



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 NANG YAN COLLEGE
OF HIGHER EDUCATION**

LEARNING PROGRAMME RE-ACCREDITATION

**DIPLOMA IN FOUNDATION STUDIES
FOR HIGHER EDUCATION**

JUNE 2020

1. Terms of Reference

1.1 Based on the Service Agreement [No.: AA607 (revised)], 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 Nang Yan College of Higher Education (the College) to conduct a 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 Diploma in Foundation Studies for Higher Education programme of the College (with addition of part-time mode and streams) meets the stated objectives and Qualifications Framework (QF) standard and can continue to be offered as an accredited programme; and
- (b) To issue to the College an accreditation report setting out the results of the determination in relation to (a) by HKCAAVQ.

2. HKCAAVQ'S Determination

2.1 HKCAAVQ has determined that the Diploma in Foundation Studies for Higher Education Programme (the Programme) meets the stated objectives and QF standard at Level 3 and can continue to be offered as an accredited programme with a validity period of three years.

2.2 Validity Period

2.2.1 The validity period will commence on the date specified below. Operators may apply to HKCAAVQ to vary the commencement date of the validity period. Applications will be considered on a case-by-case basis.

2.3 The determinations on the Programme are specified as follows:

Name of Operator(s)	Hong Kong Nang Yan College of Higher Education 香港能仁專上學院
Name of Award Granting Body	Hong Kong Nang Yan College of Higher Education 香港能仁專上學院
Title of Learning Programme	Diploma in Foundation Studies for Higher Education 基礎專上教育文憑
Title of Qualification(s) (Exit Award(s))	Diploma in Foundation Studies for Higher Education 基礎專上教育文憑
Primary Area of Study and Training	Humanities
Sub-area (Primary Area of Study and Training)	Humanities
Other Area of Study and Training	Medicine, Dentistry and Healthy Sciences
Sub-area (Other Area of Study and Training)	Health Care
QF Level	Level 3
QF Credits	Full-time: 112 Part-time (Caring): 141
Mode(s) of Delivery and Programme Length	Full-time, 1 Year Part-time (Caring), 2 Years
Start Date of Validity Period	1 September 2020
End Date of Validity Period	31 August 2023
Number of Enrolment(s)	One enrolment per year
Maximum Number of New Students	Full-time: 30 per year Part-time (Caring): 60 per year
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

Notes to be indicated on the QR	<p>(1) This programme includes four streams of study: (i) Chinese Language, Literature & Culture 中國語文、文學及文化; (ii) Business Studies 商學; (iii) Social Services 社會服務; and (iv) Caring 照護.</p> <p>(2) The “Caring” stream (part-time) of this programme includes a practicum in the module “Clinical Practicum” to be conducted in 80 contact hours in 10 days.</p>
Address of Teaching/ Training Venue(s)	<p>(1) 325-329 Lai Chi Kok Road, Shamshuipo, Kowloon, Hong Kong</p> <p>(2) 176-178 Yee Kuk Street, Shamshuipo, Kowloon, Hong Kong</p>

2.4 Restriction

The College is to comply with the following restriction during the validity period as stipulated in the accreditation report.

<p>Restriction</p> <p>The College is to ensure that the curriculum of the first year study of the “Caring” stream (part-time) of the Programme has been approved by the Director of Social Welfare of the Social Welfare Department (SWD) as a “Combined Health Worker Training Course” under the Residential Care Homes (Elderly Persons) Regulation (Cap. 459) and Residential Care Homes (Persons with Disabilities) Regulation (Cap. 613) before enrolling any students to the “Caring” stream (part-time) of the Programme, so that students who have completed the first year studies are eligible to apply for registration with the SWD as registered Health Workers.</p> <p>The College is to submit relevant evidence and approval records to HKCAAVQ on the compliance with the restriction before enrolling any students to the “Caring” stream (part-time) of the Programme.</p>
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2.5 Recommendation(s)

HKCAAVQ also offers the following recommendations for continuous improvement of the Programme.

Recommendation(s)
<p><u>For the “Caring” stream</u></p> <ol style="list-style-type: none">1. The College should monitor the content of the specialist study courses of the “Caring” stream to ensure that the designated QF Level of the courses is maintained.2. The College should appoint at least two External Examiners in the fields of health care and/or nursing for the “Caring” stream.

2.6 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

3.1 Hong Kong Nang Yan College of Higher Education (the College) was established in 2012 by the Hong Kong Buddhist Sangha Association (HKBSA) and has been registered as a post-secondary college under the Post Secondary Colleges Ordinance (Cap. 320) since April 2014. As of January 2020, the College offers eight HKCAAVQ-accredited programmes:

- (i) Bachelor of Social Work (Honours)
- (ii) Bachelor of Arts (Honours) in Chinese
- (iii) Bachelor of Arts (Honours) in English for Professional and Intercultural Communication
- (iv) Bachelor of Business Administration (Honours)

- (v) Bachelor of Business Administration (Honours) in Accounting
- (vi) Bachelor of Business Administration (Honours) in Digital and Social Media Marketing
- (vii) Higher Diploma in Health Management and Social Care
- (viii) Diploma in Foundation Studies for Higher Education

3.2 The College commissioned HKCAAVQ to conduct a Learning Programme Re-accreditation (Re-LPA) for the Diploma in Foundation Studies for Higher Education Programme (the Programme). HKCAAVQ formed an expert Panel for this Re-LPA exercise. In view of the outbreak of the Coronavirus Disease 2019 (COVID-19), the site visit was conducted via video-conference on 23 April 2020 to reduce social contact.

