REGULATIONS FOR THE DEGREE OF
MASTER OF SOCIAL SCIENCES
(MSocSc)

(See also General Regulations and Regulations for Taught Postgraduate Curricula)

These regulations apply to candidates admitted to the Master of Social Sciences in the academic year 2016-17 and thereafter.

Any publication based on work approved for a higher degree should contain a reference to the effect that the work was submitted to the University of Hong Kong for the award of the degree.

The degree of Master of Social Sciences (MSocSc) is a postgraduate degree awarded for the satisfactory completion of a prescribed course of study in one of the following fields: Behavioral Health; Clinical Psychology; Corporate Environmental Governance; Counselling; Criminology; Educational Psychology; Gerontology; Media, Culture and Creative Cities; Mental Health; Nonprofit Management; Psychology; Social Service Management; and Social Work. These fields of study will not necessarily be offered every year.

Admission requirements

MSS 1. To be eligible for admission to the courses leading to the degree of Master of Social Sciences, candidates
(a) shall comply with the General Regulations and the Regulations for Taught Postgraduate Curricula;
(b) shall hold
   (i) a Bachelor’s degree with honours of this University; or
   (ii) another qualification of equivalent standard from this University or from another University or comparable institution accepted for this purpose;
(c) for a candidate who is seeking admission on the basis of a qualification from a university or comparable institution outside Hong Kong of which the language of teaching and/or examination is not English, shall satisfy the University English language requirement applicable to higher degrees as prescribed under General Regulation G2(b); and
(d) shall satisfy any other admission requirements which may be specified for individual fields of study in the regulations below; and
(e) shall satisfy the examiners in a qualifying examination if required.

MSS 1.1 To be eligible for admission to the courses leading to the degree of Master of Social Sciences in the fields of Behavioral Health, Counselling, Gerontology, Mental Health, Social Service Management and Social Work, candidates shall preferably have had a minimum of two years of post-qualification experience in the relevant fields, in addition to the requirements set out in Regulation MSS 1.

MSS 1.2 To be eligible for admission to the courses leading to the degree of Master of Social Sciences in the field of Clinical Psychology, candidates shall hold a Bachelor’s degree with honours with a major in Psychology, or a recognized equivalent qualification, in addition to the requirements set out in Regulation MSS 1.

MSS 1.3 To be eligible for admission to the courses leading to the degree of Master of Social Sciences in the field of Criminology, candidates
(a) shall hold a Bachelor’s degree with honours preferably with a major in the social sciences or humanities discipline; or
(b) shall preferably have working experience in the criminal justice system, social welfare agencies, or in other work with offenders, in addition to the requirements set out in Regulation MSS 1.

MSS 1.4 To be eligible for admission to the courses leading to the degree of Master of Social Sciences in the field of Educational Psychology, candidates
(a) shall hold a Bachelor’s degree with honours with a major in Psychology, or a recognized equivalent qualification;
(b) shall be eligible for the Graduate Membership of the Hong Kong Psychological Society; and
(c) shall preferably have relevant working experience in educational or related settings, in addition to the requirements set out in Regulation MSS 1.

MSS 1.5 To be eligible for admission to the courses leading to the degree of Master of Social Sciences in the field of Nonprofit Management, candidates shall preferably have three years of relevant working experience, in addition to the requirements set out in Regulation MSS 1.

MSS 1.6 To be eligible for admission to the courses leading to the degree of Master of Social Sciences in the field of Psychology, candidates
(a) shall hold
   (i) a Bachelor’s degree with honours of this University (in a discipline other than psychology and without completion of any other programme in psychology which is designed to bring the honours degree holder up to the standard of a graduate majoring in psychology); or
   (ii) another qualification of equivalent standard from this University or from another University or comparable institution accepted for this purpose (in a discipline other than psychology and without completion of any other programme in psychology which is designed to bring the honours degree holder up to the standard of a graduate majoring in psychology);
(b) shall preferably have more than one year of working experience; and
(c) shall satisfy the examiners in a qualifying examination and interview if shortlisted, in addition to the requirements set out in Regulation MSS 1.

