

**REGULATIONS FOR THE DEGREE OF
BACHELOR OF HOUSING MANAGEMENT
(BHousMan)**

HM1 In these Regulations, and in the Syllabuses for the degree of Bachelor of Housing Management, unless the context otherwise requires:-

‘Course’ means a course of instruction which normally carries 6 credits or in some cases multiples of 3, leading to one examination paper as defined in the syllabus;

‘Paper’ means one or more of the following tests: a theoretical examination paper, a practical examination paper, an assessment of field practice, a thesis, and a dissertation, or other assignments as prescribed in the syllabus of the course leading to it;

‘Credits’ means the weight assigned to each course relative to the total study load. The number of credits is indicative of the contact hours and/or study time associated with the course on a weekly basis;

‘Semester Grade Point Average’ (Semester GPA) means the combined grade point average of all courses attempted by a candidate, including failed courses, during a given semester. It is an indicator of a student’s overall performance of a specific semester;

‘Cumulative GPA’ is the combined grade point average of all passed courses taken by a student up to the time of calculation in the conversion programme;

‘Weighted GPA’ means the combined grade point average of all courses taken by a student on completion of the degree programme. It takes into account the differential weightings of the Diploma and Conversion programme courses and determines a student’s classification of honours.

HM2 To be eligible for admission to the degree of Bachelor of Housing Management, candidates shall

- (a) comply with the General Regulations;
 - (b) hold a Diploma in Housing Management (formerly known as Certificate in Housing Management) awarded by the School of Professional and Continuing Education; and
 - (c) have at least three years of working experience in the housing field.
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HM3 To be eligible for the award of the degree of Bachelor of Housing Management, candidates shall have

- (a) achieved a weighted GPA of 1.00 or above;
 - (b) accumulated a total of 180 credits, 126 credits from the Diploma in Housing Management and 54 credits from the Conversion Programme; and
 - (c) completed the curriculum of the conversion programme in accordance with the regulations that follow.
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HM4 The curriculum shall normally extend over eighteen months consisting of three semesters of part-time study, excluding the summer semesters. Candidates shall not in any case be permitted to complete the curriculum in more than thirty months, which being the maximum period of registration.

HM5 Candidates with degrees from this university or comparable institutions of equivalent standard to this University may, on production of appropriate certification of having satisfactorily completed any courses with equivalent syllabuses to those courses in the curriculum with good grades, be exempted from the courses in the curriculum. The exemption requests should be considered and approved on a case by case basis by the Academic Committee. A maximum exemption of two courses

may be granted, not including the dissertation and the relevant courses to be considered for exemption should have been taken within the past five years. The students so exempted should be required to take replacement courses in the place of the exempted courses.

- HM6** To complete the curriculum of the conversion programme:
- (a) candidates shall enrol in 54 units of courses, unless otherwise required or permitted under the Regulations;
 - (b) they shall follow the required number of courses as prescribed in the syllabuses. For each semester of first year study, candidates shall select not less than two courses (12 credits) or more than three courses (18 credits);
 - (c) for the first semester of second year study, candidates are required to take not less than one course plus the dissertation (18 credits), except where otherwise provided for in the syllabuses;
 - (d) over the entire period of studies, candidates are permitted to take a maximum of six courses (36 credits) of intermediate level courses and the rest being final level courses as prescribed in the syllabuses; and
 - (e) they shall complete and present a satisfactory dissertation on a subject within their approved field of study.

HM7 The title of the dissertation shall be submitted for approval by not later than November 30 of the second academic year and the dissertation shall be presented by a date as prescribed in the syllabuses; candidates shall submit a statement that the dissertation represents their own work undertaken after registration as a candidate for the degree.

HM8 Candidates are assessed for each of the courses they have registered. The assessment may take one of a combination of forms as prescribed in the syllabuses and shall normally include the candidates' coursework during the semester. Only those satisfactorily completed courses will earn credits.

