



**Institute For Tourism Studies**  
**Professional and Continuing Education School**

**Class Timetable**

<b>Course</b>	Preparation Course for IFT Bachelor Degree Programmes Admission Exam (Class 5)	<b>Classroom</b>	MON: I214 WED: I304
<b>Instructor</b>	Sarah Wu	<b>No. of pax</b>	
<b>Date</b>	01 Feb 10 to 10 Mar 10	<b>Day(s)</b>	Mon & Wed
<b>Time</b>	19:00 - 21:00	<b>Hours</b>	20 hours

<b>Feb</b>	: 1 , 3 , 8 , 10 , 22 , 24
<b>Mar</b>	: 1 , 3 , 8 , 10
 <b>Remarks: NO CLASS</b> a) 14 - 19 Feb, Lunar New Year Holiday	
Classroom: MON: Inspiration Bldg - I214 WED: Inspiration Bldg - I304	

<b><u>Things to Note</u></b>
<p>1. Students coming to class late and/or leaving early (for less than 30 minutes) for 4 times will be counted as ONE absence.</p> <p>Students coming to class late and/or leaving early (for over 30 minutes but less than an hour) for 2 times will be counted as ONE absence.</p> <p>Students coming to class late and/or leaving early for over 60 minutes will be counted as ONE absence.</p> <p>Students whose attendance is less than 80% is not allowed to take the final examination and no certificate will be granted.</p> <p>2. If typhoon signal No. 8 is still hoisted at 12:00 noon, all afternoon classes and examinations (before 18:30) are cancelled. If typhoon signal no. 8 is still hoisted at 16:00, all evening classes and examinations are cancelled.</p>