



香港學術及職業資歷評審局
Hong Kong Council for Accreditation of
Academic & Vocational Qualifications

SUMMARY ACCREDITATION REPORT

HONG KONG COLLEGE OF TECHNOLOGY

LEARNING PROGRAMME ACCREDITATION

**CERTIFICATE IN AIRPORT
PASSENGER TERMINAL OPERATIONS
(SENIOR SECONDARY APPLIED LEARNING)**

LEARNING PROGRAMME RE-ACCREDITATION

**PROFESSIONAL DIPLOMA IN SPORTS
MANAGEMENT AND COACHING STUDIES**

**CERTIFICATE IN EXERCISE
AND FITNESS COACHING
(SENIOR SECONDARY APPLIED LEARNING)**

**CERTIFICATE IN PR
AND MULTIMEDIA COMMUNICATION
(SENIOR SECONDARY APPLIED LEARNING)**

NOVEMBER 2019

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1007), the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ), in the capacity of the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) (AAVQO), was commissioned by Hong Kong College of Technology (Operator) to conduct a Learning Programme Accreditation (LPA) and Learning Programme Re-accreditation (re-LPA) Exercise with the following Terms of Reference:

(a) To conduct an accreditation test as provided for in AAVQO to determine whether the programme of the Hong Kong College of Technology (the Operator) meets the stated objectives and Hong Kong Qualifications Framework (HKQF, or in short QF) Level 3 standard and can be offered as an accredited programme:

(i) Certificate in Airport Passenger Terminal Operations (Senior Secondary Applied Learning);

and

(b) To conduct an accreditation test as provided for in AAVQO to determine whether the programmes of the Hong Kong College of Technology (the Operator) meet the stated objectives and QF Level standards and can continue to be offered as an accredited programmes:

(i) Professional Diploma in Sports Management and Coaching Studies;

(ii) Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning); and

(iii) Certificate in Public Relations and Multimedia Communication (Senior Secondary Applied Learning);

(c) To issue to the Operator accreditation report(s) setting out the results of the determination in relation to (a) to (b) by HKCAAVQ.

1.2 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement. A site visit took place on 25 September 2019.

2. HKCAAVQ'S DETERMINATION

Learning Programme Accreditation

Certificate in Airport Passenger Terminal Operations (Senior Secondary Applied Learning)

2.1 HKCAAVQ has determined that, subject to the fulfilment of the conditions set out below, the Certificate in Airport Passenger Terminal Operations (Senior Secondary Applied Learning) meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 1 January 2020 to 31 December 2024.

2.2 Validity Period

2.2.1 The validity period will commence on the date specified below.

2.2.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.13 by the specified fulfilment deadline.

2.3 The determinations on the Learning Programme Accreditation are specified as follows:

Name of Operator(s)	Hong Kong College of Technology 香港專業進修學校
Name of Award Granting Body	Hong Kong College of Technology 香港專業進修學校
Title of Learning Programme	Certificate in Airport Passenger Terminal Operations (Senior Secondary Applied Learning) 機場客運大樓運作（高中應用學習）證書
Title of Qualification(s) (Exit Award(s))	Certificate in Airport Passenger Terminal Operations (Senior Secondary Applied Learning) (QF Level 3) 機場客運大樓運作（高中應用學習）證書（資歷架構第3級）
Primary Area of Study and Training	Services
Sub-area (Primary Area of Study and Training)	Hotel and Tourism
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable
Industry	Not applicable
Branch	Not applicable
QF Level	Level 3

