College of Liberal Arts and Social Sciences
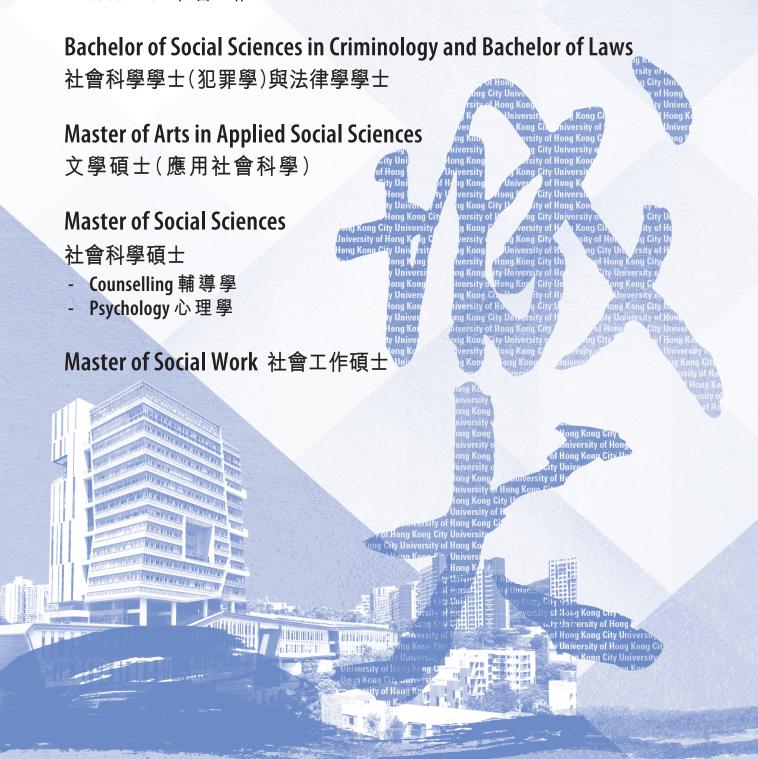# 人文社會科學院

Department of Social and Behavioural Sciences
社會及行為科學系

Bachelor of Social Sciences 社會科學學士
- Criminology & Sociology 犯罪學及社會學
- Psychology 心理學
- Social Work 社會工作

Bachelor of Social Sciences in Criminology and Bachelor of Laws
社會科學學士（犯罪學）與法律學學士

Master of Arts in Applied Social Sciences
文學碩士（應用社會科學）

Master of Social Sciences
社會科學碩士
- Counselling 輔導學
- Psychology 心理學

Master of Social Work 社會工作碩士

香港城市大學
City University of Hong Kong

Department of Social and Behavioural Sciences
College of Liberal Arts and Social Sciences
City University of Hong Kong

STUDENT HANDBOOK 2023-24

A. Message from the Department Head

The Department of Social and Behavioural Sciences prides itself on a long track record in offering quality learning in academic programmes delivered by a multi-disciplinary team of brilliant and committed scholars who bring real world experience into the learning environment. The mission of the Department is to provide quality learning and professional training in the disciplines of Applied Sociology, Counselling, Criminology, Psychology, and Social Work, excel in related research areas, and promote the betterment of life. Our faculty and students strive to undertake research that leads to technological, economic and social impact. This research translates into a learning centric environment that promotes inspirational learning, interactive learning and innovative learning.

The University Grants Committee witnesses our achievement in student education. Prof. Sylvia Kwok won the "2021 UGC Teaching Award (Team)" and was awarded the "2022 Higher Education (Undergraduate) National Teaching Achievement Second Class Award". Prof. Kwok formed a team with scholars from HKU, CUHK, HKBU, and EduHK to launch the Joint University Mental-wellness Project (JUMP) among different UGC-funded universities. The project aims to enhance the wellbeing and positive learning experiences of university students, contributing to a flourishing life.

The Department currently offers 9 academic programmes at the undergraduate and postgraduate level. In total we have approximately 1,350 enrolled students. We also have a PhD group of 55 students pursuing research under the supervision of faculty members who specialise in a wide array of fields and disciplines in the social sciences. We offer a wide range of stimulating and innovative Gateway Education courses to all our university undergraduate students. To enhance students' international experiences, the Department has launched a two-certificate joint bachelor degree programme, in Psychology and Applied Sociology respectively, with Columbia University New York, to meet the strong demand for university graduates with multi-social and cultural exposure. Beginning in 2022-2023, the Department collaborates with the School of Law to offer the "Bachelor of Social Sciences in Criminology and Bachelor of Laws" double degree programme. Graduates from this programme will have Criminology and Law knowledge to undertake managerial and executive responsibilities in their future careers. To supplement this, the Department has signed an MOU with University College London and is in the process of signing an MOU with South China Hospital in Shenzhen. Our goal is to develop multi-disciplinary research among different Universities, where our students can widen their horizons and learn across cultures via different teaching methodologies and styles.

With the support of its own resources and funds from various sources, the Department offers its students a variety of co-curricular activities and outreach programmes to ensure that they can enjoy a rich campus life and real-life opportunities to work with and learn from professionals in the workplace. These activities include professional internships and study tours at local or overseas institutions, mentor-mentee scheme, academic workshops, and community services. The Department strives to foster the development of CityU's ideal graduates who are

- Globally minded professionals
- Innovative and critical thinkers
- Effective communicators
- Lifelong learners
- Civically-oriented individuals

Professor Matthew MANNING
Head of Department

B. Departmental Orientation Programme

Undergraduate Programmes:

Date: 30 August 2023 (Wednesday)
Time: 3:45p.m. – 5:45p.m.
Venue: LT-2, Yeung Kin Man Academic Building (YEUNG)

Schedule:

Time	Programme	Speakers
3:45 p.m.	Welcoming speech	Prof. Matthew Manning (Head of the Department)
4:00 p.m.	Introduction of Undergraduate Education in SS	Prof. Cherry Tam (Associate Head, Undergraduate Education and Student Development) Prof. Andus Wong (Undergraduate Education Director)
4:15p.m.	Student Life and Learning, and Community Outreach	Prof. Anna Hui (Student Development Director)
4:30 p.m.	Briefing by Language Centre	Ms. Michelle Tam (Instructor I)
4:45 p.m.	Sharing in small groups	
	1. First Year (Undeclared Major) (BDSS)	Prof. Anna Hui (First-Year Coordinator)
	2. Criminology and Sociology (CRSO) and 3. Criminology and Laws (CRIMLLB)	Prof. Dennis Wong (Discipline Leader) Prof. Rebecca Wong (Major Leader of CRIMLLB)
	4. Psychology (PSY)	Prof. Hui-Fang Chen (Major Leader)
	5. Social Work (SW)	Prof. Jerf Yeung (Major Leader) Prof. Siu Ming Chan (Associate Major Leader)

Taught Postgraduate Programmes

    i)   Master of Arts in Applied Social Sciences (MAASS)
    ii) Master of Social Sciences in Counselling (MSSC)
    iii) Master of Social Sciences in Psychology (MSSPSY)
    iv) Master of Social Work (MSW)

Date :   30 August 2023 (Wednesday)

Time :   6:30 p.m. – 8:00p.m.

Place :   Yeung Kin Man Academic Building (YEUNG)

Schedule :

Time	Programme	Speakers
6:30 p.m.	Welcoming speech	Prof. Matthew Manning (Head)
6:40 p.m.	Introduction of programmes MAASS MSSC MSSPSY MSW	Prof. Eileen Tsang Prof. Annis Fung Prof. Nancy Yu Prof. Ricky Kwan (Programme Leaders)

7:00 p.m.	Sharing in small groups
	   MAASS Criminology
	   MAASS Sociology
	   MSS Counselling
	   MSS Psychology
	   MSW
		Prof. Lena Zhong
		Prof. Eileen Tsang
		Prof. Annis Fung
		Prof. Nancy Yu
		Prof. Ricky Kwan
		(Programme / Stream Leaders)

C. About the Department

Prof. Matthew Manning, Head of the Department
Prof. Sylvia Kwok, Associate Head (Research and Postgraduate Education)
Prof. Cherry Tam, Associate Head (Undergraduate Education and Student Development)

What is Social and Behavioural Sciences?

"Social and Behavioural Sciences" is the term used to describe the scientific studies of the thoughts, feelings, and behaviours of humans and animals and their surrounding social systems to understand and resolve individual, social, and community issues. Department of Social and Behavioural Sciences at City University of Hong Kong has five disciplines: counselling, criminology, psychology, social work, and sociology.

Counselling involves accurate assessment and specific therapeutic intervention to enhance clients' self-understanding, self-awareness, and personal growth. Criminology is the scientific study of crime, criminals, and offender rehabilitation. Psychology primarily focuses on the study of human behaviour from the perspective of individuals and groups. Sociology focuses on the study of human behaviour from the perspective of society. Social work is a helping profession that bridges psychology and sociology and uses that knowledge to develop theories and practices to solve individual, group, and community problems.

What programme does the Department offer?

The Department is recognized for its excellence in teaching and the exemplary relationships between its teachers and students. Seven of our staff members (one has won twice) were the recipients of the University's Teaching Excellence Award. Two staff members were also the recipients of the UGC Teaching Excellence Award and one staff member won the UGC Teaching Award (Team). One staff member also won the Second Class National Teaching Achievement Award in Higher Educaton (Undergraduate) by the Ministry of Education in China.

Undergraduate (four programmes)
  (1) BSocSc Criminology & Sociology
  (2) BSocSc Psychology
  (3) BSocSc Social Work
  (4) BSocSc Criminology and Bachelor of Laws (Double degree programme offered in collaboration with the School of Law)

Postgraduate (four programmes)
  (1) MA Applied Social Sciences
  (2) MSocSc in Counselling
  (3) MSocSc in Psychology
  (4) Master of Social Work

With two streams (Sociology and Criminology), the Master of Arts in Applied Social Sciences programme aims to train social science practitioners with sound knowledge in the theory and practice to help people, organizations and communities develop innovative solutions, and to accomplish excellence in undertaking research in social sciences.

Master of Social Sciences in Psychology provides graduate students with a comprehensive and in-depth education in Psychology.

Master of Social Work programme is accredited for Registered Social Workers (RSW) professional recognition by the Social Workers Registration Board. The programme aims to train students in becoming ethically-oriented and competent social work practitioners working in various social service settings.

The Department offers full-time and part-time research degree programmes leading to MPhil and PhD degrees.

The Department is also entrusted with teaching various courses in social science and Gateway Education to the University's student body to broaden their knowledge and skills beyond their major study.

What research expertise do we have?

The Department pays great attention to research development. Our faculty members are active researchers conducting leading-edge research in a variety of topics, including youth and ageing, neuro- and cognitive processing, adversity and resilience, school bullying, biculturalism, migrants, family and mental health, poverty, crime, public safety, programme and policy evaluation, community work, group work, and social welfare. The combination of theory and practice is also clearly demonstrated in the Department's research outputs in international and local journals, books, consultancy assignments for various government departments and non-governmental organizations.

D. Academic Programmes

1. Bachelor of Social Sciences – First Year (Undeclared Major) (Code: BDSS) – for entry via SS Departmental-based admission

First Year Experience Coordinator: Prof. Anna Hui

This programme features a common first year in which students are expected to complete SS Foundation courses, College Foundation Courses, English Requirement, Chinese Civilization and at least 9 credits of GE's College-Specified Courses. Please refer to the Study Guide in <u>Section F</u>.

The major objective of offering the SS Foundation courses is mainly to equip students with basic, introductory-level knowledge of the three Majors offered by SS as a solid foundation prior to their major selection.

After the first year of studies, students will have a free choice to be admitted to one of the following three majors:

i)   Criminology and Sociology
ii)   Psychology
iii)   Social Work

2. Bachelor of Social Sciences in Criminology and Sociology (Code: BSSCRSO)

Major Leader: Prof. Wing Chung Ho
Associate Major Leader: Prof. Tracy Lu

Aims

> This major aims to equip degree-level graduates with broad knowledge of criminology and sociological practice. It also develops students' professional competence in conducting sociological research to solve problems in organisational, community, societal, national and international contexts. This major is suitable for students with a particular interest in protecting the public and maintaining Hong Kong's status as one of the safest cities in the world. Students will procure the knowledge and skills necessary to undertake managerial and executive responsibilities in a wide range of professions,

including policing, crime prevention, security services, correctional services, conflict resolution, social analysis, societal planning, marketing research, and the operation of non-governmental organisations. Ample opportunities are provided for students to develop an interest in discovery and innovation to benefit society through crime control and reduction, and societal development and improvement through the application of various criminological and sociological practices.

Intended Learning Outcomes of Major

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

• Describe a range of key concepts, theories and professional values in criminology and applied sociology;

• Identify and criticise the underlying assumptions of and devise interventions to address social problems and criminal issues with a particular interest in different types of informal and formal strategies;

• Apply qualitative and quantitative research methods and analyse different criminological and sociological perspectives for explaining social problems and crimes;

• Evaluate the applicability of criminological and sociological theories and develop innovative ideas for preventing crimes and innovative ways of reducing re-offending in the local context;

• Evaluate the function and operation of social institutions and law enforcement agencies in the criminal justice system;

• Conduct independent research; analyse the impacts of social, technological, and environmental changes on individuals and society; present research findings clearly and systematically to the public; and provide creative suggestions and/or solutions for preventing crimes and other social problems; and

• Design programmes, generate alternatives, invent ideas, and construct cost-effective means for sustaining social order and safety.

Career Prospects

Career opportunities include positions in the following areas such as law enforcement agencies, private security management, social welfare, education, conflict resolution, marketing research, and research in higher education institutions.

Major Features and Other Information

The major will admit HKDSE students either directly into or proceeded from the First Year. It is the only UGC-funded undergraduate programme in Hong Kong to provide comprehensive training in the disciplines of criminology and sociology.

Year 1 BSSCRSO students will follow a common First Year curriculum as detailed under BDSS in this section. All students will take common core courses in Year 2; then, they will be asked to choose either "Criminology" or "Applied Sociology" Streams for their studies in Year 3 & 4.

For details of the courses, please refer to the Study Guide in Section F or the Department's homepage at https://ssweb.cityu.edu.hk/.

3. Bachelor of Social Sciences in Psychology (Code: BSSPSY)

Major Leader: Prof. Hui-Fang Chen
Associate Major Leader: Prof. Shanshan Zhen

Aims

Major in Psychology aims at providing students with comprehensive training in psychology, with an emphasis on research competence in the study of human behaviour, for further advancement in professional practice in human and behavioural sciences.

Intended Learning Outcomes of Major

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

- Identify ethical issues and relate their significance for the protection of human integrity and diversity;

- Demonstrate systematic knowledge and its scientific underpinning in the core areas of psychology;

- Use psychological theories and empirical evidence to analyse human behaviour and mental processes in a critical and scientific manner;

- Construct and conduct a scientific study and produce a systematic presentation of analyses in a professional manner; and

- Evaluate and make psychological discoveries in a changing social and cultural context.

