College of Business 商學院

Department of Management Sciences 管理科學系



# Bachelor of Business Administration in Global Operations Management 工商管理學士(環球營運管理)

響建文藝術機 eung Kin Man Academic Bu

香港城市大學

Student Handbook 2024-2025

## **Department of Management Sciences**

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# Welcome Message

v relcome to the Department of Management Sciences!

Providing quality education for our undergraduate students is a top priority for the Department of Management Sciences. As a student of the department, you can utilize the newly renovated MS Student Activity Room, receive one or more of our numerous scholarships, and participate in internship, exchange, study tours and many other activities that we organize. We have invested huge amount of resources in our undergraduate programs and this investment will continue.

The BBA in Global Operations Management (GOM) is a newly designed program to enable students to tackle the operations challenges of business managers in the 21st century. We are delighted to have recruited very good students, including you, as our new batch of students in the program. We look forward to working with you to help become successful managers, consultants and analysts in the future.

Should you have any questions, please feel free to contact the program leaders and other staff in the department. I wish you all every success in your studies and in your future career!

Prof. Alan Wan Chair Professor and Head Department of Management Sciences

# About the Department of Management Sciences

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The Department of Management Sciences at the City University of Hong Kong is noted for its strong academic programmes. Most of the staff obtained their doctoral degrees from prominent universities in USA, Canada, UK and Australia. Together, they have many years of local and overseas experience in teaching and consulting. The size and the activities of its staff have made the Department one of the largest departments of management sciences in the Asia-Pacific region. The Department has three main functions: teaching, research and professional services. In all three areas, the work carried out is business oriented, with an emphasis on practical application of quantitative skills.

The teaching and degree programmes offered by the Department are wide ranging, and emphasize the applications of quantitative techniques in a very broad sense. It produces graduates who are well received by local business organizations, testified by the positions held by past graduates. The staff's superior teaching skills are well recognized and the Department has won three Teaching Excellence Awards presented by the University.





## **Global Operations Management -**The Art and Science of Value Creation and Delivery

Globalization has brought fundamental changes to the business environment in Gthe 21st century. Facing stronger competition and more rapidly changing market, firms are challenged to achieve higher cost efficiency, customer responsiveness and operational flexibility to sustain competitiveness and to respond to the changing world. Improving productivity and driving value through operational excellence has emerged to the forefront of many companies' strategic concerns, especially multinational companies.

The BBA GOM program aims to enable students to tackle the operations challenges of business managers in the 21st century. Students gain insights in different practices and learn technologies that have proved to be critical in the success of leading companies.

It offers a comprehensive coverage of operations issues in different industries. The program is designed to ensure that graduates acquire both the knowledge and skills to manage operations in local and global settings and work effectively in competitive marketplaces.

Building on the best of our predecessor 3-year programs in Service Operations Management and Management Science, the BBA GOM program equips students with professional knowledge that is recognized and highly valued in the workplace.

For details, please visit: GOM/BOM website: http://www.cb.cityu.edu.hk/ms/bbagom/ GOM/BOM Facebook: https://www.facebook.com/cityugom

# **Programme Structure**





- Hospitality Management
- Pricing and Revenue Management



- Internship for Management Sciences
- Operations Management Project

#Java Programming is a prerequisite for Database Systems.

### Major Core courses offered in 2024-25

Course Code	Course Title	Credit	Remarks	Semester
CB2100	Introduction to Financial Accounting	3	Major course required by College	A & B
CB2101	Introduction to Managerial Accounting	3	Major course required by College	A & B
CB2200	Business Statistics	3	Major course required by College	A & B
CB2201	Operations Management	3	Major course required by College	A & B
CB2203	Data-driven Business Modeling	3	Major course required by College	A & B
CB2240	Introduction to Business Programming in Python	3	Major course required by College	A & B
CB2300	Management	3	Major course required by College	A & B
CB2400	Microeconomics	3	Major course required by College	A & B
CB2402	Macroeconomics	3	Major course required by College	A & B
CB2500	Information Management	3	Major course required by College	A & B
CB2601	Marketing	3	Major course required by College	A & B
CB3410	Financial Management	3	Major course required by College	A & B
CB3043	Business Case Analysis and Communication	3	Major course required by College	A & B
CB4303	Strategic Management	3	Major course required by College	A & B
MS3123	Workshop on Global Operations and Supply Chain Management Practices	3	MS3124 as pre-requisite	В
MS3124	Global Supply Chain Management	3	College Elective except for BOM & GOM major / SCM Minor	А
MS3127	Global Business Logistics	3	CB2201 as pre-requisite	В
MS3253	Operations Analytics	3	3 CB2200 as pre-requisite	
MS3322	Quality Management	3	MS3303 as equivalent course	Α
MS4306	Best Practices in Global Operations Management	3	MS3261 or CB2011 or CB2203 as pre-requisite	

### Major Electives offered in 2024-25

Course Code	Course Title	Credit	Prerequisite	Semester	
LC2401/LC2402/L C2501/LC2602/LC2 2601/LC2602/LC29 30/LC2931/LC2973 /LC2974/LC3403/L C3404/LC3503/LC3 3504/LC3603/LC36 04/LC3932/LC3983/ LC3982/LC3983/L C4994/LC4995	French 1 / French 2 / German 1 / LC2502 German 2 / Spanish 1 / Spanish 2 / Japanese Language - Level 1 / Japanese Language - Level 2 / Korean I / Korean II / French 3 / French 4 / German 3 / German 4 / Spanish 3 / Spanish 4 / Japanese Language - Level 3 / Japanese Language - Level 4 / Korean III / Korean IV / Japanese Language - Level 4 / Japanese Language - Level 6	3		A & B	
CS2360	Java Programming	3		A	
			CS2310 Computer Programming; or		
			CS2311 Computer Programming; or		
CS3402	Database Systems	3	CS2313 Computer Programming; or	A&B	
033402	CS3402 Database Systems		CS2315 Computer Programming; or	AGD	
			CS2360 Java Programming; or		
			CS1315 Introduction to Computer Programming		
			CB2200 Business Statistics; or		
MS3106	Simulation	3	MS3102 Statistics for Management Decisions; or	A	
			MA2506 Probability and Statistics and MS2602 Statistical Inference		
MS3111	Data Analytics with Excel VBA	3		В	
MS3125	Business Project Management	3	CB2201 Operations Management	А	
MS3304	Hospitality Management	3	MS3322 Quality Management	В	
MS3403	Internship for Management Sciences#+	3		A, B & S	
MS4111	Enterprise Resource Planning	3		1	
MS4118	Operations Management Project+	3	MS3261 Business Modeling with Spreadsheets, or CB2011 Solving Business Problems with Spreadsheet Modeling; or CB2203 Data-driven Business Modeling	A & B	
MS4227	Pricing and Revenue Management	3	MS3261 Business Modeling with Spreadsheets; or CB2011 Solving Business Problems with Spreadsheet Modeling; or CB2203 Data-driven Business Modeling	/	

