

(please scroll down for English version of the message.)

致欲報讀重讀科目之同學：

2023/24 學年下學期重讀科目重要通知

學院將會於2023年12月27日至2024年1月3日接受下學期重讀科目報名。同學如欲報讀，則需注意：

1. 同學可通過以下網址查閱下學期所開設之重讀科目：<https://www.hkmu.edu.hk/lipace/ftp-student-area>。同學需注意，科目學額有限，先到先得，額滿即止。
2. 有意報讀之同學需於本院辦公時間內親身前往葵興校園11樓櫃位辦理申請手續，並以易辦事、信用卡、銀聯卡或抬頭為「香港都會大學」的劃綫支票於**2024年1月3日**或之前繳交學費。

葵興校園

新界葵涌葵昌路51-53號九龍貿易中心第2座8-11樓 (葵興港鐵站E出口)

服務時間：星期一至星期五：上午9時至下午7時；星期六：上午9時半至下午2時；星期日及公眾假期休息

如有查詢，請電郵至 lipace@hkmu.edu.hk。

教務處
李嘉誠專業進修學院

Dear Students,

Open Application for Retake Course in Semester B (2023/24)

Please note that application for retake course in Semester B (2023/24) will be available from December 27, 2023 to January 3, 2024. Students intending to retake courses are advised to pay attention to the following:

1. Students are advised to visit the following link for the courses offered in Semester B: www.hkmu.edu.hk/lipace/ftp-student-area. Please note that places are limited in each course, therefore students are strongly encouraged to apply early. Offers will be made on a first come, first serve basis. NO place will be offered once the class is full.
2. Students should apply **in person** at the Counter of Kwai Hing Campus during our service hour by **3 January 2024**. The course fee is payable by EPS, or Credit Card, or UnionPay or a Crossed Cheque payable to Hong Kong Metropolitan University.

Kwai Hing Campus

Level 8-11, Tower 2, Kowloon Commerce Centre, 51–53 Kwai Cheong Road, Kwai Chung, N.T. (Exit E of Kwai Hing MTR Station)

Service Hours: Mondays to Fridays: 9:00am – 7:00pm; Saturdays: 9:30am – 2:00pm; Sundays and Public Holidays: Closed

If you have any questions, please email us at lipace@hkmu.edu.hk.

Registry Unit

Li Ka Shing School of Professional and Continuing Education