MSS 2. An application for exemption from the above requirements shall be considered on a case by case basis.

Qualifying examination

MSS 3.
(a) A qualifying examination may be set to test the candidates’ formal academic ability or their ability to follow the courses of study prescribed. It shall consist of one or more written papers or their equivalent and may include a project report.
(b) Candidates who are required to satisfy the examiners in a qualifying examination shall not be permitted to register until they have satisfied the examiners in the examination.

Award of degree

MSS 4. To be eligible for the award of the degree of Master of Social Sciences, candidates
(a) shall comply with the General Regulations and the Regulations for Taught Postgraduate Curricula; and
(b) shall complete the programme as prescribed in the syllabuses and satisfy the examiners in accordance with the regulations set out below.

Period of study
MSS 5. The curriculum shall normally extend over one academic year of full-time study; or two academic years of part-time study, with a maximum period of registration of two academic years of full-time study or three academic years of part-time study, unless otherwise specified for individual fields of study in the regulations below.

MSS 5.1 In the field of Clinical Psychology, the programme shall normally extend over two academic years of full-time study, with a maximum period of registration of four academic years of full-time study.

MSS 5.2 In the field of Counselling, the programme shall normally extend over two or three academic years of part-time study, with a maximum period of registration of three academic years for the two-year part-time study or four academic years for the three-year part-time study.

MSS 5.3 In the field of Criminology, the programme shall normally extend over one academic year of full-time study or two academic years of part-time study, with a maximum period of registration of two academic years of full-time study or four academic years of part-time study.

MSS 5.4 In the field of Educational Psychology, the programme shall normally extend over two academic years of full-time study or three academic years of part-time study, with a maximum period of registration of four academic years of full-time and part-time study.

MSS 5.5 In the fields of Media, Culture and Creative Cities, the programme shall normally extend over two academic years of part-time study, with a maximum period of registration of four academic years of part-time study.

MSS 5.6 In the field of Nonprofit Management, the programme shall normally extend over one academic year of full-time study, with a maximum period of registration of two academic years of full-time study.

MSS 5.7 In the fields of Mental Health, Social Service Management, and Social Work, the programme shall normally extend over two academic years of part-time study, with a maximum period of registration of three academic years of part-time study.

MSS 6. Candidates shall not be permitted to extend their studies beyond the maximum period of registration specified in the above regulations, unless otherwise permitted or required by the Board of the Faculty.

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**Advanced Standing**

MSS 7. Advanced Standing may be granted to candidates in recognition of studies completed successfully before admission to the curriculum. Candidates who are awarded Advanced Standing will not be granted any further credit transfer for those studies for which Advanced Standing has been granted. The amount of credits to be granted for Advanced Standing shall be determined by the Board of the Faculty, in accordance with the following principles:

(a) a candidate may be granted a total of not more than 20% of the total credits normally required under a curriculum for Advanced Standing unless otherwise approved by the Senate; and

(b) credits granted for Advanced Standing shall not normally be included in the calculation of the GPA unless permitted by the Board of the Faculty but will be recorded on the transcript of the candidate.

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**Exemption**
MSS 8. Candidates may be exempted, with or without special conditions attached, from the requirement prescribed in the regulations and syllabuses governing the curriculum with the approval of the Board of the Faculty, except in the case of a capstone experience. Approval for exemption of a capstone experience may be granted only by the Senate with good reasons. Candidates who are so exempted must replace the number of exempted credits with courses of the same credit value.

**Progression in curriculum**

MSS 9. Candidates may, with the approval of the Board of the Faculty, transfer credits for courses completed at other institutions during their candidature. The number of transferred credits may be recorded in the transcript of the candidate, but the results of courses completed at other institutions shall not be included in the calculation of the GPA. The combined total number of credits to be granted for Advanced Standing and credit transfer shall not exceed half of the total credits normally required under the curricula of the candidates during their candidature at the University.

