at UBC. Such application shall be made to both HKU and UBC no later than the end of the second year of study, unless otherwise required or permitted by both institutions. Admission to either the HKU's BBA or UBC's BCom curriculum shall be decided solely by the respective institutions. Candidates who are permitted to register for the HKU BBA curriculum shall thereafter refer to and comply with the Regulations and Syllabuses for the Degree of Bachelor of Business Administration at HKU.

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## Curriculum requirements

**BBA DU4** To complete the curriculum, candidates shall

- (a) comply with the General Regulations;
- (b) satisfy the requirements prescribed in UG 5 of the Regulations for First Degree Curricula;
- (c) pass in courses totalling not fewer than 144 credits in the first and final years of study at HKU in the manner specified as follows:
  - 12 credits in English language enhancement, including 6 credits in Core University English<sup>1</sup> and 6 credits in an English in the Discipline course in accordance with UG5(a);
  - 6 credits in Chinese language enhancement in accordance with UG5(b);
  - 24 credits of courses in the Common Core Curriculum<sup>2</sup> in accordance with UG5(c);
  - 42-66 credits of courses for a compulsory major in (i) Entrepreneurship, Design and

- Innovation, (ii) Finance, (iii) Human Resource Management, (iv) Information Systems and Analytics, or (v) Marketing; and
- 36-60 credits of free electives;
- (d) satisfy the requirements of the curriculum for the second and third years of study at UBC, equivalent to not fewer than 146 credits in value; and
  - (e) complete successfully not fewer than an equivalence of 290 credits of courses at HKU and UBC, in the manner specified in the syllabuses, among which at least 240 credits shall be counted towards the BBA degree at HKU in accordance with the syllabuses for the single BBA degree and in the manner as specified by the Faculty of Business and Economics.
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### **Progression in curriculum**

#### **BBA DU5**

- (a) Candidates shall take the required number of credits in an academic year<sup>3</sup>, in the manner as prescribed in the syllabuses.
  - (b) During the first and final years of study at HKU, candidates
    - (i) shall normally be required to take not fewer than 36 credits nor more than 42 credits in any one semester (except the summer semester);
    - (ii) may, of their own volition, take further credits during the regular or summer semesters<sup>4</sup>, accumulating up to a maximum of 72 credits in one academic year<sup>3</sup>;
    - (iii) may, with the approval of the Board of the Faculty of Business and Economics, exceed 72 credits in an academic year<sup>3</sup> provided that the total number of credits taken does not exceed 216 credits for the maximum period of registration specified, unless it is done with the approval of the Senate;
    - (iv) may select not more than 12 credits of courses in the summer semester<sup>4</sup>, unless otherwise permitted by the Board of the Faculty of Business and Economics; and
    - (v) may be required by the Board of the Faculty of Business and Economics to take a reduced study load of not fewer than 36 credits per semester if their academic progression is unsatisfactory.
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### **Transfer of credits**

**BBA DU6** Candidates shall be permitted to transfer credits for courses completed successfully in the second and third years of study at UBC or at other institutions at any time during their candidatures. The number of credits transferred will be recorded on the transcript of the candidate but the results of courses completed at UBC or other institutions shall not be included in the calculation of the GPA. The total number of credits granted for transfer towards the Bachelor of Business Administration at HKU shall not exceed 120 credits, and a minimum of two semesters of study at HKU shall be required before a candidate is considered for the award of the HKU degree.

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### **Exemption**

**BBA DU7** Candidates may be exempted, with or without special conditions attached, from any of the requirements in the syllabuses by the Board of the Faculty of Business and Economics. Candidates who are so exempted must replace the number of exempted credits with courses of the same credit value.

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## **Selection of courses**

**BBA DU8** Candidates shall select courses in accordance with these regulations and the guidelines specified in the syllabuses before the beginning of each semester. Changes to the selection of courses may be made during an add-drop period designated for each semester, and such changes shall not be reflected in the transcript of the candidates. Requests for changes after the designated add-drop period of a semester shall normally not be considered, except with the approval of the Board of the Faculty of Business and Economics, and candidates withdrawing from any course without permission after the designated add-drop period of a semester shall be given an F grade.

**BBA DU9** Candidates shall not be permitted to select a course for which a failed course forms a prerequisite unless permission is given by the department concerned to sit a qualifying examination in the failed course and satisfy the examiners in this.

