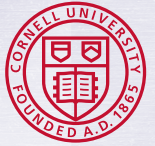




Jockey Club College of Veterinary  
Medicine and Life Sciences

香港城市大學  
City University of Hong Kong

in collaboration with Cornell University



Jockey Club College of Veterinary Medicine and Life Sciences  
賽馬會動物醫學及生命科學院

# Bachelor of Veterinary Medicine

## 獸醫學學士



Student Handbook  
2023-2024

produced by Design and Production Services UP CityU

The information contained in this student handbook applies to the 2023/24 intake, and is subject to review and change from time to time. Students are advised to visit the BVM website, Student Intranet and other relevant websites for the most updated information.

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# 1 Welcome to the Jockey Club College of Veterinary Medicine and Life Sciences

Welcome to the [Jockey Club College of Veterinary Medicine and Life Sciences](#) (JCC) at the [City University of Hong Kong](#) (CityU). This student handbook gives you, amongst other things, an overview of the six-year Bachelor of Veterinary Medicine (BVM) Programme that is tailored to provide comprehensive, evidence-based veterinary training leading to the Day One Competences needed by graduating veterinarians in order to meet international accreditation standards.

Veterinary students have responsibilities and privileges beyond those of most other student bodies. Trust is placed in veterinary students to conduct their studies and training competently, professionally and with integrity. Veterinary students are expected to represent the future of the profession, and they must be prepared for life in practice in a public-facing role.

An important feature of our undergraduate programme, and part of our quality assurance procedures, is the emphasis on the Day One Competences as stipulated by the Australasian Veterinary Boards Council (AVBC), the Royal College of Veterinary Surgeons (RCVS) and the World Organisation for Animal Health (WOAH). Guided by One Health core principles, the College implements CityU's vision to pioneer excellence in veterinary education and research in Hong Kong, Asia and the world.

The College's vision is to become a centre of excellence in veterinary medicine and life sciences education and research, and to be one of the 20 leading veterinary schools in the world within the next 20 years. Our BVM Programme is designed to cater for the needs of the region, with particular emphasis on Animal Welfare, Aquatic Animal Health, Emerging Infectious Diseases and Food Safety. Ultimately, the College will create new growth points for society and new career paths for our young people and enable CityU to become an international hub for public health and animal welfare.

Pedagogically, part of the curriculum will be taught in an innovative Problem-Based Learning (PBL) format, modelled on the veterinary curriculum developed by our strategic partner, Cornell University's College of Veterinary Medicine (Cornell CVM).

In relation to the practical exposure, the Programme will give you abundant opportunities to gain hands-on experience at our world-class clinical facilities, including CityU's small animal clinic, the CityU Veterinary Medical Centre, and CityU Veterinary Diagnostic Laboratory and CityU Farm (dairy). Currently, we are still engaged in the construction of the Jockey Club One Health Tower, the future physical home of our College. Throughout the curriculum, you will have access to state-of-the-art training facilities, such as the Anatomy Laboratory, Pathobiology Laboratory and Clinical Skills Laboratory, and

genuine casework under the supervision of veterinary specialists and other qualified staff. You will be engaged in a full range of training experiences via different clinical platforms.

The well-established partnership with Cornell University offers numerous opportunities to our students, including animal husbandry training at Cornell's extensive large animal facilities, guest lectures from internationally recognised experts and exchange opportunities in the clinical years.

Last but not least, you will be among a very unique group of locally trained veterinary undergraduate students in the only veterinary school in Hong Kong. The prospects and opportunities you will have in the veterinary profession, the city and the region will be unprecedented. We trust you will find your time here with us to be both challenging and rewarding and that you will make the most of this rich and diverse environment.

Again, welcome to the College.

## 2 Bachelor of Veterinary Medicine Programme

The BVM Programme is the first professional veterinary medicine degree in Hong Kong, which is designed to train professionally competent veterinarians according to strenuous international accreditation standards and tailored for the Asian veterinary environment through its four themes (Animal Welfare, Aquatic Animal Health, Emerging Infectious Diseases, Food Safety). It has been jointly developed with our partner, Cornell CVM, ranked 3rd in the world for veterinary education (QS World University Rankings for Veterinary Science 2023).

### 2.1 Overview

<b>Major</b>	(in English)	Veterinary Medicine
	(in Chinese)	獸醫學

<b>Degree</b>	(in English)	Bachelor of Veterinary Medicine
	(in Chinese)	獸醫學學士

<b>Award Title</b>	(in English)	Bachelor of Veterinary Medicine
	(in Chinese)	獸醫學學士

<b>Programme Leader</b>	Professor Pawel Beczkowski (pbeczkow@cityu.edu.hk)
<b>Deputy Programme Leader (Years 1-2)</b>	Professor Akos Kenez (koskenz@cityu.edu.hk)
<b>Deputy Programme Leader (Years 3-6)</b>	Professor May Tse (puitse@cityu.edu.hk)

Normal period of study	6 years
Maximum period of study	9 years
Minimum number of credit units required for the award	242 credit units
Maximum number of credit units permitted	273 credit units

The curriculum was designed to achieve five objectives:

- a. to meet the accreditation standards set by AVBC and RCVS;
- b. to include courses of particular relevance in East, South-East, and South Asia and arranged in themes:

- Animal Welfare
  - Aquatic Animal Health
  - Emerging Infectious Diseases
  - Food Safety
- c. to include pre-clinical courses in Years 1 and 2 to prepare students for para-clinical and clinical studies in subsequent years;
- d. to include para-clinical and clinical courses in Years 3 to 6, which are modelled on Cornell's veterinary medicine curriculum;
- e. to meet the University's undergraduate degree requirements.

## 2.2 Curriculum Structure

The curriculum structure (collectively the "BVM Degree Requirements") is as follows:

<b>BVM Degree Requirements</b>		<b>Credit Units</b>
Major Requirements	Core Courses	212
	Elective Courses	N/A
Gateway Education (GE) Requirements	University Requirements: GE1401 University English GE2401 English for Science GE1501 Chinese Civilisation - History and Philosophy	9
	Distributional Requirements <sup>1</sup> : Area 1: Arts and Humanities Area 2: Study of Societies, Social and Business Organisations Area 3: Science and Technology	12
	College-Specified Requirements: PHY1400 Introductory Physics for Biologists CHEM1300 Principles of General Chemistry CHEM2007B Principles of Organic Chemistry	9
<b>Minimum number of credit units required for the award</b>		<b>242</b>

<sup>1</sup> Students are required to take a minimum of three credit units from each of the three areas.