**Completion of curriculum**

MSS 10. To complete the curriculum, candidates
(a) shall satisfy the requirements prescribed in TPG 6 of the Regulations for Taught Postgraduate Curricula;
(b) shall follow courses of instruction and complete satisfactorily all prescribed written work and field work;
(c) shall complete and present a satisfactory dissertation or capstone project as prescribed in the syllabuses; and
(d) shall satisfy the examiners in all prescribed courses and in any prescribed form of examination.

**Dissertation and Capstone project**

MSS 11. Subject to the provisions of Regulation MSS 10(c), the title of the dissertation or capstone project shall be submitted for approval by not later than March 31 of the final academic year in which the teaching programme ends and the dissertation or capstone project shall be presented by a date as prescribed in the syllabuses for each field of study; candidates shall submit a statement that the dissertation or capstone project represents their own work (or in the case of conjoint work, a statement countersigned by their co-worker(s), which show their share of the work) undertaken after registration as candidates for the degree.

**Assessment**

MSS 12. Candidates shall be assessed for each of the courses for which they have registered, and assessment may be conducted in any combination of continuous assessment of coursework, written examinations and/or any other assessable activities. Only passed courses will earn credits.

MSS 13. (a) Where so prescribed in the syllabuses, coursework or a dissertation or a capstone project shall constitute part or whole of the examination for one or more courses.
(b) An assessment of the candidates’ coursework during their studies, including completion of written assignments and participation in field work or laboratory work, as the case may be, may be taken into account in determining the candidates’ result in each written examination paper; or, where so prescribed in the syllabuses, may constitute the examination of one or more courses.
MSS 14. Candidates shall not be permitted to repeat a course for which they have received a passing grade for the purpose of upgrading.

MSS 15. Candidates who have failed to satisfy the examiners at their first attempt in not more than half of the number of courses to be examined, whether by means of written examination papers or coursework assessment, during any of the academic years of study, may be permitted make up for the failed course(s) in the following manner:

(a) undergoing re-assessment/re-examination in the failed course; or
(b) re-submitting failed coursework, without having to repeat the same course of instruction; or
(c) repeating the failed course by undergoing instruction and satisfying the assessments; or
(d) for elective courses, taking another course in lieu and satisfying the assessment requirements.

MSS 16. Subject to the provision of Regulation MSS 10(c), candidates who have failed to present a satisfactory dissertation or capstone project may be permitted to submit a new or revised dissertation or capstone project within a specified period.

MSS 17. Candidates who have failed to satisfy the examiners in any prescribed field work/practical work/internship may be permitted to present themselves for re-examination in field work/practical work/internship within a specified period.

MSS 18. Candidates who are unable because of their illness to be present at the written examination of any course may apply for permission to present themselves at a supplementary examination of the same course to be held before the beginning of the following academic year. Any such application shall be made on the form prescribed within two weeks of the first day of the candidate’s absence from any examination. Any supplementary examination shall be part of that academic year’s examinations, and the provision made in the regulations for failure at the first attempt shall apply accordingly.

MSS 19. There shall be no appeal against the results of examinations and all other forms of assessment.

MSS 20. Candidates who
(a) are not permitted to present themselves for re-assessment/re-examination in any failed course(s) or to repeat the failed course(s) or take another course in lieu under Regulation MSS 15; or
(b) have failed to satisfy the examiners in any course(s) at a second attempt; or
(c) are not permitted to submit a new or revised dissertation or capstone project under Regulation MSS 16; or
(d) have failed to submit a satisfactory new or revised dissertation or capstone project under Regulation MSS 16; or
(e) have exceeded the maximum period of registration.

may be required to discontinue their studies.

MSS 20.1 In the field of Clinical Psychology, candidates who have failed two external placements or the second attempt of either the external placement or internal practicum may be required to discontinue their studies.

