

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

These regulations are applicable to candidates admitted under the 4-year '2012 curriculum' to the first year of first degree curricula in 2012-13 and thereafter.

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

HM1 Admission to the degree of Bachelor of Housing Management

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

- (a) comply with the General Regulations;
 - (b) hold a Professional Diploma in Housing Management (formerly known as Diploma in Housing Management or Certificate in Housing Management) awarded by the School of Professional and Continuing Education (formerly known as Department of Extra Mural Studies); and
 - (c) have at least three years of working experience in the housing field.
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HM2 Period of study

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.

Curriculum Requirements

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 126 credits from the Professional Diploma in Housing Management and 54 credits from this Conversion Programme; and
- (c) completed the curriculum of the Conversion Programme in accordance with the regulations that follow.

HM4 To complete the curriculum of the Conversion Programme

- (a) candidates shall enroll in 54 credits 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 the first year of study, candidates shall take three courses (18 credits);
- (c) for the first semester of the second year of study, candidates are required to take one course plus the research project (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 two final level courses (18 credits) as prescribed in the syllabuses;

- (e) candidates shall follow instruction in the courses as prescribed under these regulations and satisfactorily complete all coursework requirements set as tests or as parts of any assessment and practical work to be undertaken as an integral part of the BHousMan curriculum;
 - (f) candidates shall satisfy the examiners in the assessment of the courses in the manner specified in the regulations and syllabuses ; and
 - (g) they shall complete and present a satisfactory research project on a subject within their approved field of study.
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HM5 Exemption

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 Board of the Faculty of Architecture. A maximum exemption of two courses may be granted, not including the research project and the relevant courses to be considered for exemption should have been taken within the past five years. Candidates who are so exempted must replace the number of exempted credits with courses of the same credit value.

HM6 Progression in Curriculum

Unless otherwise permitted by the Board of the Faculty of Architecture, candidates shall be recommended for discontinuation of their studies if they have:

- (a) failed to complete successfully 12 or more credits in two consecutive semesters (not including the summer semester), except where they are not required to take such a number of credits in the two given semesters, or
 - (b) failed to achieve an average Semester GPA of 1.0 or higher for two consecutive semesters (not including the summer semester), or
 - (c) exceeded the maximum period of registration specified in the regulations of the degree.
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HM7 Assessment

- (a) Candidates shall be assessed for each of the courses for which they have registered and assessment may be conducted in any combination of continuous assessment of coursework, written examinations and/or any other assessable activities. Only passed courses will earn credits.
- (b) Candidates shall not be permitted to select other courses for which a failed course forms a prerequisite unless permission is given by the department for the candidates to be reassessed in the failed course and for them to satisfy the examiners in this.
- (c) The title of the research project shall be submitted for approval by not later than November 30 of the second academic year and the research project shall be presented by a date as prescribed in the syllabuses; candidates shall submit a statement that the research project represents their own work undertaken after registration as a candidate for the degree.

- (d) Candidates who are unable, because of illness, to be present at the written examination of any course may apply for permission to present themselves at a supplementary examination of the same course 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 the candidate's absence from any examination. Any supplementary examination shall be part of that academic year's examinations, and the provisions made in the regulations for failure at the first attempt shall apply accordingly.
 - (e) Candidates who are unable, because of illness, to be present at any assessment task of any course may apply for permission to present themselves for supplementary assessment of the same course to be held in a manner prescribed at the Department's discretion.
 - (f) Candidates shall not be permitted to repeat a course for which they have received a D grade or above for the purpose of upgrading.
 - (g) Where candidates are permitted or required to present themselves for re-assessment / re-examination / assessment in an alternative course, the new grade obtained together with the previous F grade shall be recorded on the transcript and will be included in the calculation of the semester GPA, the year GPA and the cumulative GPA.
 - (h) There shall be no appeal against the results of examinations and all other forms of assessment.
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HM8 Failure in assessment

- (a) Candidates are required to make up for failed courses in the following manner as prescribed in the curriculum regulations:
 - (i) undergoing re-assessment/re-examination in the failed course to be held no later than the start of the following academic year; or
 - (ii) re-submitting failed coursework, without having to repeat the same course of instruction; or
 - (iii) repeating the failed course by undergoing instruction and satisfying the assessments.
- (b) Candidates who have failed to present a satisfactory research project may be permitted to submit a new or revised research project within a specified period.

HM9 Grading system

The grades, their standards and the grade points for assessment shall be as follows:

<u>Grade</u>	<u>Standard</u>	<u>Grade Point</u>
A+)	Excellent	4.3
A)		4.0
A-)		3.7
B+)	Good	3.3
B)		3.0
B-)		2.7
C+)	Satisfactory	2.3
C)		2.0
C-)		1.7
D+)	Pass	1.3
D)		1.0
F	Fail	0

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.

Honours classification

HM10 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.