4. Programmes Details

The following programme information is provided by the operator.

4.1 Programme Objectives

- PO1: Think and present knowledge clearly and logically;
- PO2: Develop basic problem-solving skills;
- PO3: Use English and Chinese effectively for communication in social and study contexts;
- PO4: Develop a sense of responsibility and self-confidence;
- PO5: Develop a positive attitude and an effective set of skills for enquiry and lifelong learning;
- PO6: Develop the ability to work independently and as part of a group;
- PO7: Use information technology and numerical skills for fulfilling study and potential workplace demands; and
- PO8: Develop a basic foundation of knowledge and skill in one specialist study area to prepare for further study at QF Level 4 and beyond.

4.2 Programme Intended Learning Outcomes

- PILO1: Demonstrate an understanding of theory and an ability to apply knowledge in the topics and activities that form part of the Programme;

- PILO2: Demonstrate the ability to perform tasks and solve problems in mainly predictable and familiar contexts and sometimes in unpredictable and unfamiliar situations;
- PILO3: Interact effectively in spoken English and Chinese in familiar social and study contexts, and demonstrate the ability to understand and express extended and sometimes complex ideas in comprehensible oral and written language on familiar topics in the medium of instruction;
- PILO4: Conduct investigations into common issues through accessing, selecting, organising and evaluating information, setting out essential findings and presenting these to an audience;
- PILO5: Demonstrate responsibility in the accomplishment of individual and group tasks and some responsibility when leading a group;
- PILO6: Use information technology knowledge and skills effectively for learning and communication; and
- PILO7: Demonstrate the ability to handle graphical and numerical information in familiar contexts.

4.3 Programme Structure

For the 1-year full-time mode, students are required to take:

- Nine core General Education courses;
- One elective General Education course; and
- Two specialist study courses.

Category/ Module Title/ Topic area	QF Level	Contact Hours	Self-study Hours	Notional Learning Hours	QF Credits
Semester 1 General Education Courses (6 courses)					
GE101 人生技能 (Life Skills)	3	55	35	90	9
GE103 English for Interpersonal Communication	3	45	45	90	9
GE105 Chinese for Study and Communication Purposes	3	45	85	130	13
GE106 Information Technology Applications	3	45	45	90	9

GE112 Foundations in English	3	45	45	90	9
GE113 中文基礎課程(Foundations in Chinese)	3	45	45	90	9
Semester 2 General Education Courses (3 courses)					
GE102 思考與解困 (Thinking and Problem Solving)	3	59	31	90	9
GE104 English for Study Purposes	3	45	45	90	9
GE107 General Mathematics	3	45	45	90	9
Students are to choose 1 of the following 5 General Education electives (1 course):					
GE108 基礎普通話 (Elementary Putonghua)	3	45	45	90	9
GE109 基礎日語 (Elementary Japanese)	3	45	45	90	9
GE110 香港文化與社會 (Hong Kong Culture and Society)	3	45	45	90	9
GE111 全球化及其影響(Globalisation and its Impact)	3	45	45	90	9
GE114 Introduction to Elderly and Disabled Care (長者及殘疾人士照護簡介)	3	57	53	110	11
Students are to choose 1 of the following 4 study streams and then select 2 courses from that stream (2 courses):					
Name of Stream: 中國語文，文學及文化 (Chinese Language, Literature & Culture)					
CHI101 古典文學導讀 (Introduction to Classical Chinese Literature)	3	45	45	90	9
CHI102 現代文學導讀(Introduction to Modern Chinese Literature)	3	45	45	90	9
CHI103 中國語文通論(Introduction to Chinese Language)	3	45	45	90	9
CHI104 中國文化常識(Introduction to Chinese Culture)	3	45	45	90	9
Name of Stream: Business Studies					
BUS101 Business Fundamentals	3	45	45	90	9
BUS102 Introduction to Microeconomics	3	45	45	90	9

BUS103 Principles of Accounts	3	45	45	90	9
BUS104 Introduction to Macroeconomics	3	45	45	90	9
Name of Stream: Social Services					
SOW101 Introduction to Social Welfare in Hong Kong	3	45	45	90	9
SOW102 Introduction to Sociology	3	45	45	90	9
SOW103 Human Behaviour and Social Environment	3	45	45	90	9
SOW104 Programme Planning, Development and Evaluation	3	45	45	90	9
Name of Stream: Caring					
SNH101 Care for Older People and Persons with Disabilities (I)	3	57	53	110	11
SNH102 Care for Older People and Persons with Disabilities (II)	3	57	53	110	11
SNH103 Rehabilitation Care and Residential Care Services Management	3	57	53	110	11
SNH104 Clinical Practicum	3	96	24	120	12
<ul style="list-style-type: none"> • Total number of Contact Hours: 564 - 639 • Total number of Notional Learning Hours: 1120 - 1190 • Average ratio of Contact Hours to Self-Study Hours: 1:0.86 - 1:0.96 • Total number of QF Credits: 112 - 119 					