The curriculum allows students to gain in-depth knowledge through major studies and a solid scientific background through the College-specified requirements. The Gateway Education (GE) courses, on the other hand, assist students in diversifying their knowledge for well-rounded development.

Students are required to undertake courses without intermission in order to fulfil the BVM Degree Requirements within the normal study period and are expected to follow the below progression pattern of study:

<b>Course Code</b>	<b>Course Title</b>	<b>Credit Units</b>
<b>Year 1</b>		
<b>Semester A</b>		
CHEM1300	Principles of General Chemistry	3
GE1351 (Area 3)	Food Production and Security	3
GE1401	University English	3
GE1501	Chinese Civilisation - History and Philosophy	3
VM2001	One Health	3
VM2102	Animal Behaviour and Handling	3
<b>Semester B</b>		
GE2139 (Area 1)	Animal Welfare and Ethics	3
GE2401	English for Science	3
GEXXXX (Area 2)	A GE course in Area 2 to prepare for professional development	3
PHY1400	Introductory Physics for Biologists	3
VM2003	Livestock Husbandry	3
VM2100	Statistics for Evidence-based Biological and Veterinary Sciences	3
<b>Summer Term/ Teaching Break</b>		
VM1001	Pre-EMS Animal Handling Skills	-
VM1002	Animal Husbandry Extra-mural Studies	-
	<b>Sub-total:</b>	<b>36</b>



<b>Year 2</b>		
<b>Semester A</b>		
BMS2202	Diversity of Life and Evolution	3
BMS2803	Biology of Cells	3
BMS2804	Veterinary Microbiology	3
CHEM2007B	Principles of Organic Chemistry	3
PHY2400	Advanced Physics for Biologists	3
VM2106	Aquaculture and Aquatic Animal Health	3
<b>Semester B</b>		
BMS2805	Biochemistry for Veterinary Science	3
BMS2806	Genes, Inheritance and Genetic Disorders	3
GE2342 (Area 3)	Introduction to Zoonotic Diseases	3
VM2103	Animal Nutrition and Welfare	3
VM2104	Introduction to Food Safety	3
VM3004	Evidence-Based Veterinary Medicine	3
<b>Summer Term/ Teaching Break</b>		
VM1002	Animal Husbandry Extra-mural Studies	-
	<b>Sub-total:</b>	<b>36</b>
<b>Year 3</b>		
<b>Semester A</b>		
VM3010	Veterinary Practice & Professional Studies 1	3
VM3012	Animal Body	18
<b>Semester B</b>		
VM3100	Function and Dysfunction	18
VM3101	General Pathology	3
	<b>Sub-total:</b>	<b>42</b>
<b>Year 4</b>		
<b>Semester A</b>		
VM4000	Host, Agent and Defence	18
VM4001	Clinical Pharmacology/ Toxicology	3

<b>Semester B</b>		
VM4010	Veterinary Practice & Professional Studies 2	3
VM4110	Small Animal Clinical Studies 1	8
VM4111	Companion Animal Surgery	6
VM4112	Anaesthesia, Analgesia and Fluid Therapy	4
VM4113	Clinical Pathology	2
<b>Summer Term/ Teaching Break</b>		
VM1004	Pre-clinical Extra-mural Studies	-
	<b>Sub-total:</b>	<b>44</b>
<b>Year 5</b>		
<b>Semester A</b>		
VM4114	Small Animal Clinical Studies 2	5
VM4115	Equine Medicine and Surgery	6
VM4116	Production Animal Clinical Studies	8
VM4401	Research Project	3
<b>Semester B</b>		
VM3003	Food Safety and Regulation	2
VM4011	Veterinary Practice & Professional Studies 3	3
VM4103	Conservation, Zoo and Exotic Animal Medicine	3
VM4104	Transboundary Animal Diseases	2
VM4202	Aquatic Veterinary Medicine	2
VM4301	Clinical Rotations: Part I	5
VM4401 (cont.)	Research Project	3
VM1005	Clinical Extra-mural Studies	-
<b>Summer Term/ Teaching Break</b>		
VM1005	Clinical Extra-mural Studies	-
	<b>Sub-total:</b>	<b>42</b>

Year 6		
Semester A		
VM4302	Clinical Rotations: Part II	21
VM1005	Clinical Extra-mural Studies	-
Semester B		
VM4303	Clinical Rotations: Part III	21
VM1005	Clinical Extra-mural Studies	-
	<b>Sub-total:</b>	<b>42</b>
	<b>Total credit units:</b>	<b>242</b>

Some of the activities may be scheduled outside of normal working hours, on weekends or during vacations. Please visit the [CityU Undergraduate Catalogue](#) for course details.

### 2.3 Workload

The number of credit units required to complete the BVM Programme is 242. One credit unit typically represents one hour of contact time per week (e.g., lecture, tutorial, practical, field trip). So, a three-credit-unit course generally involves 39 hours of contact time as a semester comprises 13 weeks.

In addition, students will be expected to undertake some self-directed learning outside of timetabled hours and during non-teaching periods. For example, this could involve reading, research in the library, working on individual or group projects, preparing coursework or presentations, and preparing for examinations.

Most semesters are comprised of around 21 credit units, resulting in 21 hours of contact time per week. With self-study time taken into account, studying for a BVM has a similar time commitment as a full-time job. Although time-demanding, we provide strong support for all students to achieve their learning outcomes.

The 242 credit units are distributed over a minimum of 12 semesters (i.e., six years). The maximum study period is nine years.

### 2.4 Curricular Milestones (non-credit-bearing)

The curricular milestones are compulsory requirements which do not carry any credit units but must be satisfactorily completed before a student can advance in the Programme. These include the requirements to:

- a. pass every course in a year (including the core courses and University Gateway Education courses as stipulated in the BVM curriculum) to progress to the next year

level;

- b. satisfactorily complete VM1001 Pre-EMS Animal Handling Skills prior to commencing VM1002 Animal Husbandry Extra-mural Studies (EMS);
- c. satisfactorily complete VM1002 Animal Husbandry Extra-mural Studies before progressing to BVM Year 3;
- d. satisfactorily complete 26 weeks of Pre-clinical and Clinical Extra-mural Studies (course codes: VM1004 and VM1005) during the Summer Term of Year 4 (VM1004), and in Years 5 and 6 (VM1005) prior to graduation;
- e. satisfactorily complete a register of veterinary clinical skills prior to graduation;
- f. satisfactorily pass Objective Structured Clinical Examinations (OSCEs) to be able to participate in surgery and anaesthesia practical training activities involving live animals and progress through the Programme.

