



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

SUMMARY ACCREDITATION REPORT

YMCA COLLEGE OF CAREERS

LEARNING PROGRAMME ACCREDITATION

**PROFESSIONAL DIPLOMA IN VISUAL
COMMUNICATION**

**DIPLOMA IN INTERIOR DESIGN
DIPLOMA IN HOSPITALITY STUDIES
(INTERNATIONAL CULINARY ARTS AND
SPECIALTY COFFEE)**

LEARNING PROGRAMME RE-ACCREDITATION

**HIGHER DIPLOMA IN HOTEL AND TOURISM
MANAGEMENT**

APRIL 2021

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1215), 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 the YMCA College of Careers (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 programmes of the Operator meet the stated objectives and Hong Kong Qualifications Framework (HKQF, or in short QF) Level 3 and 4 standards and can be offered as accredited programmes:

- (i) Professional Diploma in Visual Communication;
- (ii) Diploma in Interior Design;
- (iii) Diploma in Hospitality Studies (International Culinary Arts and Specialty Coffee);

and

(b) To conduct an accreditation test as provided for in AAVQO to determine whether the programme of the Operator meets the stated objectives and QF Level 4 standard and can continue to be offered as an accredited programme:

- (iv) Higher Diploma in Hotel and Tourism Management; and

(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. The Education Bureau's *"Updated Revised Common Descriptors for Associate Degree and Higher Diploma Programmes under the New Academic Structure"* was also a guiding document used by the Panel and the Operator in conducting this exercise for the Higher Diploma programme. A videoconference between the accreditation panel and representatives of the Operator (with virtual tour of the Operator's training venue) took place on 26 February 2021.

2. HKCAAVQ'S DETERMINATION

Learning Programme Accreditation

(i) Professional Diploma in Visual Communication

2.1 HKCAAVQ has determined that, the Professional Diploma in Visual Communication meets the stated objectives and QF standard at Level 4, and can be offered as an accredited programme with a validity period from 5 July 2021 to 4 July 2023.

2.2 Validity Period

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

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

| | |
|--|--|
| Name of Operator(s) | YMCA College of Careers 青年會專業書院 |
| Name of Award Granting Body | YMCA College of Careers 青年會專業書院 |
| Title of Learning Programme | Professional Diploma in Visual Communication 視覺傳意專業文憑 |
| Title of Qualification(s) (Exit Award(s)) | Professional Diploma in Visual Communication 視覺傳意專業文憑 |
| Primary Area of Study and Training | Arts, Design and Performing Arts |
| Sub-area (Primary Area of Study and Training) | Design and Other Creative Industries |
| 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 | 72 |
| Mode(s) of Delivery and Programme Length | Part-time, 1 year 720 notional learning hours (including 360 contact hours) |

| | |
|---|---|
| Intermediate Exit Award(s) | Not applicable |
| Validity Period | 5 July 2021 to 4 July 2023 |
| Number of Enrolment(s) | 3 enrolments per year |
| Maximum Number of New Students | Maximum of 25 students per class Maximum of 3 classes 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 |
| 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) | 23 Waterloo Road, Yau Ma Tei, Kowloon 九龍油麻地窩打老道 23 號 |

Learning Programme Accreditation

(ii) Diploma in Interior Design

2.4 HKCAAVQ has determined that, subject to the fulfilment of all conditions set out in 2.13, the Diploma in Interior Design meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 1 September 2021 to 31 August 2023.

2.5 Validity Period

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

2.5.2 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.

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

| | |
|---|---|
| Name of Operator(s) | YMCA College of Careers 青年會專業書院 |
| Name of Award Granting Body | YMCA College of Careers 青年會專業書院 |
| Title of Learning Programme | Diploma in Interior Design 室內設計文憑 |
| Title of Qualification(s) (Exit Award(s)) | Diploma in Interior Design 室內設計文憑 |
| Primary Area of Study and Training | Arts, Design and Performing Arts |
| Sub-area (Primary Area of Study and Training) | Design and Other Creative Industries |
| 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 | 120 |
| Mode(s) of Delivery and Programme Length | Full-time, 1 year 1200 notional learning hours (including 480 contact hours) |
| Intermediate Exit Award(s) | Not applicable |
| Validity Period | 1 September 2021 to 31 August 2023 |
| Number of Enrolment(s) | 1 enrolment per year |
| Maximum Number of New Students | Maximum of 25 students per class Maximum of 1 class 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 |

| | |
|--|---|
| 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) | 23 Waterloo Road, Yau Ma Tei, Kowloon 九龍油麻地窩打老道 23 號 |

Learning Programme Accreditation

(iii) Diploma in Hospitality Studies (International Culinary Arts and Specialty Coffee)

2.7 HKCAAVQ has determined that the Diploma in Hospitality Studies (International Culinary Arts and Specialty Coffee) meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 1 September 2021 to 31 August 2023.