Career Prospects

Graduates of this major will be suitable for jobs that are people-oriented, such as human resources, public relations, customer services, children and youth services, education, counselling and guidance, health-related services, family and community work, etc. Graduates are also suitable for jobs which require strong research competence, critical analysis and communication abilities, such as training and development, applied research, scientific research, project management, data analysis, etc. Graduates who aspire to practice as professional psychologists will have to pursue advanced training at the Master's or Doctoral levels at universities in Hong Kong or overseas; graduates may engage in research or other fields of applied psychology such as health, forensic, clinical, educational, counselling or industrial-occupational psychology.

Major Features and Other Information

Besides the common courses required by the University, psychology students will take a range of core courses and electives in psychology.

Core Courses (required): Basic Psychology, Basic Psychology II, Research Methods for Behavioural Sciences, Developmental Psychology, Social Psychology, Biological Psychology, Cognitive Psychology, Learning and Behaviour, Personality & Individual Differences, Design and Analysis for Psychological Research I & II, and Final-Year Research Project.

Electives: Students have the flexibility to take any combination of elective courses amounting to 18 credits. Courses offered may differ from year to year.

Year 1 psychology students will follow a common First Year curriculum as detailed under BDSS in this section.

Students who wish to apply for the Graduate Membership of the Hong Kong Psychological Society should have attained a CGPA of 3.0 or higher upon graduation.

For details of the courses offered, please refer to the Study Guide in <u>Section F</u> or the Department's homepage at <u>https://ssweb.cityu.edu.hk/</u>.

4. Bachelor of Social Sciences in Social Work (Code: BSSSW)

Major Leader: Prof. Jerf W. K. Yeung
Associate Major Leader: Prof. Siu Ming Chan

Aims

The aim of the major is to enable students acquiring the theoretical knowledge and practical skills of social work and evaluate and align personal values with the value base of the social work profession; as well as to equip professional and practice competence in social work practice.

Intended Learning Outcomes of Major

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

- Evaluate and align personal values with the value base of the profession and its ethical standards and principles, and practice accordingly;

- Integrate the liberal arts perspective that enriches the understanding of the person-in-environment context of professional practice with critical analysis and assessment of interpersonal, bio-psycho-social, cultural, and environmental factors;

- Explain the use of comparative theories of working with individuals and family, groups, organizations, and communities;

- Use communication skills differentially and creatively across client populations, colleagues, and communities;

- Apply the knowledge and skills of generalist social work practice with systems of all sizes, and be able to integrate new ideas into practice;

- Demonstrate skills to practice without discrimination and with respect, and knowledge related to clients' characteristics, cultural beliefs, and contexts;

- Apply critical thinking skills within the context of professional social work practice;

- Describe the forms and mechanisms of oppression and discrimination, and apply strategies of advocacy and social change that advance social and economic justice;

- Conduct research studies, evaluate and apply research findings to provide creative solution to practice and for the community, with an aim to engage in evidence-based practice; and

- Demonstrate knowledge, understanding and practice competence through reflections to accomplish discovery and innovation in social work practice.

Career Prospects

Graduates of this major will attain a fundamental competence for social work practice with an informed commitment to social work values and ethics. They will be qualified to take up the position of Assistant Social Work Officer, the entry-level grade that leads to more senior posts; or to develop a career in a variety of settings through which human service is delivered (e.g. social service agencies, schools, and health care institutions) both in Hong Kong and overseas as the medium of instruction and assessment is English (except in practicum where the language of instruction will depend on the predominant language in use in the setting). Graduates will also be able to pursue postgraduate study in Hong Kong or abroad.

Graduates are eligible for registration with the Social Workers Registration Board as Registered Social Workers (RSW).

Practicum and Other Information

To meet professional requirements, students are required to take concurrent practicum during the last two years of their study. Each practicum lasts for three days a week for seventeen weeks. On top of these 816 hours of practicum, students are required to attend at least 100 extra hours of practicum-related learning activities to consolidate their learning and enhance their competency. Field-based learning is a core component in the social work curriculum. It is designed to help students integrate theories with practice, develop a basic competence in real-life practice, and acquire the attitude and capability for lifelong professional learning and development.

The major provides a solid foundation in the relevant social sciences as well as a generic syllabus of social work ethics and values, theories and skills, and practicum in actual service settings. It also covers a number of elective courses required by the University.

Year 1 BSSSW students will follow a common First Year curriculum as detailed under BDSS in this section.

For details of the courses offered/required, please refer to the Study Guide in Section F or the Department's homepage at https://ssweb.cityu.edu.hk/.

5. Bachelor of Social Sciences in Criminology and Bachelor of Laws (Code: CRIMLLB)

Major Leader: Prof. Rebecca Wong

Aims

This major aims to equip degree-level graduates with broad knowledge of criminology and law; and professional competence to conduct criminological and legal research to solve problems in organizational, community, societal, national, and international contexts. Students will procure knowledge and skills necessary to undertake managerial and executive responsibilities in a wide range of professions, including policing, crime prevention, security services, correctional services, conflict resolution, and the operation of non-governmental organizations. Many opportunities will be provided for students to develop an interest in discovery and innovation to benefit society through crime control and reduction.

Intended Learning Outcomes of Major

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

- Describe a range of key concepts, theories and professional values in criminology and laws;

- Identify and criticize underlying assumptions of and devise interventions against social problems and criminal issues with a particular interest in different types of informal and formal strategies;

- Apply qualitative and quantitative research methods and analyse different criminological and legal perspectives for explaining social problems and crimes;

- Evaluate the applicability of criminological and legal theories and develop innovative ideas in preventing crimes and creative ways of reducing re-offending in the local context;

- Evaluate the function and operation of social institutions and law enforcement agencies in the criminal justice system;

- Conduct investigation of research independently; analyse the impacts of social, technological, and environmental changes on individuals and society; present research findings clearly and systematically to the public; and provide creative suggestions and/or solutions for preventing crimes and other social problems;

- Design programs, generate alternatives, invent ideas, and construct cost-effective means for sustaining social order and safety.

Career Prospects

Students will procure knowledge and skills necessary to undertake managerial and executive responsibilities in a wide range of professions, including policing, crime prevention, security services, correctional services, conflict resolution, and the operation of non-governmental organizations. Many opportunities will be provided for students to develop an interest in discovery and innovation to benefit society through crime control and reduction

Other Information

The double degree programme is offered by the Department of Social and Behavioural Sciences in

collaboration with the School of Law. The Bachelor of Laws (LLB) degree is a recognised qualification for admission to the Postgraduate Certificate in Laws (PCLL), a prerequisite for entering the legal profession in Hong Kong.

For details of the courses offered/required, please refer to the Study Guide in Section F or the Department's homepage at https://ssweb.cityu.edu.hk/.

6. Minor Programmes

Undergraduate students from within the Department and other departments are encouraged to enroll in Minor Studies offered by our Department. Each minor consists of 15 credit units. The Minors will provide further breadth and depth in specific areas beyond students' major study, and enhance their competitiveness after graduation. Students who intend to take the Minor programmes should declare and start taking relevant courses as early as possible. At present, five minors are available, namely:

- Applied Psychology
- Applied Sociology
- Criminology
- Psychology
- Forensic Studies[#]

The Minor in Forensic Studies is offered in collaboration with the College of Science and College of Engineering.

For details of the course requirements, please refer to the Study Guide in Section F or the University's Undergraduate Catalogue: https://www.cityu.edu.hk/academic/catalogue

7. Master of Arts in Applied Social Sciences (Code: MAASS)

Programme Leader: Prof. Eileen Y. H. Tsang (also the Stream Leader of Sociology)
Stream Leader: Prof. Lena Y. Zhong (Criminology Stream)

Aims

The programme aims to train social science practitioners with sound knowledge in theory and practice to help people, organizations and communities develop innovative solutions, and to accomplish excellence in undertaking research in social sciences.

Programme Intended Learning Outcomes

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

- Evaluate major principles/theories in different disciplines in social sciences
- Demonstrate the ability to integrate major principles/theories in analyzing social problems
- Demonstrate the ability to design and conduct research in social sciences; and
- Devise innovative practices in social sciences to real-life problems.

Career Prospects

Stream 1: Sociology
Sample areas of employment in applied sociology are, for example, in the following fields and organizations: private research and consulting firms, government and public sector organizations, political parties and interest groups, third sector and civil society organizations, marketing and advertising firms, public relations firms, social services agencies, and education sector. Graduates

may also pursue postgraduate programmes in sociology, social development, and social policy at Doctoral level.

Stream 2: Criminology

Graduates in criminology could pursue a career in law enforcement/ disciplinary forces, private security agencies (e.g., corporate security firms, threat assessment and management agencies, anti-fraud agencies, and private investigative agencies), and non-governmental organizations that serve the criminal and related populations (e.g., ex-offenders, drug abusers, victims of crime, and at-risk youth). Graduates may also pursue postgraduate programmes in criminology, criminal justice, and other related fields (e.g., forensic psychology, law, and social work) at the doctoral level.

Programme Features and Other Information

Students can decide on their own study path, schedule and load for each semester in order to complete the programme in 2 to 5 years. Such flexible nature allows students to pace and plan their own study to best suit their personal and career development needs.

MA degree with two main streams - 1) Sociology and 2) Criminology. Applicants are required to indicate the selected stream when submitting applications; and admitted students are not allowed a change of stream.

The Stream courses will be taught by strong teams of expert from sociology, criminology, psychology, social work, and counselling background. Students from various background also form circles to enrich synergy for effective learning.

Stream 1: Sociology

Core courses provide a solid foundation on applied sociology theories and social research methodologies. "Integrative Project" is an opportunity for students to apply sociological theories and methods to investigate an actual problem or issue. Students can select any two electives from a list of courses.

Stream 2: Criminology

The stream aims at training students in becoming competent researchers and/or practitioners at an advanced level in the key areas of criminology, such as policing, offender rehabilitation, and crime prevention.

For details of the courses offered/required, please refer to the Study Guide in Section F.

8. Master of Social Sciences in Counselling (Code: MSSC)

Programme Leader: Prof. Annis L. C. Fung
Associate Programme Leader: Dr. Dennis C. S. Ip

Aims

This programme aims to develop the competence of professional practitioners working in a broad range of human services and other professional/occupational fields by offering professional and advanced education in counselling.

Programme Intended Learning Outcomes

Upon successful completion of this programme, graduates will be able to:

- Apply knowledge and skills in counselling and become increasingly autonomous and independent in practice;

- Reflect on their counselling practice and discover, construct, articulate and evaluate personal philosophy and implicit theories of counselling;
- Pursue evidence-based practice through researching on practice to discover new practice-based knowledge and connect such knowledge to practice; and
- Practice in a creative manner to respond to cultural variations and diversity.

Career Prospects

The programme is designed for graduates from diverse disciplinary backgrounds and supports continuing professional development. The programme opens up career fields and enhances career advancement in human services (notably counselling, social work, and health care), education, and human resource management where sensitivity and effectiveness in working with people is an asset.

Programme Features and Other Information

The programme offers a flexible structure to allow varying lengths of completion and multiple exit points (Master's Degree – 30 credits, Post-graduate Diploma – 24 credits; Post-graduate Certificate – 12 credits). To graduate with the Master's Degree award, students must complete either the Counselling Practicum or the (Research) Project before the completion of the study. Part-time students have a choice to take either the counselling practicum or the (research) project; while full-time students must take the (research) project. Building on a common foundation of core courses, students may also choose from three areas of elective courses, namely, "general electives", "research methods", and "specialized electives". Classes are normally held on weekday evenings and occasionally held on Saturday afternoons. For details of the core/elective courses offered, please refer to the Study Guide in Section F. The MSSC programme has been accredited by the Hong Kong Professional Counselling Association (HKPCA) since 2011, all graduates after 2004 could be eligible to apply for a full membership at HKPCA. Additionally, graduates who have completed the Counselling Practicum are eligible to run for a professional status of "Certified Counsellor". For details of professional membership and accreditation, please refer to the website of HKPCA at https://www.hkpca.org.hk.

9. Master of Social Sciences in Psychology (Code: MSSPSY)

Programme Leader: Prof. Nancy X. N. Yu (also the Stream Leader of Applied Psychology)
Stream Leader: Prof. Joseph K. F. Wu (Education Stream)

Aims

This conversion program is designed to provide non-psychology degree holders with the knowledge, skills, exposure, and insights for (1) analyzing human behaviors from a psychological perspective, (2) developing research expertise in applying psychology to relevant settings, and (3) pursuing advanced professional training and a career in psychology and closely related areas. Upon completion of the program, students will be eligible to apply for graduate membership of the Hong Kong Psychological Society.

Programme Intended Learning Outcomes

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

- Critically evaluate major principles/theories in core areas of psychology;

- Apply major psychological theories/principles to analyze human behaviors in real life situations;

- Critically evaluate research evidence published in psychological journals;

- Design and carry out psychological research independently; and

- Appreciate the close connection between psychology and everyday experiences.

Programme Requirement

Path of Study: Students may obtain the MSocSc degree by studying in either Applied Psychology Stream or Education Stream.

Applied Psychology Stream – 7 common core courses + 3 elective courses
Education Stream – 7 common core courses + 3 elective courses

Career Prospects

The master award allows graduates to pursue further study in psychology via the enrolment in research-based programs (e.g. MPhil or PhD) or professional training (e.g. clinical, educational, occupational, or counselling psychology). A number of graduates of the predecessors of this program have already become either researchers (e.g. college professors) or registered psychologists in clinical, education, occupational or counselling psychology.

Upon graduation, students who are qualified teachers and with a concentration in the Education stream are expected to be competent in teaching in inclusive settings.

Programme Features and Other Information

- Designed primarily to provide degree-holders having no undergraduate training in psychology to pursue further study and a career in psychology.
- Focus on the cultivation of a distinctive blend of knowledge and skills relevant to advanced training and different careers in psychology.
- Multiple concentrations catering for different interests and career aspirations.
- Classes meet primarily on weekday evenings.
- Credit Transfer could be granted for equivalent level of study.

For details of the courses offered/required, please refer to Study Guide in Section F.

10. Master of Social Work (Code: MSW)

Programme Leader: Prof. Ricky C. K. Kwan
Associate Programme Leader: Prof. Daniel K. W. Young

Aims

This programme aims at training professionals qualifying for recognized social work qualification (RSW) at the Master's degree level. It aims to train students in becoming competent social work practitioners working in a variety of social service settings. It aspires to train students becoming ethically-oriented social work practitioners being competent, reflective and good in professional practice.