QF Credits	27
Mode(s) of Delivery and Programme Length	Full-time, 18 months 270 notional learning hours (including 180 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	1 January 2020 to 31 December 2024
Number of Enrolment(s)	One enrolment per year
Maximum Number of New Students	Maximum of 160 new learners per year Maximum of 35 learners per class
Specification of Competency Standards-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Specification of Generic (Foundation) Competencies-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Vocational Qualifications Pathway Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Notes to be indicated on the QR	This course is approved by the Education Bureau. 此課程經教育局批核。
Address of Teaching/ Training Venue(s)	<ol style="list-style-type: none"> 1) HKCT Ho Man Tin Campus, 14 Princess Margaret Road, Ho Man Tin, Kowloon 九龍何文田公主道14號港專何文田校園 2) HKCT Jockey Club Ma On Shan Campus, Yiu on Estate, Ma on Shan, Sha Tin, New Territories 新界馬鞍山耀安邨港專賽馬會馬鞍山校園 3) HKCT Jockey Club Undergraduate Campus, 2 On Shing Street, Ma On Shan, Sha Tin, New Territories 新界沙田馬鞍山鞍誠街2號港專賽馬會本科校園 4) Premises of secondary schools with qualified facilities and supports for Mode 2 classes 舉行模式二課程時，選用備有合規格設施及支援之中學校舍

Learning Programme Re-accreditation

Professional Diploma in Sports Management and Coaching Studies

2.4 HKCAAVQ has determined that the Professional Diploma in Sports Management and Coaching Studies meets the stated objectives and QF standard at Level 4, and can be offered as an accredited programme with a validity period from 1 September 2020 to 31 August 2023.

2.5 Validity Period

2.5.1 The validity period will commence on the date specified below.

2.6 The determinations on the Learning Programme Re-accreditation are specified as follows:

Name of Operator(s)	Hong Kong College of Technology 香港專業進修學校
Name of Award Granting Body	Hong Kong College of Technology 香港專業進修學校
Title of Learning Programme	Professional Diploma in Sports Management and Coaching Studies 運動管理及教練學專業文憑
Title of Qualification(s) (Exit Award(s))	Professional Diploma in Sports Management and Coaching Studies 運動管理及教練學專業文憑
Primary Area of Study and Training	Services
Sub-area (Primary Area of Study and Training)	Recreation, Leisure and Sports Management
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable
Industry	Not applicable
Branch	Not applicable
QF Level	Level 4
QF Credits	152
Mode(s) of Delivery and Programme Length	Part-time, 1.5 years 1521 notional learning hours (including 507 contact hours)

Intermediate Exit Award(s)	Not applicable
Validity Period	1 September 2020 to 31 August 2023
Number of Enrolment(s)	Three enrolment per year
Maximum Number of New Students	Maximum of 60 students per year Maximum of 60 students per class for lectures Maximum of 30 students per class for practical work Maximum of 20 students per class for practical sessions on sports coaching
Specification of Competency Standards-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Specification of Generic (Foundation) Competencies-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Vocational Qualifications Pathway Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Notes to be indicated on the QR	Not applicable
Address of Teaching/ Training Venue(s)	<p>For classroom and practical training</p> <ol style="list-style-type: none"> 1) HKCT Ho Man Tin Campus, 14 Princess Margaret Road, Ho Man Tin, Kowloon 九龍何文田公主道14號港專何文田校園 2) HKCT Jockey Club Ma On Shan Campus, Yiu on Estate, Ma on Shan, Sha Tin, New Territories 新界馬鞍山耀安邨港專賽馬會馬鞍山校園 3) HKCT Jockey Club Undergraduate Campus, 2 On Shing Street, Ma On Shan, Sha Tin, New Territories 新界沙田馬鞍山鞍誠街2號港專賽馬會本科校園 <p>For classroom based learning</p> <ol style="list-style-type: none"> 4) Jordan Training Centre, Room 1101-05 (11/F), Wing On Kowloon Centre, 345 Nathan Road, Kowloon, Hong Kong

	<p>九龍彌敦道345號永安九龍中心11樓1101-05室佐敦培訓中心</p> <p>5) Hoi Yuen Road Training Centre, 7/F & 8/F, Wong Tze Building, 71 Hoi Yuen Road, Kwun Tong, Kowloon</p> <p>九龍觀塘開源道71號王子大廈7樓及8樓開源道培訓中心</p>
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Learning Programme Re-accreditation

Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning)

2.7 HKCAAVQ has determined that, subject to the fulfilment of the conditions set out below, the Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning) meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 1 January 2020 to 31 December 2024.

2.8 Validity Period

2.8.1 The validity period will commence on the date specified below.

2.8.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.13 by the specified fulfilment deadline.