HM11 Honours classifications shall be awarded in five divisions: First Class Honours, Second Class Honours Division One, Second Class Honours Division Two, Third Class Honours, and Pass. The classification of honours shall be determined by the Board of Examiners for the degree in accordance with the following Cumulative GPA scores, with all courses taken (including failed courses) carrying equal weighting:

<i>Class of honours</i>	<i>CGPA range</i>
First Class Honours	3.60 – 4.30
Second Class Honours	(2.40 – 3.59)
Division One	3.00 – 3.59
Division Two	2.40 – 2.99
Third Class Honours	1.70 – 2.39
Pass	1.0 – 1.69

- (a) Honours classification may not be determined solely on the basis of a candidate's Cumulative GPA and the Board of Examiners for the degree may, at its absolute discretion and with justification, award a higher class of honours to a candidate deemed to have demonstrated meritorious academic achievement but whose Cumulative GPA falls below the range stipulated in UG9(a) of the higher classification by not more than 0.05 Grade Point.
 - (b) A list of candidates who have successfully completed all degree requirements shall be posted on Faculty noticeboards.
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SYLLABUSES FOR THE DEGREE OF BACHELOR OF HOUSING MANAGEMENT

The Bachelor of Housing Management Programme is an 18-month part-time Conversion Degree Programme. It enables graduates from the Professional Diploma in Housing Management (PDHM) 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; and c) develop transferable knowledge and skills that are suitable to the changing demands of the housing profession in Hong Kong.

All courses are 6 credit courses with the exception of the Research Project which is 12 credits. A 6-credit course normally involves 160 hours of student learning activity (including lecture, tutorial and self-studying hours).

The curriculum consists of 3 different types of courses. All courses are 6 credit courses with the exception of the Research Project which is 12 credits. The three categories of courses is summarised as follows:

1. Urban and Housing Management Courses (6 credits)

These courses examine issues in urban management/development and housing provision in the context of urban and housing theories. Key performance indicators for quality service and performance management are also discussed. Continuous assessment is 100% coursework conducted by various methods including term papers, group projects, class presentation, written reflection, and quizzes.

<i>BHMP1001</i>	<i>Contemporary housing issues</i>	<i>(6 credits)</i>
<i>BHMP1004</i>	<i>Managing quality</i>	<i>(6 credits)</i>
<i>BHMP1005</i>	<i>Urban planning and urban management</i>	<i>(6 credits)</i>
<i>BHMP1006</i>	<i>Urban and housing theories</i>	<i>(6 credits)</i>

2. Public and Social Administration Courses (6 credits).

These courses examine concepts and theories of public and social administration in the context of the role of government and non-government organisations including the impact of citizen's participation. These courses are assessed through a combination of coursework (up to 40%), and examination (up to 75%). Continuous assessment is usually conducted by various methods including term papers, and class presentation.

<i>BHMP1002</i>	<i>Community organization and social policy</i>	<i>(6 credits)</i>
<i>BHMP2001</i>	<i>Public administration and public sector management</i>	<i>(6 credits)</i>

3. Research Courses (6 and 12 credits)

These courses examine quantitative and qualitative research in the field of social science discipline. These courses are assessed through a combination of coursework including research reports (up to 100%), and examination (up to 75%). Continuous assessment is conducted by various methods including formulation of research proposals, short response questions and research project reports.

<i>BHMP1003</i>	<i>Applied social research methods</i>	<i>(6 credits)</i>
<i>BHMP2111</i>	<i>Research project</i>	<i>(12 credits)</i>

Year 1 courses (Intermediate level courses)

Candidates should take all of the courses listed below. As part of the curriculum, they should take 3 courses (18 credits) for each semester during the first year of study. The number of credits of first year courses to be taken is 36.

BHMP1001	Contemporary housing issues	(6 credits)
BHMP1002	Community organization and social policy	(6 credits)
BHMP1003	Applied social research methods	(6 credits)
BHMP1004	Managing quality	(6 credits)
BHMP1005	Urban planning and urban management	(6 credits)
BHMP1006	Urban and housing theories	(6 credits)

Year 2 courses (Final level courses)

Candidates should take all of the courses listed below during their second year of study. They should take a final level course plus the research project (18 credits) for the first semester of second year study. The number of credits to be taken during their second year of study is 18.

BHMP2001	Public administration and public sector management	(6 credits)
BHMP2111	Research project	(12 credits)

COURSEWORK AND EXAMINATION RATIO

Each 6-credit course will extend over one semester of study and all will be assessed 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

BHMP1001 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% continuous coursework assessment.

BHMP1002 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: 100% continuous coursework assessment

BHMP1003 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.

Assessment: 25% continuous coursework assessment, 75% examination

BHMP1004 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% continuous coursework assessment.

BHMP1005 Urban planning and urban management (6 credits)

This course reviews the processes and theories of urban development, urban planning, and the management of cities. It examines key issues and concerns in the management of cities such as spatial strategy, transport policy, infrastructure provision, environmental policy, development controls and urban sustainability.

Assessment: 100% continuous coursework assessment.

BHMP1006 Urban and housing theories (6 credits)

This course aims to provide a comprehensive review of urban and housing theories. It will cover both classical and contemporary theories of urbanism including classical theories, urban ecology, urban political economy, modernization, post-modernity and world system. It also discusses urban and housing phenomena such as housing class and residential differentiation.

Assessment: 100% continuous coursework assessment.

BHMP2001 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.

Assessment: 100% continuous coursework assessment

BHMP2111 Research Project (12 credits)

Each student is required to complete and present a research project on a topic approved by the course director. The submission date for the research project shall be March 1 in the second year of study. The research project should be of 10,000-20,000 words in length. Each student is assigned a project supervisor.

Assessment: 100% continuous coursework assessment