Programme Intended Learning Outcomes

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

▪ Use appropriate knowledge, theories and demonstrate skills in social work in order to become competent and professional in their practice;

▪ Reflect on their own practice so that they can intellectually construct, articulate and evaluate their own philosophy and practice in reference to social work values and ethics;

▪ Demonstrate the ability to integrate theory in practice in an innovative way, discover and examine culturally relevant social work practice;

▪ Evaluate professional activities and service programs, changing social needs and advocacy for appropriate welfare reforms and service delivery.

Career Prospects

Upon graduation, students are eligible to be a Registered Social Worker (RSW) in Hong Kong.

Programme Features and Other Information

This programme offers two modes of study.

• 2 years for the full-time MSW degree, with 1 concurrent placement in Year 2 Semester A and 1 block fieldwork placement in Year 2 Semester B. Concurrent fieldwork placement is conducted in 17 weeks with 3 days per week or 6 sessions whereas block fieldwork placement is conducted in 10 weeks with 5 days per week (maximum study period: 5 years);
• 3 years for the part-time MSW degree to students taking two concurrent fieldwork placements in Year 2 and 3 Semester A & B respectively. Concurrent fieldwork placement in the part-time study mode is conducted in 25 weeks with 2 days per week or 4 sessions per week (maximum study period: 7.5 years).

The total number of credits required for the MSW award is 55. Of the 55 credits required, 49 credits are gained from core courses and 6 are from elective courses.

Social Sciences Workshops

Students who (1) are non-social sciences graduates, or (2) have taken either psychology or sociology but not the other, are required to complete non-credit bearing Social Sciences Workshops SS5115 Social Sciences Theories for Social Work. These workshops are to be run in an intensive mode on

Saturday (whole day) of the first five weeks of Year 1 Semester A.

100 hours practicum-related Learning activities

The 100 hours practicum-related learning activities include 3 components: (1) SS6219 Practicum Related Workshop I (39 hours); (2) SS6220 Practicum Related Workshop II (26 hours); (3) SS6221 Practicum Related Workshop III (35 hours). These activities aim to provide students with information relating to fieldwork learning. They will be in form of visits, group discussions, reflective learning.

Fieldwork

Students need to complete two fieldwork placements under supervised practice. SS6291 Fieldwork I consists of 400 hours. It could be either offered in two concurrent mode (1) 17 weeks x 3 days per week or 6 sessions; or (2) 25 weeks x 2 days or 4 sessions per week. SS6292 Fieldwork II contains 400 hours. It could be either offered in concurrent mode (25 weeks x 2 days or 4 sessions per week), or block mode (10 weeks x 5 days). No exemption on fieldwork training hours will be approved as this is a RSW programme at taught master-degree level.

For details of the courses offered/required, please refer to the Study Guide in <u>Section F</u>.

MSW Study Plan: Full-time Study Mode: 2 years

		Semester A	Semester B	Summer Term
Year 1		SS5117 Social Work as a Profession [3] SS5209 Social Work Theories & Practice I: Working with Individual and Families [3] SS5212 Human Behaviour and Diversity [3] SS5213 Social Work Research Methods [3] SS5115 Social Sciences Theories for Social Work# [0]	SS5111 Social Welfare Policy System and Reform [3] SS5114 Legal Issues for the Social Worker [3] SS5210 Social Work Theories & Practice II: Working with Groups [3] SS5211 Social Work Theories & Practice III: Community Work and Macro-level Social Work Practice [3]	SS5112 Social Welfare Management [3]
		SS6219 Practicum Related Workshop I^ [1]		
Year 2		SS6220 Practicum Related Workshop II^ [1] SS6291 Fieldwork I (concurrent placement) (3 days a week in 17 weeks) [8] Elective 1 [3]	SS6221 Practicum Related Workshop III^ [1] SS6292 Fieldwork II (Block placement) (5 days a week in 10 weeks) [8] Elective 2 [3]	SS6293 Integrative Social Work Seminar [3]

§ bracketed figures = credits

\# Refer to 9.5

^ Refer to 9.6

MSW Study Plan: Part-time Study Mode: 3 years

		Semester A	Semester B	Summer Term
Year 1		SS5117 Social Work as a Profession [3] SS5209 Social Work Theories & Practice I: Working with Individual and Families [3] SS5212 Human Behaviour and Diversity [3] SS5115 Social Sciences Theories for Social Work[#] [0]	SS5111 Social Welfare Policy System and Reform [3] SS5210 Social Work Theories & Practice II: Working with Groups [3] SS5211 Social Work Theories & Practice III: Community Work and Macro-level Social Work Practice [3]	SS5112 Social Welfare Management [3]
		SS6219 Practicum Related Workshop I^ [1]		
Year 2		SS5213 Social Work Research Methods [3]	SS5114 Legal Issues for the Social Worker [3]	
		SS6220 Practicum Related Workshop II^ [1]		Elective 1 [3]
		SS6291 Fieldwork I (concurrent placement) (4 sessions or 2 days a week in 25 weeks) [8]		
Year 3		SS6292 Fieldwork II (concurrent placement) (4 sessions or 2 days a week in 25 weeks) [8]		For those students who take overseas placement in Semester B in Year 3, they will take SS6293 Integrative Social Work Seminar in this semester
		SS6221 Practicum Related Workshop III ^ [1]		
		Elective 2 [3]	SS6293 Integrative Social Work Seminar [3]	

§ bracketed figures = credits

\#   Refer to 9.5

^   Refer to 9.6

E. Student Development

1. Learning Excellence

Creating a Future Narrative with SS starting from First Year

As a new member to SS, you may have a lot of questions, such as 'How can I do well in my Major?', 'How to choose a minor?' "What are the learning resources and opportunities available to me at SS?", "How can I develop strong bonds with friends in the new environment?", "What types of co-curricular activities can I participate in within the Department?" and so on.

To answer these questions and to enhance your smooth transition from the Foundation Year at the College to your Major study at SS, we will aim at "creating a future narrative on career and character development *for all Year-1, Year-2, Year-3 and Year-4 SS students.*

The following stage of development has integrated Cochran (1997)'s narrative perspective to career counseling across the four years:

	Year 1 - *Explorer*	Year 2 - *Connecter*	Year 3 - *Intern*	Year 4 - *Seeker*
Composing a future narrative a life history	Exploring character and career	Connecting character with career	Developing competence in character and career	Seeking a vision in career with character strengths
Constructing reality	Communicating about your personal strengths and weaknesses and work interests	Networking is making friends for the purpose of developing yourself optimally and forwarding your character and career aspiration	Communicating and demonstrating character strength and competence skills in career exploration	Communicating a career narrative in verbal and written formats with employers
Changing a life structure	Making choices	Establishing network	Shadowing in a profession	Transition from university to work
Student Development Activities	**Informational Workshops, Community Awareness Project Student-initiated Learning Activities e.g. Study Tour**			
	Academic Advising		**Employers' Luncheon/Career Launch Scheme organized by SDS**	
	Major-specific Training Camps			
	Student Chapter			

A variety of **student-centered life-wide activities and training** will be launched to facilitate your roles as an *explorer* in year 1, a *connecter* in year 2, an *intern* in year 3, and a *seeker* in year 4. They include:

- **Major-specific training camps** – Specially designed and organized for year 1 and year 2 students by members of student chapter from year 3 and 4.

- **Informational workshops** - for students, e.g., exploration of lifelong and lifewide learning, academic exchange, internship, major selection, alumni sharing, and etc.

- **Small group/individual academic advising** – each student has an academic advisor who will have at least a meeting per semester and the information can be retrieved from DegreeWorks on AIMS.

- **Student Chapter** – members of student chapter serve to connect fellow students and strengthen the sense of belonging and bonding with one another at SS by organizing orientation and mentoring

activities, out-of-classroom activities such as community visits and alumni sharing sessions, being a representative of their major in Departmental activities, etc.

▪ **Community awareness projects –** students are encouraged to serve the community, enhance ability to transfer knowledge from university to the community and foster academic, career and personal accomplishment .

▪ **Employers' Luncheon or Career Launch Scheme of City U –** students are encouraged to take part in the Career Launch Scheme that works with students to enhance employability by career advising and workshops, employers' lunch and individual advising session, and etc.

Looking forward to your active participation in SS!!

2. Your Learning Experiences with SS

Your learning experiences with SS aim at promoting your civic engagement, whole-person development, social support network and development of transferable skills. In addition to academic studies, the department expects you to achieve certain goals every year, which will enrich your learning and development, and promote your engagement and services in the community.

A holistic, diverse, intellectually stimulating and challenging educational experience

In support of City University's Strategic Plan: World-class Research and Education (2020-2025), the goal of creating knowledge through professional education for a better society and a better future is to provide students with a holistic learning experience through interdisciplinary teaching in professional education. Students will create new knowledge, communicate it, curate it, and cultivate it to benefit society. Courses, co-curricular activities, and other learning activities complement each other to achieve the Major Intended Learning Outcomes (MILOs) will equip students with the skills required for the future professional working environment, including creativity, critical and systems thinking, and adaptive learning, sense of social responsibility to contribute to the public good.

▪ **Education and Student Development under World-class Research & Education**

The curricula aim at providing a holistic learning experience with interdisciplinary teaching to provide students with a diverse and intellectually stimulating and challenging experience so as to transform students into creative problem-solvers, effective communicators and future leaders to help society deal with change constructively and effectively.

▪ **What are the four Aims under Education and Student Development?**

<u>**Aim 1**</u>:   Develop integrated, interdisciplinary, cutting-edge programmes

<u>**Aim 2**</u>:   Continue to strengthen the research-teaching nexus

<u>**Aim 3**</u>:   Develop a contemporary technology-enriched curriculum

<u>**Aim 4**</u>:   Improve overall quality of admissions and placements, and develop students' talents

3. Learning under Credit Unit System

The Credit Unit System has been designed by the University to give students more flexibility and control over their pace of learning. Each major or degree has its own requirements. (Please refer to the Department's homepage at https://ssweb.cityu.edu.hk/). **It is the responsibility of students to take note of the number of credits required for a specific major and degree award**. Students should pay attention

to those courses which require **pre-requisites or pre-cursors**, and should fulfil those requirements before registration for the courses. Students should plan their study schedule well for each semester through the Degree Works, and are encouraged to consult their Academic Advisor, Year Coordinator, Major Leader or Student Mentors whenever necessary.

Please always pay attention to the regulations and information about the University Language Requirement, Gateway Education Requirement and College Requirement.

4.   Gateway Education (GE) and University Requirements

Students are required to take 30 / 21 / 12 credit units of GE courses in the 4-year curriculum.

https://www.cityu.edu.hk/class/ug/gatewayedu.aspx

GE & Language Requirements		First Year students	Advanced Standing I*	Advanced Standing II^
University Requirements (Core Courses)	English	University English and Discipline-specific English **6 credit units**	University English and Discipline-specific English **6 credit units**	Discipline-specific English **3 credit units**
	Chinese Civilization – History and Philosophy	**3 credit units**	**3 credit units**	**Non-compulsory requirement**
Distributional Requirements	A minimum of 3 credit units from each of the three distributional areas below: **Area 1**: Arts and Humanities **Area 2:** Study of Societies, Social and Business Organisations **Area 3:** Science and Technology	**12 credit units**	**6 credit units (in any area)**	**3 credit units (in any area)**
College-specified Courses		**9 credit units**	**6 credit units**	**6 credit units**
Total:		**30 credit units**	**21 credit units**	**12 credit units**

English Language Requirement
https://www.cityu.edu.hk/catalogue/ug/current/catalogue/catalogue_UC.htm?page=B/eng_lang_requirement.htm

To fulfil the University's English Language Requirement, students should complete the following two Gateway Education (GE) English courses [students admitted with Advanced Standing II^ are waived from taking the GE English (1) course]:

GE English (1): GE1401 University English (3 credit units) – University English
GE English (2): GE2412 English for English for the Humanities and Social Sciences (3 credit units) – Discipline-specific English

First-year entrants with Level '4' (or equivalent) or above in HKDSE English Language will proceed to directly into GE English courses. Students scoring below Level 4 in HKDSE English Language or students who do not possess an equivalent qualification are required to complete two 3-credit unit courses, LC0200A English for Academic Purposes 1 and LC0200B English for Academic Purposes 2, prior to taking the GE English courses. Students who demonstrate that they have achieved a grade B or above in their overall course results for LC0200A will achieve 3 credits and also be considered to have satisfied the pre-requisite for entry to the GE English courses without needing to take LC0200B. The credit units of LC0200A and LC0200B will not be counted towards the minimum credit units required for graduation and will not be included in the calculation of the cumulative grade point average (CGPA). However, they will be counted towards the maximum credit units permitted.

For students whose entry qualifications do not fall within those mentioned in item 2 above, the Chan Feng Men-ling Chan Shuk-lin Language Centre (LC) will invite them to sit for an English Placement Test to determine whether they need to take the EAP courses. Students may, instead of taking the Test, provide an alternative English proficiency qualification (e.g. TOEFL or IELTS) for consideration by the Language Centre. A waiver from LC0200A and LC0200B may be granted for students who have achieved the required English proficiency. For details, please visit the website of the Language Centre (http://www.cityu.edu.hk/lc/courses_who.html).

* For students with recognised Diploma of Secondary Education (HKDSE) or equivalent qualifications
^ For student with Associate Degree/Higher Diploma or equivalent qualifications.

Chinese Language Requirement

As a part of the University Requirement, students entering the First Year and 4-year degree with Advanced Standing I should complete GE1501 Chinese Civilization – History and Philosophy. Students scoring below Level 4 in HKDSE Chinese Language will be required to complete a 3-credit unit course CHIN1001 University Chinese I. The 3 credit units will not be counted towards the minimum credit units required for graduation and will not be included in the calculation of the cumulative grade point average (CGPA). However, they will be counted towards the maximum credit units permitted.

Useful Links

For the latest details of Language and GE requirements, please visit the following websites:
- Language Centre (LC) at http://www.cityu.edu.hk/lc
- Department of English (EN) at
  https://www.en.cityu.edu.hk/Gateway-Education-English/Gateway-Education-English-courses
- Office of Education Development and Gateway Education (EDGE) at
  http://www.cityu.edu.hk/edge
- College-specified Courses at
  http://www.cityu.edu.hk/class/ug/gatewayedu.aspx
- Undergraduate Catalogue at
  https://www.cityu.edu.hk/academic/catalogue

College Requirement

Students entering the First Year and 4-year degree with Advanced Standing I qualification are required to take 6-credits from a list of courses approved by CLASS to fulfil the College Requirement. For details, please refer to the College website:
http://www.cityu.edu.hk/class/ug/collegereq.aspx

Late Submission of Assessment Tasks

- All Assessment Tasks (ATs) should have a deadline which is made public to all students, usually at the beginning of the semester, and printed in the course outline or other course document provided to students;

- Students are required to submit the assignment to the responsible staff on or before the stated deadline;

- The assessor will deduct 1 sub-grade from the mark assigned to the AT for late submission for 1 day, and thereafter. For example, the penalty will be a deduction of 3 sub-grades for 3 days of late submission;

- The assessor reserves the right not to mark any AT submitted 7 days after the stated deadline. In this case, the AT will be given a '0' mark.

