

Important Notes to MIBF Students

Your attention is drawn to the following important matters related to the course assessments and examinations:

1. Regulations governing the University Examinations

All examinations should be conducted in accordance with the University's regulations. You are reminded to observe these regulations as stated on the Registry's web page (<http://www.ln.edu.hk/reg/docs/arue.pdf>) carefully.

2. Dishonest Practice in Course Work

(<http://www.ln.edu.hk/reg/docs/arue.pdf>, Section 5)

According to the University's regulations, a student will be regarded as a case of cheating if he/she attempts to gain an advantage in the assessment of the course work by collusion, falsification of data, plagiarism or any other form of dishonest practice. Any subject teacher who has reason to believe a student has cheated should inform the Programme Director/the Chairman of Board of Examiners concerned. The Board of Examiners will consider whether there is a case of cheating. A student considered to have cheated in course work or examination should be given a zero mark for that particular piece of work or exam paper and receive course grade penalty. All such cases will be reported to the Student Disciplinary Committee for review and extra penalty (if any).

3. Conduct of Students

(Extracted from <http://www.ln.edu.hk/reg/docs/arue.pdf>, Section 10.11)

- I. Students must comply with all instructions given by an invigilator.
- II. Students must observe silence within the examination room except when needing to communicate with an invigilator, and must not cause any unnecessary distraction to other students (for example, by leaving mobile phones and pagers on during examinations). An invigilator may order a student to discontinue the examination and leave the examination room if the student, having been warned, persists in causing disturbance to other students.
- III. Students must not smoke, eat or drink in the examination room.
- IV. Students must not start writing until given permission to do so by an invigilator.
- V. During an examination, a student must not communicate in any way with another student, must not give or receive any information, material or aid in any form to or from another student, nor make use of any material or aid not approved for that examination.
- VI. A student who performs any one of the following during an examination is considered to be cheating:
 - a. possessing or using any unapproved materials;
 - b. communicating with another student;
 - c. copying from another student or allowing another student to copy;
 - d. obtaining an unseen written examination paper before the examination;
 - e. impersonation of or by another person;
 - f. using mobile phones or pagers; and
 - g. any other form of dishonest practice.

Any student who is suspected of cheating will be so informed on the spot by the invigilator, who will remove any unapproved materials found. The student will be

allowed to finish the examination but should be warned that he/she may be disqualified from that examination and that disciplinary action may be taken against him/her.

You are reminded to observe the University's regulations governing the conduct of examinations. (<http://www.ln.edu.hk/reg/docs/arue.pdf>, Section 10)

4. Normal Progression

Students are required to achieve and maintain a Cumulative Grade Point Average (G.P.A.) of 2.50 or above starting from the end of the first regular term (i.e. the first term or the second term of the academic year but not the summer term) or from the end of the term when they have cumulatively taken at least 15 credits, whichever comes first. The studies of those students who cannot meet such G.P.A requirement will normally be discontinued. Special consideration could be given if a student has performed poorly (below B-) in no more than two courses but performed adequately (with an average grade of B- or above) in other courses and is likely to be able to fulfill the graduation requirements if allowed to proceed.

[Note: For example, a student failed one course and earned B- in the other four courses. The Cumulative G.P.A. is 2.136. However, since the student is entitled to retake the failed course, the student, if allowed to proceed, has a good chance to fulfill the graduation requirements. The student could attain a Cumulative G.P.A of 2.67 if he or she retakes the failed course with a B- and earns an average of B- in the remaining 5 courses.]

The studies of a student will be discontinued if the student has failed more than two courses.

An MIBF student whose Cumulative G.P.A is below 2.50 but are given special consideration to stay in the programme will be put on academic probation in the following term.

In addition to the aforementioned programme specific requirements, students shall satisfy the progression requirements specified under Section 16 in the Regulations Governing Taught Master's Degree Programmes (<http://www.ln.edu.hk/reg/docs/mdeg.pdf>).

Students who obtain a minimum of 30 credits and complete all course requirements with a Cumulative G.P.A. of 2.67 or above will be awarded the MIBF Degree.

5. Graduation Requirements

To graduate with the MIBF degree, students must complete all the required courses and obtain a minimum of 30 credits with a Cumulative G.P.A. of 2.67 (equivalent to B-) or above.

Double-master students shall observe the graduation requirements of your concerned double-master programme.

6. Intermediate Award

Student will be awarded a Postgraduate Diploma in International Banking and Finance if they have fulfilled the conditions:

- I. Completed at least 5 courses covering at least 2 of the 4 required core areas; and
- II. Obtained a Cumulative GPA of 2.33 or above among the aforementioned 5 courses; and
- III. Completed at least 2 terms in the programme; and
- IV. Do not continue in the programme.

7. Retaking Courses

(Extracted from <http://www.ln.edu.hk/reg/docs/mdeg.pdf>, Section 12)

- I. A student must retake a failed required course or take a substitute course approved in writing by the Academic Unit concerned.
- II. A student may retake a required course passed with grade C+ or below or take a substitute course approved in writing by the Academic Unit concerned.
- III. A student who has failed an elective course or passed the elective course with grade C+ or below may retake it or substitute it with another elective in a subsequent term. Students are required to register the substitution with the relevant programme office prior to commencement of the term.
- IV. A student may retake a course only twice. Course grades for all attempts, inclusive of any course substitute as stipulated in Regulations 12.6 to 12.8 above, will appear on the student's transcript, but only the final grade and weighted points obtained will be taken in the calculation of the student's G.P.As, and only the credits for the final attempt will be counted towards fulfillment of graduation requirements.
- V. A student may retake only two courses passed with grade C+ or below.

8. Examination Results

The preliminary examination results of Term 2, 2016-17 will be released in mid-June 2017. Students who obtain insufficient credits and/or Cumulative G.P.A. for graduation after Term 2 will be informed of the arrangement of summer course by the beginning of June 2017. One elective course, namely IBF613 Credit Risk Management* will be offered in Summer Term, 2016-17. The course is intensive and will normally last for around one month including examination.

*Pre-requisite: IBF502 Corporate Finance or IBF603 Multinational Financial Management; IBF505 Investment Theory and Applications or equivalent