

Guide to Faculty Academic Adviser / Faculty Student Adviser Sign-up System

1. Login to the “Faculty Academic Adviser / Faculty Student Adviser Sign-up System” via <https://aas.hku.hk/faa-signup/> (HKU Portal login is required).

Read the **Points to Note** before you proceed.

If you agree to disclose your mobile phone number to your Faculty Student Adviser(s), you should tick the box before clicking “**Next**”.

Sign Up for your
Faculty Academic Advisers

Hello, [REDACTED]


Points to Note

You are now going to sign up for a Faculty Academic Adviser (FAA) and a Faculty Student Adviser (FSA). You should note the following:

- You can either sign up by browsing through the list of available FAA in your study programme, OR by indicating the areas of study (major/programme) of your preferred FAA(s).
- The sign up process is on a first-come-first-served basis.
- You will NOT be allowed to change your selection after clicking the "choose" button.
- You may check who your FAA / FSA is anytime via the "student center" page of the SIS system.
- The sign-up for FAA is independent from the declaration of major programme (if applicable). You will be advised by your home Faculty on when and how to declare your major programme.
- The University will provide your HKU email address to your Faculty Student Adviser(s) for making contact. If you agree to provide your mobile phone number to him/her to further facilitate communication, please give your consent below.

I agree to the disclosure of my mobile phone number to my Faculty Student Adviser(s).

Next

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2. a. If you are pursuing a **double degree in LLB**, you will sign up for **TWO** Faculty Academic Advisers. You should sign up for them one at a time.


Sign Up for your
Faculty Academic Advisers

Hello, [REDACTED]

Sign up for
Faculty Academic Adviser(S)
in academic year 2022-23

Please select a faculty:

Faculty of Law **Faculty of Science**

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b. **Otherwise**, you will sign up for **ONE** Faculty Academic Adviser.


Sign Up for your
Faculty Academic Advisers

Hello,

Sign up for
Faculty Academic Adviser(S)
in academic year 2022-23

Please select a faculty:

Faculty of Science

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3. Choose according to your intended major / programme.

When the box is selected, it will be highlighted as shown in the screenshot. Your choice will also be displayed on the header.

Click **“Choose”** on the header or at the bottom of the list.

Sign Up for your
Faculty Academic Advisers

Your current choice is: **Biochemistry** **HEADER**

Choose according to your intended major / programme on BSc

<input checked="" type="radio"/> Biochemistry	<input type="radio"/> Geology
<input type="radio"/> Biological Sciences	<input type="radio"/> Geology (Intensive)
<input type="radio"/> Biological Sciences (Intensive)	<input type="radio"/> Mathematics
<input type="radio"/> Chemistry	<input type="radio"/> Mathematics (Intensive)
<input type="radio"/> Chemistry (Intensive)	<input type="radio"/> Molecular Biology & Biotechnology
<input type="radio"/> Decision Analytics	<input type="radio"/> Molecular Biology & Biotechnology (Intensive)
<input type="radio"/> Earth System Science	<input type="radio"/> Physics

4. Choose the Faculty Academic Adviser of your preference, or select “I have no preference and would like an automatic assignment by the system” if you do not have any preferences.

Click “**Choose**” to submit your choice.

Before proceeding to the next stage, there will be a pop-up message informing you that you will not be allowed to make any changes after the submission. Click “**OK**” to proceed.

Sign Up for your
Faculty Academic Adviser

Biochemistry
Dr. Brian C W WONG

ugaa.hku.hk says
You will NOT be allowed to change your adviser after submitting your choice. Continue to submit?

OK Cancel

Choose

Choose one Faculty Academic Adviser directly from the list of advisers for BSc

Dr. Brian C W WONG
School of Biomedical Sciences
Biochemistry

Dr. Bonnie B H YUEN
School of Biomedical Sciences
Biochemistry

I have no preference and would like an automatic assignment by the system.

Back Choose

5. You will see an acknowledgement once your choice is submitted.

Sign Up for your
Faculty Academic Advisers

Acknowledgement

The Faculty Academic Adviser, **Dr. Brian C W WONG (Biochemistry)**, has been assigned to you successfully.