For the 2-year part-time mode of the “Caring” stream, students who plan to register as a Combined Health Worker are required to take:

- Nine core General Education courses;
- One elective General Education course “GE114 Introduction to Elderly and Disabled Care”; and
- Four specialist study courses from the “Caring” stream, including “SNH104 Clinical Practicum”.

Category/ Module Title/ Topic area	QF Level	Contact Hours	Self-study Hours	Notional Learning Hours	QF Credits
First Year					
General Education Courses (3 courses)					
GE112 Foundations in English	3	45	45	90	9
GE113 中文基礎課程(Foundations in Chinese)	3	45	45	90	9
GE114 Introduction to Elderly and Disabled Care (長者及殘疾人士照護簡介)	3	57	53	110	11
Name of Stream: Caring (4 courses)					
SNH101 Care for Older People and Persons with Disabilities (I)	3	57	53	110	11
SNH102 Care for Older People and Persons with Disabilities (II)	3	57	53	110	11
SNH103 Rehabilitation Care and Residential Care Services Management	3	57	53	110	11
SNH104 Clinical Practicum	3	96	24	120	12
Second Year					
General Education Courses (7 courses)					
GE102 思考與解困 (Thinking and Problem Solving)	3	59	31	90	9
GE104 English for Study Purposes	3	45	45	90	9
GE107 General Mathematics	3	45	45	90	9
GE101 人生技能 (Life Skills)	3	55	35	90	9
GE103 English for Interpersonal Communication	3	45	45	90	9
GE105 Chinese for Study and Communication Purposes	3	45	85	130	13
GE106 Information Technology Applications	3	45	45	90	9
Total:	NA	753	657	1410	141

4.4 Graduation Requirements

For the full-time mode of the Programme:

- completed and been assessed on at least 112 QF credits;
- passed at least 112 QF credits; and
- obtained an overall GPA of 2.0 or better across all courses in which they were assessed.

For the part-time mode of the “Caring” stream:

- completed and been assessed on at least 141 QF credits;
- passed at least 141 QF credits;
- achieved an attendance rate of 90% or above in the courses “GE114 Introduction to Elderly and Disabled Care”, “SNH101 Care for Older People and Persons with Disabilities (I)”, “SNH102 Care for Older People and Persons with Disabilities (II)” and “SNH103 Rehabilitation Care and Residential Care Services Management”;
- achieved an attendance rate of 100% in the course “SNH104 Clinical Practicum”;
- passed both written and clinical skills assessment ($\geq 60\%$) in all “Caring” stream courses; and
- obtained an overall GPA of 2.0 or better across all courses in which they were assessed.

4.5 Admission Requirements

- (1) Completion of Secondary 6 under the New Senior Secondary Education Structure; or
- (2) Level 2 or above in 5 subjects in HKCEE including English and Chinese subjects; or
- (3) Satisfactory completion of a QF Level 2 Programme such as Project Yi Jin; or
- (4) Mature applicants aged 21 or above; or
- (5) Have obtained an equivalent qualification.

Notes:

1. *For pre-2007 HKCEE, the admission requirements are five passes in HKCEE including Chinese Language and English Language.*
2. *Mature applicants aged 21 or above are required to sit for a language admission test in English and/or Chinese.*

3. *The College will permit discretionary entry to this Programme for up to 5% of the total student intake including but not limited to mature applicants aged 21 or above on 1 September of the year, with relevant working experience and academic background, when admission is sought falls into this category.*

4.6 Teaching and Learning Activities

The Programme employs a range of teaching and learning activities (TLAs), such as lectures, tutorials, class discussions, watching videos, group and individual tasks, case studies, project work, oral presentations, evaluations, field trips and visits, and self-access modes of learning.

The “Caring” stream (part-time) of the Programme includes a practicum in the module “Clinical Practicum” to be conducted in 80 contact hours in 10 days, including 40 hours (5 days) of placement in residential care homes for care of persons with disabilities and 40 hours (5 days) for care of older people. During the clinical practicum, students are required to practice clinical skills which have been taught, practised and assessed in classroom teaching, laboratory sessions and examination, in a real clinical setting. In addition, there are 16 hours (2 days) of study visit, including 8 hours in organizations such as day care centres, community centres and institutions designated for care of persons with disabilities, and 8 hours for care of older people.

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 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 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 (<http://www.legislation.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 <http://www.hkqf.gov.hk>.

5.3 **Qualifications Register**

- 5.3.1 Qualifications accredited by HKCAAVQ are eligible for entry into the Qualifications Register ("QR") at <http://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.

Report No.: 20/64
File Reference: 71/09/03