Grading systems

MSS 21. Individual courses shall be graded according to the one of the following grading systems:

(a) Letter grades, their standards and the grade points for assessment as follows:
<table>
<thead>
<tr>
<th>Grade</th>
<th>Standard</th>
<th>Grade Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>Excellent</td>
<td>4.3</td>
</tr>
<tr>
<td>A</td>
<td></td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td></td>
<td>3.7</td>
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<tr>
<td>B+</td>
<td>Good</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td></td>
<td>3.0</td>
</tr>
<tr>
<td>B-</td>
<td></td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>Satisfactory</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td></td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td></td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td>Pass</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td></td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>Fail</td>
<td>0</td>
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</tbody>
</table>

or

(b) ‘Pass’ or ‘Fail’.

Courses graded according to (b) above shall not be included in the calculation of the GPA.

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**Classification of awards**

MSS 22. On successful completion of the curriculum, candidates who have shown exceptional merit may be awarded a mark of distinction, and this mark shall be recorded in the candidates’ degree diploma.

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**SYLLABUSES FOR THE DEGREE OF MASTER OF SOCIAL SCIENCES**

**CORPORATE ENVIRONMENTAL GOVERNANCE**

The Faculty of Social Sciences offers a postgraduate programme leading to the degree of Master of Social Sciences in the field of Corporate Environmental Governance. This programme equips students with the necessary skills and techniques to deal with the challenge of sustainable development from a business perspective, as well as an appreciation of the wider context of globalization, social responsibility and trade issues. It provides a series of courses that address contemporary theories and practices concerning the integration of environmental and social issues into business strategy. It is aimed at students wanting to work in the field of corporate social responsibility, sustainability reporting and environmental management and policy. It will be especially relevant for students looking for a career in corporate sustainability and environmental management or consultancy, and for those already in business development and management who wish to acquire knowledge concerning environmental and social issues.
CURRICULUM

The programme shall extend over not less than one and not more than two academic years of full-time study; or not less than two and not more than three academic years of part-time study, and is offered on a modular basis. Each course consists of 36 hours of teaching and 84 hours student-based learning time. Each course consists of a total of 120 hours of study. Candidates are required to complete 60 credits, including 6 compulsory courses (6 credits each), 2 elective courses (6 credits each) and a dissertation (12 credits). Candidates are also required to attend the Dissertation Seminars which will provide an introduction to research methods. Candidates are also required to make a presentation on the subject of their dissertation.

Compulsory courses
Candidates shall complete all courses from the following list:
CEGP6001. Corporate environmental management (6 credits)
CEGP6012. Management systems and auditing (6 credits)
CEGP6003. Environmental economics and analysis (6 credits)
CEGP6004. Business and environmental policy (6 credits)
CEGP6005. Business and sustainable development (6 credits)
CEGP6010. Corporate social responsibility (6 credits)

Electives courses
Candidates shall complete 2 courses out of 3 courses from the following list:
CEGP6011. Sustainability, Globalisation and Trade (6 credits)
CEGP6013. Shared value and inclusive business (6 credits)
CEGP6014. Business in a low carbon economy (6 credits)

Capstone Experience Course
Candidates shall complete the following course:
CEGP6008. Dissertation (12 credits)

EXAMINATIONS

There is no written examination and candidates are assessed through coursework only. Most assessments are based on papers/reports prepared by candidates working either individually or in groups. Particular emphasis is place on the research and analysis elements of assessed work.