2.9 The determinations on the Learning Programme Re-accreditation are specified as follows:

Name of Operator(s)	Hong Kong College of Technology 香港專業進修學校
Name of Award Granting Body	Hong Kong College of Technology 香港專業進修學校
Title of Learning Programme	Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning) 運動及體適能教練（高中應用學習）證書
Title of Qualification(s) (Exit Award(s))	Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning) (QF Level 3) 運動及體適能教練（高中應用學習）證書（資歷架構第3級）
Primary Area of Study and Training	Services

Sub-area (Primary Area of Study and Training)	Recreation, Leisure and Sports Management
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable
Industry	Not applicable
Branch	Not applicable
QF Level	Level 3
QF Credits	27
Mode(s) of Delivery and Programme Length	Full-time, 18 months 270 notional learning hours (including 180 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	1 January 2020 to 31 December 2024
Number of Enrolment(s)	One enrolment per year
Maximum Number of New Students	Maximum of 200 new learners per year Maximum of 35 learners per class
Specification of Competency Standards-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Specification of Generic (Foundation) Competencies-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Vocational Qualifications Pathway Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Notes to be indicated on the QR	This course is approved by the Education Bureau. 此課程經教育局批核。
Address of Teaching/ Training Venue(s)	1) HKCT Ho Man Tin Campus, 14 Princess Margaret Road, Ho Man Tin, Kowloon 九龍何文田公主道14號港專何文田校園 2) HKCT Jockey Club Ma On Shan Campus, Yiu on

	<p>Estate, Ma on Shan, Sha Tin, New Territories 新界馬鞍山耀安邨港專賽馬會馬鞍山校園</p> <p>3) HKCT Jockey Club Undergraduate Campus, 2 On Shing Street, Ma On Shan, Sha Tin, New Territories 新界沙田馬鞍山鞍誠街2號港專賽馬會本科校園</p> <p>4) Premises of secondary schools with qualified facilities and supports for Mode 2 classes 舉行模式二課程時，選用備有合規格設施及支援之中學校舍</p>
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Learning Programme Re-accreditation
Certificate in PR and Multimedia Communication (Senior Secondary Applied Learning)

2.10 HKCAAVQ has determined that, subject to the fulfilment of the conditions set out below, the Certificate in PR and Multimedia Communication (Senior Secondary Applied Learning) meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 1 January 2020 to 31 December 2024.

2.11 Validity Period

2.11.1 The validity period will commence on the date specified below.

2.11.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.13 by the specified fulfilment deadline.

2.12 The determinations on the Learning Programme Re-accreditation are specified as follows:

Name of Operator(s)	Hong Kong College of Technology 香港專業進修學校
Name of Award Granting Body	Hong Kong College of Technology 香港專業進修學校
Title of Learning Programme	Certificate in PR and Multimedia Communication (Senior Secondary Applied Learning) 公關及多媒體傳訊（高中應用學習）證書
Title of Qualification(s) (Exit Award(s))	Certificate in PR and Multimedia Communication (Senior Secondary Applied Learning) (QF Level 3) 公關及多媒體傳訊（高中應用學習）證書（資歷架構第3級）

Primary Area of Study and Training	Mass Media and Communications, Journalism and Public Relations
Sub-area (Primary Area of Study and Training)	Mass Media and Communications, Journalism and Public Relations
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable
Industry	Not applicable
Branch	Not applicable
QF Level	Level 3
QF Credits	27
Mode(s) of Delivery and Programme Length	Full-time, 18 months 270 notional learning hours (including 180 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	1 January 2020 to 31 December 2024
Number of Enrolment(s)	One enrolment per year
Maximum Number of New Students	Maximum of 100 new learners per year Maximum of 35 learners per class
Specification of Competency Standards-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Specification of Generic (Foundation) Competencies-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Vocational Qualifications Pathway Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Notes to be indicated on the QR	This course is approved by the Education Bureau. 此課程經教育局批核。
Address of Teaching/ Training Venue(s)	1) HKCT Ho Man Tin Campus, 14 Princess Margaret Road, Ho Man Tin, Kowloon 九龍何文田公主道14號港專何文田校園