+ Subject to Major Leader's approval

# Students are allowed to take both C83800 and MS3403. If both courses are taken, (a) they must be taken in different academic years and under different organizations, (b) only one of them can be used to satisfy major elective requirements and the other can be used to fulfill free elective course requirements.

#### Major Elective Courses Recommendations based on Industry Sectors

A good course planning in the undergraduate studies based on your aspired career path will give you an advantage of seizing better opportunities upon graduation. Our major electives offer students a wide variety of choices and flexibility in pursuing management and consultant positions. Students can customize the curriculum to meet their career interests and goals. To assist our students in choosing major electives, we have prepared an overview of electives recommendation for students who are interested in a particular industry sector.



These industry sector-based recommendations are just one of the many sources of advice in choosing your major electives. We encourage students to consider other sources of advice such as faculty, alumni, recruiters and fellow students. Recommended major electives for different industry sectors are listed as follows:

Industry Sectors	Key Recommended Major Electives
Trade & Supply Chain Management	- Simulation - Business Project Management - Enterprise Resource Planning - Pricing and Revenue Management - Operations Management Project+ - Internship for Management Sciences+#
Hospitality & Retail	- Enterprise Resource Planning - Hospitality Management - Pricing and Revenue Management - Internship for Management Sciences+# - LC2401 French 1 / LC2501 German 1 / LC2601 Spanish 1 / LC2930 Japanese Language - Level 1 / LC2973 Korean I
Business Consulting	- Quantitative Business Analysis with VBA Java Programming - Business Project Management - Operations Management Project+ - Pricing and Revenue Management - Enterprise Resource Planning - Internship for Management Sciences+#
Banking & Finance	- Quantitative Business Analysis with VBA - Java Programming - Database Systems - Internship for Management Sciences+#
Information Technology	- Java Programming - Database Systems - Simulation - Quantitative Business Analysis with VBA - Internship for Management Sciences+#

+ Subject to Major Leader's approval

# Students are allowed to take both CB3800 and MS3403. If both courses are taken, they must be taken in different academic years and under different organizations

#### BBA Global Operations Management 4-yr Structure (BBAU4 for 2024/25 intake) Effective from Catalogue Term: Sem A 2024/2025

Year 1 (2024/25) Semester A	CUs	Semester B	CUs
CB2201 Operations Management	3	CB2200 Business Statistics	3
CB2400 Micro-Economics	3	CB2100 Introduction to Financial Accounting	
CB2500 Information Management	3	CB2300 Management	3
GE (Note 2)	3	CB2601 Marketing	3
GE1401 University English or EAP (Note 1)	3	GE2402 English for Business Communication or EAP (Note 1)	3
Sem A or B CHIN1001 University Chinese I (Note 3)	3		
Total	18	Total	15
Year 2 (2025/26) Semester A	CUs	Semester B	CUs
CB2101 Introduction to Managerial Accounting	3	CB2402 Macro-Economics	3
CB3410 Financial Management	3	CB2240 Introduction to Business Programming in Python	3
CB2203 Data-driven Business Modeling	3	CB3043 Business Case Analysis and Communication	3
MS3124 Global Supply Chain Management	3	MS3127 Global Business Logistics	3
MS3322 Quality Management	3	MS3253 Operations Analytics	3
GE1401 University English (for students taken EAP)	3	GE2402 English for Business Communication (for students taken EAP)	
Total	18	Total	18
Year 3 (2026/27) Semester A	CUs	Semester B	CUs
MS4306 Best Practices in Global Operations Management	3	College Elective	
Major Elective 1	3	MS3123 Workshop on Global Operations and Supply Chain Management Practices	
Minor 1 (Note 4)	3	Major Elective 2	3
GE (Note 2)	3	Minor 2 (Note 4)	3
GE1501 Chinese Civilization – History & Philosophy	3	GE (Note 2)	3
Total	15	Total	15
Year 4 (2027/28) Semester A	CUs	Semester B	CUs
College Elective	3	CB4303 Strategic Management	3
Major Elective 3	3	College Elective	3
Major Elective 4	3	Minor (Note 4)	
Minor 3 (Note 4)	3	Free Elective	
Minor 4 (Note 4)	3	GE (Note 2)	
Total	15	Total	15
Minimum number of credit units required: 120	1	1	1

Minimum Credits Required GE: 4 GE courses + 3 College-Specified Courses (21 CUs) GE: 2 ENGL + CCIV (9 CUs) College: 11 College Cores + 3 College Electives (42 CUs) Major: 10 Major courses (30 CUs) Minor + Free Electives: 6 courses + 1 course (18 CUs)

#### Min. Total: 40 courses (120 CUs) Max. Allowable: 48 courses (144 CUs)

Note:

#### (1) English Language Requirement:

Students admitted with HKDSE English Level 3 or equivalent are required to complete the 6-credit course EL0200 English for Academic Purposes (EAP) prior to taking the 2 GE English courses (GE1401 and GE2402).

#### (2) Gateway Education Course Distributional Requirements

Take at least 3 credits from each of the 3 areas: Area 1: Arts and Humanities Area 2: Study of Societies, Social and Business Organizations Area 3: Science and Technology

#### (3) Chinese Language Requirement

Students scoring below Level 4 in HKDSE Chinese Language, or scoring below Grade D in HKALE AS-level Chinese Language and Culture are required to take a 3-credit unit course CHIN1001 University Chinese I.

