

Supplementary Form for P45 (Full Time) PCLL (Postgraduate Certificate in Laws)

The online form can accept English characters only.

Remarks:

1. The application period of P45 PCLL (full-time) is from 17 November 2015 to 30 April 2016.
2. This supplementary form **MUST** be completed and submitted, together with the main application form to the University on or before **30 April 2016**.

Attention:

If CityU is your 1st choice institution, you are required to send us **ALL** documents* that you uploaded to the admissions on-line system **by post** to the following address.

Attn: PCLL Admissions Committee
School of Law
City University of Hong Kong
83 Tat Chee Avenue, Kowloon Tong, Kowloon, Hong Kong

* Please do not send us originals of documents as we will not be able to return these to you or share them with other programmes.

3. **Please read the PCLL conversion requirements of the Hong Kong Conversion Examination Board as set out in their Information Package (www.pcea.com.hk). Inquiries relating to the PCLL conversion requirements should be addressed to enquiry@pcea.com.hk.**
4. **If you are applying to CityU, HKU and CUHK in the same academic year and place HKU/CUHK as your first choice, we will not consider your application until you tell us that your application has been rejected by them. Please note that by the time you are able to produce a letter of rejection from HKU/CUHK, there might not be any places available at CityU. We will first review the first choice applications and will review the second and third choice applications only if there are any places left. You must select only one institution as your first preference. If you place CityU as your first preference in your application to CityU, and place HKU/CUHK as your first preference in any of your applications (whether full-time or part-time or both) to those two institutions, you will be disqualified from the application process for that academic year by all three PCLL providers.**
5. **Applicants are allowed to change CityU as their first choice institution but are required to provide the written consent (confirmation) from their first choice institution. Any change of preference will be considered in late August 2016 if places are still available. Requests for a change of preference must be sent directly to the School of Law.**

6. Please supply appropriate evidence
- (a) that you have satisfactorily completed a common law degree or JD or CPE or equivalent with passes in all eleven core subjects, namely Contract, Tort, Constitutional Law, Criminal Law, Land Law, Equity, Civil Procedure, Criminal Procedure, Evidence, Business Associations and Commercial Law, and (where applicable) three top-up subjects, namely Hong Kong Constitutional Law, Hong Kong Land Law and Hong Kong Legal System (for overseas students, please provide a copy of the exemption letter issued by the Hong Kong Conversion Examination Board); and
- (b) that you have obtained 7 or above overall band score in the International English Language Testing System (IELTS-academic) from a test taken no more than 3 years before the closing date of application (i.e. 30 April 2016). This is a requirement of the Standing Committee on Legal Education and Training in Hong Kong. No exemption will be permitted.

IELTS is jointly owned by British Council, IDP: IELTS Australia and Cambridge English Language Assessment. For details please see <http://www.ielts.org> or contact:

The British Council:
Tel: (852) 2913-5100
E-mail: enquiries@britishcouncil.org.hk

IDP Education Australia:
Tel: (852) 2827-6362

7. You may apply for the PCLL pending the completion of your law programme or any core subject (e.g. a final year LLB/JD student may apply although his/her final exams may be held after the close of applications). Any conditional offer made to enrol on our PCLL programme is subject to you achieving those conditions (applicants are required to provide documentary evidence of achieving those conditions) within the deadline given and before the PCLL programme commences.
8. Please note that if your application is successful you are expected to attend our PCLL “**Orientation Day**” and all PCLL classes on time, starting with those classes at the beginning of Semester A. By signing and submitting this form you acknowledge and agree to this.
9. CityU offers the full-time UGC-funded PCLL places and self-financing PCLL places.

Places are awarded on the basis of merit. Applicants who are not awarded a UGC-funded place are automatically considered for a self-financing place. Students who are given the self-financing places in the early stage may be considered for UGC-funded places in August-September 2016.

The tuition fees for 2016/17 **UGC-funded** places are HK\$42,100 for local students and HK\$120,000 for non-local students. The tuition fee for 2016/17 **self-financing** places is HK\$4,370 per credit unit.

Note: The City University of Hong Kong reserves the right to refuse any application for deferral of study after an offer has been made to an applicant.

10. **Please read the Remarks given above before completing this form.**

Please read the PCLL Admissions Guidelines under Admission Criteria and FAQs at the School website <http://www.cityu.edu.hk/slwp/PCLL> and most frequently answered questions on <http://www.cityu.edu.hk/sgs/tpg/faq> and submit this supplementary form, in addition to your main application form.

Please also read the PCLL conversion requirements of the Hong Kong Conversion Examination Board as set out in their Information Package (www.pcea.com.hk). Inquiries relating to the PCLL conversion requirements should be addressed to enquiry@pcea.com.hk

All students must comply with all conditions (except for IELTS (academic) results) relating to any conditional offers which they receive from the Chow Yei Ching School of Graduate Studies by 10 August 2016.