#### **2.4.1 VM1001 - Pre-EMS Animal Handling Skills**

Pre-EMS Animal Handling Skills will be taught in an intensive two-week period commencing immediately after the end of the Year 1, Semester B examinations. It will be followed by one clear week before any scheduled Animal Husbandry EMS begins to allow time for remediation and reassessment should any students be judged inadequate in their interactions with some species. Six to eight students in a group will practice animal handling skills under close supervision by a JCC staff member, and the activities will take place on a farm, in a kennel, cattery, or riding stable that has the standard handling facilities for the particular species during the first week. This will be followed by a practical animal handling examination in the second week. Some animal handling skills will be covered in courses conducted prior to Pre-EMS Animal Handling Skills, particularly in the Animal Behaviour and Handling and the Livestock Husbandry courses.

#### **2.4.2 VM1002 - Animal Husbandry Extra-mural Studies**

The completion of this curricular milestone requires 12 weeks of satisfactory performance while engaged in the husbandry and management of cattle, horses, dogs, cats, pigs, small ruminants (sheep/ goats), poultry and fish. The students will work under the day-to-day direction of the farm/ establishment manager and actively participate in the routine management of the herd/ flock/ kennels.

Students will undertake their Animal Husbandry EMS in one- or two-week blocks, with each block being undertaken in a different farm or other animal establishments. Some of the establishments will be outside of Hong Kong. The language match between the student and the farm/ establishment staff will be taken into account when

planning placements.

#### **2.4.3 VM1004 - Pre-clinical Extra-mural Studies**

The completion of Pre-clinical EMS requires six weeks of satisfactory performance in clinical experience after Semester B of Year Four.

Students will undertake their Pre-clinical EMS in three two-week blocks, with each block being undertaken in a different practice. Two weeks of small animal practice and two weeks of equine or livestock practice are compulsory requirements for successful completion of this course. The remaining two-week placement is an elective placement chosen by the students in areas of their career interest.

The students will work under the direct supervision of practice veterinarians and actively participate in daily consultations, diagnostic tests, animal handling, clinical examination and procedures, and engage in reflective practice and professional development.

#### **2.4.4 VM1005 - Clinical Extra-mural Studies**

The completion of Clinical EMS requires a total of twenty weeks of satisfactory performance in clinical experience starting from Year Five.

Students will undertake their Clinical EMS in 2 two-week blocks and 4 four-week blocks. Each block will be undertaken in a different veterinary practice. The Clinical EMS comprises a two-week block in Public, Industry and/or Community Placement, another two-week block and 4 four-week blocks in school-approved external locations linked to the student's career interest area.

The students will work under the direct supervision of practice veterinarians and demonstrate competence in daily consultations, diagnostic tests, animal handling, clinical examination and procedures, and engage in reflective practice and professional development.

#### **2.4.5 Register of Veterinary Clinical Skills**

Students are expected to maintain a digital record, using the "Trackit" platform, of the clinical skills they acquire during the course of the Programme. This is to create a simple but comprehensive checklist portfolio of clinical skills developed throughout the curriculum that cumulate into the achievement of the Day One Competences.

#### **2.4.6 Objective Structured Clinical Examinations (OSCEs)**

The Objective Structured Clinical Examinations (OSCEs) are practical examinations designed to test students' practical skills. OSCEs are used widely in veterinary medicine, human medicine and dentistry and provide an objective, standardised and reliable assessment of certain practical skills. BVM students undertake an OSCE

assessing key clinical skills such as basic surgical techniques, anaesthesia and laboratory skill in the fourth year of the BVM Programme. These are a key milestone and ensure safety before progressing to surgical classes involving live animals.

## **2.5 Aims of Major**

The College aims to train veterinarians who possess the Day One Competences as stipulated by AVBC, RCVS and WOAH:

- [AVBC Day One Competencies](#)
- [RCVS Day One Competences](#)
- [WOAH Competencies of Graduating Veterinarians \('Day 1 graduates'\)](#)

The full texts can be obtained from the websites of AVBC, RCVS and WOAH respectively, and are also available on the [Student Intranet](#).

These are also known as the Day One Skills and describe the knowledge, skills and attributes required of veterinary students when they graduate. All Day One Skills have been mapped to the intended learning outcomes of the BVM courses, and to graduate, a student must not only exceed the pass mark for a particular course but also achieve the Day One Skills and attributes associated with that course.

Also, a student who has exceeded the pass mark for the course by being very proficient at one aspect but at the same time scoring unsatisfactorily low for an aspect directly linked to a Day One Skill will not be able to graduate.

## **2.6 Intended Learning Outcomes of Major (MILOs)**

Upon successful completion of this major, students should be able to:

1. Have an understanding of the scientific principles underlying veterinary medicine;
2. Acquire the basic clinical skills and attitudes necessary to care for the common domestic animals and other species entrusted to our stewardship;
3. Acquire critical thinking as evidenced by successful problem solving;
4. Demonstrate sound clinical judgment and medical decision-making skills;
5. Show an understanding of the interactions among animals, people, and the environment;
6. Display a commitment to professionalism, including a commitment to animal welfare and to following the best practices in relation to ethical, cultural, global, business management, and legal issues;
7. Subscribe to the need for self-education and lifelong learning skills to promote professional growth;
8. Demonstrate an understanding of the limits of one's knowledge and skills and the ability to address those limits through effective use of sources of information and expertise;
9. Satisfy a series of Day One Competences; and
10. Have particular knowledge and understanding of the issues related to Animal Welfare, Aquatic Animal Health, Emerging Infectious Diseases and Food Safety.

## **3 Accreditation and Registration**

### **3.1 International Programme Accreditation**

The BVM Programme has been internationally accredited by both the Australasian Veterinary Boards Council ([AVBC](#)) and the Royal College of Veterinary Surgeons ([RCVS](#)). Our BVM Programme is the only programme in Asia to be directly accredited by AVBC and RCVS.

### **3.2 Registration**

With dual accreditation of the BVM Programme by AVBC and RCVS, graduates can register to practise in Hong Kong, the United Kingdom, Australia and New Zealand, without the need to sit further examinations.

Individual graduates need to fulfil the registration requirements of relevant professional bodies, which can include certain minimum fitness to practise standards relating to medical or physical conditions, conduct or competence issues, disciplinary findings, convictions, language skills, etc.