#### (4) Students who do not choose a minor are required to take Free Electives.

Major Electives: Students are required to take 4 electives from the following list Group A - Major Electives\* (0 - 3 credit units) Group B - Major Electives (0 - 3 credit units) LC2401 French 1 CS2360 Java Programming 1C2402 French 2 CS3402 Database Systems LC2501 German 1 XXXX Any one of the Core or Elective courses from other BBA LC2502 German 2 Maiors LC2601 Spanish 1 LC2602 Spanish 2 Group C - Major Electives (6 - 12 credit units) LC2930 Japanese Language - Level 1 MS3106 Simulation LC2931 Japanese Language - Level 2 MS3111 Quantitative Business Analysis with Visual Basic for LC2973 Korean I Applications LC2974 Korean II MS3125 Business Project Management LC3403 French 3 MS3304 Hospitality Management LC3404 French 4 MS3403\* Internship for Management Sciences LC3503 German 3 MS4111 Enterprise Resource Planning LC3504 German 4 MS4118\* Operations Management Project LC3603 Spanish 3 MS4227 Pricing and Revenue Management LC3604 Spanish 4 LC3932 Japanese Language - Level 3 LC3933 Japanese Language - Level 4 1C3982 Korean III LC3983 Korean IV LC4994 Japanese Language - Level 5 LC4995 Japanese Language - Level 6

\*This course can be used to fulfil the internship/consultancy project/research project requirement.

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#### BBA Global Operations Management "4 minus 1" Structure in 2024/25 intake (BBAU3 for 2024/25 intake) Effective from Catalogue Term: Sem A 2024/2025

Year 1 (2024/25) Semester A	CUs	Semester B	CUs
CB2201 Operations Management	3	CB2100 Introduction to Financial Accounting	3
CB2300 Management	3	CB2200 Business Statistics	3
CB2400 Micro-Economics	3	CB2402 Macro-Economics	3
CB2601 Marketing	3	CB2500 Information Management	3
GE1401 University English or EAP (Note 1)	3	GE2402 English for Business Communication or EAP (Note 1)	3
Sem A or B CHIN1001 University Chinese I (Note 3)	3	GE (Note 2)	3
Total	18	Total	18
Year 2 (2025/26) Semester A	CUs	Semester B	CUs
CB2101 Introduction to Managerial Accounting	3	CB2240 Introduction to Business Programming in Python	3
CB3410 Financial Management	3	CB3043 Business Case Analysis and Communication	3
CB2203 Data-driven Business Modeling	3	MS3127 Global Business Logistics	3
MS3124 Global Supply Chain Management	3	MS3253 Operations Analytics	
MS3322 Quality Management	3	Major Elective 1	
GE2402 English for Business Communication (for students taken EAP)	3	GE1401 University English (for students taken EAP)	3
Total	18	Total	18
Year 3 (2026/27) Semester A	CUs	Semester B	CUs
College Elective	3	CB4303 Strategic Management	3
College Elective	3	MS3123 Workshop on Global Operations and Supply Chain Management Practices	3
MS4306 Best Practices in Global Operations Management	3	Major Elective 4	3
Major Elective 2	3	GE (Note 2)	3
Major Elective 3	3	GE1501 Chinese Civilization – History and Philosophy	3
Total	15	Total	15
Minimum number of credit units required: 93	15	rotur	15

Minimum Credits Required GE: 2 GE courses + 2 College-Specified Courses (12 CUs) GE: 2 ENGL + CCIV (9 CUs) College: 12 College Cores + 2 College Electives (42 CUs) Major: 10 Major courses (30 CUs)

#### Min. Total: 31 courses (93 CUs) Max. Allowable: 38 courses (114 CUs)

Credits Exempted GE - 3 courses (9 CUs) 6 Minor/ Free Electives (18 CUs)

#### Note:

#### (1) English Language Requirement:

Students admitted with HKDSE English Level 3 or equivalent are required to complete the 6-credit course EL0200 English for Academic Purposes (EAP) prior to taking the 2 GE English courses (GE1401 and GE2402).

#### (2) Gateway Education Course Distributional Requirements

Advanced Standing I students are not allowed to take GE courses offered by their own academic unit.

#### (3) Chinese Language Requirement

Students scoring below Level 4 in HKDSE Chinese Language, or scoring below Grade D in HKALE AS-level Chinese Language and Culture are required to take a 3-credit unit course CHIN1001 University Chinese I.

Major Electives: Students are required to take 4 electives from the following list

Group A - Major Electives* (0 - 3 credit units)	Group B - Major Electives (0 - 3 credit units)
LC2401 French 1	CS2360 Java Programming
LC2402 French 2	CS3402 Database Systems
LC2501 German 1	XXXX Any one of the Core or Elective courses from other BBA
LC2502 German 2	Majors
LC2601 Spanish 1	
LC2602 Spanish 2	Group C - Major Electives (6 - 12 credit units)
LC2930 Japanese Language - Level 1	MS3106 Simulation
LC2931 Japanese Language - Level 2	MS3111 Quantitative Business Analysis with Visual Basic for
LC2973 Korean I	Applications
LC2974 Korean II	MS3125 Business Project Management
LC3403 French 3	MS3304 Hospitality Management
LC3404 French 4	MS3403* Internship for Management Sciences
LC3503 German 3	MS4111 Enterprise Resource Planning
LC3504 German 4	MS4118* Operations Management Project
LC3603 Spanish 3	MS4227 Pricing and Revenue Management
LC3604 Spanish 4	
LC3932 Japanese Language - Level 3	
LC3933 Japanese Language - Level 4	
LC3982 Korean III	
LC3983 Korean IV	
LC4994 Japanese Language - Level 5	
LC4995 Japanese Language - Level 6	

\*This course can be used to fulfil the internship/consultancy project/research project requirement.