	<p>2) HKCT Jockey Club Ma On Shan Campus, Yiu on Estate, Ma on Shan, Sha Tin, New Territories 新界馬鞍山耀安邨港專賽馬會馬鞍山校園</p> <p>3) HKCT Jockey Club Undergraduate Campus, 2 On Shing Street, Ma On Shan, Sha Tin, New Territories 新界沙田馬鞍山鞍誠街2號港專賽馬會本科校園</p> <p>4) Premises of secondary schools with qualified facilities and supports for Mode 2 classes 舉行模式二課程時，選用備有合規格設施及支援之中學校舍</p>
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2.13 Condition(s) (including pre-conditions for obtaining the HKCAAVQ accreditation status as applied for within the validity period as specified in the above table; and requirements for maintenance of the accreditation status within the validity period)

Requirement(s)	Date of Fulfilment
<p><u>Certificate in Airport Passenger Terminal Operations (Senior Secondary Applied Learning)</u></p> <p>1. The Operator is required to revise the teaching materials and worksheets to ensure there is sufficient coverage on airport passenger terminal to allow the learners to achieve the programme intended learning outcomes. The Operator is required to submit the teaching materials and worksheets for modules “Introduction to Airport Passenger Terminal” and “Safety and Sustainable Development” as sample to HKCAAVQ by 15 April 2020.</p> <p>2. The Operator is required to review and revise the assessment task “Hong Kong International Airport and Passenger Terminal Site Visit” to make it aligned with the programme intended learning outcomes and the programme objectives. The Operator is required to submit the assignment brief and the rubrics to HKCAAVQ by 15 April 2020.</p>	<p>15 April 2020</p> <p>15 April 2020</p>
<p><u>Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning)</u></p> <p>3. The Operator is required to review and revise the practical modules to include cardiorespiratory</p>	<p>15 April 2020</p>

<p>function training in the curriculum. The Operator is required to submit the revised programme outline, relevant lesson plan and teaching materials to HKCAAVQ by 15 April 2020.</p> <p><u>Certificate in PR and Multimedia Communication (Senior Secondary Applied Learning)</u></p> <p>4. The Operator is required to provide the teaching materials of Module 2 “Brand Building and Professional Image” to demonstrate that the content, assessment and the programme intended learning outcomes align with each other and has a logical linkage with other modules. The Operator is also required to review and revise the content and assessment of Module 3 “Multimedia Communication Skills” so that the content aligns with the module title and can prepare learners to attain multimedia communication skills as stated in the programme intended learning outcomes. The Operator is required to submit (i) the revised programme outline, (ii) the teaching materials for the modules “Brand Building and Professional Image” and “Multimedia Communication Skills”, and (iii) the assessment for the module “Multimedia Communication Skills” to HKCAAVQ by 15 April 2020.</p>	<p>15 April 2020</p>
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2.14 **Recommendation(s)**

HKCAAVQ offers the following recommendation(s) for continuous improvement.

<p>Recommendation(s)</p> <p><u>Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning)</u></p> <ol style="list-style-type: none">1. The Operator should revisit and revise the programme title in Chinese to avoid misleading the learners that they will become qualified coach of exercise and fitness after graduation from the programme.2. The Operator is recommended to review the term “Exercise Psychology” in the curriculum of the module “Exercise Science” to reflect the content to be taught under this topic more clearly. <p><u>Professional Diploma in Sports Management and Coaching Studies</u></p> <ol style="list-style-type: none">3. The Operator is recommended to implement the second marker system for both theoretical and practical modules appropriately with proper record
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keeping to ensure the quality and fairness of marking of assessment.

- 2.15 HKCAAVQ will subsequently satisfy itself whether the Operator remains competent to achieve the relevant objectives and the Programme continues to meet the standard to achieve the relevant objectives as claimed by the Operator by reference to, amongst other things, the Operator's fulfilment of any conditions and compliance with any restrictions stipulated in this Accreditation Report. **For the avoidance of doubt, maintenance of accreditation status is subject to fulfilment of any condition and compliance with any restriction stipulated in this Accreditation Report.**

3. INTRODUCTION

The Hong Kong College of Technology (HKCT) is a self-financed education institute offering a variety of programmes from Certificate to Higher Diploma levels. HKCT Group Limited is the sponsoring body of HKCT. The Group is a registered charitable organisation established under the Companies Ordinance.