Information about registering as a veterinary surgeon in Hong Kong is available on the website of the [Veterinary Surgeons Board of Hong Kong](#) (VSBHK).

China's Ministry of Agriculture and Rural Affairs will also allow veterinary graduates who are Chinese nationals and are registered in Hong Kong or Macau to sit the Chinese National Veterinary Licensing Examination.

### **3.3 Fitness to Practise Guide and Policy**

Students are expected to follow the broad principles of fitness to practise as set out by the [BVM Fitness to Practise Guide](#) and the [BVM Fitness to Practise Policy](#). Where there are concerns that a BVM student may not be able to complete their studies or practise after graduation because of fitness to practise issues, an investigation by the Fitness to Practise Committee will be instigated.

The Dean of the JCC may be required to inform VSBHK of any substantiated case of major misconduct by a BVM student at the time of the student's graduation.



## 4 Regulations and Guidelines

**Students should observe the regulations and guidelines as stipulated by the University at all times.** It is in the students' own interests to familiarise themselves with the [University's Academic Regulations for Undergraduate Degrees](#) (the Regulations) on the website of the Academic Regulations and Records Office (ARRO).

Owing to the nature of the BVM Programme, there are various BVM-specific regulations and guidelines which are available on the [Student Intranet](#). These are important documents that students should study and comply with.

### 4.1 Academic Regulations

The Regulations are made by the University Senate to govern student progress leading to undergraduate degrees. Only the University Senate can amend the Regulations or permit exceptions, exemptions, or variations from them. Any variation from the Regulations approved by the Senate for a particular degree is set out in the requirements for the degree on the University website.

Significant variations from the Regulations regarding the BVM-specific requirements are as follows:

**a. Degree Requirements** (paragraph 4.1 of the Regulations)

The minimum graduation requirement for the normative six-year BVM degree is 242 credit units. Students may take additional courses exceeding the minimum graduation requirement, but the maximum number of credit units completed should not exceed 273.

**b. Maximum and Minimum Study Load** (paragraph 10.1 of the Regulations)

Under normal circumstances, BVM students must register for courses totalling at least 18 credit units in each semester.

**c. Assessment** (paragraph 14.2 of the Regulations)

To progress and graduate, BVM students are required to obtain at least a grade of C in all courses required for graduation and will be required to retake a course if the grade attained is F for BVM courses (VM- and GE-coded) offered by the Department of Infectious Diseases and Public Health (PH) or the Department of Veterinary Clinical Sciences (VCS) of JCC. For courses offered by other servicing units, students are required to repeat a course if the grade attained is either C-, D or F. The grade point conversion table is as follows:

Grade	Grade Point	Grade definition	
A+	4.3	Excellent	The qualifiers, such as "Excellent", "Good", "Fair", etc., define student performance with respect to the achievement of course intended learning outcomes (CILOs).
A	4.0		
A-	3.7		
B+	3.3	Good	
B	3.0		
B-	2.7		
C+	2.3	Fair	
C	2.0		
C- (applicable to non-PH and non-VCS courses only)	1.7	Failure	
D (applicable to non-PH and non-VCS courses only)	1.0	Failure	
F	0.0	Failure	
P		Pass	

## 4.2 Credit Transfer/ Course Exemption

Transfer of credits may be granted to students in recognition of prior studies completed at an appropriate level as recognised by the University. However, since the core veterinary courses are all compulsory and highly specific, credit transfer will only be considered for studies elsewhere in Biochemistry, Biology, Chemistry, Genetics, Physics, Statistics, and possibly other courses depending on the subject and the standing of the institutions where the courses were taken. Since all students have to follow a prescribed study pattern, credit transfer (if granted) can only lead to a lessened study load in a particular semester(s).

Students may be granted an exemption from specific courses based on prior studies. However, credit units are not earned for an exempted course. Students are required to take other course(s) to make up the credit units required to fulfil the degree requirements. Since students may be pre-registered with courses at the start of a semester/ term, students are required to take the initiative to drop the course(s) for which course exemption has been approved. Students who have been granted course exemptions are required to fulfil the minimum credit requirement for their degree in order to graduate.

The [relevant ARRO website](#) contains more information.

### **4.3 Academic Honesty**

Students must pursue their studies with academic honesty. Academic honesty is central to the conduct of academic work. Students are expected to present their own work, give proper acknowledgement of other's work, and honestly report findings obtained. As part of the University's efforts to educate students about academic honesty, all students are required to complete an online tutorial and quiz on academic honesty and make a declaration on their understanding of academic honesty in their first semester of enrolment. Please refer to the University announcements and the website of the [Office of the Provost and Deputy President](#) for details:

Plagiarism is a serious offence and can be defined as intentionally or unintentionally failing to acknowledge the source of ideas or quoted text in a creative work. Examples of such acts are copying other students' coursework assignments, repetition of part or whole sentences/ paragraphs/ any materials from hard-copy publications or online sites for one's own use without acknowledgement of the source in one's work, submitting the same material (even a portion) for credit in more than one assessment task without proper acknowledgement. Other academic dishonesty acts include possession/ use of unauthorised material in assessment, impersonating another student at a test or an examination or allowing oneself to be impersonated, etc.

Students who commit an act of academic dishonesty which jeopardises the integrity of the learning and assessment process may be charged with a major offence and be liable to disciplinary action.

Students are advised to refer to the [Rules on Academic Honesty](#) website for details.

### **4.4 Participation and Engagement**

As a general principle, participation and engagement are compulsory for PBL tutorials, dry and wet practicals while participation in didactic lectures, field trips, case discussions, presentations and other teaching and learning activities (TLAs) is expected. A course leader may, at their discretion and based on pedagogical needs, assess participation and engagement in other TLAs as part of the assessment scheme for their course in which case an assessment rubric will be given in the course syllabus. Arriving late to class may be considered as absence or poor participation and engagement. Students can be absent from no more than one participation and engagement-required TLA session per course per semester. Additional absence(s) from these session(s) constitute a course failure.

## 4.5 Academic Progress and Academic Standing

Academic standing provides an indicator of students in academic difficulty who need academic advising and extra help. Whilst academic standing is captured in the student's record, it is not shown in the official transcript.

