



To: All undergraduate and postgraduate students
c.c.: All staff

Dear Students,

Update on Make-up Class Arrangement

Warm greetings to you all!

Further to my email of 8 May 2020 on the re-opening of labs/studios on campus to students by stages for completion of courses with practical work, I am pleased to update you on the face-to-face make-up class arrangement in this summer.

Make-up class arrangement

With the continual improvement in the COVID-19 situation and a gradual resumption of regular daily activities in Hong Kong, the University has decided that all face-to-face classes on campus for courses with or without practical work will start in June 2020, with the exact dates to be determined by individual programme directors/course instructors who will notify their students accordingly.

For courses requiring make-up classes, regardless of online or face-to-face instruction, the programme directors/course instructors have or will start working out the make-up arrangements with students in the class and inform students of the final schedule/arrangements accordingly. Please pay attention to and act according to the instructions given to you.

Students currently NOT in Hong Kong

For students currently not in Hong Kong, please do NOT return to Hong Kong until and unless you are informed by your programme director/course instructor to do so. If you need to come back for face-to-face classes, you will be given sufficient time to travel and complete the 14-day mandatory quarantine upon arrival in Hong Kong. Please contact your programme director/course instructor for further information and let them know if you have any problem as soon as possible.

On-campus safety measures

All staff and students MUST complete the online health declaration form [[here](#) or on the HKBU mobile app] before entering the campus AND wear a mask for all activities on campus. Individuals under compulsory quarantine or with respiratory infection symptoms will be denied access to the campus.



In addition, all students MUST observe good personal hygiene and adhere strictly to the following safety measures in a facility opened for classes or individual/group work:

- a. When all students in the room face the same direction, for example in normal lecture mode, there is no restriction in the minimum distance between seats. However, students are encouraged to sit apart from each other, especially when there are available empty seats. When students carry out group work and need to face each other, the distance between the seats should be kept to at least 1m apart.
- b. There must be no eating or drinking except water.
- c. Body temperature will be checked at campus entrances, as well as at facilities entrances, wherever possible.
- d. Opening time of the facility will be divided into sessions lasting not longer than half a day. All students MUST leave the facility at the end of each session. Disinfection of tabletops, chairs and equipment such as computers will be carried out by staff after each session.
- e. Students using labs/studios for individual and group work must sign in and sign out at the register provided by the department, and observe all the safety rules. When attending classes in classrooms, students should tap their student card at the card readers installed at the classroom entrances. This infection control tracking log will be kept at least for 30 and not more than 40 days for tracing purpose if needed.

While you are excited to see your fellow classmates and teachers, my colleagues and I also look forward eagerly to seeing you in the campus soon.

For students who have completed all your coursework, may I wish you a relaxing and fruitful summer.

Please take care and stay healthy.

Albert Chau
Vice-President (Teaching and Learning)

29 May 2020