- Assessor has the freedom and discretion to determine the method of submission.

Absence from Assessment

If you are unable to attend an examination or in-course assessment (e.g. assignments, projects, essays, tests, etc.) contributing <u>a weighting of 20% or above</u> to the assessment of a course due to extenuating circumstances such as illness, hospitalization, accident, family bereavement or other unforeseeable serious personal or emotional circumstances, you need to apply for "**Mitigation Request Related to Assessment**" in AIMS as soon as possible and no later than 5 working days of the examination, or the scheduled date for completing the in-course assessment. You need to submit the original of the uploaded supporting document(s) to our Department within 5 working days of the assessment as well.

Leave of Absence

The credit unit system allows students to make their own plan on the study pace, governed by the stipulated guidelines of maximum duration of study, maximum and minimum credit units per semester. For any reason students wish to temporarily suspend their study, they have to apply for Leave of Absence via AIMS.

Please study the Academic Regulations in detail:

http://www.cityu.edu.hk/arro/content.asp?cid=85 (for undergraduate students)

https://www.cityu.edu.hk/sgs/student/tpg/records/leave (for postgraduate students)

Academic Honesty

The University's latest Rules on Academic Honesty can be found at:
https://www.cityu.edu.hk/provost/academic_honesty/rules_on_academic_honesty.htm

(Effective from Semester B 2021/22)
1. The Rules on Academic Honesty are approved by the Senate to regulate Student academic honesty matters and adjudicate Student academic dishonesty cases. The Academic Conduct Committee under the Academic Policy Committee will determine and keep under review the Rules on Academic Honesty. Academic honesty with respect to faculty members is not covered by this set of Rules.

2. 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 the Online Tutorial and Quiz on Academic Honesty, and make a Declaration on their understanding of academic honesty.

3. Academic dishonesty is regarded as a serious academic offence in the University. Any related offence may lead to disciplinary action with a penalty including without limitation, expulsion from the University, debarment from re-admission, deprivation of an academic award already conferred or revocation of a certification granted.

4. Academic dishonesty includes but is not restricted to the following behaviours:
   4.1 Plagiarism, e.g., the failure to properly acknowledge the use of another person's work or submission for assessment material that is not the Student's own work or submission of substantially the same material (even a portion) for credit in more than one assessment task without proper acknowledgement;

   4.2 Misrepresentation of a piece of group work as the Student's own individual work;

   4.3 Collusion, e.g., allowing another person to gain advantage by copying one's work or working with another student during an individual assessment;

   4.4 Unauthorized access to an examination/test paper;

   4.5 Possession/use of unauthorized material in assessment;

   4.6 Unauthorized communication during assessment;

   4.7 Use of fabricated data claimed to be obtained by experimental work, or data copied or obtained by unfair means;

   4.8 Impersonating another Student at a test or an examination or allowing oneself to be impersonated;

   4.9 Contract cheating, e.g., employing or using services provided by a third party in graded coursework or at a test or an examination;

   4.10 Use of fraudulent documents and/or information to gain advantage for any academic work, e.g. submission of a fraudulent medical certificate to request for a make-up examination.

5. Students must comply with regulations promulgated by the University and the academic units in examinations and coursework.

6. All Students, faculty and staff have the responsibility to report academic dishonesty cases as they will compromise the quality of education and depreciate the genuine achievements of others. Course leaders are required to report any suspected incidents of academic dishonesty in the course, if supported by clear evidence, to the Head/Dean of the course-offering academic unit.

7. Handling Procedures and Penalties Procedures Flowchart
   7.1 For academic dishonesty occurring during examinations, the Chief Invigilator will report the case to the Academic Regulations and Records Office/Chow Yei Ching School of Graduate Studies by using the appropriate form. The concerned office will refer the case to the Head/Dean of the relevant course-offering academic unit for investigation. For other cases of academic dishonesty (including without limitation, those involving thesis/dissertation/take-home examination/assignment/project or other forms of assessment), the Head/Dean of the course-offering academic unit, when alerted that there may be an alleged case of academic dishonesty, shall investigate the case. During the investigation, the Head/Dean of the course-offering academic unit will gather all related evidence, notify and interview the concerned Student, and/or seek written statements from witnesses and/or the Student to collect more information as he/she deems necessary.
      7.1.1 Should the Head/Dean of the course-offering academic unit determine against the Student, the course-offering academic unit shall submit a detailed investigation report to the College/School Academic Conduct Committee describing the case details, evidence and nature of suspected academic dishonesty, the suggested penalty to be imposed on the Student, and justification for the suggested penalty to help the Committee make a decision. Should the Head/Dean of the course-offering academic unit find the allegation not justified, the case will be dismissed and a brief report be sent to the College/School office for record. The Student's home academic unit will be informed of the suspected

7.1.2	Upon receiving a referral together with the investigation report under 7.1.1 above, the College/School Academic Conduct Committee shall consider the case and decide whether to conduct further investigation, or support the allegation and approve the penalty suggested by the course-offering academic unit or not. When considering penalty to be imposed on the Student, the College/School Academic Conduct Committee will also take into account any record of previous misconduct by the Student including any penalty previously incurred. The Secretary to the College/School Academic Conduct Committee will write to the Student concerned informing him/her of the decision within ten working days from being informed of the suspected academic dishonesty case.	

case by the College/School Academic Conduct Committee when it has received a referral and the detailed investigation report from the Head/Dean of the course-offering academic unit for consideration.

7.1.2 Upon receiving a referral together with the investigation report under 7.1.1 above, the College/School Academic Conduct Committee shall consider the case and decide whether to conduct further investigation, or support the allegation and approve the penalty suggested by the course-offering academic unit or not. When considering penalty to be imposed on the Student, the College/School Academic Conduct Committee will also take into account any record of previous misconduct by the Student including any penalty previously incurred. The Secretary to the College/School Academic Conduct Committee will write to the Student concerned informing him/her of the decision within ten working days from being informed of the suspected academic dishonesty case.

7.1.3 If the College/School Academic Conduct Committee decides to further investigate the case, the Student will be required to submit his/her written explanation within five working days from receipt of notification from the College/School Academic Conduct Committee. A meeting to interview the Student and consider the case will be held within fifteen working days from the expiration of the time limit for the Student to submit his/her written explanation. The terms of reference and membership of the College/School Academic Conduct Committee are given in Appendix 1. During the interview, the Student concerned may be accompanied by a member of the University (staff/Student) who is not involved in the case, provided that the College/School Academic Conduct Committee is informed of the companion's name at least three working days before the meeting.

7.1.4 The College/School Academic Conduct Committee will regulate its own proceedings in the consideration of the case and may call before it such persons as it deems necessary.

7.1.5 The Student concerned may admit to the charge, or any part of it, at any stage of the investigation/proceedings.

7.1.6 If the Student concerned does not appear at the meeting, the College/School Academic Conduct Committee will consider the allegation in the absence of the Student.

7.1.7 If the charge of academic dishonesty is substantiated, the College/School Academic Conduct Committee shall ordinarily impose the penalties in the table below:

(a)	First offence (excluding those offences listed under Clauses 4.7, 4.8, 4.9 and 4.10)	i.	A written warning; and
		ii.	A zero mark for the concerned component of the course[1]
(b)	Second or further offence, or first offence from those listed under Clauses 4.7, 4.8, 4.9 and 4.10	i.	A written warning; and
		ii.	An F grade for the concerned course and, depending on the seriousness of the offence, a more severe penalty, such as suspension of studies for a specified period of time or termination of study[2]

[1] The penalty of a zero mark for the concerned component of the course may lead to a lower grade or an F grade for the concerned course.
[2] Imposition of penalty listed under Clause 7.1.8 should be endorsed by relevant authorities as stipulated under Clause 7.1.8 before informing the student of the penalties.

7.1.8 The College/School Academic Conduct Committee may also impose any of the following penalties (and may impose more than one penalty at the same time) with the endorsement of the Associate Provost (Academic Affairs) for cases involving undergraduate Students or that of the Dean of Graduate Studies for cases involving

postgraduate Students, before informing the Student of the penalties. The College/School Academic Conduct Committee shall also seek approval from the Senate in order to impose the penalty listed in v. below.

    i.   withholding the concerned Student's eligibility for a scholarship, prize, financial award, the Dean's List, or representing the University in external activities such as exchange programme or internship for a specified period of time;

    ii.   suspension of studies for a specified period of time;

    iii.   withholding an academic award for a specified period of time;

    iv.   expulsion from the University together with a specified period of time that the Student may not be re-admitted to any programme of studies;

    v.   the deprivation of an academic award already conferred, or revocation of a certification granted.

    vi.   any other penalties suggested by the College/School Academic Conduct Committee which are not covered under 7.1.7 and 7.1.8.

7.1.9   For currently enrolled Students, the College/School Academic Conduct Committee may also advise them to seek counsel from a counsellor in the Student Development Services.

7.1.10   For cases which warrant further investigation by the College/School Academic Conduct Committee, the Student will be informed of the decision of the College/School Academic Conduct Committee in writing within ten working days from the conclusion of the meeting of the College/School Academic Conduct Committee.

7.1.11   All substantiated cases considered by the College/School Academic Conduct Committee leading to changes to a Student's academic record or enrolment status will be reported to the Academic Regulations and Records Office (for undergraduate and sub-degree Students) or Chow Yei Ching School of Graduate Studies (for postgraduate Students) for updating the Student's records. The Student's home academic unit will be informed of the decision by the College/School Academic Conduct Committee.

7.1.12   The College/School office will keep a full set of records on academic dishonesty cases within the College/School and report to the Academic Conduct Committee on an annual basis.

8.   Appeal Procedures

8.1   The Student may appeal against the decision of the College/School Academic Conduct Committee by writing to the Chair of the Academic Conduct Committee via the Office of the Provost and Deputy President within ten working days from being informed of the decision made by the relevant authority.

8.2   The appeal will only be entertained if it relates to any of the following:

8.2.1   fresh evidence which for good reason had not been presented previously to the College/School Academic Conduct Committee; or

8.2.2   a material irregularity of proceedings in the consideration of the matter by the College/School Academic Conduct Committee; or

8.2.3   the penalty applied was unreasonable or excessive in light of new evidence presented to the College/School Academic Conduct Committee, the findings of fact, or the circumstances of the Student.

8.3   If the Chair decides that the appeal does not relate to any of the matters stated in 8.2 above, he/she will dismiss the appeal and the original decision will stand. If the Chair decides that the appeal appears to relate to any of the matters stated in 8.2 above, he/she will convene a meeting of an Academic Conduct Appeals Panel to consider the appeal and inform the Student's home academic unit of the appeal. The terms of reference and constitution of the Academic Conduct Committee and

the Academic Conduct Appeals Panel are in [Appendix 2](#) and [Appendix 3](#) respectively.

8.4   The Academic Conduct Appeals Panel may, at its sole and absolute discretion, uphold the original decision, quash the original decision, change the penalty to be imposed or impose additional penalty. A decision on an appeal will normally be made within twenty-two working days from the date of receipt of the appeal under 8.1 above and the decision of the Academic Conduct Appeals Panel on the appeal is final. The Student's home academic unit will be informed of the decision on the appeal.

8.5   The Office of the Provost and Deputy President will keep a written confidential record of the proceedings of all cases of appeal and report to the Academic Conduct Committee on an annual basis.

Note 1:   "Student"* includes, unless otherwise specified, (a) an undergraduate (including Associate Degree), taught postgraduate, research postgraduate, or professional doctorate student of the University, and (b) currently or previously enrolled students and students already graduated from the University.

Note 2:   "Working days" refers to Mondays to Fridays, excluding Saturdays, Sundays and public holidays and excluding, for the avoidance of doubt, a day throughout or for part of which a black rainstorm warning or Typhoon Signal Number 8 or above is issued or hoisted by the Hong Kong Observatory.

Note 3:   The timeline requirements set out in the Rules shall be followed as far as practicable. In case deviation from the timeline requirements is necessary given the special circumstances (e.g. cases involving previously enrolled students or students already graduated from the University), approval from the Chair of the Academic Conduct Committee shall be sought and determined on case-by-case basis.

Note 4:   "Home academic unit" is the academic department/college/school offering the degree or home major in which a student is/was enrolled. "Course-offering academic unit" is the academic department/college/school offering the course and/or holding the responsibility of assessment associated with the academic dishonesty.

*   Students (includes currently or previously enrolled students and those already graduated) of the Community College of City University and the School of Continuing and Professional Education are not covered by the Rules.

Statement on Plagiarism[1]

Plagiarism means "dishonest copying." A plagiariser takes someone else's ideas or words and, without crediting the source, passes them off as his or her own. There can be dishonest copying from a published source like a printed book or from unpublished material like another student's coursework. Plagiarism is a serious academic offence which may lead to expulsion and other heavy penalties. Students should pay particular attention to the academic conventions surrounding quotations, citations and attributions. Although students are encouraged to work cooperatively, there must be individual authorship of term papers and written assignments. Students are asked to make sure that their coursework is not copied by others. And, each student's assignment should be individually written to avoid any suspicion that it has been dishonestly copied from someone else's work.

This department views with the gravest concern the action of a student who plagiarises the work of another person. Plagiarism simply means the taking and using as one's own of the thoughts and writings of another. To indulge in literary theft of this kind is highly unethical and ultimately self-defeating. If a student submits

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[1] W Mc.Naughton of the Department of Chinese Translation and Linguistics at CityU, has kindly given us his consent in citing his work in full here in the Department's Student Handbook.

an assignment or other piece of work that contains direct and unacknowledged transcription from one or more sources then that student will receive no marks for that assignment and, in all probability, a fail grade for the relevant module.

Thus:

- ✎ If you use the exact words of another author you must acknowledge this by the appropriate use of quotation marks.
- ✎ If you use the ideas of another author you must clearly acknowledge that.
- ✎ Use of unpublished or unreported material, other students' papers and research must be acknowledged.

If the paper, or any part of it is the result of collective research and compilation this must also be clearly acknowledged.

Plagiarism

"Plagiarism" can be defined as the attempt to gain advantage for yourself - academic advantage, financial advantage, professional advantage, advantage of publicity - by trying to fool someone, such as a teacher, an editor, an employer, or a reader, into thinking that you wrote something, thought something, or discovered something which, in actual fact, someone else wrote, thought, or discovered. Plagiarism is sometimes defined, aphoristically, as "literary theft." In any case, it is a serious breach of the rules of academic, scholarly, literary, and professional conduct. If discovered, plagiarism will be punished with appropriate severity, ranging from an "F" grade on a piece of academic work to permanent expulsion from a course and public disgrace.