A differentiated accreditation approach has been adopted in the LPA of Certificate in Airport Passenger Terminal Operations (Senior Secondary Applied Learning) and Re-LPA of Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning) and Certificate in PR and Multimedia Communication (Senior Secondary Applied Learning). As these are accreditation exercises for Senior Secondary Applied Learning programmes, the accreditation process is customised with consideration of the synergy obtained from the QA visits. The following domains of competence are not reviewed in this exercise:

- Learner Admission and Selection; and
- Learning, Teaching and Enabling Resources/ Services

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

4.1 Programme Objectives

Certificate in Airport Passenger Terminal Operations (Senior Secondary Applied Learning)

The objective of this programme is to equip students with the basic knowledge and skills of the operations of airport passenger terminal by going through the practical training. The programme enables students to understand the basic knowledge and skills in the areas of operational science, service culture and industry-related

regulations. Under the mentors' supervision and the onsite practice, this programme not only arouses students' interest in the relevant discipline, but also strengthens their career-related competencies, such as generic skills, critical thinking, interpersonal skills and nurture positive values and attitudes. It will definitely help them to prepare for further studies, career development and life-long learning.

Professional Diploma in Sports Management and Coaching Studies

- 1) Equip students with an updated and broad knowledge in sports management and coaching;
- 2) Develop students' practical skills and knowledge in sports management and coaching in view of the daily operation of the current sports industry;
- 3) Provide students with comprehensive knowledge and skills that cater for current and anticipated needs of the sports industry in their future employment; and
- 4) Establish students' comprehensive knowledge in sports management and coaching for further advancement in a higher level of study.

Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning)

The objective of this programme is to equip students with the foundation knowledge in the areas of exercise science, fitness and health as well as the fitness testing and assessment through the practice of exercise and fitness skills. The student can achieve the coaching skills by integrating the foundation knowledge and skills to design and implement an exercise and fitness training activity. This programme not only arouse students' learning interest in exercise and fitness related topics, but also enhance their career-related competencies, such as generic skills, critical thinking, interpersonal skills and nurture positive values and attitudes. It will definitely help them to prepare for further studies, career development and life-long learning.

Certificate in PR and Multimedia Communication (Senior Secondary Applied Learning)

The objective of this course is to equip students to be a Public Relations (PR) profession with the multimedia knowledge. This course emphasizes both theoretical foundation and practical skills which enable students to understand the fundamental theories and concepts on PR and Communication, brand building and images as well as the application of multimedia. Finally, through the process of producing new PR products by the application of multimedia skills, it helps students to explore their career aspirations and orientation for lifelong learning.

4.2 Programme Intended Learning Outcomes

Certificate in Airport Passenger Terminal Operations (Senior Secondary Applied Learning)

- 1) Describe the structure, role of stakeholders and daily operation of the passenger terminal;
- 2) Explain the quality service culture of the passenger terminal, industry trends, and occupational safety and health requirements;

- 3) Apply operational knowledge of the facilities and technology of the passenger terminal;
- 4) Demonstrate the attitude and communication skills required for teamwork;
- 5) Demonstrate the work ethics and integrity required by the industry; and
- 6) Develop self-understanding for further studies and career development in the related field.

Professional Diploma in Sports Management and Coaching Studies

- 1) Apply different aspects of professional knowledge and skills of sports management and coaching;
- 2) Design and evaluate training programmes for fitness and sports according to training principles;
- 3) Assist in organizing sports events by integrating and applying the sports management knowledge and skills; and
- 4) Synthesize, implement and evaluate the learnt knowledge and skills in real on-site activities.

Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning)

- 1) Explain the basic concepts of exercise science and fitness training, the importance of exercise and fitness to the society, and the benefits of regular exercise;
- 2) Illustrate the safety concerns and demonstrate the work ethics in exercise and fitness coaching;
- 3) Demonstrate the basic training and communication skills in delivering exercise and fitness training activities;
- 4) Apply fitness testing and assessment skills;
- 5) Integrate knowledge and skills of exercise and fitness, and apply critical thinking and analytical skills to design exercise and fitness training activities;
- 6) Strengthen interpersonal and collaborative skills through implementing exercise and fitness training activities and practice; and
- 7) Develop self-understanding for further studies and career development in the related field.