COURSE DESCRIPTIONS

Compulsory courses

CEGP6001. Corporate environmental management (6 credits)

The aim of this course is two fold. Firstly, it examines various perspectives on business and the environment including a rationale for business involvement with environmental issues and reasons why they might voluntarily be involved. This will also include an analysis of the strategic reasons why a company would wish to engage with the environment including the issue of competitive advantage resulting from good environmental practice as part of its broader commitment to corporate social responsibility (CSR) and risk management. Secondly, it begins to examine tools associated with environmental management that enable a firm to improve its compliance, compliance-plus performance and risk management strategies. A number of tools will be covered but will exclude environmental
management systems, and environmental auditing which is considered as so important that they are given a course of their own (see below). Topics to be covered include: perspectives on business and the environment; strategic management and the environment; corporate environmental management techniques and tools; risk management; company-based environmental policies, supply chain codes of conduct; life cycle assessment; eco-labeling; green marketing; sustainability reporting; value chain management; business organization and the environment.
Assessment: 100% coursework

CEGP6012. Management systems and auditing (6 credits)

This course is dedicated to the fundamental management approach adopted by most companies involved in environmental activities, namely the construction of an integrated environmental management system (EMS) and associated auditing and measurement. The course will consider the design of the system, its implementation and issues of continuous improvement. It will be linked to quality management and risk management approaches. Environmental auditing will be dealt with in the context of the systems-based approach and will examine audit methodology, measurement, assurance and reporting issues. Emphasis will be placed on practical approaches to improving environmental performance over time and measuring improvements in an effective way to different stakeholders. Topics to be covered included: environmental management systems; EMS standards (ISO14000); energy management standards (ISO50000); risk management standards (ISO31000); performance measurement; environmental auditing; benchmarking; assurance; energy efficiency; resource efficiency; best practice issues; reporting.
Assessment: 100% coursework

CEGP6003. Environmental economics and analysis (6 credits)

This course aims to equip students with the ability to undertake an economic analysis of environmental damage, its measurement and remediation strategies. It will examine the environment in the context of the market mechanism and policies for improving environmental performance. There will be an emphasis on market failure and strategies for internalising the external costs of environmental damage such as pollution. It will serve as a foundation for more advanced consideration of policy issues in the course on Business and Environmental Policy. A good deal of attention will be paid to cost-benefit analysis and methodologies for the valuation of the environment including conservation and biodiversity. There will also be a consideration of alternative policy instruments from an economic perspective. The aim is also to examine way of managing resources in a way that is both economically and environmentally efficient. Topics to be covered included: supply and demand models and the environment; market mechanisms; elasticity and implications for policy development; internalisation of external costs; valuation of the environment; resource management; cost-benefit analysis; economic analysis of policy instruments; the economics of ecosystems and biodiversity (TEEB).
Assessment: 100% coursework

CEGP6004. Business and environmental policy (6 credits)

The three courses above provide the foundation for this course considering various policy options for dealing with business and the environment. At the heart of the course will be a comparison or instruments related to regulation, the use of the market mechanism and voluntary initiatives such as codes of conduct or negotiated agreements. The ecological modernization approach will be examined in depth and prospects for environmental transformation evaluated. Case studies will be drawn from a number of countries. International conventions and protocols will also be examined in the context for the search for global solutions to environmental problems. Topics to be covered included: policy approaches to the environment; regulation; market instruments; voluntary agreements; negotiated
agreements; ecological modernization; international environmental policy; conventions and protocols. The course will examine lessons from the development of sustainable cities and implications for the localization of policy. It will consider the importance of policy at local, regional, national and international levels.

Assessment: 100% coursework

CEGP6005. Business and sustainable development (6 credits)

This course is a continuation of the course on Corporate Environmental Management but it looks at the wider context of sustainable development and considers ways in which businesses can operate in a way that is consistent with that concept. Emphasis will be put on models of business and sustainable development and an evaluation of how they might be implemented. The course also introduces the important concept of corporate social responsibility (CSR) and its various elements. This takes us into a discussion about issues such as human rights, labour practices, fair trade and community engagement. International standards and conventions of the United Nations and International Labour Organisation (ILO) will be examined as well as voluntary standards for environmental and social responsibility.