#### BBA Global Operations Management 4-yr Structure for Senior Yr Intake Admitted to Yr 3 in 2024/25 (BBAU2 for 2024/25 intake) Effective from Catalogue Term: Sem A 2024/2025

Year 1 (2024/25) Semester A	CUs	Semester B	CUs		
CB2101 Introduction to Managerial Accounting	3	CB2402 Macro-Economics	3		
CB2200 Business Statistics	3	CB2203 Data-driven Business Modeling	3		
MS3124 Global Supply Chain Management	3	CB2240 Introduction to Business Programming in Python	3		
MS3322 Quality Management	3	CB3043 Business Case Analysis and Communication	3		
GE2402 English for Business Communication (Note 1)	3	MS3253 Operations Analytics	3		
		GE (Note 2)	3		
Total	15	Total	18		
Year 2 (2025/26) Semester A	CUs	Semester B	CUs		
College Elective	3	CB4303 Strategic Management	3		
MS4306 Best Practices in Global Operations Management	3	College Elective	3		
Major Elective 1	3	MS3123 Workshop on Global Operations and Supply Chain Management Practices	3		
Major Elective 2	3	MS3127 Global Business Logistics	3		
Major Elective 3	3	Major Elective 4	3		
Total	15	Total	15		
Minimum number of credit units required: 63					

Minimum Credits Required GE: GE course + ENGL + 2 College-Specified Courses (12 CUs) College: 5 College Cores + 2 College Electives (21 CUs) Major: 10 Major courses (30 CUs)

#### Min. Total: 21 courses (63 CUs) Max. Allowable: 28 courses (84 CUs)

<u>Credits Exempted</u> GE - 4 courses (12 CUs) ENGL + CCIV – 2 course (6 CUs) College Core – 7 courses (21 CUs) Minor/Electives – 6 courses (18 CUs)

#### Note:

#### (1) English Language Requirement:

Only required to take GE2402 English for Business Communication. Block credit exemption will include GE1401 University English.

#### (2) Gateway Education Course Distributional Requirements

Advanced Standing II students are not allowed to take GE courses offered by their own academic unit.

Group A - Major Electives* (0 - 3 credit units)	Group B - Major Electives (0 - 3 credit units)
LC2401 French 1	CS2360 Java Programming
LC2402 French 2	CS3402 Database Systems
LC2501 German 1	XXXX Any one of the Core or Elective courses from other BBA
LC2502 German 2	Majors
LC2601 Spanish 1	
LC2602 Spanish 2	Group C - Major Electives (6 - 12 credit units)
LC2930 Japanese Language - Level 1	MS3106 Simulation
LC2931 Japanese Language - Level 2	MS3111 Quantitative Business Analysis with Visual Basic for
LC2973 Korean I	Applications
LC2974 Korean II	MS3125 Business Project Management
LC3403 French 3	MS3304 Hospitality Management
LC3404 French 4	MS3403* Internship for Management Sciences
LC3503 German 3	MS4111 Enterprise Resource Planning
LC3504 German 4	MS4118* Operations Management Project
LC3603 Spanish 3	MS4227 Pricing and Revenue Management
LC3604 Spanish 4	
LC3932 Japanese Language - Level 3	
LC3933 Japanese Language - Level 4	
LC3982 Korean III	
LC3983 Korean IV	
LC4994 Japanese Language - Level 5	
LC4995 Japanese Language - Level 6	

\*This course can be used to fulfil the internship/consultancy project/research project requirement.

# **Admission Statistics**

## Advanced Standing I Admission (up to July 30, 2024)

Intake Plan Number	3	
CGPA in previous study	75th percentile: Median: 25th percentile:	3.77 3.65 3.41

## Advanced Standing II Admission (up to July 30, 2024)

Intake Plan Number	21	
CGPA in previous study	75th percentile: Median: 25th percentile:	3.59 3.46 3.33

# **Student Exchange Programme**

### Student exchange program

We highly encourage you to participate in student exchange programmes during their course of study.

### Benefits of student exchange:

- Expand students' international exposure;
- Learn more about yourself and another culture;
- Become more mature and independent;
- Improve language skills;
- Improve planning skills.

### Supports from your department

• We have departmental exchange partners only for our MS students;

## **Application Requirements and Procedures**

### Who should apply?

We welcome the following current BBA full-time students who do not have any exchange study experience to make the application:

### When to apply?

Year of Programmes	Perio	od of Application	Period of Study		Expected Graduation Date
2-Year BBA Programmes (BBAU2)	Year 3 November Year 3 July		Year 4 Semester A and/or B Year 4 Semester B		Normal Summer (i.e. mid-Oct)
3-Year BBA Programmes (BBAU3)	Year Year	2 November 2 July 3 November 3 July	Year 3 Semester A and/or B Year 3 Semester B Year 4 Semester A and/or B Year 4 Semester B		Normal Normal Normal Summer (i.e. mid-Oct)
4-Year BBA Programmes (BBAU4)	Year Year	2 November 2 July 3 November Applicable	Year 3 Semester A Year 3 Semester E Year 4 Semester A Year 4 Semester E	3	Normal Normal Normal Not Applicable
Application		Exchange Period	l	Applicatio	n Period
2024-2025 First Round		Semester A and/	/or B 2025-2026 1 to 30 N		vember 2024
2024-2025 Second Round		Semester B 2025	er B 2025-2026		y 2025

The quotas left behind from the First Round Application will be invited application in the Second Round. Students are therefore encouraged to make their application in the first round application.

# Where to go?

Applicants should make their choices from the List of Universities for the College and Departmental Level Exchange Programmes.