An academic standing decision is made for all students at the end of Semester A and Semester B, except for students taking three credit units or less, based on their last academic standing (if any) and the Grade Point Average (GPA) attained at the time when the decision is made. The levels of academic standing are as follows:

Standing	Definitions and Scenarios
Academic Warning	<p>Students' academic performance has been unsatisfactory, or their overall academic average is below minimum requirements.</p> <p>Students on warning should seek advice from their academic advisor.</p> <p>The standing will be determined again at the end of the following semester based on the rules.</p>
Academic Probation	<p>Students' academic performance has been extremely unsatisfactory, or their overall academic average has continued to be below the minimum requirements for graduation.</p> <p>Students on Academic Probation may be required by their home academic unit to take a reduced study load and/or to fulfil specific conditions such as GPA attainments in the following semester.</p> <p>The standing will be determined again at the end of the following semester based on the rules and whether the students have fulfilled the specified requirements.</p>
Academic Suspension	<p>Students who cannot benefit from course registration in the next semester/ term may be suspended by its home academic unit for an approved period of not less than one semester.</p> <p>Academic Suspension is designed to provide students with an opportunity to resolve the problems that are preventing them from making academic progress.</p> <p>As all of the core courses are offered only once a year in the BVM Programme, for BVM students, the suspension will most likely be for a whole year. The standing will be determined again at the end of the semester when the student resumes studies.</p>
<u>Operational Standing</u>	
Review	<p>A temporary status indicating that a student's performance is unsatisfactory and has been referred to the student's home academic unit for determining if a decision on the academic standing needs to be made.</p>

Detailed rules for changes in Academic Standing are as follows:

<b>Last Academic Standing</b>	<b>Semester GPA</b>		<b>Cumulative GPA</b>	<b>New Academic/ Operational Standing</b>
Nil	1.00 to 1.99	and	1.00 to 4.30	Academic Warning
	0.00 to 0.99	or	0.00 to 0.99	Review
Academic Warning	2.00 to 4.30	and	0.00 to 1.99	Academic Warning
	0.00 to 1.99	and	Any	Review
Academic Probation/ Academic Suspension	0.00 to 1.99	or	0.00 to 1.99	Review

In making decisions on students' academic standing, the Dean has the right, upon the recommendation of the students' home academic unit, to make exceptions from the above rules.

If so required by the Dean, an academic standing decision may also be specially determined for a particular student at the end of the Summer Term.

#### **4.6 Awarding of Supplementary Examinations**

Since the passing mark for BVM courses is 50% in accordance with the requirements of the accrediting bodies, and each course is only run once per year, students that are identified to fail a course, must by necessity repeat the whole year. In accordance with the Regulations, to give students the opportunity for remediation, students identified to have achieved less than 50% for the final mark at the end of the semester for a course may be assigned an incomplete grade "I" at the discretion of the Joint PH & VCS Assessment Panel (the Assessment Panel). The Assessment Panel is expected to approve a supplementary examination for all BVM courses. If a supplementary examination is granted, the incomplete ("I") grade must be replaced by a final grade no later than four weeks after the "I" grade is first reported. For a student sitting a supplementary examination, the final mark of the whole course that the students can attain will be capped at 50%, in other words, the highest possible final grade that the student can obtain is a C. No supplementary examinations will be granted to students who fail a course due to academic dishonesty.

#### **4.7 Illness or Other Circumstances Affecting Assessment**

A student who reasonably believes that their ability to attend an examination or in-course assessment with a weighting of 20% or above has been adversely affected by

circumstances beyond their control must submit the case, with documentary evidence, to their home academic unit following the procedures stated on the [ARRO website](#), as soon as possible but no later than five working days of the scheduled date for completing the affected examination or assessment.

The home academic unit of the student will investigate the case in consultation with the course-offering academic unit. Only compelling reasons such as illness, hospitalisation, accident, family bereavement or other unforeseeable serious personal circumstances will be considered. The decision of the home academic unit is final and will be conveyed to the student in writing as soon as possible and no later than ten working days following receipt of the case.

If the case is justified and substantiated, the decision will be conveyed to the Assessment Panel which will determine whether to offer the student a make-up examination or coursework or other alternative assessment. The Assessment Panel may also adjust the grade of the student if deemed appropriate. The course-offering academic unit will convey the Assessment Panel's decision on the make-up arrangements to the student in writing as soon as possible.

#### **4.8 Dean's List**

At the end of Semester A and Semester B, students' GPAs are calculated. Where a student over that period has (i) earned 12 credit units or more from courses taken at the University; (ii) achieved a GPA of 3.70 or above; (iii) not failed any course; and (iv) subject to the Dean's endorsement, the student is placed on the Dean's List.

#### **4.9 Academic Awards**

Students will be eligible for graduation if they (i) complete all requirements for graduation and (ii) achieve a Cumulative GPA of 2.00 or above. Students admitted from 2020/21 onwards will graduate under the *cum laude* award classification whereas students admitted in 2019/20 and before will follow the honour classification scheme. Please refer to the [ARRO website](#) for details.

#### **4.10 Review of Assessment Decisions**

The University has robust mechanisms in place for grade appeal and review of decisions on academic standing or awards. Details can be found on the [ARRO website](#).

#### **4.11 Leave of Absence**

A student who intends not to register in any courses in a semester but will subsequently

continue their study should apply for a leave of absence no later than the end of the course add/drop period for the leave of absence to take effect in that semester. Once approval is granted, the student will maintain a valid student status with the University but must move out from the Student Residence during the leave of absence period.

The period of leave of absence taken will be counted in the calculation of the student's maximum period of study. Those who cannot complete all requirements for graduation within the maximum study period will be required to discontinue their studies.

Further details about the application procedures can be found on the [ARRO website](#).

#### **4.12 Exit Option for BVM Students**

Students who wish to withdraw from the BVM Programme can opt for the exit route to the existing Bachelor of Science in Biological Sciences (BISI) degree in the Department of Biomedical Sciences (BMS) via the standard procedure of [Change of Home Major](#) stipulated by the Regulations. Students transferring to BISI will need to complete a further two-and-a-half to three years of studies after the completion of BVM Year 1 or a further two years of studies after the completion of BVM Year 2, 3, 4 or 5 to fulfil the BISI degree requirements. All "Change of Home Major" applications will be considered on a case-by-case basis by the BISI Programme Committee.

#### **4.13 Withdrawal of Study**

Students who wish to withdraw from their studies should submit a withdrawal notification to the University. Withdrawal will normally take effect from the date of submission of the notification. However, notification submitted during or after the examination period will take effect only from the following semester/ term.

#### **4.14 Termination of Study**

The University has the right to terminate a student's study for failure to maintain satisfactory academic progress, as determined by the Dean or to comply with the policies and procedures of the University.