HM9 Candidates' performance in a course shall be assessed as follows:

<u>Grade</u>	<u>Standard</u>	<u>Grade Point</u>
A+)		4.0
A)	Excellent	4.0
A-)		3.7
B+)		3.3
B)	Good	3.0
B-)		2.7
C+)		2.3
C)	Satisfactory	2.0
C-)		1.7
D+)		1.3
D)	Pass	1.0
F	Fail	0

HM10 Candidates who fail in any course may, as directed by the Board of Examiners, be permitted to present themselves for re-assessment with or without repeating the failed course. The timing and the form(s) of re-assessment shall be decided by the Board of Examiners. Candidates shall not be allowed to repeat a course for which they have achieved a passed grade for upgrading purposes, nor shall they be permitted to repeat a course more than once. The failed grade will be recorded in the official transcripts. The new grade obtained after re-assessment will also be recorded and will replace the previous F grade in the calculation of the weighted grade averages. As failed courses shall not be credited towards a degree, failed compulsory courses must be re-assessed.

HM11 Candidates who are unable because of their illness to be present for any written examinations may apply for permission to present themselves for a supplementary examination to be held before the beginning of the first semester of the following academic year. Any such application shall be made on the form prescribed within two weeks of the first day of absence from any examination. Candidates who fail to satisfy the examiners in one or more papers in such a supplementary examination shall be considered under the provisions made in these Regulations for failure at the first attempt at the examination, except that a further supplementary examination shall not be permitted.

HM12 Candidates who have failed to present a satisfactory dissertation may be permitted to submit a new or revised dissertation within a specified period.

HM13 At the end of each semester, candidates' performance shall be assessed for the purposes of determining

- (a) their eligibility for progression to an award of the degree;
 - (b) their eligibility for the award; or
 - (c) whether they be required to be discontinued from the programme.
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HM14 Candidates shall be permitted to progress if they have:

- (a) not exceeded the maximum period of registration; and
- (b) attained a GPA of 1.25 or above and accumulated not less than 12 credits over two consecutive semesters, at the end of the second semester; or
- (c) attained a GPA of 1.50 or above and accumulated not less than 12 credits over two consecutive semesters, at the end of the third semester; or
- (d) attained a semester GPA of 1.50 or above at the end of each subsequent semester.

Those who have not been able to fulfill the requirements above shall be recommended for discontinuation from the programme under General Regulation G12.

HM15 A list shall be published of candidates successful in the examinations for each semester. A list of candidates who have successfully completed all the degree requirements shall be published in five divisions: First Class Honours, Second Class Honours Division One, Second Class Honours Division Two, Third Class Honours, Pass.

SYLLABUSES FOR THE DEGREE OF BACHELOR OF HOUSING MANAGEMENT

GENERAL FEATURES

1. CONVERSION PROGRAMME

The Conversion Degree Programme will enable graduates from the Diploma in Housing Management (DHM) course to: a) acquire academic training in housing studies; b) gain more

in-depth expertise and broader integrated knowledge forming a solid foundation for further career advancement; c) develop transferable knowledge and skills that are suitable to the changing demands of the housing profession in Hong Kong; d) study part-time for a degree qualification in housing management.

The total credit units for the Bachelor of Housing Management programme is 180. Candidates holding a Diploma in Housing Management awarded by the School of Professional and Continuing Education (SPACE) will be exempted for 126 credits. As a result, SPACE's Diploma in Housing Management graduates are required to study additional 54 credits in the Bachelor of Housing Management programme.

2. CURRICULUM REQUIREMENTS

Regulations HM1 to HM6 specify the requirements with which candidates have to comply for completion of the Bachelor of Housing Management degree programme. Further details of the requirements are given in the syllabuses.

The programme which normally extends over eighteen academic months of three semesters of part-time study provides candidates with the flexibility of completing their studies within a maximum period of thirty academic months. Candidates shall enrol in 54 credits of courses for the curriculum.

A. Intermediate level courses

Candidates should take all of the courses listed below. As part of the curriculum, they may take at least 2 courses (12 credits) and not more than 3 courses (18 credits) for each semester during the first year of study. The maximum number of credits of first year courses to be taken is 36.

BHMP0101. Contemporary housing issues	(6 credits)
BHMP0202. Community organization and social policy	(6 credits)
BHMP0303. Applied social research methods	(6 credits)
BHMP0404. Managing quality	(6 credits)
BHMP0505. Social sciences foundation I	(6 credits)
BHMP0606. Social sciences foundation II	(6 credits)

B. Final level courses

Candidates should take all of the courses listed below during their second year of study. They may take at least one final level course plus the dissertation (18 credits) and not more than one final level course, one intermediate level course plus the dissertation (24 credits) for the first semester of second year study. The maximum number of credits, to be taken during their second year of study is 30.