# How to apply?

Please complete the Online Application by logging in your Electronic ID and submit the following supplementary documents electronically:

- A recent passport-size photo
- English proficiency test report, i.e TOEFL or IELTS organized by British Council or IDP
- optional for applicants who choose to study in Mainland or Taiwan
- the test date of your report should be after October 2023 (i.e. valid for duration of two years until end of October 2025)
- late submission of the report can be accepted until mid-August 2025
- Hong Kong Diploma of Secondary Education Examination (DSE) report (for local students only)
- Upload 1-minute Video of (i) Self-Introduction or (ii) Introduction of CityU campus facilities and services
- Any other supplementary information which you think would be relevant to your application

# Selection Criteria

- At least completed one year of study in bachelor's degree programme before commencing the exchange programme
- Have a good academic track record with a minimum cumulative CGPA of 2.8 (for the College and Departmental Exchange Programmes)
   (i) CGPA after the examination result of Summer 2025 will be considered
   (ii) students who have cumulative CGPA of 2.5 or above is eligible to apply for the Institutional Level Exchange Programmes offered by the Global Engagement Office
- Meet the admission requirements of the host university (e.g. GPA, IELTS, TOEFL, foreign language, etc)
- Fulfill the following English language requirement (optional for applicants who choose to study in Mainland or Taiwan):

   (i) a minimum TOEFL score of 79 (Internet-based)/213 (Computer-based), or
   (ii) IELTS Band 6.5 or above, and
   (iii) the test date of your report should be after October 2023, i.e. valid for duration of two years until end of October 2025
- Have a good performance in the selection interview, and
- Priority will be given to applicants who have satisfactory IELTS or TOEFL scores on or before 31 July 2025

Website: https://www.cb.cityu.edu.hk/exchange

# Internship

### MS3403 - Internship for Management Sciences

Department liaises with local, mainland, and overseas companies that offer internships to our students. For any full-time non-local internship that is not less than six weeks, students will receive the departmental internship subsidy. It may not be available if the subsidy cannot be downloaded to the department finally.

- Credit Units: 3
- Course Duration: Semester A, B and Summer
- Coursework: 100%

### Course Aims :

- Enrich students' learning experience through interactions with professionals in the business world through internship tasks.
- Enable students to gain valuable work experience for acquiring in-depth and practical understanding of operation management in business organization between 6 to 12 weeks during the summer semester.
- Enhance student competitiveness in the job market and discovery experience before their graduation

Course Outline: http://www.cityu.edu.hk/catalogue/ug/current/course/MS3403.htm Application Details: https://www.cb.cityu.edu.hk/ms/students-alumni/studentenrichment/ms-internship-program

# MS3404 - Internship, Training and Career Development (non-credit bearing)

- Credit Units: 0
- Course Duration: Semester A, B and Summer
- Coursework: 100%

### Course Aims :

This course is designed to enhance and enrich students' educational experience by integrating the academic component of their degree programme with the practical workplace experience gained at the internship site in local and/or international contexts. The course provides an opportunity for students to apply management sciences theories, practices, and skills in the workplace setting, and to critically reflect on the efficacy of the knowledge learnt in the classroom.

# **Disney International College Programme**

Every year, students have the chance to participate in the International College Programme (ICP) at Walt Disney World at Florida, US for three months. Students are well-prepared before the internship through a two-day preparatory training workshop on business ethics, business etiquette and interpersonal communication skills. ICP offers students from any academic discipline outstanding learning opportunities through different courses, and all students are evaluated on their performance and a report from their immediate supervisor. Students are assigned jobs in Character, Operations, Custodial, Merchandise, and Quick Service Food & Beverage. They are involved in the Disney magic by sharing and interacting with guests, learning important business philosophies, and making friends with people all over the world.

Website: http://www.cb.cityu.edu.hk/DisneyICP





# **CB3800 Business Practice Internship**

The internship is designed to provide students with real life working experience in local contexts for a period of time. With placements in international businesses, banking, financial services, insurance, accountancy firms, etc., students are expected to gain in-depth and practical understanding of business operations and the professional contexts in which they are expected to apply the theory and skills they have learned in the formal curriculum.

Students will be placed into a multi-national corporation for six weeks full-time internship during the summer. Before the internship, students shall participate in a 2-day workshop on business ethics, business etiquette and interpersonal communication skills. At the end of the internship, students are required to prepare and submit a report.

Website: http://www.cb.cityu.edu.hk/course/cb3800

Hosting Company	Work Location Country (City)	Places
ACMR Tech Limited	Hong Kong	2
Cathay Pacific Airways Limited	Hong Kong	1
Civil Service College, Civil Service Bureau	Hong Kong	1
Dah Sing Bank	Hong Kong	1
Delivery Hero Food Hong Kong Limited	Hong Kong	1
DHL Aviation (Hong Kong) Ltd.	Hong Kong	1
Eastpro Limited	Hong Kong	1
Ernst & Young Group Limited	Hong Kong	1
First Group Business Company Ltd	Hong Kong	1
Gate Gourmet Hong Kong Limited	Hong Kong	1
Harbour City Estates Limited	Hong Kong	1
Hongkong International Terminals Limited	Hong Kong	2
HSBC	Hong Kong	1
HSBC Insurance (Asia) Limited	Hong Kong	1
Hutchison Telecommunications (Hong Kong) Limited	Hong Kong	1
iTalent Company	Hong Kong	1
ITX Hong Kong Limited	Hong Kong	1
Karison (KH) Limited	Hong Kong	1
Kee Wah Bakery Limited	Hong Kong	1
Kerry Logistics Network Limited	Hong Kong	1
Loro Piana (H.K.) Ltd.	Hong Kong	1
MOL Consolidation Service Ltd.	Hong Kong	1
OCBC Bank (Hong Kong) Limited	Hong Kong	1
OOCL Logistics (Asia Pacific) Ltd.	Hong Kong	1
Swire Properties Limited	Hong Kong	1
TransUnion Limited	Hong Kong	1
You Wang Fu Trading Limited	Hong Kong	1
Yue Hing Engineering Co.	Hong Kong	1
		30

### BOM/GOM Internship Statistics (2023-24)

# **Other Activities**

## "A" Project: Student Ambassadors Programme

The Student Ambassadors Programme ("A" Project) is a student development programme launched by the Student Leadership and Development Teams, SDS in 1997. The objective of this programme is to foster students' whole person development, such as positive attitude, leadership, problem solving abilities, communication and interpersonal skills as well as broadening students' social exposure, international outlook and life experience; enhance students' knowledge of and sense of belonging to CityU through the practical experience of serving the University and develop a pool of Student Ambassadors to help promote the University's image.

