



## Graduate School Office

To	Research Postgraduate Students and Taught Doctoral Students
From	Graduate School Office
Date	27 October 2023
Subject	Completing certain Improving Postgraduate Learning modules in the first year of study (for fulfillment of Ph.D. and Taught Doctoral candidacy requirements) with retroactive effect from 2022-23 intake
Enquiry	<a href="mailto:gradschool@cuhk.edu.hk">gradschool@cuhk.edu.hk</a>

Dear Students,

Further to our email dated 1 August 2023, this email serves as an update on the latest candidacy and graduation requirements as approved by the Executive Committee of Graduate Council (GCEXCo) at its First Meeting (2023-24) held on 22 September 2023.

To ensure compliance with the policy, GCEXCo had recently resolved to incorporate completion of the following Improving Postgraduate Learning (IPL) modules into the candidacy requirements. Pursuant to the resolution, all research doctoral students and taught doctoral students are required to complete the following IPL modules in their first year of studies for fulfilment of the candidacy and graduation requirements with effect from the 2022-23 intake:

- i. Research Data Management (RDM) Training is incorporated into an appropriate IPL module offered by the Library. Students are required to complete the online course *Basics of Research Data Management* in the first year of study. Information is available at <https://www.cuhk.edu.hk/clear/download/IPL-Researchskills.pdf>.
- ii. The University Safety Office (USO) has stipulated in its course/examination protocol that passing the relevant safety examinations is a requirement for those students who undertake laboratory activities that carry safety risks. In principle, postgraduate students should not conduct any laboratory work before meeting the University-recognised training requirements. Postgraduate students for whom laboratory safety training and examination is relevant, are required to complete the safety courses and/or sit for the examinations in their first year of study prescribed by their Programmes/Graduate Divisions. Information is

available at <https://www.cuhk.edu.hk/clear/download/IPL-LaboratorySafety.pdf>.

Advancement to research doctoral candidature (or Ph.D. (post-candidacy) stage for students admitted under the “M.Phil.-Ph.D. programmes”) is conditional upon fulfilment of the candidacy requirements as specified by the University. The prevailing procedure takes the Supervisor and the Head of Graduate Division to sign off on a document “Notification of Fulfilment of Candidacy Requirements” to confirm the completion of candidacy requirements of individual students. The stipulated requirements of IPL modules have been included among the criteria.

M.Phil. and Doctor of Nursing students are also expected to complete the stipulated IPL requirements during the first year of study. Considering the relatively short study period of M.Phil. programmes and that there is no candidacy requirements for Doctor of Nursing programme, compliance check of completion of IPL requirements will be performed at the point of conducting the graduation assessment of individual students.

Should you have any questions on the requirements, please feel free to contact the Graduate School Office using our [Enquiry Form](#).

With best regards,  
Graduate School Office  
The Chinese University of Hong Kong



**Graduate School Office**

To	Research Postgraduate Students
From	Graduate School Office
Date	1 August 2023
Subject	Improving Postgraduate Learning (IPL) modules mandatory in the first year of study for completion of the University-specified requirement
Enquiry	<a href="https://www.gradsch.cuhk.edu.hk/help/">https://www.gradsch.cuhk.edu.hk/help/</a> (Enquiry form)

Dear Students,

While there is no universally accepted approach for teaching students to be more creative in research, there are some basic principles, methodologies and skills with which students can equip themselves. In this connection, the Graduate School has organised related short courses. These modules are collectively referred to as the Improving Postgraduate Learning (IPL) programme.

Students are required to complete the following IPL modules in their first year of studies for completion of the University- or programme-specified requirements.

1. Starting from the 2022-23 intake, all RPg students and taught doctoral students are required to complete the RDM training, specifically, the online course ***Basics of Research Data Management***, in the first year of study for completion of the University-specified requirement. Relevant information is available at <http://www.cuhk.edu.hk/clear/prodev/ipl.html>.
2. In principle, postgraduate students should not conduct any laboratory work before meeting the University recognized training requirements. Students are required to attend ***Laboratory Safety modules*** on “General Safety”, “Biological Safety”, “Chemical Safety” courses, and/or other courses and, where appropriate, examinations the Thesis/Student Supervisor so prescribed for the students as decided by the programmes depending on the nature of the research in their first year of study for completion of the programme-specified requirement, with effect from the 2022-23 intake. Students should consult their Graduate Divisions for details.

### ***Possible consequences of non-compliance***

This email serves as a reminder to students that they will possibly face problems raised to their candidature or advancement to post-candidacy stage in the event of non-compliance problems with the aforementioned IPL course-taking or examination requirements.

Most IPL short courses are optional for postgraduate students. However, all research postgraduate students should consider seriously taking every module that has potential relevance to their research endeavours. There are other IPL modules for completion of graduation requirements (i.e. *Observing Intellectual Property and Copyright Law during Research* and *Research Ethics*).

Should you have any questions on the requirements, please feel free to contact the Graduate School Office.

With best regards,  
Graduate School Office  
The Chinese University of Hong Kong



---

***Disclaimer:***

This e-mail is sent by ITSC on the request of the Graduate School. If you have any queries or comments regarding the policies and guidelines for mass mailings by ITSC please check at <https://www.itsc.cuhk.edu.hk/all-it/email-messaging-and-collaboration/mass-mail> or submit them to ITSC Service Desk at <https://servicedesk.itsc.cuhk.edu.hk/>.

For comments and enquiries related to this message, please send to Graduate School at [gradschool@cuhk.edu.hk](mailto:gradschool@cuhk.edu.hk).