Certificate in PR and Multimedia Communication (Senior Secondary Applied Learning)

- 1) Recognise basic concept of public relations and multimedia communication;
- 2) Demonstrate understanding of the professional ethics of public relations and multimedia communication;
- 3) Analyse and apply public relations strategies for branding and professional image building;
- 4) Communicate with target audience effectively by using written and oral communication skills;
- 5) Develop interpersonal skills and team spirit through project learning;
- 6) Integrate the knowledge and skills in public relations and multimedia communication to produce an online project; and
- 7) Develop self-understanding for further studies and career development in the related field.

4.3 Programme Structure

Certificate in Airport Passenger Terminal Operations (Senior Secondary Applied Learning)

Module Title		QF Credits
Theory	Module 1: Introduction to Airport Passenger Terminal	
	Module 2: Safety and Sustainable Development	
Practices	Module 3: Systems and Technology	
	Module 4: Service and Operation	
Total		27

Professional Diploma in Sports Management and Coaching Studies

Module Title		QF Credits
Term A	Principles of Sports Management	
	Management of Sports Facilities	
	Planning and Management of Sports Events	
Term B	Outdoor Activities	
	Sports Psychology and Skills Acquisition	
	Prevention and Rehabilitation of Sports Injuries	
Term C	Nutrition and Weight Management	
	Sports Media	
	Strategic Management in Physical Activities and Health	
Term D	Fitness Training	
	Coaching an Individual Sport	
	Coaching a Team Sport	
Capstone Project		
Total		152

Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning)

Module Title		QF Credits
Theory Modules	Module 1: Fitness and Health	
	Module 2: Exercise Science	
	Module 3: Fitness Testing and Assessment	
Practical Modules	Module 4: Functional Training	
	Module 5: Yoga	
	Module 6: Selected Ball Game	

Module 7: Practical Coaching	
Module 8: Training Planning and Implementation	
Total	27

Certificate in PR and Multimedia Communication (Senior Secondary Applied Learning)

Module Title		QF Credits
Theory	Module 1: Basic Concept of Public Relations and Communication	
Practices	Module 2: Brand Building and Professional Image	
	Module 3: Multimedia Communication Skills	
Module 4: Application of Multimedia in Public Relations		
Module 5: Final Project on Public Relations and Multimedia Communication		
Total		27

4.4 Graduation Requirements

Certificate in Airport Passenger Terminal Operations (Senior Secondary Applied Learning)

Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning)

Certificate in PR and Multimedia Communication (Senior Secondary Applied Learning)

- Students are required to attend lessons and participate in learning activities organised by the HKCT. EDB and HKEAA had set the minimum attendance rate of all ApL programmes at 80% of the total number of contact hours.
- HKEAA is responsible for the final moderation of the assessment results submitted by the Operator. The moderated results will be recorded on HKDSE Certificate.

Professional Diploma in Sports Management and Coaching Studies

Attendance requirement is 70%. Students are eligible for graduation if they have attained passes in all modules as required by the programme unless otherwise exempted and have achieved an overall GPA of 1.7 or above. Students may be allowed to graduate if they have been granted the provision of condonement in the final term at the discretion of the Board of Examiners (BoE).

4.5 Admission Requirements

Certificate in Airport Passenger Terminal Operations (Senior Secondary Applied Learning)

Certificate in Exercise and Fitness Coaching (Senior Secondary Applied Learning)

Certificate in PR and Multimedia Communication (Senior Secondary Applied Learning)

- Current S.5 students who have passed the Student Selection procedures specified by EDB.