Continue

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6. After completing the sign-up exercise for Faculty Academic Adviser(s), you will continue to sign up for Faculty Student Adviser(s).

Sign Up for your
Faculty Student Advisers

Please select a faculty to choose Faculty Student Adviser

Sign up for
Faculty Student Adviser(S)
in academic year 2022-23

Please select a faculty:

Faculty of Science

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7. Choose according to your intended major / programme.

When the box is selected, it will be highlighted as shown in the screenshot. Your choice will also be displayed on the header.

Click “**Choose**” on the header or at the bottom of the list.

Sign Up for your
Faculty Student Advisers

Your current choice is: **Biochemistry** **Choose**

Choose according to your intended major / programme on BSc

<input checked="" type="radio"/> Biochemistry	<input type="radio"/> Geological Sciences
<input type="radio"/> Biological Sciences	<input type="radio"/> Geological Sciences (Intensive)
<input type="radio"/> Biological Sciences (Intensive)	<input type="radio"/> Mathematics
<input type="radio"/> Chemistry	<input type="radio"/> Mathematics (Intensive)
<input type="radio"/> Chemistry (Intensive)	<input type="radio"/> Molecular Biology & Biotechnology
<input type="radio"/> Decision Analytics	<input type="radio"/> Molecular Biology & Biotechnology (Intensive)
<input type="radio"/> Earth System Science	<input type="radio"/> Physics

8. Choose the Faculty Student Adviser of your preference, or select “I have no preference and would like an automatic assignment by the system” if you do not have any preferences.

You can use the drop-down list to filter the data by major, minor or language.

Click “Choose” to submit your choice.

Before proceeding to the next stage, there will be a pop-up message informing you that you will not be allowed to make any changes after the submission. Click “OK” to proceed.

Sign Up for your
Faculty Student Adviser

Biochemistry
Mr. KAO Ian

ugaa.hku.hk says
You will NOT be allowed to change your adviser after submitting your choice. Continue to submit?

OK Cancel

Choose

Choose one Faculty Student Adviser directly from the list of student advisers for BSc

Major: ANY Minor: ANY Language: ANY

<input checked="" type="radio"/> Mr. KAO Ian Curriculum: BSc Major(s): Molecular Biology & Biotechnology / Biochemistry	<input type="radio"/> Mr. WU Chi Long Curriculum: BSc Major(s): Chemistry / Biochemistry
<input type="radio"/> Miss LAM Oi Jin Honey Curriculum: BSc Major(s): Biochemistry / Molecular Biology & Biotechnology	<input type="radio"/> Mr. YEE Pak On Patrick Curriculum: BSc Major(s): Biochemistry / Neuroscience
<input type="radio"/> Mr. LI Kin Leung Curriculum: BSc Major(s): Biochemistry	<input type="radio"/> Miss CUDIA Mary Kim Elizabeth Tan Curriculum: BSc Major(s): Biochemistry
<input type="radio"/> Miss WANG Nan Curriculum: BSc	<input type="radio"/> Miss FAN Lok Sum Curriculum: BSc Major(s): Biochemistry


9. You will see an acknowledgement once your choice is submitted.

Sign Up for your
Faculty Student Advisers

Acknowledgement

The Faculty Student Adviser, **Mr. KAO Ian (Biochemistry)**, has been assigned to you successfully.

Continue

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10. Once you have completed the entire sign-up exercise, you will be directed to the results page. You can find the contact information of your Faculty Academic Adviser(s) and Faculty Student Adviser(s) on this page.

Sign Up for your
Faculty Academic Advisers



Hello, [redacted]

Thank you for using the Faculty Academic Adviser Sign-up System.

Faculty of Science

Dr. Brian C W WONG has been assigned to be your **Faculty Academic Adviser (FAA)**. You are encouraged to contact your adviser whenever you need advice on your studies. You can contact him/her at [redacted]. Please note that the same message has been sent to your HKU portal email address for record.

Mr. KAO Ian has been assigned to be your **Faculty Student Adviser (FSA)**. You can contact him/her at [redacted].