Broadly speaking, we may say that there are two kinds of plagiarism: plagiarism on a grand scale, and plagiarism on a small scale. An example of plagiarism on a grand scale would be to submit, for example, a paper, project, or dissertation little or none of which was your own work, but rather was work which you had just copied from someplace. Any student committing such plagiarism would be expelled from the course; if the plagiarism were discovered after the student's graduation, his or her degree would be stripped from the student, retroactively.

Plagiarism on a small scale occurs when the writer of a paper, a project, or a dissertation lifts from some source a sentence, several sentences, a paragraph, an idea, a thought, or even information *without proper documentation* of the source of that sentence, several sentences, paragraph, idea, thought, or information. (The only exception is the case where the writer uses a source to remind himself of something that is "common knowledge" - when was Mao Zedong born? What is the population of Chongqing? etc. In such a case, the writer need not acknowledge the source.) The "lifting from a source" just described is still plagiarism even if the writer of the paper, project, or dissertation changes the wording around a little bit.

You are urged to study carefully the material in the following section "An Analysis of Passages Including Plagiarism and An Un-plagiarized Passage," from which you can learn to identify plagiarism in its various forms, and so avoid it. If you understand the analysis, you are far less likely to commit the serious fault of plagiarism in your own scholarly writing.

An Analysis of Passages Including Plagiarism and An Un-plagiarized Passage

You are urged to study carefully the material below, from which you can learn to identify plagiarism in its various forms, and so avoid it. If you understand the analysis, you are far less likely to commit the serious fault of plagiarism in your own scholarly writing.

The ideas and examples in the following paragraphs come from Ding Wangdao and Wu Bing, eds., 150-54. Note that in the material below, you should think "document" or "documentation" every time Professors Ding and Wu write "footnote" (as verb or noun, respectively).

Rules for Avoiding Plagiarism

Plagiarism is the use of facts, opinions, and language taken from another writer without acknowledgment. In its most sordid form, plagiarism is outright theft or cheating: a person has another person write the paper or simply steals a magazine article or section of a book and pretends to have produced a piece of original writing. Far more common is plagiarism in dribs and drabs: a sentence here and there, a paragraph here and there. Unfortunately, small-time theft is still theft, and small-time plagiarism is still plagiarism. For your own safety and self-respect, remember the following rules - not guidelines, *rules:*

a.   The language in your paper must either be your own or a direct quote from the original author.

b.   Changing a few words or phrases from another writer's work is not enough to make the writing "your own." Remember Rule a. The writing is either your own or the other person's; there are no in-betweens.

c.   Footnotes/endnotes acknowledge that the fact or opinion expressed comes from another writer. If the *language* comes from another writer, quotation marks are necessary in *addition,* to a footnote.

A detailed example

Original Passage

In 1925 Dreiser produced his masterpiece, the massively impressive An *American Tragedy.* By this time - thanks largely to the tireless propagandizing on his behalf by the influential maverick critic H.L. Mencken and by others concerned with a realistic approach to the problem of American life - Dreiser's fame had become secure. He was seen as the most powerful and effective destroyer of the genteel tradition that had dominated popular American fiction in the post-Civil War period, spreading its soft blanket of provincial, sentimental romance over the often ugly realities of life in modem, industrialized, urban American. Certainly there was nothing genteel about Dreiser, either as man or novelist. He was the supreme poet of the squalid, a man who felt the terror, the pity, and the beauty underlying the American dream. With an eye at once ruthless and compassionate, he saw the tragedy inherent in the American success ethic; the soft underbelly, as it were, of the Horatio Alger rags-to-riches myths so appealing to the optimistic American imagination. [Richard Freedman, The *Novel* (New York: Newsweek Books, 1975), pp. 104-105].

Student Version	**Comment**
There was nothing genteel about Dreiser, either as man or novelist. He was the supreme poet of the squalid, a man who felt the terror, the pity, and the beauty underlying the American dream.	**Obvious plagiarism**: word-for-word repetition without acknowledgment.
There was nothing genteel about Dreiser, either as man or novelist. he was the supreme poet of the squalid, a man who felt the terror, the pity, and the beauty underlying the American dream.[2]	**Still plagiarism**. The Footnote alone does not help. The language is the original author and only quotation marks around the whole passage plus a footnote would be correct.
Nothing was genteel about Dreiser as a novelist. He was the poet of the squalid and felt that terror, pity, and beauty lurked under the American dream.	**Still plagiarism**. A few words have been changed or omitted, but by no stretch of the imagination is the student writer using his own language.

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[2] Richard Freeman, *The Novel* (New York: Newsweek Books, 1975), p.104

Nothing was genteel about Dreiser as a man or as a novelist. He was the poet of the squalid and felt that terror, pity, and beauty lurked under the American dream"[3]

No quite plagiarism, but incorrect and inaccurate. Quotation-marks indicate exact repetition of what was originally written. The student writer, however, has changed some of the original and is not entitled to use the quotation marks.

By 1925 Dreiser reputation was firmly established. The reading public viewed Dreiser as one of the main contributors to the downfall of the "genteel tradition" in American literature. Dreiser, "the supreme poet of the squalid," looked beneath the bright surface of American life and values and described the frightening and tragic elements, the "ugly realities," so often overlooked by other writers.[4]

Correct. The student writer uses his own word to summarize most of the original passage. The footnote shows that the ideas expressed come from the original writer, not from the student. The few phrases kept from the original passage are carefully enclosed in quotation marks.

More Guidelines on Citations and Referencing

Reference Citations in Text

- If the *author is cited directly*, the date follows the author citation in parentheses:
    - Walker (2000) compared reaction times

- If the *author is cited indirectly*, both the author's name and the date are placed in parentheses:
    - In a recent study of reaction times (Walker, 2000)

- If the *date is mentioned in the text*, it need not be repeated in parentheses:
    - In 2000 Walker compared reaction times

- If a work is cited *more than once on the same page or within a few pages*, the date need not be repeated:
    - In a recent study of reaction times, Walker (2000) described the method.... Walker also found

- *Multiple references* to work *of the same author published in the same year* are assigned lowercase letters to distinguish them when they are cited. The letters should be assigned alphabetically by title name:
    - Snow (1964a) has concluded that precipitation can dampen people's spirits.
      Snow (1964b) has argued that frozen precipitation is most demoralizing.

- If a work has just *two authors*, cite both names and the date every time:
    - McLeod and O'Dowd (1962) found an artifact in Nimbus's (1962) study. (First citation)
    - McLeod and O'Dowd (1962) corrected the artifact. (Later citation)

- If a work has *more than two authors*, cite all names and the date the first time; in later citation, only cite the first author, followed by "et al." and the date:
    - McLeod, O'Dowd, and Giroud (1967) found no relation between cloud formations and mood. (First citation)
    - McLeod et al. (1967) did not investigate cloud formations during tornados or hurricanes, however. (Later citation)

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[3] Richard Freeman, *The Novel* (New York: Newsweek Books, 1975), p.104
[4] Richard Freeman, *The Novel* (New York: Newsweek Books, 1975), p.104-105

- If citations with *multiple authors* are made directly, the names of the authors are connected by "and." If citations are made indirectly, the names of the authors are connected by "&":
    - McLeod and O'Dowd (1962) found the artifact.
    - An artifact was discovered (McLeod & O'Dowd, 1962).

- If more than one *author with the same surname*, include each author's initials in the text:
    - S. Jones (1973) disagreed with the interpretations drawn by E. Jones (1970).

Reference List (APA style)

- Start the reference list on a new page, regardless of how much blank space is left on the last page of the paper.

- Center the title "References" on the page. Leave four spaces between the title and the first entry.

- List all entries in alphabetical order.

- Indent the second line of each entry 3 spaces.

- Double space throughout the reference list.

- Name(s) of author(s) in inverted order, with only the initials of first and middle names.

- Year of publication in parentheses, followed by a period.

- Title of the book, italicized, with only the initial letter of the first word capitalized, followed by a period. (In two-part titles separated by a colon, the initial letter of the first word in the second title is also capitalized).

- Place of publication, followed by a colon.

- Name of publisher, followed by a period. (The name of the publisher is listed in as brief a form as is intelligible. Terms like Publisher, Co., and Inc. are omitted.

- However, names of university presses and associations are spelled out.

Suggested Readings

Refer to the Research Guides of the Run Run Shaw Library of the University at https://libguides.library.cityu.edu.hk/citing/apa7

American Psychological Association (2010). *Publication manual of the APA* (6th ed.). Washington, DC: American Psychological Association.

Gelfand, H., & Walker, C.J. (2002). *Mastering APA style.* Washington, DC: American Psychological Association.

Sternberg, R. J. (2003). *The psychologist's companion: A guide to scientific writing for students and researchers*. (4th ed.). Cambridge: Cambridge University Press.

Feedback and Evaluation

The Department is devoted to continuously improving teaching and learning quality. Students' feedback and comments are welcome through formal and informal channels. Students are encouraged to meet with individual lecturers and major/programme leaders and comment on the lectures and tutorials. Student

Representatives are members of the Programme Committee in which feedback and recommendations from their fellow classmates on programme structure and curriculum are presented.

Most of the courses will collect students' feedback and comments through University's on-line Teaching & Learning Questionnaire. Please do take time to fill out the evaluation forms to enable us to continuously enhance our education delivery.

F. Study Guide

Department of Social and Behavioural Sciences – 2023/24
Recommended First Year (Year 1) Study Guide of Normative 4-year Degree (BDSS-2023, BSSU4-CRSO/PSY/SW-2023)

		Semester A	Semester B	Summer Term	CUs
SS Foundation Courses		SS1011 Social Welfare Services and Issues SS1101 Basic Psychology	SS1024 Social Issues and Problems	**Non-credit bearing Course** ▪ Go Global - Exchange ▪ Go Global - Internship ▪ Go Global - Learning Abroad ▪ Go Global - Service Learning	9
University Requirements	*English (6 credits)*	GE1401 University English	GE2412 English for the Humanities and Social Sciences		9
	Chinese Civilization (3 credits)	GE1501 Chinese Civilization - History and Philosophy (either in Semester A or B)			
College Foundation Courses		3 credits each from 2 groups below: **1) Liberal Arts** - CAH1603 Great Works in the Humanities - EN2011 English on the Move - LT1101 Amazing Things about Language **2) Social Sciences** - COM1101 Media and Communication in the Digital Age - PIA2801 Social Change and Governance Challenges: A Critical Appreciation through Film *(http://www.cityu.edu.hk/class/ug/collegereq.aspx)*			6
Gateway Education *(21 credits in total in 4 years)*		**1) College-specified Courses** Select three courses in any semester (9 credits) **2) Distributional Requirements** GE (12 credits): A minimum of 3 credits each from the three areas below: Area 1: Arts and Humanities Area 2: Study of Societies, Social and Business Organisations Area 3: Science and Technology *(http://www.cityu.edu.hk/class/ug/gatewayedu.aspx)*			6~9
	Credit Units	**15 ~ 18**	**15 ~ 18**		**30 ~ 33**

- Students are expected to **complete SS Foundation Courses, English Requirement, Chinese Civilization, College Foundation Courses and at least 6 credits of GE's College-Specified Courses in the first year of study.** Though only SS Foundation Courses (9 credits) and College Foundation Courses (6 credits) are compulsory to be taken in the first year, the other 15 credits, as specified, are suggested to be taken in the first year so as to avoid possible time clashes with your major courses in future, and taking the risk of not being able to complete all requirements upon graduation.
- **30 credits are needed to be eligible for major selection** (applicable to BDSS students only).
- Only the **SS Foundation Courses and English requirement** will be pre-registered for students. Hence, students should be responsible to register for **the remaining courses** 2 weeks before the start of each semester.
- Students are encouraged to participate in the *Go Global* activities organized by CLASS during the Summer Term.
- Students are expected to take part in student development activities organized by SS across the academic year.

The schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year.

BSocSc in Criminology and Sociology (BSSCRSO) – 2023/24
Recommended Study Guide under Normative 4 year Degree (BSSU4-2022)

Year	Semester	Major Requirement		Other Requirement				Total
		Core Courses	Electives (Choose any 3 courses)	Department/ College Foundation Requirements	Gateway Education △ *(Courses offered by the University)*	Departmental Non-credit bearing Course	Minor / Electives	
1	A&B	SS Foundation^ (9 Credits) and College Foundation# (6 credits) Courses		15	**I. University Requirements** English (6 credits)			
2	A	SS2029 Basic Sociology SS2030 Introduction to Criminology SS2034 Research Methods in Social Sciences	SS3302 Professional Internship in Applied Criminology and Sociology SS3505 Green Criminology: Crimes against the Environment and Wildlife SS4116 Crime, Social Order and Policing in Contemporary China SS4214 Crime and Corruption in Asia SS4302 Organized Crime SS4304 Sexual Offending SS4305 Gender, Crime and Human Trafficking SS4570 Sociology of Marriage and Intimate Relationships SS4571 Digital Sociology & Big Data Research SS4584 Social Risk Analysis SS4585 Social Capital and Sustainable Development SS4588 Sociology of Family SS4589 Economic Sociology		Chinese Civilization (3 credits): GE1501 Chinese Civilization – History and Philosophy **II. Distributional Requirements** GE (12 credits): A minimum of 3 credits each from the three areas below: Area 1: Arts and Humanities Area 2: Study of Societies, Social and Business Organisations Area 3: Science and Technology **III. College-specified Courses** (9 credits) (http://www.cityu.edu.hk/class/ug/gatewayedu.aspx)	Student Development Activities◇	Minor / Free Electives	
	B	SS2025 Sociology of Politics and Deviance SS3119 Penology SS3120 Policing and Crime Prevention						
3	A	SS3417 Applied Sociological Theory (AS) SS3423 Applied Quantitative Research Methods (AS) SS4207 Working with Young People and Offenders (CRIM)						
	B	SS3419 Complex Organizations (AS) SS3428 Applied Qualitative Research Methods (AS) SS4601 Emerging Issues in Chinese Societies (AS) SS2709 Methods of Criminological Research (CRIM) SS4217 Conflict Management and Mediation (CRIM)						
4	A	SS4595 Independent Study in Applied Sociology (AS) SS4296 Criminology Capstone Research Project (CRIM) SS4300 Advanced Criminological Theory (CRIM)						
	B	SS4595 Independent Study in Applied Sociology (AS) SS4296 Criminology Capstone Research Project (CRIM) SS4718 Forensic Criminology (CRIM)						
Total		**39**	**9**	**15**	**30**	**0**	**27**	**120**

^ SS Foundation Courses: SS1011, SS1101 and SS1024
◇ Students are expected to take this course in Year 2 Semesters A & B.
\# 3 credits each from these 2 groups: "Liberal Arts Studies" and "Social Sciences Studies" (http://www.cityu.edu.hk/class/ug/collegereq.aspx)
△ Students are recommended to complete College Foundation Courses, English and Chinese Civilization requirement in the first year of study.
The schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year.