Professional Diploma in Sports Management and Coaching Studies

- a) Holder of Diploma Yi Jin; OR
- b) Holder of HKCT's diploma; OR
- c) Holder of Pre-Associate Degree; OR
- d) Holder of Diploma/ Certificate; [the qualification should be awarded by one of the local or overseas recognised tertiary institutions/ post-secondary colleges, and the length of study is at least 450 teaching hours]; OR
- e) Attained Level 2 in 5 HKDSE subjects, including English and Chinese [each applicant is allowed to use not more than two Applied Learning subjects at "Attained" level as equivalent to Level 2 in the application]; OR
- f) Pass in 1 A-Level or 2 AS-Level subjects in HKALE (with 5 passes in HKCEE subjects, including English Language and Chinese Language); OR
- g) Holder of Project Yi Jin with 1 year relevant working or sports experience; OR
- h) Applicants of age 21 or above with 2 years relevant working or sports experience; OR
- i) Equivalent qualifications; AND
- j) Pass an admission interview.

Applicants under admission requirement (a) to (f) and (i) above should possess sports experience or knowledge as an evidence to be capable to study this programme.

Sports experience or knowledge includes:

- i) Holder of Certificates conferred by National Sports Association (NSA); or
- ii) Representatives of school team; or
- iii) Having studied physical education subject in DSE or Applied Learning; or
- iv) Other sports-related experiences, subject to the approval of the Admission Panel.

Applicants without relevant sports experience or knowledge are required to pass an admission physical test.

5. IMPORTANT INFORMATION REGARDING THIS ACCREDITATION REPORT

5.1 Variation and withdrawal of this Accreditation Report

- 5.1.1 This Accreditation Report is issued pursuant to section 5 of the AAVQO, and contains HKCAAVQ's substantive determination regarding the accreditation, including the validity period as well as any conditions and restrictions subject to which the determination is to have effect.

- 5.1.2 HKCAAVQ may subsequently decide to vary or withdraw this Accreditation Report if it is satisfied that any of the grounds set out in section 5 (2) of the AAVQO apply. This includes where HKCAAVQ is satisfied that the Operator is no longer competent to achieve the relevant objectives and/or the Programme no longer meets the standard to achieve the relevant objectives as claimed by the Operator (whether by reference to the Operator's failure to fulfil any conditions and/or comply with any restrictions stipulated in this Accreditation Report or otherwise) or where at any time during the validity period there has/have been substantial change(s) introduced by the Operator after HKCAAVQ has issued the accreditation report(s) to the Operator and which has/have not been approved by HKCAAVQ. Please refer to the '*Guidance Notes on Substantial Change to Accreditation Status*' in seeking approval for proposed changes. These Guidance Notes can be downloaded from the HKCAAVQ website.
- 5.1.3 If HKCAAVQ decides to vary or withdraw this Accreditation Report, it will give the Operator notice of such variation or withdrawal pursuant to section 5(4) of the AAVQO.
- 5.1.4 The accreditation status of the Operator and/or Programme will lapse immediately upon the expiry of the validity period or upon the issuance of a notice of withdrawal of this Accreditation Report.

5.2 Appeals

- 5.2.1 If the Operator is aggrieved by the determination made in this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of this Accreditation Report.
- 5.2.2 If the Operator is aggrieved by a decision to vary or withdraw this Accreditation Report, then pursuant to Part 3 of the AAVQO the Operator has a right of appeal to the Appeal Board. Any appeal must be lodged within 30 days of the receipt of the Notice of Variation or Withdrawal.
- 5.2.3 The Operator should be aware that a notice of variation or withdrawal of this Accreditation Report is not itself an accreditation report and the right to appeal against HKCAAVQ's substantive determination regarding accreditation arises only from this Accreditation Report.
- 5.2.4 Please refer to Cap 592A (www.elegislation.gov.hk) for the appeal rules. Details of the appeal procedure are contained in section 13 of the AAVQO and can be accessed from the QF website at: www.hkqf.gov.hk.

5.3 Qualifications Register

- 5.3.1 Qualifications accredited by HKCAAVQ are eligible for entry into the QR at www.hkqr.gov.hk for recognition under the QF. The Operator should apply separately to have their quality-assured qualifications entered into the QR.
- 5.3.2 Only learners who commence the study of the named accredited learning programme during the validity period and who have graduated with the named qualification listed in the QR will be considered to have acquired a qualification recognised under the QF.

Ref: VA87/02/28a, 29a, 30a, VA87/02/44

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