The Dean may terminate the study of a student under the following circumstances:

- The student's SGPA is below 1.70 for any three enrolled semesters; or
- The student's academic progress is unsatisfactory, and is unable to meet the conditions stipulated by the home academic unit after being put on Academic Probation for one semester.

Irrespective of the circumstances stated above, the Dean may prescribe any other

criteria for terminating a student's study. Students' studies will also be terminated if they fail to pass a required course, or its equivalent/ substitute course, after three attempts.

For termination of studies due to academic reasons, students may apply for readmission to the University, with admission to any degree study occurring no earlier than one academic year after the termination. Upon readmission after termination of study, students may be given one additional opportunity to pass each required course they have failed in their three previous attempts.

#### **4.15 Social Media Guidelines**

Students are required to adhere to the Social Media Policy where the full text is available on the [Student Intranet](#).

When using social media, students should:

- Be respectful of and protect the privacy of others;
- Be proactive in removing content that could be viewed as unprofessional;
- Maintain and protect client confidentiality by not disclosing information about a client or a client's animal that could identify them on social media unless the client gives explicit consent.

When using social media, students should avoid making, posting or facilitating statements, images or videos that:

- Cause undue distress or provoke anti-social or violent behaviour;
- Are offensive, false, inaccurate or unjustified (remember that comments which are damaging to an individual's reputation could result in a civil claim for defamation for which you could be personally liable);
- Abuse, bully, victimise, harass, threaten or intimidate fellow students, colleagues, staff or others;
- Discriminate against an individual based on their race, gender, disability, sexual orientation, age, religion or beliefs, or national origin.

#### **4.16 Zoom Etiquette**

The following rules should be observed when attending BVM-related Zoom meetings to provide a safe and secure environment for everyone and reduce the chance of unwanted attendees ("Zoom bombing"):

- Use your CityU account to log into Zoom for all CityU courses and meetings to



display your official name.

- Remember to sign out of your personal Zoom account and into your CityU account before joining a CityU course or meeting.
- The Zoom host (e.g., lecturer, tutor) reserves the right not to admit you to the meeting if your full name is not showing and they cannot identify you.
- If you have to use your personal Zoom account, you must make sure that your display name is your official name (first and last name).
- Add a photo of yourself to your Zoom profile so that your teachers, fellow students and other attendees can still recognise you even if your camera is off.
- Use an appropriate zoom background.
- After signing into your Zoom account: <https://cityu.zoom.us/profile?from=client>, go to Settings to make changes to your profile.
- Log in a few minutes before the start of the session.
- Test your audio and video equipment before the beginning of the meeting.
- As a courtesy and sign of respect, turn on your camera if requested.
- Eliminate distractions: e.g., turn off/ mute your phone, close the door, etc.

## 5 Code of Honour and Professionalism

The BVM Code of Honour ("Honour Code") was founded in 2020 by a collective of students from the Cohorts of 2017, 2018 and 2019 with the support from the Student Administrative Board at Cornell CVM.

Honour code systems are in place in various veterinary medicine colleges around the world and are based on the principle that responsibility for ethical conduct rests with the student. Therefore, the personal integrity of each student is the keystone in ensuring the effectiveness of this system. The guidance and precepts enumerated in the Honour Code cover various levels and topics, ranging from "how should BVM students maintain professional behaviour" to "academic integrity of BVM students". Having such broad coverage ensures the insight and experience gained by students can enhance not only their professional life but also their personal life.

The Honour Code shall apply to all students enrolled in the BVM Programme at the JCC. Students are expected to maintain the highest levels of integrity and professionalism with reference to the Honour Code, and aspire to become an honourable, upstanding, and trustworthy person upon graduation.

The full version of the Honour Code can be viewed on the [Student Intranet](#).

## 6 Support, Services and Resources

The BVM Programme Office (contact details on the front leaf) provides general administrative support and services to students. In addition, ample support, services and resources are available at the University, the JCC and the BVM Programme as detailed in the BVM Student Wellbeing and Welfare Guidelines on the [Student Intranet](#).

### 6.1 Year Leaders

Our Year Leaders are the contact point for students in the assigned year to provide guidance and advice on course-related issues and the overall structure and implementation of the BVM Programme.

Study Year	Name	Phone	E-mail (@cityu.edu.hk)
Year 1	Professor Colin Cai	3442 2627	wenlocai
Year 2	Professor Akos Kenez	3442 5970	koskenz
Year 3	Professor Alan McElligott	3442 6937	amcellig
Year 4	Professor Kate Flay	3442 5610	kateflay
Year 5	Professor Pawel Beczkowski	3442 7220	pbeczkow
Year 6	Professor Angel Almendros	3442 7180	aalmendr

### 6.2 Student and Class Representatives

Each cohort will go through a formal election process every academic year to identify a student representative to serve on the BVM Programme Committee which is a key avenue for students to get involved in programme management and decisions.

On the other hand, each cohort will nominate a class representative each academic year. The class representative will serve as the major contact point for the BVM Programme Office and course leaders in case of important announcements. They will also assist course leaders in managing in-class administrative issues. The class representatives will also represent their cohorts to attend the Joint Staff-Student Consultative Committee (JSSCC) meetings.

### 6.3 BVM Mentorship Scheme

The mentorship scheme aims to provide academic guidance and personal support to BVM students throughout their six years of study.

Faculty members from PH and VCS will be appointed as mentors. The students in each cohort will be divided into small groups, and each group will be assigned to a faculty mentor.

The group will be required to meet at least once, and preferably twice, each semester to discuss any issues or concerns the students may have relating to the BVM Programme. Individual meetings may also be arranged as the need arises.

The role of the mentor serves to:

1. support students throughout their studies and serve as a trusted primary contact for both academic and personal matters;
2. guide and offer insights to students about any issues relating to their academic studies;
3. monitor students' academic performance via DegreeWorks (CityU's web-based degree audit and academic advising tool) at least once during the semester, and identify students at risk based on previous academic performance/ trend and any changes in the academic standing;
4. enhance students' skill sets and motivate learning;
5. strengthen students' awareness of the need to develop a professional identity;
6. refer a mentee to an appropriate agency if the support required goes beyond the remit of the mentorship scheme.

You are encouraged to communicate with your mentor whenever you encounter issues relating to your studies. You can find the details of your mentor/ academic advisor in DegreeWorks via AIMS.