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## **Assessment**

### **BBA DU10**

- (a) Candidates shall be assessed for each of the courses for which they have registered, and assessment may be conducted in any one or any combination of the following manners: written examinations or tests, continuous assessment of performance, laboratory work, field work, research or project reports, or in any other manner as specified in the syllabuses.
  - (b) Candidates suspended under Statute XXXI shall not be allowed to take, present themselves for, and participate in any assessments during the period of suspension, unless otherwise permitted by the Senate.
  - (c) There shall be no appeal against the results of examinations and all other forms of assessment.
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## **Grades**

**BBA DU11** Grades shall be awarded in accordance with UG 8 of the Regulations for First Degree Curricula.

**BBA DU12** Candidates shall not be permitted to repeat courses for which they have received a pass grade for the purpose of upgrading.

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## **Absence from examination**

**BBA DU13** Candidates who are unable, because of illness, to be present at any examination of a course, may apply for permission to present themselves for a supplementary examination to be held not later than the beginning of the first semester of the following academic year. Any such application shall be made on the form prescribed within two weeks of the first day of the candidate's absence from any examination. Any supplementary examination shall be part of that academic year's examinations, and the provisions made in the regulations for failure at the first attempt shall apply accordingly.

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## **Failure in examination**

**BBA DU14** Candidates are required to make up for a failed course in the following manner:

- (a) undergoing re-assessment/re-examination in the failed course to be held no later than the end of the following semester (not including the summer semester); or
- (b) re-submitting failed coursework, without having to repeat the same course of instruction; or
- (c) repeating the failed course by undergoing instruction and satisfying the assessments; or
- (d) for an elective course, taking another course in lieu of the failed course and satisfying the assessment requirements.

## Unsatisfactory performance

**BBA DU15** Candidates shall be recommended for discontinuation under the provisions of General Regulation G 12 and UG 4(e) of the Regulations for First Degree Curricula during the course of study at HKU if they have:

- (a) failed to complete successfully 36 or more credits in two consecutive semesters (not including the summer semester), except where they are not required to take such a number of credits in the two given semesters; or
  - (b) failed to achieve an average Semester GPA of 1.0 or higher for two consecutive semesters (not including the summer semester); or
  - (c) exceeded the maximum period of registration specified in BBA DU2; or
  - (d) failed a particular course or requirement three times.
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## Award of degrees and honours classification

### BBA DU16

- (a) To be eligible for the award of the degrees of Bachelor of Business Administration by HKU and Bachelor of Commerce by UBC, candidates shall have successfully completed the curriculum as stipulated in the regulations of the respective degrees.
- (b) The degree of Bachelor of Business Administration shall be awarded by HKU in five divisions: First Class Honours, Second Class Honours Division One, Second Class Honours Division Two, Third Class Honours, and Pass. The classification of honours shall be determined by the Board of Examiners for the degree in accordance with the following Graduation GPA (GGPA) scores, with all courses taken (including failed courses) carrying weightings which are proportionate to their credit values:

<u>Class of Honours</u>	<u>GGPA Range</u>
First Class Honours	3.60 – 4.30
Second Class Honours	(2.40 – 3.59)
Division One	3.00 – 3.59
Division Two	2.40 – 2.99
Third Class Honours	1.70 – 2.39
Pass	1.00 – 1.69

- (c) Honours classification may not be determined solely on the basis of a candidate's Graduation GPA and the Board of Examiners for the degree at HKU may, at its absolute discretion and with justification, award a higher class of honours to a candidate deemed to have demonstrated meritorious academic achievement but whose Graduation GPA falls below the range stipulated in BBA DU16(b) of the higher classification by not more than 0.1 Grade Point.
  - (d) A list of candidates who have successfully completed all degree requirements shall be posted on Faculty noticeboards.
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<sup>1</sup> Candidates who have achieved Level 5 or above in English Language in the Hong Kong Diploma of Secondary Education Examination, or equivalent, are exempted from this requirement, and Core University English is optional. Those who do not take this course should take an elective course in lieu, see Regulation UG 6.

<sup>2</sup> Candidates shall complete successfully 24 credits of courses in the Common Core Curriculum, comprising one course from each Area of Inquiry with not more than 24 credits of courses being selected within one academic year except where candidates are required to make up for failed credits.

<sup>3</sup> An 'academic year' comprises two regular semesters, with dates as prescribed by the Senate each year. A 'summer semester' may be organised in addition to the two regular semesters.

<sup>4</sup> Candidates are normally not allowed to take summer course(s) in their final year of study.