BSocSc in Criminology and Sociology (BSSCRSO) – 2023/24
Recommended Study Guide under Advanced Standing I (BSSU3-2023)

Year	Semester	Major Requirement		Other Requirement				Total
		Core Courses	Electives (Choose any 3 courses)	College Foundation Course #	Gateway Education △ *(Courses offered by the University)*	Departmental Non-credit bearing Course	Minor / Electives	
2	A	SS Foundation Course^ (3 credits) SS2029 Basic Sociology SS2030 Introduction to Criminology SS2034 Research Methods in Social Sciences	SS3302 Professional Internship in Applied Criminology and Sociology SS3505 Green Criminology: Crimes against the Environment and Wildlife SS4116 Crime, Social Order and Policing in Contemporary China SS4214 Crime and Corruption in Asia SS4302 Organized Crime SS4304 Sexual Offending SS4305 Gender, Crime and Human Trafficking SS4570 Sociology of Marriage and Intimate Relationships SS4571 Digital Sociology & Big Data Research SS4584 Social Risk AnalysisSS4585 Social Capital and Sustainable Development SS4588 Sociology of Family SS4589 Economic Sociology	6	**I. University Requirements** English (6 credits) Chinese Civilization (3 credits): GE1501 Chinese Civilization – History and Philosophy **II. Distributional Requirements** GE (6 credits) **III. College-specified Courses** (6 credits) (*http://www.cityu.edu.hk/class/ug/gatewayedu.aspx*)	Student Development Activities◇	Minor / Free Electives	
	B	SS2025 Sociology of Politics and Deviance SS3119 Penology SS3120 Policing and Crime Prevention						
3	A	SS3417 Applied Sociological Theory (AS) SS3423 Applied Quantitative Research Methods (AS) SS4207 Working with Young People and Offenders (CRIM)						
	B	SS3419 Complex Organizations (AS) SS3428 Applied Qualitative Research Methods (AS) SS4601 Emerging Issues in Chinese Societies (AS) SS2709 Methods of Criminological Research (CRIM) SS4217 Conflict Management and Mediation (CRIM)						
4	A	SS4595 Independent Study in Applied Sociology (AS) SS4296 Criminology Capstone Research Project (CRIM) SS4300 Advanced Criminological Theory (CRIM)						
	B	SS4595 Independent Study in Applied Sociology (AS) SS4296 Criminology Capstone Research Project (CRIM) SS4718 Forensic Criminology (CRIM)						
Total		**42**	**9**	**6**	**21**	**0**	**12**	**90**

^ 3 credits of SS Foundation Courses: from the list of SS1011, SS1101 and SS1024 (For ASI students only)
◇ Students are expected to take this course in Year 2 Semesters A & B.
3 credits each from these 2 groups: "Liberal Arts Studies" and "Social Sciences Studies" (http://www.cityu.edu.hk/class/ug/collegereq.aspx)
△ Students are recommended to complete College Foundation Courses, English and Chinese Civilization requirement in the first year of study.
The schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year.

BSocSc in Criminology and Sociology (BSSCRSO) – 2023/24

Recommended Study Guide under Advanced Standing II (BSSU2-2023)

Year	Semester	Major Requirement		Other Requirement	Total
		Core Courses	**Electives (Choose any 3 courses)**	**Gateway Education** △ *(Courses offered by the University)*	
3	A	SS2029 Basic Sociology SS2030 Introduction to Criminology SS2034 Research Methods in Social Sciences SS3417 Applied Sociological Theory (AS) SS3423 Applied Quantitative Research Methods (AS) SS4207 Working with Young People and Offenders (CRIM)	SS3302 Professional Internship in Applied Criminology and Sociology SS3505 Green Criminology: Crimes against the Environment and Wildlife SS4116 Crime, Social Order and Policing in Contemporary China SS4214 Crime and Corruption in Asia SS4302 Organized Crime SS4304 Sexual Offending SS4305 Gender, Crime and Human Trafficking SS4570 Sociology of Marriage and Intimate Relationships SS4571 Digital Sociology & Big Data Research SS4584 Social Risk Analysis SS4585 Social Capital and Sustainable Development SS4588 Sociology of Family SS4589 Economic Sociology	**I. University Requirements** English (3 credits): GE2412 English for the Humanities and Social Sciences **II. Distributional Requirements** GE (3 credits) **III. College-specified Courses** (6 credits) (*http://www.cityu.edu.hk/class/ug/gatewayedu.aspx*)	
	B	SS2025 Sociology of Politics and Deviance SS3119 Penology SS3120 Policing and Crime Prevention SS3419 Complex Organizations (AS) SS3428 Applied Qualitative Research Methods (AS) SS4601 Emerging Issues in Chinese Societies (AS) SS2709 Methods of Criminological Research (CRIM) SS4217 Conflict Management and Mediation (CRIM)			
4	A	SS4595 Independent Study in Applied Sociology (AS) SS4296 Criminology Capstone Research Project(CRIM) SS4300 Advanced Criminological Theory (CRIM)			
	B	SS4595 Independent Study in Applied Sociology (AS) SS4296 Criminology Capstone Research Project (CRIM) SS4718 Forensic Criminology (CRIM)			
Total		**39**	**9**	**12**	**60**

The schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year.

BSocSc in Psychology (BSSPSY) – 2023/24
Recommended Study Guide under Normative 4-year Degree (BSSU4-2022)

Year	Major Requirement							Other Requirement				Total
	SS Foundation Courses		Core Courses		Electives @			College Foundation Course #	Gateway Education *(Courses offered by the University)*	Departmental Non-credit bearing Course	Minor / Electives	
	Semester A	Semester B	Semester A	Semester B	Semester A	Semester B	Summer					
1	SS1011 Social Welfare Services and Issues SS1101 Basic Psychology	SS1024 Social Problems and Interventions						3 credits each from 2 groups below: - Liberal Arts Studies - Social Sciences Studies (http://www.cityu.edu.hk/class/ug/collegereq.aspx)	**I. University Requirements** English (6 credits) Chinese Civilization (3 credits): GE1501 Chinese Civilization – History and Philosophy			
2			SS2028 Basic Psychology II SS2033 Research Methods for Behavioural Sciences SS2712 Personality & Individual Differences	SS2701 Developmental Psychology	SS3710 Psychology of Childhood and Adolescence SS3716 Multivariate Analysis for Psychological Research SS3720 Neuropsychology SS3721 Abnormal Psychology SS3723 Psychology of Language	SS2702 Psychology of Interpersonal Relations SS2714 Psychological Testing SS3718 Cultural Psychology SS3722 Psychology of Ageing			**II. Distributional Requirements** GE (12 credits): A minimum of 3 credits each from the three areas below: Area 1: Arts and Humanities Area 2: Study of Societies, Social and Business Organisations Area 3: Science and Technology	Student Development Activities◇	Minor / Free Electives	
3			SS3707 Design & Analysis for Psychological Research I SS3711 Biological Psychology SS3712 Cognitive Psychology	SS3708 Design & Analysis for Psychological Research II SS3713 Learning and Behaviour SS3714 Social Psychology	SS3724 Positive Psychology SS4715 Introduction to Health Psychology SS4716 Introduction to Educational Psychology SS4719 Introduction to Industrial and Organizational Psychology	SS3725 Cognitive Neuroscience SS3726 Designing Experiments in Psychology SS4707 Counseling and Therapeutic Psychology	SS4720 Psychology Internship		**III. College-specified Courses** (9 credits) (http://www.cityu.edu.hk/class/ug/gatewayedu.aspx)			
4			SS4708 Research Project in Psychology (6 credits)									
Total	9		36		18			6	30	0	21	120

@ Some of the elective courses are only offered in alternate year.
\# Both Normative 4-year and ASI students are required to take 3 credits each from "Liberal Arts Studies" and "Social Sciences Studies" groups.
◇ Students are encouraged to take this course in Year 2 Sem A & B.
The schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year, or to change the course offering semester.

BSocSc in Psychology (BSSPSY) – 2023/24
Recommended Study Guide under Advanced Standing I (BSSU3 – 2023)

Year	Major Requirement						Other Requirement				Total
	SS Foundation Course	Core Courses		Electives @			College Foundation Courses	Gateway Education *(Courses offered by the University)*	Departmental Non-credit bearing Course	Minor / Electives	
	Semester A	Semester A	Semester B	Semester A	Semester B	Summer					
2	SS1101 Basic Psychology	SS2028 Basic Psychology II SS2033 Research Methods for Behavioural Sciences SS2712 Personality & Individual Differences	SS2701 Developmental Psychology	SS3710 Psychology of Childhood and Adolescence SS3716 Multivariate Analysis for Psychological Research SS3720 Neuropsychology SS3721 Abnormal Psychology SS3723 Psychology of Language SS3724 Positive Psychology SS4715 Introduction to Health Psychology SS4716 Introduction to Educational Psychology SS4719 Introduction to Industrial and Organizational Psychology	SS2702 Psychology of Interpersonal Relations SS2714 Psychological Testing SS3718 Cultural Psychology SS3722 Psychology of Ageing SS3725 Cognitive Neuroscience SS3726 Designing Experiments in Psychology SS4707 Counseling and Therapeutic Psychology		3 credits each from 2 groups below: - Liberal Arts - Social Sciences (http://www.cityu.edu.hk/class/ug/collegereq.aspx)	**I. University Requirements** English (6 credits) Chinese Civilization (3 credits): GE1501 Chinese Civilization – History and Philosophy **II. Distributional Requirements** GE (6 credits) **III. College-specified Courses** (6 credits) (http://www.cityu.edu.hk/class/ug/gatewayedu.aspx)	Student Development Activities◇	Minor / Free Electives	
3		SS3707 Design & Analysis for Psychological Research I SS3711 Biological Psychology SS3712 Cognitive Psychology	SS3708 Design & Analysis for Psychological Research II SS3713 Learning and Behaviour SS3714 Social Psychology			SS4720 Psychology Internship					
4		SS4708 Research Project in Psychology (6 credits)									
Total	**3**	**36**		**18**			**6**	**21**	**0**	**6**	**90**

@   Some of the elective courses are only offered in alternate year.

◇   Students are encouraged to take this course in Year 2 Sem A & B.

The schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year, or to change the course offering semester.

BSocSc in Psychology (BSSPSY) – 2023/24
Recommended Study Guide under Advanced Standing II (BSSU2 – 2023)

Year	Major Requirement					Other Requirement	Total
	Core Courses*		Electives @			Gateway Education *(Courses offered by the University)*	
	Semester A	Semester B	Semester A	Semester B	Summer		
3	SS2712 Personality & Individual Differences SS3707 Design & Analysis for Psychological Research I SS3711 Biological Psychology SS3712 Cognitive Psychology	SS2701 Developmental Psychology SS3708 Design & Analysis for Psychological Research II SS3713 Learning and Behaviour SS3714 Social Psychology	SS3710 Psychology of Childhood and Adolescence SS3716 Multivariate Analysis for Psychological Research SS3720 Neuropsychology SS3721 Abnormal Psychology SS3723 Psychology of Language SS3724 Positive Psychology SS4715 Introduction to Health Psychology SS4716 Introduction to Educational Psychology SS4719 Introduction to Industrial and Organizational Psychology	SS2702 Psychology of Interpersonal Relations SS2714 Psychological Testing SS3718 Cultural Psychology SS3722 Psychology of Ageing SS3725 Cognitive Neuroscience SS3726 Designing Experiments in Psychology SS4707 Counseling and Therapeutic Psychology	SS4720 Psychology Internship	**I. University Requirements** English (3 credits): GE2412 English for the Humanities and Social Sciences **II. Distributional Requirements** GE (3 credits) **III. College-specified Courses** (6 credits) (*http://www.cityu.edu.hk/class/ug/gatewayedu.aspx*)	
4	SS4708 Research Project in Psychology (6 credits)						
Total	**30**		**18**			**12**	**60**

@ Some of the elective courses are only offered in alternate year.

◇ Students are encouraged to take this course in Year 2 Sem A & B.

The schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year, or to change the course offering semester.

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BSocSc in Social Work (BSSSW) – 2023/24
Recommended Study Guide under Normative 4-year Degree - (BSSU4-2022)

Year	Semester	Core	Major Elective* / Free Elective (at least one course each from Areas 1 & 2)	Department/ College Foundation Requirements	Gateway Education (Courses offered by the University)	Departmental Support	Total
1	A & B	SS Foundation (9 credits) – SS1011 Social Welfare Services and Issues, SS1101 Basic Psychology, SS1024 Social Problems College Foundation Courses (6 credits) - http://www.cityu.edu.hk/class/ug/collegereq.aspx		15 credits	**I. University Requirement** English (6 credits): GE1401, GE2412 Chinese Civilization (3 credits): GE1501 Chinese Civilization – History and Philosophy	Student Development Activities◇	
2	A	SS2029 Basic Sociology (3 credits) SS2105 Introduction to Social Work (3 credits) SS2278 Self Development Laboratory (3 credits) SS3283 Introduction to Fieldwork Learning I (1 credit)	**Major Elective** **Area 1 (At least one course)** SS4206 Working with Children and Families SS4207 Working with Young People and Offenders SS4215 Health and Aging SS4216 Working with People with Disabilities SS4223 School Social Work		**II. Distributional Requirements** GE (12 credits): A minimum of 3 credits each from the three areas below: Area 1: Arts and Humanities		
2	B	SS2113 Working with Individuals and Families (3 credits) SS2115 Working with Groups (3 credits) SS2201 Interpersonal Communication and Counseling Skills Laboratory (3 credits) SS2203 Team Building and Group Work Skills Laboratory (3 credits) SS3285 Human Behaviour and Social Environment (3 credits)	**Area 2 (At least one course)** SS3117 Gender Perspectives in Social Work SS4217 Conflict Management and Mediation SS4225 Domestic Violence: Theories and Practices for Social Workers SS4226 Emotional and Relational Competence SS4227 Contemporary Social Work Intervention Approaches		Area 2: Study of Societies, Social and Business Organizations Area 3. Science and Technology **III. College-specified Courses** (9 credits)		
3	A	SS2116 Working with Organizations and Communities (3 credits) SS2202 Community Organizing Skills Laboratory (3 credits) SS3284 Introduction to Fieldwork Learning II (1 credit) SS3290 Social Work Research (3 credits) SS4210 Mental Health and Social Work (3 credits)	**Free Elective** (# Take one more Free Elective from either Major Elective or other courses)		(*http://www.cityu.edu.hk/class/ug/gatewayedu.aspx*)		
3	B	SS3292 Practicum I (8 credits) Major Elective (Area 1 or Area 2)					
4	A	SS3282 Social Work and the Law (3 credits) SS4291 Practicum II (8 credits) Major Elective (Area 1 or Area 2)					
4	B	SS3286 Social Welfare Policy (3 credits) SS4004 Integrated Social Work Practice Seminar (3 credits) SS4111 Management and Supervision in Human Services (3 credits)					
Total		**66**	**9**	**15**	**30**	**0**	**120**

*Courses are offered subject to availability and at the discretion of the department.