2.8 Validity Period

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

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

| | |
|--|---|
| Name of Operator(s) | YMCA College of Careers 青年會專業書院 |
| Name of Award Granting Body | YMCA College of Careers 青年會專業書院 |
| Title of Learning Programme | Diploma in Hospitality Studies (International Culinary Arts and Specialty Coffee) 款待學文憑（國際廚藝及精品咖啡） |
| Title of Qualification(s) (Exit Award(s)) | Diploma in Hospitality Studies (International Culinary Arts and Specialty Coffee) 款待學文憑（國際廚藝及精品咖啡） |
| 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 | 162 |
| Mode(s) of Delivery and Programme Length | Full-time, 1 year 1620 notional learning hours (including 630 contact hours) |
| Intermediate Exit Award(s) | Not applicable |
| Validity Period | 1 September 2021 to 31 August 2023 |
| Number of Enrolment(s) | 1 enrolment per year |
| Maximum Number of New Students | Maximum of 20 students per class Maximum of 3 classes 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 |
| 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) | 23 Waterloo Road, Yau Ma Tei, Kowloon 九龍油麻地窩打老道 23 號 <u>For practical training</u> 1. The Cityview (Hotel affiliated to Chinese YMCA of Hong Kong) 23 Waterloo Road, Kowloon 九龍窩打老道 23 號 城景國際 2. The Harbourview (Hotel affiliated to Chinese YMCA of Hong Kong) 4 Harbour Road, Wan Chai, Hong Kong |

| | |
|--|---------------------|
| | 香港灣仔港灣道 4 號 灣景國際 |
|--|---------------------|

Learning Programme Re-accreditation

(iv) Higher Diploma in Hotel and Tourism Management

2.10 HKCAAVQ has determined that the Higher Diploma in Hotel and Tourism Management 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 2021 to 31 August 2025.

2.11 **Validity Period**

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

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

| | |
|--|---|
| Name of Operator(s) | YMCA College of Careers 青年會專業書院 |
| Name of Award Granting Body | YMCA College of Careers 青年會專業書院 |
| Title of Learning Programme | Higher Diploma in Hotel and Tourism Management 酒店及旅遊管理高級文憑 |
| Title of Qualification(s) (Exit Award(s)) | Higher Diploma in Hotel and Tourism Management 酒店及旅遊管理高級文憑 |
| 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 4 |
| QF Credits | 351 |

| | |
|---|---|
| Mode(s) of Delivery and Programme Length | Full-time, 2 years 3510 notional learning hours (including 1710 contact hours) |
| Intermediate Exit Award(s) | Not applicable |
| Validity Period | 1 September 2021 to 31 August 2025 |
| Number of Enrolment(s) | 1 enrolment per year |
| Maximum Number of New Students | Maximum of 30 students per class Maximum of 1 class 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 |
| Vocational Qualifications Pathway Programme | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Notes to be indicated on the QR | This programme includes Industrial Placement for 720 hours to be conducted in 3 months. 此課程包括 3 個月的實習，佔 720 小時。 |
| Address of Teaching/ Training Venue(s) | 23 Waterloo Road, Yau Ma Tei, Kowloon 九龍油麻地窩打老道 23 號 <u>For practical training</u> 1. The Cityview (Hotel affiliated to Chinese YMCA of Hong Kong) 23 Waterloo Road, Kowloon 九龍窩打老道 23 號 城景國際 2. The Harbourview (Hotel affiliated to Chinese YMCA of Hong Kong) 4 Harbour Road, Wan Chai, Hong Kong 香港灣仔港灣道 4 號 灣景國際 |