The Student ambassadors are required to attend a comprehensive training programme and to offer service to the University. The training programme includes training camps, feature talks, visits, workshops, group projects and a high table dinner. A partially sponsored non-local interflow tour is also included in the training programme for those Student Ambassadors with excellent participation and performance in training and services to the University. Website: <a href="https://www.cityu.edu.hk/sds/web/career\_ambassadors.shtml">https://www.cityu.edu.hk/sds/web/career\_ambassadors.shtml</a>

## Fang Brothers Whole Person Development Scholarships 2024/25

To encourage students' Whole Person Development and to reward students with talents or significant contributions to the community, Fang Brothers Whole Person Development Scholarship Scheme has been established commencing from the 2004/2005 academic year. In 2014, Dr. Kenneth Fang generously made a donation in support of setting up an endowment fund to support the Scholarships.

7 Areas of Development	Programme Examples
Spiritual	Cultural forum, community service
Intellectual	Study skills, thinking skills workshop
Physical	P.E. Course, sport tournament, health education programmes
Social	Orientation for freshmen, training for student leaders
Aesthetic	Music, art appreciation
Career	Career talk, workshop on job search
Emotional	Peer counsellor training, mental fitness series

A maximum of two scholarships of HK\$100,000 each shall be awarded in 2024/25 to support the recipient's tuition fee, living expenses and fees for participating in meaningful learning activities.



Website:

https://www.cityu.edu.hk/sds/web/studentlife\_scholarships\_fang.shtml

# Campus Internship Scheme (CIS)

## Introduction

To better consolidate students' work-based learning experience and to enhance their professional and personal development on campus, a Task Force chaired by the Vice-President (Student Affairs) has conducted a review of the On-campus Service-learning Scheme (OSS) in October 2011 and has recommended the introduction



of two new schemes, namely the Campus Internship Scheme (CIS) and the Campus Work Scheme (CWS), for implementation on 1st July 2012 to replace the OSS.

Starting from 1 July 2020, CWS will cease to be implemented so that the hiring and management of student helpers will be decentralized for the Recruiting Units, while CLC will continue to manage CIS.

All enquiries on CIS and suggestions may be forwarded directly to the Career and Leadership Centre via email at clc.careercentre@cityu.edu.hk.

### **Programme Objectives (CIS)**

- To enhance students' understanding of the work environment and their long term personal and professional development
- To develop students' analyltical, problem-solving, and interpersonal skills to engage in discovery and innovation
- To facilitate students' career exploration and add value to their employability.

# Student Mentoring Scheme (SMS)

he purposes of SMS are:

- To help first-year students adjust to university education;
- To develop a supportive personal network amongst first-year students and senior students;
- To create a warm atmosphere and positive academic culture in the campus;
- To assist first-year students in enhancing their educational experience and development as a person and as a professional in their chosen fields of study.

The scopes of SMS are:

- The range of activities can be very comprehensive, from educational to entertaining, personal to professional;
- The student mentors can assume very flexibly the roles of big brother / sister, adviser, informationprovider, counselor, coach or private tutor, or simply friend;
- The types of activities and relationship really depend on the needs of the first-year students and their chemistry with the mentors.

# Industrial Mentoring Scheme (IMS)

Our Mentorship Program aims at establishing a caring and supportive relationship between City University alumni, business executives (mentors) and undergraduates (mentees) to achieve the following objectives:

- To facilitate the educational, social and personal growth of mentees
- To develop mentees' fullest potential, vision and aspirations for the future
- To enhance mentees' future professional and career development
- To empower mentees to face challenges in society

A mentoring relationship is one that encourages discussion, questions and feedback regarding those areas that will enhance the mentees' capabilities/competencies. These capabilities may be job related, but may also be in the area of school or life in general.

### How does the mentorship program work?

The mentor and the mentee would agree on the level of commitment, mode and frequency of interaction, as well as the preferred focus through the mentorship process. Each mentor is encouraged to take on one to three mentees during the same period. At least one face to face meeting is highly recommended. Other activities can be arranged depending on individual mentors and mentees such as:

- regular contact through phone or email
- campus visits by mentors
- workplace visits by mentees
- leisure and social activities



## Mentor List 2023 - 2024

### Mentors:

Miss Lilian Au Yeung, Assistant Manager, System & Logistics, MTR Corporation Miss Cindy Choi, Marketing Manager, Swire Properties Mr Griffin Lam, Assistant Vice President, EFG Mr Andy Li, General Manager, Corporate Banking, Fusion Bank Miss Shirley Li, Assistant HR Manager, Goodman DP World Hong Kong Limited Miss Sharon Luk, Account Manager, Indigo Global Limited Mr Kin Cheung Ng, Director, Strategic Accounts, TransPerfect Translations Limited Mr Van Siu, Branch Manager, China Life Insurance (Overseas) Company Mr Henry Soo, Managing Director, DataDevelop Consulting Ltd. Miss Bertha Sung, China Insurance Strategy Head, Hang Seng Insurance Mr Cyan Tam, Director, Personal Financial Services; Insurance Mr Martin Wong, Vice President, United Overseas Bank Limited Miss Chloe Wong, Financial Consultant, Prudential Insurance Ltd.

# **Awards and Scholarships**

In MS, we award excellent students by various scholarships every year.

For second, third and fourth year students, we offer

# The Department of Management Sciences Outstanding Student Prizes and Scholarships

- For undergraduate students with demonstrated outstanding performance
- Maximum 15 awards at \$5,000 to \$10,000 each.

## The Department of Management Sciences Academic Progress Awards

- For full time students who have made the most significant improvements in their academic study
- Maximum 10 awards with amount HK1,000 in maximum.

# The Department of Management Sciences Student Development Scholarships

- Selected based on the following criteria: i) exceptionally outstanding performance in extra-curricular activities, ii) winning record in internal and external competitions, iii) participation in departmental services (e.g., student mentoring, study group leadership), and iv) academic performance
- Maximum 20 awards at HK1,000 to \$2,000 each.