☆Students are expected to take this course in Year 2 Semester A & B.

This schedule is for reference only. The Department has the right to offer or not to offer any of the abovementioned courses in any academic year.

BSocSc in Social Work (BSSSW) – 2023/24
Recommended Study Guide under Advanced Standing I - (BSSU3-2023)

Year	Sem	Departmental Requirement	Major Requirement		Other Requirements		Departmental Course	Total
			Core	Major Elective* (at least one course each from Areas 1 & 2)	College Foundation Course	Gateway Education (Courses offered by the University)		
2	A	SS1011 Social Welfare Services and Issues (3 credits)	SS2029 Basic Sociology (3 credits) SS2105 Introduction to Social Work (3 credits) SS2278 Self Development Laboratory (3 credits) SS3283 Introduction to Fieldwork Learning I (1 credit)	**Area 1 (At least one course)** SS4206 Working with Children and Families SS4207 Working with Young People and Offenders SS4215 Health and Aging SS4216 Working with People with Disabilities SS4223 School Social Work	3 credits each from 2 groups below: 1. Liberal Arts Studies 2. Social Sciences http://www.cityu.edu.hk/class/ug/collegereq.aspx	**I. University Requirements** English (6 credits): GE1401, GE2412 Chinese Civilization (3 credits): GE1501 Chinese Civilization – History and Philosophy	Student Development Activities☆	
	B		SS2113 Working with Individuals and Families (3 credits) SS2115 Working with Groups (3 credits) SS2201 Interpersonal Communication and Counseling Skills Laboratory (3 credits) SS2203 Team Building and Group Work Skills Laboratory (3 credits) SS3285 Human Behaviour and Social Environment (3 credits)	**Area 2 (At least one course)** SS3117 Gender Perspectives in Social Work SS4217 Conflict Management and Mediation SS4225 Domestic Violence: Theories and Practices for Social Workers SS4226 Emotional and Relational Competence SS4227 Contemporary Social Work Intervention Approaches		**II. Distributional Requirements** GE (6 credits) Select 2 courses from the areas below: Area 1: Arts and Humanities Area 2: Study of Societies, Social & Business Organisations Area 3: Science and Technology		
3	A	SS1101 Basic Psychology (3 credits)	SS2116 Working with Organizations and Communities (3 credits) SS2202 Community Organizing Skills Laboratory (3 credits) SS3284 Introduction to Fieldwork Learning II (1 credit) SS3290 Social Work Research (3 credits) SS4210 Mental Health and Social Work (3 credits)			**III. College- specified Courses** (6 credits) *http://www.cityu.edu.hk/class/ug/gatewayedu.aspx*		
	B		SS3292 Practicum I (8 credits) Major Elective (Area 1 or 2)					
4	A		SS3282 Social Work and the Law (3 credits) SS4291 Practicum II (8 credits) Major Elective (Area 1 or 2)					
	B		SS3286 Social Welfare Policy (3 credits) SS4004 Integrated Social Work Practice Seminar (3 credits) SS4111 Management and Supervision in Human Services (3 credits)					
Total		**6**	**66**	**6**	**6**	**21**		**105**

*Courses are offered subject to availability and at the discretion of the department.

☆Students are expected to take this course in Year 2 Semester A & B.

This schedule is for reference only. The Department has the right to offer or not to offer any of the abovementioned courses in any academic year.

Department of Social and Behavioural Sciences – 2023/24
Recommended Study Guide of Normative 5-year Double Degree (DBSSLLB-2023)

Year	Sem	Core	Electives		Gateway Education *(Courses offered by the University)*	Total Credits
1	A	LW2601 Hong Kong Legal System (3 credits) LW2603A Law of Tort I (3 credits) LW2604 Legal Methods, Research and Writing (3 credits) SS2030 Introduction to Criminology (3 credits)	_Free Electives (6 credits)_ _Criminology Electives (9 credits)_		GE1401 University English (3 credits)	15
	B	LW2603B Law of Tort II (3 credits) LW3605A Constitutional Law (3 credits) SS3119 Penology (3 credits)	Any three courses from Criminology Electives SS3505 Green Criminology: Crimes against the Environment and Wildlife		GE2411 Legal English (3 credits) College-specified Courses✿ (3 credits)	15
	S				Distributional Requirement△ (6 credits)	6
2	A	LW2602A Law of Contract I (3 credits) LW3605B Administrative Law (3 credits) SS2029 Basic Sociology (3 credits) SS2034 Research Methods in Social Sciences (3 credits)	SS4116 Crime, Social Order and Policing in Contemporary China SS4214 Crime and Corruption in Asia SS4302 Organized Crime SS4304 Sexual Offending		GE1501 Chinese Civilization – History and Philosophy (3 credits)	15
	B	LW2602B Law of Contract II (3 credits) LW3610 Public Law of the PRC (3 credits) SS2025 Sociology of Politics and Deviance (3 credits) SS2709 Methods of Criminological Research (3 credits) SS3120 Policing and Crime Prevention (3 credits)	SS4305 Gender, Crime and Human Trafficking SS4570 Sociology of Marriage and Intimate Relationships SS4571 Digital Sociology & Big Data Research			15
	S		SS4584 Social Risk Analysis SS4585 Social Capital and Sustainable Development		Distributional Requirement△ (6 credits)	6
3	A	LW3606A Criminal Law I (3 credits) LW3611 Private Law of the PRC (3 credits) SS4207 Working with Young People and Offenders (3 credits)	SSxxxx Criminology Elective (3 credits)	SS4588 Sociology of Family SS4589 Economic Sociology	College-specified Courses✿ (3 credits)	15
	B	LW3606B Criminal Law II (3 credits) LW3608 Jurisprudence and Legal Theory (3 credits) SS4217 Conflict Management and Mediation (3 credits)	Law Elective (3 credits)		College-specified Courses✿ (3 credits)	15
	S		SS3302 Professional Internship in Applied Criminology and Sociology (3 credits)	_PCLL pre-requisites as electives (12 credits)_ _For students who wish to enroll in the PCLL programme_		3
4	A	LW3607A Land Law I (3 credits) LW4656 Company Law I (3 credits) SS4300 Advanced Criminological Theory (3 credits)	LW4630A Equity and Trusts I (PCLL pre-requisite course) (3 credits)	_Laws Electives (3 credits)_ Any one course from Laws Electives		12
	B	LW3607B Land Law II (3 credits) LW4657 Company Law II (3 credits)	SSxxxx Criminology Elective (3 credits) LW4630B Equity and Trusts II (PCLL pre-requisite course) (3 credits)	_https://www.cityu.edu.hk/catalogue/ug/current/ DoubleDegree/DBSSLLB_D002-4.htm_		12
5	A	SS4296 Criminology Capstone Research Project (3 credits)	Free Electives (6 credits) LW4658 Commercial Law (PCLL pre-requisite course) (3 credits)			12
	B	SS4296 Criminology Capstone Research Project (3 credits) SS4718 Forensic Criminology (3 credits)	LW4616 Law of Evidence (PCLL pre-requisite course) (3 credits)			9
Total		**39 (CRIM), 51 (LLB)**	**9 (CRIM), 3 (LLB), 12 (PCLL pre-requisites), 6 (Free electives)**		**30**	**150**

*   Courses are offered subject to availability and at the discretion of the Department of Social and Behavioural Sciences and the School of Law.
✿   College-specified Courses: http://www.cityu.edu.hk/class/ug/gatewayedu.aspx
△   Distributional requirement: A minimum of 3 credits each from the three areas: Area 1: Arts and Humanities; Area 2: Study of Societies, Social & Business Organisations; Area 3: Science and Technology
The schedule is for reference only. The Department of Social and Behavioural Sciences and the School of Law have the right to offer or not to offer any of the abovementioned courses in any academic year.

Minor Programmes – 2023/24

Applied Psychology (APSY)

Pre-requisite (3 credit units)
SS1101   Basic Psychology

Core Elective (any 9 credit units)
SS2702   Psychology of Interpersonal Relations
SS2714   Psychological Testing
SS3710   Psychology of Childhood & Adolescence
SS3718   Cultural Psychology
SS3722   Psychology of Ageing

Elective (any 3 credit units)
SS2028   Basic Psychology II
SS2033   Research Methods for Behavioural Sciences
SS2613   Psychology for Young Professionals
SS2701   Developmental Psychology
SS2712   Personality and Individual Differences
SS3711   Biological Psychology
SS3712   Cognitive Psychology
SS3713   Learning and Behaviour
SS3714   Social Psychology
SS3720   Neuropsychology
SS3721   Abnormal Psychology
SS3723   Psychology of Language
SS3724   Positive Psychology
SS3725   Cognitive Neuroscience
SS3726   Designing Experiments in Psychology

Psychology (SS05)

Pre-requisite (3 credit units)
SS1101   Basic Psychology

Elective (any 12 credit units)
SS2028   Basic Psychology II
SS2033   Research Methods for Behavioural Sciences
SS2613   Psychology for Young Professionals
SS2701   Developmental Psychology
SS2702   Psychology of Interpersonal Relations
SS2712   Personality and Individual Differences
SS2714   Psychological Testing
SS3710   Psychology of Childhood and Adolescence
SS3711   Biological Psychology
SS3712   Cognitive Psychology
SS3713   Learning and Behaviour
SS3714   Social Psychology
SS3718   Cultural Psychology
SS3720   Neuropsychology
SS3721   Abnormal Psychology
SS3722   Psychology of Ageing
SS3723   Psychology of Language
SS3724   Positive Psychology
SS3725   Cognitive Neuroscience
SS3726   Designing Experiments in Psychology

Criminology (SS01)

Core Course (3 credit units)
SS2030   Introduction to Criminology

Elective (any 12 credit units)
SS1012   Youth in a Changing Society
SS3119   Penology
SS3120   Policing and Crime Prevention
SS3505   Green Criminology: Crimes Against the Environment and Wildlife
SS4116   Crime, Social Order and Policing in Contemporary China
SS4207   Working with Young People and Offenders
SS4214   Crime and Corruption in Asia
SS4217   Conflict Management and Mediation
SS4302   Organized Crime
SS4304   Sexual Offending
SS4718   Forensic Criminology

Remarks for Minor in Applied Psychology / Minor in Psychology:
1. Students who have used SS1101 Basic Psychology or SS2023 Basic Psychology I (equivalent course of SS1101) to fulfil the Major requirement are required to take a 3 credit unit course from the list of Core Electives/Electives to fulfil the Minor requirements.
2. SS2613 Psychology for Young Professionals should only be taken to fulfil the Minor/GE College-specified course requirements, whereas GE2129 Psychology for Young Professionals should be used to fulfil the GE area requirement.
3. Students of BSocSc Criminology and Sociology (BSSCRSO) are not allowed to take SS2033 Research Methods for Behavioural Sciences as a minor elective since a similar course is offered under the CRSO major.

See more remarks on the next page.

Minor Programmes – 2023/24

Applied Sociology (ASOC)

Elective (any 15 credit units)

SS1012	Youth in a Changing Society
SS1024	Social Issues and Problems
SS2025	Sociology of Politics and Deviance
SS2029	Basic Sociology
SS3417	Applied Sociological Theory
SS3419	Complex Organizations
SS4570	Sociology of Marriage and Intimate Relationships
SS4571	Digital Sociology and Big Data Research
SS4585	Social Capital and Sustainable Development
SS4588	Sociology of Family
SS4589	Economic Sociology
SS4601	Emerging Issues in Chinese Societies

Forensic Studies[#] (FST)

Core Course (3 credit units)

SS2030	Introduction to Criminology

Core Elective (any 3 credit units)

CHEM2808	Forensics and Modern Society
CHEM2809	Science Versus Crime

Electives (any 9 credit units)

SS4214	Crime and Corruption in Asia
SS4302	Organized Crime
SS4304	Sexual Offending
SS4709	Psychology of Law Enforcement
SS4718	Forensic Criminology
CHEM4051	Forensic Chemistry
CS4286	Internet Security and e-Commerce Protocols

Additional Remarks for all Minors Programmes of SS:

To be eligible for the Minor Award, students MUST obtain an Average GPA of at least 1.7 for courses contributed to the Minor. Credits earned to fulfil the minor requirement cannot be used toward meeting the requirement for a major and/or other minor(s) taken by the student.

Double counting of courses is permissible between the minor and GE College-specified course. However, the credit units would count only once toward the total credits attained (Academic Regulations 4.7.3).

Minor in Forensic Studies is offered in collaboration with the College of Science and College of Engineering.

Minor	Advisor	Office Telephone	Room No.	Email Address
Applied Psychology	Prof. Wang Xijing	3442-8262	Y7421	xijiwang@cityu.edu.hk
Psychology				
Criminology	Prof. Tracy Lu	3442-8839	B7417	sy.lu@cityu.edu.hk
Forensic Studies				
Applied Sociology	Mr. Stephen Ma Kun	3442-8838	Y7513	stephen.ma@cityu.edu.hk

Master of Arts in Applied Social Sciences – Criminology Stream (MAASS-CRIM) – 2023/24
Proposed Course Offering List - Full-time mode (Students who complete the programme within 1 year)

Year	Semester	Core Courses	Stream Electives	Total
1	A	SS5301 Advanced Theories in Criminology (3 credits)	SS5316 Aggressive Behavior and Homicide (3 credits) SS5803 Psychopathology (3 credits)	
		SS5302 Research Methods in Social Sciences (3 credits)		
		SS5303 Criminal Justice in Hong Kong and the Pacific (3 credits)		
		SS5426 Social Problems (3 credits)		
	B	SS5204 Penology & Rehabilitation of Offenders (3 credits)	SS5802 Group Counselling and Therapy (3 credits)	
		SS5304 Psychology & Crime (3 credits)		
		SS5305 Policing (3 credits)		
		SS6308B Master's Thesis in Criminology (3 credits)		
	Summer	SS6308B Master's Thesis in Criminology (3 credits)		
Total Credits		**27**	**3**	**30**

This schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year.

