

(please scroll down for English version of the message)

致： 高級文憑／文憑課程同學
由： 學務處
日期： 2026年5月15日
主題： 重要通知—2025/26 學年暑期重讀科目(首輪)

各位同學：

學院將於2025/26學年暑期開設以下重讀科目，並於**2026年5月15日（星期五）至 2026年5月23日（星期六）**期間接受報名申請：

ENGL3060EF/ ENGL3065EF	English Reading and Writing Skills
ENGL3066EF/P ENGL3067EF/P	English for Communication I
ENGG4024EF	Engineering Geology and Soil Mechanics
ENGG4025EF	Contract Administration & Measurement
NURS3048EF/ NURS3058EF	Basic Principles in Dispensing
NURS3051EF	Fundamental Human Anatomy and Physiology
NURS3052EF	Fundamentals of Elderly Care Nursing
NURS3063BF	Primary Health Care Services
NURS4106EF	Fundamentals of Nursing and Health Promotion

同學如需重讀上述科目，請留意以下事項：

1. 有關重讀科目的上課時間，請查閱附件。如需報讀多於一科重讀科目，請注意上課時間，以免時段重疊。
2. 重讀科目並非固定每學期開設，需要重讀未通過科目的同學應儘早報名。請注意，學額有限，先到先得，額滿即止。
3. 下一輪暑期重讀科目將於2026年6月11日或之前公布，請留意學院電郵通告，或透過學院網站的「[全日制課程 - 學員專區](#)」查閱最新開設的重讀科目。
4. 有意報讀的同學需於本院辦公時間內**親身**前往葵興校園櫃位辦理申請手續，並於**限期**前繳交學費。繳費方式包括：易辦事、信用卡、支付寶、微信支付、銀聯卡或以抬頭為「香港都會大學」的劃綫支票。

葵興校園櫃位地址

新界葵涌葵昌路51-53號九龍貿易中心第2座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30分至下午2時

星期日及公眾假期休息

5. 未在對應學年內修讀任何常規或未完成科目的同學，須通知學院是否繼續修讀該課程。學院將定期檢視學生的學術進度，如同學於學年內無任何學術活動或會根據學院政策被註銷學籍。

如有查詢，請與相關課程學部聯絡 ([聯絡方法](#))。

香港都會大學李嘉誠專業進修學院
學務處

To: Students of Higher Diploma & Diploma Programmes
From: Academic Services Unit
Date: 15 May 2026
Subject: Important Notice: 2025/26 Summer Semester Retake Courses (First Round)

Dear Students,

Please note that applications for enrollment in the following retake courses for Higher Diploma and Diploma programmes in the 2025/26 Summer Semester will be open from **15 May 2026 (Friday) to 23 May 2026 (Saturday)**:

ENGL3060EF/ ENGL3065EF	English Reading and Writing Skills
ENGL3066EF/P ENGL3067EF/P	English for Communication I
ENGG4024EF	Engineering Geology and Soil Mechanics
ENGG4025EF	Contract Administration & Measurement
NURS3048EF/ NURS3058EF	Basic Principles in Dispensing
NURS3051EF	Fundamental Human Anatomy and Physiology
NURS3052EF	Fundamentals of Elderly Care Nursing
NURS3063BF	Primary Health Care Services
NURS4106EF	Fundamentals of Nursing and Health Promotion

If you require retaking the above courses, please pay attention to the following:

1. Please refer to the attachment for the class schedules of the retake courses. If you intend to enroll in more than one retake course, please pay attention to the class times to avoid timetable clashes.
2. Retake courses are not offered every semester on a regular basis. Students who need to retake failed courses should enroll as early as possible. Please note that places are limited and will be allocated on a first-come, first-served basis. NO extra places will be offered once the class is full.
3. The next batch of summer retake courses will be announced on or before 11 June 2026. Please pay attention to email notifications from the School, or check the latest available retake courses via the "[Full-time Programme – Student Area](#)" on the School's website.
4. Students should apply for the retake courses **in person** at the Service Counter of the Kwai Hing Campus during service hour by **the designated deadline**. The course fee is payable by EPS, Credit Card, Alipay, WeChat Pay, UnionPay or a Crossed Cheque made payable to "Hong Kong Metropolitan University".

Kwai Hing Campus Service Counter

Level 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: 9:00 am – 7:00 pm

Saturdays: 9:30 am – 2:00 pm

Sundays and Public Holidays: Closed

5. Students who have not enrolled in any regular/ outstanding courses in the corresponding academic year should inform the School whether they intend to continue their studies in the programme. The School will periodically review students' academic progress and may de-register inactive students in accordance with its policies and regulations.

For any inquiries, please contact the respective Programme Team ([contact list](#)).

Academic Services Unit

Li Ka Shing School of Professional and Continuing Education

Hong Kong Metropolitan University