

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

This online form can only accept English characters.

Remarks:

1. The application period of P45 PCLL (full-time) is from September 2024 to 30 April 2025.
2. This supplementary form **MUST** be completed and submitted, together with the main application form to the University on or before **30 April 2025**.

Attention:

If CityUHK is your 1st choice institution, you are required to send us **by post your supporting documents within two weeks** after you have submitted your application.* These would include interim/final transcripts, IELTS Test Report Form, PCLL Conversion Examination result/exemption letters and DSE/IB or other secondary public examination results that you uploaded onto the admissions on-line system. Please send the said documents 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 send us by post and upload onto the admissions on-line system as soon as possible **any other supporting documents** (such as your final year academic results, Conversion Examination results/evaluation letter and/or IELTS results) **once available**.

* 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. For PCLL programme, you are required to provide your DSE/IB or other secondary public examination results.
4. **Please read the PCLL conversion requirements of the Hong Kong Conversion Examination Board as set out in their Information Package (www.pcea.com.hk). Enquiries relating to the PCLL conversion requirements should be addressed to enquiry@pcea.com.hk.**
5. If you place HKU/CUHK as your first choice in your PCLL application, your application will not be considered until you tell us that your application has been rejected by them. Please note that by the time you produce a letter of rejection from HKU/CUHK, there might not be any places available at CityUHK. We will first consider 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 CityUHK as your first preference in your application to CityUHK and place HKU/CUHK as your first preference in your applications (whether full-time or part-time or both) to them, you will be disqualified by all three PCLL providers.

6. **Applicants are allowed to change their first choice institution but are required to provide written consent (confirmation) from their original first choice institution. Any change of preference will be considered in late August 2025 if places are still available. Requests for a change of preference must be sent directly to the School of Law.**

7. Please supply academic transcripts and/or other appropriate evidence
- (a) that you have satisfactorily completed an LLB or JD or GDL or ADLE or equivalent with passes in all nine core subjects, namely Contract, Tort, Constitutional Law, Criminal Law, Land Law, Equity, 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, you must provide a copy of the evaluation (exemption) letter issued by the Hong Kong Conversion Examination Board and your PCLL conversion exam results**); 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 at the IELTS test centre no more than 3 years before the closing date of application (i.e. 30 April 2025). This is a requirement of the Standing Committee on Legal Education and Training in Hong Kong. No exemption will be granted.

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

We advise that you take your IELTS (academic) test early. You must provide your IELTS (academic) results on or before 1 August 2025.

8. You may apply for the PCLL pending the completion of your law programme or any core subject (e.g. final year LLB/JD students may apply although their final exam results may not be available until after the close of applications). You are required to upload the documents once they are available onto the admission on-line system and send by post a copy to School of Law. Any conditional offer made to enrol in our PCLL programme is subject to your achieving those conditions (applicants are required to provide documentary evidence of achieving those conditions) within the deadline given.
9. Please note that if your application is successful you are expected to attend our PCLL **"Orientation Day" in late August** and all PCLL classes starting in early September on time. By signing and submitting this form you acknowledge and agree to this.
10. CityUHK School of Law offers both UGC-funded and self-financing PCLL places. The UGC-funded places are limited in number and are awarded on the basis of merit subject to relevant or applicable regulations. Students who are given the self-financing places may subsequently be considered for UGC-funded places in August-September 2025.

The allocation of UGC-funded places is primarily aimed at local applicants demonstrating exceptional academic achievements. For non-local students, the assignment of these funded places is entirely at the discretion of our programme, influenced by a variety of factors specific to each year's applicant pool. Consequently, there is no assured correlation between academic excellence and the allocation of a UGC-funded place for non-local applicants.

The tuition fees for 2025/26 **UGC-funded** places are HK\$44,500 for local students and HK\$170,000 for non-local students (which are subject to review from time to time). The tuition fee for 2025/26 **self-financing** places is HK\$7,700 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.

11. **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 <https://www.cityu.edu.hk/slw/prospective-students/postgraduate-programmes/postgraduate-certificate-laws-pcll> and most frequently asked questions on <https://www.cityu.edu.hk/pg/taught-postgraduate-programmes/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). Enquiries 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 8 August 2025.

Please answer each of the following questions. Applications with unanswered questions will not be considered.