Master of Arts in Applied Social Sciences – Criminology Stream (MAASS-CRIM) – 2023/24
Proposed Course Offering List (Part-time mode)

Year	Semester	Core Courses	Stream Electives	Total
1	A	SS5301 Advanced Theories in Criminology (3 credits)	**Semester A** SS5316 Aggressive Behavior and Homicide (3 credits) SS5803 Psychopathology (3 credits) **Semester B** SS5802 Group Counselling and Therapy (3 credits)	
1	A	SS5302 Research Methods in Social Sciences (3 credits)		
1	B	SS5204 Penology & Rehabilitation of Offenders (3 credits)		
1	B	SS5305 Policing (3 credits)		
2	A	SS5303 Criminal Justice in Hong Kong and the Pacific (3 credits)		
2	A	SS5426 Social Problems (3 credits)		
2	A	SS6308 Master's Thesis in Criminology (3 credits)		
2	B	SS5304 Psychology & Crime (3 credits)		
2	B	SS6308 Master's Thesis in Criminology (3 credits)		
Total Credits		**27**	**3**	**30**

This schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year.

Master of Arts in Applied Social Sciences (Sociology Stream) (MAASS-SOCI) – 2023/24
Recommended Course Offering Schedule

Nature	Course Code	Course Title	Credits	Year 1		
				Sem A	Sem B	Summer
Common Core	SS5302	Research Methods in Social Sciences	3	✓		
	SS5426	Social Problem	3	✓		
Core	SS5400	Applied Sociology	3	✓		
	SS5401	Social Science Perspectives	3		✓	
	SS5423	Programme Design & Evaluation	3		✓	
	SS5428	Applied Social Statistical Analysis	3		✓	
	SS6591	Integrative Project	6		✓	✓
		Sub-total	*24*			
		Any 2 electives				
Electives	SS5110	Assessment and Interventions in Mental Health Counselling	3	✓		
	SS5204	Penology & Rehabilitation of Offenders	3		✓	
	SS5303	Criminal Justice in Hong Kong and the Pacific	3	✓		
	SS5316	Aggressive Behaviour and Homicide	3		✓	
	SS5427	Special Topics in Applied Sociology	3	✓		
	SS5802	Group Counselling and Therapy	3		✓	
		Sub-total	*6*			
		Total Credits	**30**			

* *Non-local students will take SS6591 Integrative Project in their first year.*
This schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year.

Study Guide - Master of Social Sciences in Counselling (MSSC) – 2023/24
(Part-Time Mode)

Year	Semester	Core Courses / Core Electives		Programme Electives	Total Credits
1	A	SS5800 Counselling Theories and Practice (3 credits)		Programme Electives (Choose 1 or 2 elective courses)	12 – 18
		SS5841 Counselling Skills Laboratory and Pre-practicum (3 credits)			
	B	SS5802 Group Counselling and Therapy (3 credits)			
		SS5822 Family-based Service and Family Practice (3 credits)			
	Summer	Programme Electives (Choose 1 or 2 elective courses)			3 – 6
2	A	SS6806 Counselling Practicum[1] (6 credits) Or SS6805 Project[2] (6 credits)	SS5803 Psychopathology (3 credits)	Programme Electives (Choose 1 elective course)	12 – 15
	B		SS5801 Counselling in Society and Across Culture (3 credits)		
Total		24 credits		6 credits	30 credits

Programme Electives[3]

General Electives	Research Methods	Specialized Electives
SS5208 Cognitive-behavioural Interventions (3 credits)	SS5302 Research Methods in Social Sciences (3 credits)	SS5110 Assessment and Interventions in Mental Health Counselling (3 credits) SS5316 Aggressive Behavior and Homicide (3 credits) SS5821 Counselling Children and Youth (3 credits) SS5832 Counselling Older Adults (3 credits)

Level of Award

Level of Award	Required Courses
Master of Social Sciences in Counselling (30 credits)	SS5800, SS5801, SS5802, SS5803, SS5822, SS5841, SS6805 or SS6806, and 2 Electives
Postgraduate Diploma in Counselling (24 credits)	SS5800, SS5801, SS5802, SS5803, SS5822, SS5841, and 2 Electives
Postgraduate Certificate in Counselling (12 credits)	SS5800, SS5802, SS5822, and SS5841

Remarks:

1. SS6806 Counselling Practicum, both in Semester A & B with 3 credits each. Students are required to have completed a total of at least 18 credits with SS5800 and SS5802 and SS5841 as pre-requisite for SS6806.
2. SS6805 Project, both in Semester A & B with 3 credits each. Students are required to take a co-requisite of SS5302. Students who choose Project not the Counselling Practicum would not be eligible to apply for the Certified Counsellor status at HKPCA starting from Sept 2016 cohort. The pre-requisites of SS6805 Project are 12 credits.
3. The minimum number of student enrollment for any elective course to be offered as scheduled is 20.

This schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year.

Study Guide - Master of Social Sciences in Counselling (MSSC) – 2023/24
(Full-Time Mode)

Year	Semester	Core Courses	Programme Electives	Total Credits
1	A	SS5800 Counselling Theories and Practice (3 credits)	SS5302 Research Methods in Social Sciences (compulsory for full-time mode)	12-15
		SS5803 Psychopathology (3 credits)		
		SS5841 Counselling Skills Laboratory and Pre-practicum (3 credits)	Programme Electives (3 credits)	
	B	SS5801 Counselling in Society and Across Culture (3 credits)	Programme Electives (3 credits)	12 – 15
		SS5802 Group Counselling and Therapy (3 credits)		
		SS5822 Family-based Service and Family Practice (3 credits)		
		SS6805B Project[1] (3 credits)		
	Summer	SS6805B Project[1] (3 credits)	Programme Electives (3 credits)	3 – 6
Total		**24 credits**	**6 credits**	**30 credits**

Programme Electives[2]

General Electives	Research Methods	Specialized Electives
SS5208 Cognitive-behavioural Interventions (3 credits)	SS5302 Research Methods in Social Sciences (compulsory for full-time mode) (3 credits)	SS5110 Assessment and Interventions in Mental Health Counselling (3 credits) SS5316 Aggressive Behavior and Homicide (3 credits) SS5821 Counselling Children and Youth (3 credits) SS5832 Counselling Older Adults (3 credits)

Level of Award

Level of Award	Required Courses
Master of Social Sciences in Counselling (30 credits)	SS5800, SS5801, SS5802, SS5803, SS5822, SS5841, SS6805 or SS6806, and 2 Electives
Postgraduate Diploma in Counselling (24 credits)	SS5800, SS5801, SS5802, SS5803, SS5822, SS5841, and 2 Electives
Postgraduate Certificate in Counselling (12 credits)	SS5800, SS5802, SS5822, and SS5841

Remarks:

1. SS6805B Project, both in Semester B & Summer with 3 credits each. Students are required to take a pre-requisite of SS5302. Students who choose Project not the Counselling Practicum would not be eligible to apply for the Certified Counsellor status at HKPCA starting from Sept 2016 cohort. The pre-requisites of SS6805 Project are 12 credits.
2. The minimum number of student enrollment for any elective course to be offered as scheduled are 20.

This schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year.

Master of Social Sciences in Counselling (MSSC) – 2023/24
Proposed Course Offering List (Part-Time Mode)

Year	Course Name	Credits	Semester		
			A	B	Summer
One	SS5800 Counselling Theories and Practice	3	✓		
	SS5841 Counselling Skills Laboratory and Pre-practicum	3	✓		
	SS5802 Group Counselling and Therapy	3		✓	
	SS5822 Family-based Service and Family Practice	3		✓	
Two	SS5803 Psychopathology	3	✓		
	SS5801 Counselling in Society and Across Culture	3		✓	
	SS6806 Counselling Practicum _or_ SS6805 Project	6	Sem A & B		
General Electives[1]	SS5208 Cognitive-behavioural Interventions	3			✓
Research Methods	SS5302 Research Methods in Social Sciences	3	✓		
Specialized Electives[1]	SS5316 Aggressive Behavior and Homicide	3	✓		
	SS5832 Counselling Older Adults	3			✓
	SS5821 Counselling Children and Youth	3		✓	
	SS5110 Assessment and Interventions in Mental Health Counselling	3	✓		

Notes
1. The minimum number of student enrollment for any elective course to be offered as scheduled is 20.
This schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year.

Master of Social Sciences in Counselling (MSSC) – 2023/24
Proposed Course Offering List (Full-Time Mode)

Year	Course Name	Credits	Semester		
			A	**B**	**Summer**
One	SS5302 Research Methods in Social Sciences	3	✓		
	SS5800 Counselling Theories and Practice	3	✓		
	SS5803 Psychopathology	3	✓		
	SS5841 Counselling Skills Laboratory and Pre-practicum	3	✓		
	SS5801 Counselling in Society and Across Culture	3		✓	
	SS5802 Group Counselling and Therapy	3		✓	
	SS5822 Family-based Service and Family Practice	3		✓	
	SS6805B Project	6		Sem B & Summer Term	
General Electives[1]	SS5208 Cognitive-behavioural Interventions	3			✓
Specialized Electives[1]	SS5316 Aggressive Behavior and Homicide	3	✓		
	SS5832 Counselling Older Adults	3			✓
	SS5821 Counselling Children and Youth	3		✓	
	SS5110 Assessment and Interventions in Mental Health Counselling	3	✓		

Notes
1. The minimum number of student enrollment for any elective course to be offered as scheduled is 20.
This schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year.

Master of Social Sciences in Psychology (MSSPSY) – 2023/24
Proposed Course Offering List

| Course | | | | Semester | | |
Code	Title		Credit	A	B	Summer
Common Core Courses (21 credit units)						
SS5752	Life Span Development		3		✓	
SS5753	Advanced Social Psychology		3	✓		
SS5756	Biological Basis of Behaviour		3		✓	
SS5757	Personality Theories and Assessment		3	✓		
SS5750	Perception and Cognition		3		✓	
SS5783	Psychological Research Design and Analysis		3	✓		
SS5799	Capstone Project in Psychology	Either one of the two	3		✓	
SS5798B*	Dissertation		6		✓	✓
Courses for Respective Stream (9 credits). Students are required to take any 9 credit units from respective stream course list						
Applied Psychology Stream						
SS5755	Applying Psychology to Contemporary Issues		3		✓	
SS5782	Psychopathology and Diagnosis of Mental Disorder		3		✓	
SS5791	Advanced Health Psychology		3	✓		
SS5794	Psychological Testing		3	✓		
Education Stream						
SS5751	Learning and Behavior		3		✓	
SS5758	Educational Psychology		3	✓		
SS5759	Educational Assessment and Evaluation		3	✓		
SS5763	Special Topics in Psychology of Education		3		✓	

* SS5798B is offered as an option to students who have strong interest and ability in research. The availability of this option is subject to approval by the Course Leader of SS5798B. Students are required to pay an additional tuition fee of 3 credits.

The schedule is for reference only. The Department has the right to offer or not to offer any of the above-mentioned courses in any academic year.

Master of Social Work (MSW) 2023/24 – Proposed Course Offering

Code	Code	Course Title		Credits	2023/24 Semester	2024/25 Semester	2025/26 Semester
	SS5111	Social Welfare Policy System and Reform		3	B	B	B
	SS5112	Social Welfare Management		3	S	S	S
	SS5114	Legal Issues for the Social Worker		3	B	B	B
	SS5115	Social Sciences Theories for Social Work@		0	A	A	A
	SS5117	Social Work as a Profession		3	A	A	A
	SS5209	Social Work Theories & Practice I: Working with Individuals and Families		3	A	A	A
	SS5210	Social Work Theories & Practice II: Working with Groups		3	B	B	B
	SS5211	Social Work Theories & Practice III: Community Work and Marco-level Social Work Practice		3	B	B	B
Core	SS5212	Human Behaviour and Diversity		3	A	A	A
Course	SS5213	Social Work Research Methods^		3	A	A	A
	SS6219	Practicum Related Workshop I*		1	A&B	A&B	A&B
	SS6220	Practicum Related Workshop II*		1	A; A&B	A; A&B	A; A&B
	SS6221	Practicum Related Workshop III*		1	B; A&B	B; A&B	B; A&B
	SS6291	Fieldwork I	Concurrent Placement	8	A; A&B	A; A&B	A; A&B
	SS6292	Fieldwork II	Block Placement	8	B	B	B
			Concurrent Placement		A&B	A&B	A&B
	SS6293	Integrative Social Work Seminar		3	B;S	B;S	B;S
			Sub-total	49			
	SS5110	Assessment and Interventions in Mental Health Counselling^		3	A	A	A
	SS5208	Cognitive-Behavioural Interventions^		3	S	S	S
	SS5802	Group Counselling and Therapy^		3	B	B	B
Programme Electives	SS5803	Psychopathology^		3	A	A	A
	SS5821	Counselling Children and Youth^		3	B	B	B
	SS5832	Counselling Older Adults^		3	S	S	S
		Take 2 elective courses	Sub-total	6			
			Total	55			

@ Pre-semester Workshops: Students are required to take non-credit bearing pre-semester workshops SS5115 Social Sciences Theories for Social Work on Saturday (whole day) of the first 5 weeks of year 1 Semester A if they are non-social sciences graduates or have taken either psychology or sociology but not the other.

^ The course is shared by other Master Degree Programmes.

* 100 hours practicum-related learning activities include (i) SS6219 (39 hours), (ii) SS6220 (26 hours), (iii) SS6221 (35 hours).

G.   Notes to Students

I.   General Office

Venue

Room LI-5510, Li Dak Sum Yip Yio Chin Academic Building

Opening Hours: Monday to Friday
                9:00 a.m. – 12:30 p.m.
                2:00 p.m. – 5:45 p.m.

II.   Student-Staff Communication

Assignments

Students can submit assignments follow the instruction given by individual course teachers.

Appointments

Students can contact lecturers directly by telephone or e-mail in advance to make appointments. All the telephone numbers and e-mail addresses of the staff are listed on the Department's homepage at https://ssweb.cityu.edu.hk/.

Message Dissemination

Communications within the University is mainly channelled through e-mail. Students are required to check their e-mail accounts regularly to receive messages from the Department, Academic Regulations and Records Office (ARRO), Chow Yei Ching School of Graduate Studies (SGS), and Student Development Services (SDS), etc.

III.   Student Affairs

Academic Regulations

Students are reminded to read the Academic Regulations carefully:

   http://www.cityu.edu.hk/arro/content.asp?cid=165 (for undergraduate students)

   https://www.cityu.edu.hk/sgs/student/tpg/regulations/acadreg/ (for postgraduate students)

Absence from Class

Students are expected to attend all lectures, tutorials and laboratories and complete all course requirements. It is the responsibility of the student to notify when necessary, and seek advance approval from the lecturer in case of absence from class or delay in submitting coursework.

Change in Personal Particulars

Students are required to update in AIMS and the SS Department for any change of personal particulars.

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Major Leaders/ Associate Major Leaders (ML/AML)
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