

**THE UNIVERSITY OF HONG KONG**  
**DEPARTMENT OF SOCIAL WORK AND SOCIAL ADMINISTRATION**

**CREDIT UNIT STATEMENT**

**Master of Social Sciences in the field of Nonprofit Management**

The Master of Social Sciences in Nonprofit Management Programme consists of 4 compulsory courses, 4 elective courses, and a capstone project (equivalent to two courses) that addresses issues in civil society and the nonprofit sector. All of the compulsory courses and elective courses are 6-credit courses while the capstone project is a 12-credit course. We use 150 hours of student learning activity (including both contact hours and all other forms of student learning activity) as the norm for a 6-credit course, but the contact hours and output requirements for different groups of courses vary according to the learning modes employed. Each 6-credit course consists of at least 30-39 contact hours and each 12-credit course consists of 60-78 contact hours. The total study load of this curriculum is 1500 learning hours.

*1. Compulsory courses (6 credits)*

The 6-credit core courses take the form of two 3-hour lectures in one week of the class, supplemented by 3-hour of on-campus and distance-learning virtual tutorials, seminars, and field visits per month throughout a regular semester. Assessment is by various methods including projects, multi-media products, presentations, quizzes and written assignments, totaling about 3,000-5,000 words. (100% coursework)

*2. Elective courses (6 credits)*

Different kinds of 6-credit elective courses offered by the Department of Social Work and Social Administration at advanced level normally take the form of two 3-hour lectures in one week of the class, supplemented by 3-hour on campus and distance-learning virtual tutorials, seminars, and field visits per month throughout a regular semester. Assessment is by various methods including projects, multi-media products, presentations, quizzes and written assignments, totaling about 3,000-5,000 words. (100% coursework)

*3. Capstone project (12 credits)*

The capstone project enables students to integrate what they have learned from the programme that demonstrate their ability in strategic nonprofit management. Students take the capstone project over two semesters, for a total of 12 credits. Students must select a topic with consultation of their teachers and preferably work in small groups to complete a capstone project. The title of the capstone project shall be submitted for approval by not later than January 31 of the final academic year. Assessment is by various methods including presentations, multi-media products or a report, totaling about 6,000-15,000 words (100% coursework).