# **Useful Links**

- 1. BBAGOM / BBABOM Website https://www.cb.cityu.edu.hk/ms/bbagom/
- 2. GOM / BOM Facebook https://www.facebook.com/cityugom
- 3. Canvas https://canvas.cityu.edu.hk/
- 4. Department of Management Sciences https://www.cb.cityu.edu.hk/ms
- 5. College of Business https://www.cb.cityu.edu.hk
- 6. Administrative Information Management System (AIMS) https://banweb.cityu.edu.hk
- 7. College of Business Exchange Programme https://www.cb.cityu.edu.hk/exchange/
- 8. Scholarship/Exchange/Internship https://www.cb.cityu.edu.hk/Programmes/Undergraduate-Programmes/Scholarships
- 9. Chinese Civilization Course (CCIV) http://www.cityu.edu.hk/cciv/1.4.1/index1.htm
- 10. The English Language Centre (ELC) http://www.cityu.edu.hk/lc/
- 11. Student Development Services (SDS) Online http://www.cityu.edu.hk/sds/online
- 12. The Run Run Shaw Library http://www.cityu.edu.hk/lib/
- 13. English Learning Support Services https://www.lc.cityu.edu.hk/WebPages/ELSS/

14. Joint Institutions Job Information System (JIJIS)

http://www.jijis.org.hk

- 15. Project Management Institute (PMI) http://www.pmi.org.hk/
- 16. Chartered Institute of Purchasing & Supply" (CIPS) http://www.cips.org/en-CN/
- 17. SAP http://www.sap.com
- 18. SAS Institute

http://www.sas.com

## 19. HKSQ

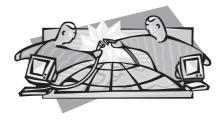
http://www.hksq.org/

- 20. HKFBS https://www.hkfbs.org.hk/
- 21. The Chartered Institute of Logistics and Transport in Hong Kong (CILTHK)

http://www.cilt.org.hk

22. FAQ for 4-year Degrees

http://www6.cityu.edu.hk/arro/content.asp?cid=385



## Academic Calendar 2024/25

Week	S	М	т	W	т	F	S	Important Dates	Public Holidays
WK.1 WK.2 WK.3 WK.4 WK.5	Sept 1 8 15 22 29	ember 2 9 16 23 30	7, <b>2024</b> 3 10 17 24	4 11 <b>18</b> 25	5 12 19 26	6 13 20 27	7 14 21 28	Semester A 2024/25 2 Sep – 30 Nov Teaching Period	18 Day following Mid-Autumn Festival
WK.6 WK.7 WK.8 WK.9	0cto 6 13 20 27	ber 7 14 21 28	1 8 15 22 29	2 9 16 23 30	3 10 17 24 31	4 11 18 25	5 12 19 26	2 Graduation Date	1 National Day 11 Chung Yeung Festival
WK.10 WK.11 WK.12 WK.13	3 10 17 24	4 11 18 25	5 12 19 26	6 13 20 27	7 14 21 28	1 8 15 22 29	2 9 16 23 30	30 Last Day of Teaching	
	Dece 1 8 15 22 29	ember 2 9 16 23 30	3 10 17 24 31	4 11 18 <b>25</b>	5 12 19 <b>26</b>	6 13 20 27	7 14 21 28	2 - 7Student Revision Period9 - 21Examination Period23 Dec - 11 JanSemester Break	<ul> <li>25 Christmas Day</li> <li>26 Day following Christmas Day</li> </ul>
WK.1 WK.2	Janu 5 12 19 26	6 13 20 27	0 <b>25</b> 7 14 21 28	1 8 15 22 <b>29</b>	2 9 16 23 <b>30</b>	3 10 17 24 <b>31</b>	4 11 18 25	<u>Semester B 2024/25</u> 13 Jan – 17 Apr Teaching Period 28 Jan – 3 Feb Lunar New Year Break	1 First Day of January 29 - 31 Lunar New Year Holidays
WK.3 WK.4 WK.5 WK.6	Febr 2 9 16 23	3 10 17 24	4 11 18 25	5 12 19 26	6 13 20 27	7 14 21 28	1 8 15 22	3 Graduation Date	
WK.7 WK.8 WK.9 WK.10 WK.11	Marc 9 16 23 30	2h 3 10 17 24 31	4 11 18 25	5 12 19 26	6 13 20 27	7 14 21 28	1 8 15 22 29		
WK.12 WK.13	April 6 13 20 27	7 14 <b>21</b> 28	1 8 15 22 29	2 9 16 23 30	3 10 17 24	<b>4</b> 11 <b>18</b> 25	5 12 <b>19</b> 26	17 Last Day of Teaching 22 – 26 Student Revision Period 28 Apr – 13 May Examination Period	<ol> <li>Ching Ming Festival</li> <li>Good Friday</li> <li>Day following Good Friday</li> <li>Easter Monday</li> </ol>
	May 4 11 18 25	<b>5</b> 12 19 26	6 13 20 27	7 14 21 28	1 8 15 22 29	2 9 16 23 30	3 10 17 24 <b>31</b>	14 May – 7 Jun Semester Break	1 Labour Day 5 Buddha's Birthday 31 Tuen Ng Festival

Week	S	М	Т	W	Т	F	S	Important Dates	Public Holidays
WK.1 WK.2 WK.3 WK.4	June 1 15 22 29	e, 2025 2 9 16 23 30	3 10 17 24	4 11 18 25	5 12 19 26	6 13 20 27	7 14 21 28	2 Graduation Date <u>Summer Term 2025</u> 9 Jun – 26 Jul Teaching Period	
WK.5 WK.6 WK.7	July 6 13 20 27	7 14 21 28	1 8 15 22 29	2 9 16 23 30	3 10 17 24 31	4 11 18 25	5 12 19 26	26 Last Day of Teaching 28 Jul – 2 Aug Student Revision Period	1 HK SAR Establishment Day
	Aug 3 10 17 24 31	4 11 18 25	5 12 19 26	6 13 20 27	7 14 21 28	1 8 15 22 29	2 9 16 23 30	4 – 9 Examination Period 11 – 30 Term Break	

Note : represents public holidays including all Sundays The actual date for CityU UG Info Day (non-teaching day) is subject to confirmation