- 2.13 **Condition(s) (including all pre-conditions for obtaining the HKCAAVQ accreditation status as applied for the commencement of the validity period; and all requirements for maintenance of the accreditation status within the validity period)**

| Requirement | Date of Fulfilment |
|---|--|
| <p data-bbox="352 499 754 533" style="text-align: center;"><u>Diploma in Interior Design</u></p> <p data-bbox="284 573 496 607"><u>Requirement 1</u></p> <p data-bbox="284 647 1088 824">The Operator is to revise the project brief for the module “Design Project” by specifying the tasks to be conducted by students, project milestones and detailed descriptions of the deliverables to ensure adequate guidelines are provided to facilitate students to conduct the project.</p> <p data-bbox="284 864 1088 969">The Operator is to submit the revised project brief and marking guidelines to HKCAAVQ on or before 30 September 2021.</p> | <p data-bbox="1126 647 1406 680" style="text-align: center;">30 September 2021</p> |

- 2.14 **Recommendations**
HKCAAVQ offers the following recommendations for continuous improvement.

| Recommendations |
|--|
| <p data-bbox="352 1279 600 1312" style="text-align: center;"><u>All programmes</u></p> <p data-bbox="284 1352 564 1386"><u>Recommendation 1</u></p> <p data-bbox="284 1426 1437 1532">The Operator should expand its library collection by subscribing to online learning resources to facilitate students’ access to reference materials and information on the latest industry development.</p> <p data-bbox="352 1572 1075 1644" style="text-align: center;"><u>Professional Diploma in Visual Communication</u> <u>Diploma in Interior Design</u></p> <p data-bbox="284 1684 564 1718"><u>Recommendation 2</u></p> <p data-bbox="284 1758 1437 1863">The Operator should install design software in the computers of the PC lab to better align with industry practices and ensure sufficient resources are provided to support students’ learning.</p> |

Professional Diploma in Visual Communication

Recommendation 3

The Operator should review the assignment of QF credits to each module to ensure it can accurately reflect the efforts to be spent by students in achieving the intended learning outcomes.

Diploma in Interior Design

Recommendation 4

The Operator should set up a studio and workshop to provide space and equipment for students to conduct the design processes in a simulated work environment.

- 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

- 3.1 As a non-profit making school formed in 1995 and sponsored by the Chinese YMCA of Hong Kong, YMCA College of Careers has over 120 years of experience in providing multiple social services to the Hong Kong community, especially young people.

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

- 4.1 Programme Objectives

Professional Diploma in Visual Communication

- 為設計從業員提供平面設計、三維圖像創作及影像製作等的訓練，學員透過掌握跨媒體設計能力，並按照中小型設計公司的實際工作需要，提供適切的設計方案或作品；
- 訓練學員了解不同的設計元素及專業技術，懂得思考和分析設計意念，能構思、設計、及創作出合適的設計方案；

- 培養學員從多角度思考設計創作，提升其專業設計分析和解難能力，日後能獨立地肩負起專業的設計職責；
- 提升學員於平面設計、跨媒體設計行業的就業條件，透過專業訓練並擔任助理設計師等的工種。

Diploma in Interior Design

- Provide students with foundation knowledge in interior design, helping them to explore their imagination and creativity while gaining practical skills to apply in the digital century;
- Prepare students to become effective practitioners in the interior design industry, or to seek further study opportunities;
- Equip students with confidence in presentation skills by establishing theoretical and technical competence;
- Develop students' knowledge of interior space planning, use of materials, furniture and lighting, in a wide range of commercial and residential projects.

Diploma in Hospitality Studies (International Culinary Arts and Specialty Coffee)

- Increase students' employability in restaurants, café or other broader hospitality industries;
- Prepare students for further academic studies in the discipline of hospitality industries;
- Equip students with appropriate foundation skills and knowledge to become lifelong learners within the hospitality field.

Higher Diploma in Hotel and Tourism Management

- Enable students to acquire necessary attitude, academic knowledge and practical skills and train as an entry-level professional in the hotel and tourism industry;
- Equip students with an understanding of the hotel and tourism industry from an interdisciplinary perspective;
- Enable students' awareness of the latest developments in the hotel and tourism industry;
- Provide students with the essential academic knowledge, professional competence and generic skills for further study in the discipline of hotel and tourism management.