#### **6.4 Joint Staff-Student Consultative Committee**

The Joint Staff-Student Consultative Committee (JSSCC) provides staff and students with an opportunity to exchange views on the content and organisation of the BVM Programme and courses and to identify areas of particular interest or concern. The meetings focus mainly on academic matters and the collective welfare of the students. Course leaders and class representatives are invited to attend the meetings. JSSCC meets once per semester. Major comments and suggestions will be forwarded to the BVM Programme Committee and/or relevant committees for consideration and reference if deemed appropriate.

#### **6.5 Student Feedback Session**

Regular feedback sessions will be scheduled for all courses that include Problem-

Based Learning (PBL) as well as new courses. These feedback sessions are run by the PBL Coordinator (or other non-teaching staff) and the relevant Year Leader, and all students in the particular course are invited. These sessions provide an opportunity for students to give confidential feedback and are designed to supplement JSSCC meetings.

## **6.6 Other Feedback Channels**

In addition to the various formal and informal feedback channels, an anonymous BVM Suggestion and Feedback Box is located in the lobby of the JCC General Office for staff and students to offer suggestions, comments, and complaints. Students may also provide anonymous feedback by email to [vmfeedback@cityu.edu.hk](mailto:vmfeedback@cityu.edu.hk).

## **6.7 Student Development Services**

The Student Development Services (SDS) enhances the growth of our students through various educational, leadership and social programmes, plus counselling services, sports activities and career advising services. You are strongly encouraged to join their programmes to enrich your university life. For details, please visit the [SDS website](#).

## **6.8 Career Services**

The BVM Programme Office works closely with the [Career and Leadership Centre](#) (CLC) of the SDS, as well as external organisations and student societies to provide career orientation talks, training and information on internship/ employment opportunities for students. Career sessions and professional preparation are also incorporated in courses such as VM4011 Veterinary Practice & Professional Studies 3.

## **6.9 Learning Strategies**

The University, particularly the [Talent and Education Development Office](#) (TED), is committed to strengthening the student learning environment via a range of pedagogical and technological tools. The following support services to enhance learning are available:

- TED Labs (<https://www.cityu.edu.hk/ted/labs/>)
- Student Development Online Series (<https://www.cityu.edu.hk/ted/studentdev/>)
- PALS I - Peer-Assisted Learning scheme using Supplemental Instruction (<https://www.cityu.edu.hk/ted/PALS I/>)

- LASSI - Learning and Study Strategies Inventory (<https://www.cityu.edu.hk/ted/LASSI/>)
- Outcomes Based Teaching and Learning (<https://www.cityu.edu.hk/ted/OBTL/>)
- Entrepreneurship (<https://www.cityu.edu.hk/hktech300/>)

## 6.10 Supporting Students with Special Educational Needs

CityU values the diversity of its students and is committed to providing a barrier-free learning environment that is conducive to the success of all its students, including those with special educational needs (SEN), in their pursuits of academic excellence and personal development. Students with SEN have an equal right to enjoy both academic and non-academic opportunities. For a brief introduction of the support services for SEN students provided by the University, please visit <https://www.cityu.edu.hk/sensupport/supporting-students-sen/support-services> and read the '[Support Service for Students with Special Educational Needs \(SEN\)](#)' Student Handbook for more information.

## 6.11 Supporting Pregnant Students

Guidelines for Pregnant Students are available on the [Student Intranet](#). The BVM Programme, if being notified of a student's pregnancy, will endeavour to take steps and conform to plans developed by the student's physician to ensure that the approach to support of the pregnant student is inclusive and that the welfare needs of both the parent and child are met.

## 6.12 Scholarships and Financial Aid

SDS administers over 500 internal and external scholarships and financial aid schemes for students. Students can view all scholarships and financial aid available on AIMS.

Most scholarships are merit-based. For quite a number of scholarships, the selection criteria specify that those with proven financial needs will be given a higher priority. The BVM Programme Office sends out emails and calls for applications for scholarships from time to time, and takes into consideration the financial status of students when making nominations. Students can also check which scholarships are currently open for application on the [SDS website](#).

Other [financial assistance schemes](#) and [external bursaries and loans](#) are also available for students in need of financial assistance.

### **6.13 Student Facilities**

In addition to the [student facilities](#) around the campus that are available to all CityU students, there is a BVM Student Common Room located at R4201, 4/F, Bank of China (Hong Kong) Complex which serves as a self-study and group-study space and is also where BVM students can informally socialise. The five PBL rooms located on 6/F of To Yuen Building are also used by BVM students for study during non-teaching periods.

### **6.14 Student Activities**

Throughout the academic year, JCC and the BVM Programme Office organise various events and activities (e.g., get-together, mental health seminars) to provide students with a positive educational and extracurricular experience. The information and invitations are disseminated to all students by emails.

### **6.15 Students' Union**

The CityU Students' Union (SU) is the representative body of all CityU students. It aims to enhance communication between students and the University, as well as provide student development opportunities such as student societies and academic societies.

Students' Union website: <https://www.cityusu.hk/>

### **6.16 JCC Student Chapter cum Veterinary Medicine Society**

The JCC Student Chapter cum Veterinary Medicine Society (VMS), specifically for veterinary students, has been officially established in 2020 by a dedicated group of BVM students. It is a non-profit-making student organisation within CityU. Its goals are to not only promote the personal development of students through connecting the College with society through various social, cultural, educational and recreational activities; but also to foster comradeship and professional unity amongst the College, veterinary medical education and the healthcare profession in Hong Kong.

All students currently enrolled in the BVM Programme at JCC at CityU shall automatically be General Members of the VMS. For more details, please visit their Instagram and Facebook accounts (cityu\_vms) or contact the VMS by email at [vm.society@cityu.edu.hk](mailto:vm.society@cityu.edu.hk).

<b>Executive Committee 2024</b>	
President	Yeung Yuen Hei (Cyrus)
Internal Vice President	Chan Yee Lok (Stephanie)
External Vice President	Lau Yiu Yeung (Jerry)
Treasurer	Chan Sin Hang (Sarah)
General Secretary	Lai Min Hua (Hua)
Internal Affairs Secretary	Law Yat Tung (Vanessa)
External Affairs Secretary	Lee Sze Ting (Valerie)
Publication Secretary	Lai Wing Tung (Maris)
Welfare Secretary	Kim Yoolim (Lim)
Recreational Secretary	Song Jeonghyo (JJ)
Marketing Secretary	Lee Yan Tao (Seth)

### **6.17 Student Societies**

In addition to the VMS, there are over 80 student societies and interest groups at CityU. SDS works closely with student leaders from different student organisations and societies. Provision of services includes venue booking, loan and return of equipment, support in organising large-scale activities on campus, etc. There are also funds available to subsidise student organisations to organise meaningful activities to develop their leadership abilities and interpersonal skills, as well as cultivate their personal interests. Aside from financial support, tailor-made workshops or development programmes are also offered to individual student groups or societies upon request.