#### Provisional Academic Calendar 2025/26

Semester A	<u>Star</u>	t Date	End	Date
Teaching Period Student Revision Period Examination Period Semester Break	1 1 8 22	September 2025 December 2025 December 2025 December 2025	29 6 20 10	December 2025
Semester B Teaching Period	12 (1 µr	January 2026 aar New Year holidays:	18 17 – 1	April 2026 19 February 2026)
Student Revision Period Examination Period Semester Break	20	April 2026 April 2026 May 2026	25 11 6	April 2026
Summer Term Teaching Period Student Revision Period Examination Period Term Break	8 27 3 10	June 2026 July 2026 August 2026 August 2026	25 1 8 29	July 2026 August 2026 August 2026 August 2026

### Provisional Academic Calendar 2026/27

• • •	Star	<u>t Date</u>	End	Date
Semester A Teaching Period Student Revision Period Examination Period Semester Break	31 30 7 21	August 2026 November 2026 December 2026 December 2026	28 5 19 9	November 2026 December 2026 December 2026 January 2027
Semester B Teaching Period	11 (1 µr	January 2027 ar New Year holidays:	17 6 – 9	April 2027 February 2027)
Student Revision Period Examination Period Semester Break	19 26 11	April 2027 April 2027 May 2027	24 10 5	April 2027
Summer Term Teaching Period Student Revision Period Examination Period Term Break	7 26 2 9	June 2027 July 2027 August 2027 August 2027	24 31 7 28	July 2027 July 2027 August 2027 August 2027

# Important Dates for Academic Year 2024/25

## Semester A 2024/25

Date	Event
30 July 2024	Release of Master Class Schedule for the academic year     Release of students' Personal Class Schedule for Semester A in     AIMS
12 August 2024	<ul> <li>First day to apply for         <ul> <li>add/drop of non web-enabled courses</li> <li>reduced study load/exceeding maximum study load</li> </ul> </li> </ul>
26 August 2024	• First day for online add/drop of web-enabled courses (Please refer to your web registration time tickets)
2 September 2024	<ul><li>Classes begin</li><li>Due date for Semester A's tuition fees</li></ul>
9 September 2024	Last day for course add/drop
10 September – 3 December 2024	Application for graduation in Semester A     (NOT applicable to Associate Degree students)
14 September 2024	Last day to apply for:         reduced study load / exceeding maximum study load         withdrawal of studies, leave of absence & late drop of courses         with no tuition fee charged (The acceptance fee paid at the time of         admission will not be refunded under any circumstances.)
15 September – 12 October 2024	50% tuition fee charged for withdrawal of studies, leave of absence     & late drop of courses
30 September 2024	Due date for payment of balance of Semester A's tuition fees (if any)
13 October 2024 onwards	100% tuition fee charged for withdrawal of studies, leave of absence & late drop of courses
6 – 20 November 2024	<ul> <li>Applications for Bachelor's Degree students:         <ul> <li>change of home major</li> <li>add/drop of a second major</li> <li>add/drop of minors</li> </ul> </li> </ul>
7 November 2024	Release of Semester A's examination schedule in AIMS
30 November 2024	Last day of teaching
9 – 21 December 2024	Examination period
From 2 January 2025	Release of Semester A's course grades in AIMS

# Semester B 2024/25

Date	Event
5 November 2024	Release of students' Personal Class Schedule for Semester B in AIMS
4 December 2024 – 10 January 2025	Application for credit transfer/course exemption in Semester B     (Applicable to students admitted in Semester B 2024/25 or     current students who have outside work completed after     admission to the University)
23 December 2024*	<ul> <li>First day to apply for         <ul> <li>add/drop of non web-enabled courses</li> <li>reduced study load/exceeding maximum study load</li> </ul> </li> </ul>
6 January 2025*	First day for online add/drop of web-enabled courses     (Please refer to your web registration time tickets)
13 January 2025	<ul><li>Classes begin</li><li>Due date for Semester B's tuition fees</li></ul>
20 January 2025	Last day for course add/drop
21 January – 14 May 2025*	Application for graduation in Semester B     (NOT applicable to Associate Degree students)
25 January 2025	<ul> <li>Last day to apply for:         <ul> <li>reduced study load / exceeding maximum study load</li> <li>withdrawal of studies, leave of absence &amp; late drop of courses with no tuition fee charged</li> </ul> </li> </ul>
26 January – 1 March 2025	• 50% tuition fee charged for withdrawal of studies, leave of absence & late drop of courses
17 February 2025	Due date for payment of balance of Semester B's tuition fees (if any)
2 March 2025 onwards	• 100% tuition fee charged for withdrawal of studies, leave of absence & late drop of courses
27 March 2025	Release of Semester B's examination schedule in AIMS
17 April 2025	Last day of teaching
28 April – 13 May 2025	Examination period
From 21 May 2025	Release of Semester B's course grades in AIMS
26 May – 5 June 2025*	For 4-year Bachelor's Degree students admitted in 2024/25 with an undeclared major:     declaring a home major

# Summer 2025

Date	Event
8 April 2025	Release of students' Personal Class Schedule for Summer Term     in AIMS
26 May 2025*	<ul> <li>First day to apply for         <ul> <li>add/drop of non web-enabled courses</li> <li>exceeding maximum study load</li> </ul> </li> </ul>
2 June 2025*	First day for online add/drop of web-enabled courses     (Please refer to your web registration time tickets)
9 June 2025	Classes begin
16 June 2025	Last day for course add/drop
17 June – 2 August 2025	Application for graduation in Summer Term     (NOT applicable to Associate Degree students)
21 June 2025	<ul> <li>Last day to apply for:</li> <li>exceeding maximum study load</li> <li>withdrawal of studies, leave of absence &amp; late drop of courses</li> </ul>
25 June – 9 July 2025*	Applications for Bachelor's Degree students:     - change of home major     - add/drop of a second major     - add/drop of minors
7 July 2025	• Due date for Summer Term's tuition fees (if any)
10 July 2025	Release of Summer Term's examination schedule in AIMS
26 July 2025	Last day of teaching
4 – 9 August 2025	Examination period
From 18 August 2025	Release of Summer Term's course grades in AIMS

\* Tentative

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