4.2 Programme Intended Learning Outcomes

Professional Diploma in Visual Communication

完成課程後，學員應能：

- 能有效理解及掌握創意設計的知識及技能，並透過電腦插圖、排版設計、品牌形象設計、網頁設計、三維圖像創作、攝影及錄像製作等學科知識，應用在平面設計、攝影及新媒體之上；
- 能夠因應設計個案的獨特需要，透過資料搜集、分析及判斷，創作出以人為本的設計方案；
- 能夠選取合適的攝錄技術、電腦圖像技術或設計技巧，並應用在其設計方案之上；
- 於設計作品中，充分展示其實務操作能力、創意思維及想像力。

Diploma in Interior Design

Upon completion of the Programme, learners should be able to:

- Understand interior design concepts, processes and presentation skills with a focus on small-sized residential projects;
- Demonstrate their creativity and aesthetic values in relation to planning, drawing and visualisation, and use of colours and materials;
- Formulate and deliver their design ideas to users by using written and verbal communication, 2D and 3D visual means;
- Demonstrate the professional awareness of interior designers in term of responsibilities and potential liabilities.

Diploma in Hospitality Studies (International Culinary Arts and Specialty Coffee)

Upon completion of the Programme, learners should be able to:

- Demonstrate an understanding of relevant theories in hospitality industry and apply the knowledge and skills with focuses on culinary arts and coffee skills development in workplace.
- Perform tasks in a broad range of predictable and structured hospitality contexts which may also involve some non-routine activities requiring a degree of individual responsibility.
- Assess, organize and evaluate information independently and make reasoned judgments in relation to hospitality industry.
- Enable students to work as effective team members in the hospitality industry who are able to communicate among different stakeholders well.

Higher Diploma in Hotel and Tourism Management

Upon completion of the Programme, learners should be able to:

- Demonstrate a mastery of the knowledge and skills required for functioning effectively as an entry-level professional in the hotel and tourism industry, and an ability to integrate and apply them effectively in the hotel and tourism operations;
- Identify major management concepts in management, marketing, and human resources management, and be able to manage and evaluate functional systems in hotel and tourism operations;
- Demonstrate an understanding of the global and local issues in hotel and tourism industry and be able to analyse, evaluate and explore perspectives or alternatives solutions for specific problem in the industry;
- Demonstrate professional attitudes in terms of sense of responsibility, integrity, self-confidence, initiative, teamwork and service attitude in life-long learning and career pursuit;
- Demonstrate the ability to use professional written and oral communication skills and technology across a range of professional and personal contexts.

4.3 Programme Structure

Professional Diploma in Visual Communication

| Module Title | QF Credits |
|---------------------|-------------------|
| 1. 排版設計製作 | 72 |
| 2. 攝影及數碼錄像製作 | |
| 3. 訊息設計 | |
| 4. 電腦插圖 | |
| 5. 網上營銷策略中的品牌形象 | |
| 6. 三維圖像創作 | |
| 7. 網頁設計 | |
| 8. 畢業作品集 | |
| Total | 72 |

Diploma in Interior Design

| Module Title | QF Credits |
|---|-------------------|
| 1. English Communication for Designer | 120 |
| 2. Interior Design Theory & Process | |
| 3. Digital Graphics Representation for Interior | |
| 4. Materials Application and Detailing | |
| 5. Computer Aided Design Studio – 2D Drafting Techniques | |
| 6. Practical Chinese for Designer | |
| 7. Interior Decoration and Stylistic Studies | |
| 8. Furniture Appreciation and Design | |
| 9. Computer Aided Design Studio – 3D Rendering Techniques | |
| 10. Design Project | |
| Total | 120 |

Diploma in Hospitality Studies (International Culinary Arts and Specialty Coffee)

| Module Title | QF Credits |
|--|-------------------|
| 1. Practical English in Hospitality | 162 |
| 2. Practical Putonghua | |
| 3. Social Media for Business | |
| 4. Understanding Hospitality Industry | |
| 5. Customer Service in Hospitality | |
| 6. Fundamentals of Culinary Techniques | |
| 7. Bakery, Pastry and Confectionary Production | |
| 8. Specialty Coffee Skills Training | |
| 9. Café Operations | |
| 10. Principles of Catering Industry | |
| 11. Gastronomy and Innovation | |

| Module Title | QF Credits |
|---------------------------------|------------|
| 12. Service Learning Experience | |
| Total | 162 |