### **6.18 Campus Clinics**

The on-campus [Young Chung-Yee Health Centre](#) provides general medical consultations and dental care services to all University members.

Address: 4/F, Bank of China (Hong Kong) Complex

Phone: 3442 6066 (Medical Clinic)

3442 6052 (Dental Clinic)

Opening Hours: Mondays to Fridays: 09:00-13:00, 13:30-18:00 (Medical Clinic)  
09:00-13:00, 14:00-18:00 (Dental Clinic)

Saturdays: 09:00-12:15

Sundays and Public Holidays: Closed



## 6.19 Canvas

Students are encouraged to use CityU Canvas, an e-Learning platform, to communicate with the course leaders, as well as with their fellow classmates. Canvas also serves as the platform for instructors to disseminate course-related information to students.

## 6.20 Other Useful Links

CityU Campus Map	<a href="https://www.cityu.edu.hk/about/campus/map">https://www.cityu.edu.hk/about/campus/map</a>
CityU e-Learning	<a href="https://www.cityu.edu.hk/elearn">https://www.cityu.edu.hk/elearn</a>
Run Run Shaw Library	<a href="http://www.cityu.edu.hk/lib/">http://www.cityu.edu.hk/lib/</a>
CityU Student Life	<a href="https://www.cityu.edu.hk/student-life">https://www.cityu.edu.hk/student-life</a>
Creating a Sexual Harassment-Free Campus	<a href="http://www.cityu.edu.hk/cash/cityu_sexual_harassment.htm">http://www.cityu.edu.hk/cash/cityu_sexual_harassment.htm</a>
What is Consent	<a href="https://www.youtube.com/watch?v=oQbei5JGiT8">https://www.youtube.com/watch?v=oQbei5JGiT8</a>

## 7 Vaccination

To ensure safety as students will have access to farms and come into contact with animals, it is a requirement for students to be vaccinated against influenza, tetanus, rabies, Q fever and COVID-19. All BVM students are eligible for the above-mentioned vaccinations free of charge.

### 7.1 Influenza

There are increased risks due to the history of avian influenza outbreaks in Hong Kong, the potential for humans to transmit the virus between farms, and the risk of human infection by the avian influenza virus.

### 7.2 Tetanus

Veterinary students, in the course of their clinical training, are at increased risk of exposure to the bacteria *Clostridium tetani* that enter the body through cuts and wounds which can often be fatal. Tetanus vaccination was usually received during childhood and must be followed by booster doses every ten years.

### 7.3 Rabies

Prophylactic (pre-exposure) immunisation against rabies is compulsory for all veterinary students. Although there is no known risk of exposure to rabies in Hong Kong at present, rabies is endemic in parts of southern China. If you have prior rabies vaccinations, you must bring documentation with you to determine your status and current needs. The ongoing efficacy of prior rabies vaccination should be checked on a routine and continuous basis with a doctor. Vaccination following exposure to rabies-positive animals (post-exposure vaccination) or a booster dose will also be provided free of charge to veterinary students if deemed medically necessary.

### 7.4 Q fever

Q fever is a widespread disease caused by the bacteria *Coxiella burnetii* which can infect mammals, birds, reptiles and arthropods. It is also a zoonosis and can infect humans. All BVM students must be vaccinated against Q fever before attending their cattle rotation.

### 7.5 COVID-19

It is compulsory for all students to be vaccinated against COVID-19. All BVM students must have received three doses of COVID-19 vaccination.

## 8 Health and Safety and Biosecurity

### 8.1 Health and Safety Guidelines

During the BVM Programme, students are required to work with animals, handle drugs and to collect clinical samples. There are risks inherent in these procedures. Students should read and comply with the BVM Health and Safety Guidelines on Animal Handling and course-specific health and safety guidelines, all of which are available on the [Student Intranet](#). On the website of the Facilities Management Office (FMO), there are useful [Safety and Health Information](#) and also the [Safety Guidelines for Off-campus Activities](#) which should be observed by students when conducting off-campus EMS and placement activities.

### 8.2 Personal Protective Equipment (PPE)

- Students are required to purchase in advance of commencing the BVM programme:
  - one pair of cotton worker's gloves
  - one pair of leather/ synthetic steel toe-capped ankle boots
  - one pair of rubber boots with steel toe caps
  - one pair of rubber boots without steel toe caps

These are to be worn during EMS, field trips or animal handling practical classes as required by the course leaders. Clothing and footwear requirements for individual teaching activities will be announced by course leaders prior to the activities taking place.

- Items such as scrub tops, coveralls, lab coats, hairnets, face masks and disposable latex gloves will be provided as required by the JCC. Students are expected to take good care of and maintain the cleanliness of the equipment provided to them. They are liable for loss or damage and will be charged for the replacement of or request for additional equipment.
- If any student attempts to attend any teaching activity without suitable protective clothing, they may be refused entry to participate.
- Before leaving the location of any teaching activities, all boots must be thoroughly cleaned using a brush and water to remove all traces of organic material, then disinfected using disinfection procedures recommended by course leaders, before being placed in a sealed container.
- In the case of increased risk of disease transmission such as during an epidemic, disposable PPE such as disposable coveralls and disposable boot covers will be

issued by the JCC.

### **8.3 Reporting of Injuries, Accidents or Near-Misses**

The University and the BVM Programme Office have in place clearly defined [procedures for accident reporting and investigation](#) to prevent repeated occurrences and inform risk assessment and management. For any incidents in classes, students should report them to the teaching staff concerned immediately. An [Injury / Accident / Near Miss Report](#) (incident report) should be completed and submitted within 48 hours after an incident. The incident will then be investigated and corrective actions will be proposed accordingly.

## **9 Academic Calendar 2023/24**

Please refer to [https://www.cityu.edu.hk/arro/impd/acad\\_cald.htm](https://www.cityu.edu.hk/arro/impd/acad_cald.htm) for the updated version of academic calendar 2023/24.

## **10 Adverse Weather Arrangements**

The arrangements for classes and activities under adverse weather conditions can be found on the following website: <https://www.cityu.edu.hk/fmo/awa/>.