BHMP0707. Public administration and public sector management	(6 credits)
BHMP0808. Dissertation	(12 credits)

3. COURSE REGISTRATION

Course registration will take place before the commencement of each semester. Candidates are advised to consult relevant teachers or course coordinators on the suitable combinations of courses and to adhere closely to the normal study pattern. Less suitable combinations of courses may not be permitted because of timetabling difficulties. Courses listed in the syllabuses may not necessarily be offered every semester.

Candidates may apply for permission to withdraw from a course up to two weeks after the commencement of the semester. Withdrawal beyond the 2-week deadline will not be permitted, except for medical or other reasons acceptable by the Faculty Board. Withdrawal without permission will render the course concerned being treated as a failure.

4. COURSEWORK AND EXAMINATION RATIO

Each 6-credit course will extend over one semester of study and all will be examinable through a combination of written examination paper and coursework assessment, unless otherwise specified. The final grading for each will be determined by performance in the written examination paper and an assessment of coursework in the ratio of 75 : 25, unless otherwise specified.

The examination and assessments of courses carrying weightings other than 6 are detailed in the syllabuses.

COURSE SYLLABUSES

BHMP0101. Contemporary housing issues (6 credits)

This course aims to provide a comprehensive understanding of current issues in housing provision and allocation in Hong Kong. Emphasis will be given to both the public and private housing development. Major topics include essential housing concepts, contemporary debates in housing studies, housing strategy and policy, privatization of the public housing sector, the role of housing market, affordability and equity issues in housing. Examples from other countries such as Singapore and China will also be discussed to provide comparison. Assessment: 100 coursework.

BHMP0202. Community organization and social policy (6 credits)

This course will focus on the analysis of the methods and channels through which the grass-root people, residents' associations and social workers have been exercising influence on the social policy in Hong Kong. Topics include: the dynamics of community organizations, the practices of community development work in Hong Kong, the functions of pressure groups in context, political and social implications of community work, skills in building up constructive working relationships with the mass media and political organizations. Through this course, the students will acquire sympathetic understanding and informed evaluation of the theories and practices of citizen participation in Hong Kong. Assessment: 40% coursework, 60% examination.

BHMP0303. Applied social research methods (6 credits)

This course introduces the basic principles and procedures in research and data analysis. The course covers both the quantitative and qualitative research designs including survey, in-depth interview and documentary analysis. It aims to provide students with basic knowledge of the advantages and disadvantages of different research designs, the choice of research design and the procedures in doing applied social research. The course will also include a general introduction of quantitative data analysis and ethical issues in applied social research.

BHMP0404. Managing quality (6 credits)

This course examines the theories and practices of quality management in the service industry. It aims to identify the key areas and the action points to improve and deliver quality service in the organization. The course will study the cost of quality failure, service indicators and quality service strategies. Emphasis will be placed on studying the role of customer and internal staff performance in quality management. Assessment: 100% coursework.

BHMP0505. Social sciences foundation I (6 credits)

Part I of this course introduces the basic concepts and principles of economics, placing emphasis on the theoretical framework of choice and the laws of demand and supply. Part II introduces the fundamental concepts in political science, focussing on the relationship between public administration and politics.

BHMP0606. Social sciences foundation II (6 credits)

Part I of this course introduces the nature and scope of sociological enquiry, and the basic concepts used in sociological analyses. Part II introduces the basic concepts in psychology and discuss examples in major areas of psychological investigation.

BHMP0707. Public administration and public sector management (6 credits)

This course comprises two parts. The first part examines the major contemporary theories and concepts in analysing public administration, the critical contemporary issues in public administration, and the relationship between public administration and politics. The second part deals with the structure and operation of government organizations, with particular emphasis placed on the trend of privatization and corporatisation, the effectiveness of such strategies, and their associated implementation techniques.

BHMP0808. Dissertation (12 credits)

Each student is required to complete and present a dissertation on a topic approved by the Academic Committee. The submission date for the dissertation shall be March 1 in the second year of study. The dissertation should be of 10,000-20,000 words in length. Each student is assigned a full-time staff as dissertation supervisor approved by the Academic Committee.