Higher Diploma in Hotel and Tourism Management

| Module Title | QF Credits |
|--|------------|
| Term 1 Year 1 | 351 |
| 1. English in the Workplace I | |
| 2. Introduction to Management | |
| 3. Front Office Operations | |
| 4. Food Production and Hygiene | |
| 5. Professional Coffee Skills Development | |
| Term 2 Year 1 | |
| 6. Putonghua for Business | |
| 7. Introduction to Marketing for Hotel and Tourism Industry | |
| 8. Business Environment | |
| 9. Housekeeping Operations | |
| 10. Airport and Airline Services | |
| 11. Food and Beverage Operation | |
| Term 3 Year 1 | |
| 12. English in the Workplace II | |
| 13. Human Resources Management in Hotel and Tourism Industry | |
| 14. Professional Bar Management | |
| 15. Patisserie and Artisan Bakery Production | |
| 16. Theme Park and Visitor Attractions Management | |
| Term 1 Year 2 | |
| 17. Café Business Management | |
| 18. Cruise Line Operations and Management | |
| 19. Banquet and Event Management | |
| 20. Quality Management in Hotel and Tourism Industry | |
| 21. Contemporary Hospitality and Tourism Management | |
| Term 2 Year 2 | |
| 22. Industrial Placement | |
| Total | 351 |

4.4 Graduation Requirements

Professional Diploma in Visual Communication

- Obtain an overall GPA 2.0 or above; and
- Achieve a total of 72 QF credits required by the programme; and
- Achieve at least 80% attendance in each module.

Diploma in Interior Design

- Obtain an overall GPA 2.0 or above; and

- Achieve a total of 120 QF credits required by the programme; and
- Achieve at least 80% attendance in each module.

Diploma in Hospitality Studies (International Culinary Arts and Specialty Coffee)

- Obtain an overall GPA 2.0 or above; and
- Achieve a total of 162 QF credits required by the programme; and
- Achieve at least 80% attendance in each module.

Higher Diploma in Hotel and Tourism Management

- Obtain an overall GPA 2.0 or above; and
- Achieve a total of 351 QF credits required by the programme; and
- Achieve at least 80% attendance in each module.

4.5 Admission Requirements

Professional Diploma in Visual Communication

- 香港中學文憑試中取得五科達第二級或以上成績（包括中國語文及英國語文），並具備一年設計相關工作經驗；或
- 完成資歷架構級別第三級資歷（一年全日制修讀），並具有一年設計相關工作經驗；或
- 完成毅進文憑或同等學歷，並具備一年設計相關工作經驗；或
- 完成本校設計學文憑，並具備一年設計相關工作經驗；或
- 申請者年滿二十一歲或以上，並具備二年設計相關工作經驗；及
- 通過入學面試。

Diploma in Interior Design

- Completion of Secondary 6 (for applicants with Hong Kong Diploma of Secondary Education); or
- Completion of Secondary 5 (for applicants with Hong Kong Certificate of Education Examination); or
- Other equivalent qualifications; or
- Mature student aged 21 or above;
AND
- Pass an admission interview.

Diploma in Hospitality Studies (International Culinary Arts and Specialty Coffee)

- Completion of Secondary 6 (for applicants with Hong Kong Diploma of Secondary Education); or
- Completion of Secondary 5 (for applicants with Hong Kong Certificate of Education Examination); or
- Other equivalent qualifications; or
- Mature student aged 21 or above;
AND

- Pass an admission interview.

Higher Diploma in Hotel and Tourism Management

- For applicants with Hong Kong Diploma of Secondary Education Examination
 - Obtain Level 2 or above in any five Core Subjects / Elective Subjects (including Chinese Language and English Language)**; and
 - Pass an admission interview.
- For applicants with other entry qualification(s)
 - Pass in 1 AL or 2 AS-Level Subjects in the Hong Kong Advanced Level Examination, plus 3 passes in Hong Kong Certificate of Education Examination and Level 2 / Grade E or above in Chinese Language and English Language or equivalent; or
 - Obtain relevant Qualifications Framework Level 3 qualification with at least 1-year full-time study load or equivalent as recognised by HKCAAVQ; or
 - Satisfactory completion of Diploma offered by YMCA College of Careers; or
 - Satisfactory completion of pre-Associate Degree or Diploma Yi Jin or an equivalent qualification; or
 - Aged 21 or above will be considered on an individual basis;AND
 - Pass an admission interview.

**Applicants possessing “Attained” or “Attained with Distinction” in Applied Learning subjects are deemed to have attained “Level 2” or “Level 3” in the application.

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.