Topics to be covered included: the meaning of sustainable development in the business context; the elements of sustainable development; corporate social responsibility (CSR); human rights and associated conventions including UN Guiding Principles for Business and Human Rights (UNGPs); Sustainable Development Goals (SDGs); tools associated with culture change and organizational change; stakeholder engagement and accountability; sustainability auditing and measurement; sustainable development reporting; Global Reporting Initiative (GRI); Standards (SA8000 and AA1000); free trade and fair trade.

Assessment: 100% coursework

CEGP6010. Corporate social responsibility (6 credits)

This course adopts a case study approach of international and local companies to demonstrate and illuminate best practice in corporate environmental governance. It will explore and evaluate the motivation for corporate engagement with environmental and social issues and will examine how individual companies have integrated these considerations into their management structures and practices. It will examine the business case for CSR including links to brand reputation and competitiveness. The emphasis of the course will be on understanding the effectiveness of different approaches to environmental and social governance within the corporate sector. It will ways in which companies have linked CSR strategies to core business and how is evolving beyond traditional philanthropy and towards strategic community investment. It will also examine how CSR is an important part of risk management. Inputs from teaching staff will be supplemented by contributions from representatives of the corporate sector and local and visiting academics. Students will develop their own case studies in groups.

Assessment: 100% coursework

Capstone Experience Course

CEGP6008. Dissertation (12 credits)

All candidates are required to prepare a dissertation of 15,000 – 20,000 words, which is to be submitted by July 31 in the final year of study. The dissertation shall be on a topic within the field of corporate environmental governance and the topic shall be approved by the Academic Committee of the Programme. All students are also required to attend a dissertation seminar at which they will be introduced to basic research methods in the social sciences and will present progress reports on their
dissertations.
Assessment: 100% coursework

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**Elective courses**

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**CEGP6011. Sustainability, globalisation and trade (6 credits)**

This course explores four major themes. First, it examines the emergence and principal features of discourses of sustainability. Second, it focuses on processes of globalization and their relationship with and impacts upon sustainable development at the national and global levels. Third, it examines various aspects of international trade and international movements of capital and the manner in which these both influence and are shaped by corporate and governmental perceptions of sustainability imperatives, including the implications of differing environmental standards and requirements on the trade in goods and services between nations and the way in which companies must position themselves to deal with the changing regulatory environment as it affects trade. Fourthly, it examine to globalization of supply chains and the implications for trade patterns as well as implications for international policy with resect to the environment and social responsibility. Topics to be covered include: discourses of sustainability and globalization, globalization and the international trading system, the emergence of the World Trade Organisation, WTO and the environment, ‘pollution havens’, TRIPS, GATS, Fair Trade, the globalisation of supply chains, and the impacts of regulatory controls on production design and marketing (e.g., EU RoHS and WEEE Directives).

Assessment: 100% coursework

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**CEGP6013. Shared value and inclusive business (6 credits)**

This course examines the rapidly developing area of business strategy associated with commercial activities in society that simultaneously solve social and environmental challenges and improve the competitiveness of business. It will examine approaches including product design, the development of markets, improvements in productivity along supply chains and ways of creating clusters of economic growth that meet targeted social and environmental needs. It will examine the portfolio of approaches that companies can undertake to meet social needs, including philanthropy, social business, community investment and shared value. It will go on to examine ways in which poverty can be reduced through inclusive business strategies that involve more people in the value chains of large companies. The course will draw on case studies of shared value and inclusive business.

Assessment: 100% coursework

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**CEGP6014. Business in a low carbon economy (6 credits)**

The low carbon sector is the focus of the course and it will begin by examining ways in which we have seen a major growth in this sector and the importance of this to achieving improved environmental and energy performance. It will emphasize the role of business innovation that is focused on the green, low carbon economy. The course will examine ways in which the low carbon economy is central to local, regional and national economies. The course will examine how business innovation can be supported (in particular for SMEs) and the importance of leadership of low carbon innovation across supply chains, localities and public services. It will consider we can help businesses share knowledge and connect expertise across the low carbon sector and undertake practical and applied research into low carbon business innovation.

Assessment: 100% coursework