



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 INTERNATIONAL AVIATION
ACADEMY LIMITED**

LEARNING PROGRAMME RE-ACCREDITATION

**PROFESSIONAL DIPLOMA IN AVIATION
MANAGEMENT
DIPLOMA IN AVIATION OPERATIONS**

APRIL 2022

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1353), 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 International Aviation Academy Limited (香港國際航空學院有限公司) (“Operator”), a branch of the Airport Authority Hong Kong (香港機場管理局) 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 following programmes of the Operator meet the stated objectives and Hong Kong Qualifications Framework (HKQF, or in short QF) Level 3-4 standards and can continue to be offered as accredited programmes:

- (i) Professional Diploma in Aviation Management;
- (ii) Diploma in Aviation Operations; and

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

1.2 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement. A videoconference between the accreditation panel and representatives of the Operator (with virtual tour of the Operator’s training venue) took place on 24 February 2022.

2. HKCAAVQ’S DETERMINATION

Learning Programme Re-accreditation

I. Professional Diploma in Aviation Management

2.1 HKCAAVQ has determined that the Professional Diploma in Aviation 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 August 2022 to 31 July 2026.

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 Re-accreditation are specified as follows:

Name of Operator(s)	Hong Kong International Aviation Academy Limited 香港國際航空學院有限公司
Name of Award Granting Body	Hong Kong International Aviation Academy Limited 香港國際航空學院有限公司
Title of Learning Programme	Professional Diploma in Aviation Management 航空管理專業文憑
Title of Qualification(s) (Exit Award(s))	Professional Diploma in Aviation Management 航空管理專業文憑
Primary Area of Study and Training	Business and Management
Sub-area (Primary Area of Study and Training)	Transports and Logistics
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	107
Mode(s) of Delivery and Programme Length	Part-time, 15 months 1,070 notional learning hours (including 300 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	1 August 2022 to 31 July 2026
Number of Enrolment(s)	1 enrolment per year
Maximum Number of New Students	From August 2022 to July 2023: Maximum of 80 learners From August 2023 to July 2024: Maximum of 100 learners From August 2024 onwards: Maximum of 120 learners 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)	<p>(1) Level 9, HKIA Community Building, 13 Cheong Tat Road, Hong Kong International Airport, Lantau, Hong Kong 香港大嶼山香港國際機場暢達路 13 號機場員工綜合大樓 9 樓</p> <p>(2) Room 608, 610-611, HKIA Commercial Building, 1 Skyplaza Road, Lantau 香港赤鱗角翔天路 1 號機場商業大樓 608, 610-611 室</p>

Learning Programme Re-accreditation

II. Diploma in Aviation Operations

2.4 HKCAAVQ has determined that the Diploma in Aviation Operations meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 1 August 2022 to 31 July 2026.

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 International Aviation Academy Limited 香港國際航空學院有限公司
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Name of Award Granting Body	Hong Kong International Aviation Academy Limited 香港國際航空學院有限公司
Title of Learning Programme	Diploma in Aviation Operations 航空營運文憑
Title of Qualification(s) (Exit Award(s))	Diploma in Aviation Operations 航空營運文憑
Primary Area of Study and Training	Business and Management
Sub-area (Primary Area of Study and Training)	Transports and Logistics
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	225
Mode(s) of Delivery and Programme Length	Full-time, 13 months 2,250 notional learning hours (including 1,802 contact hours)
Intermediate Exit Award(s)	Certificate in Aviation Operations 航空營運證書
Validity Period	1 August 2022 to 31 July 2026
Number of Enrolment(s)	3 enrolments per year
Maximum Number of New Students	From August 2022 to July 2023: Maximum of 120 learners From August 2023 to July 2024: Maximum of 180 learners From August 2024 onwards: Maximum of 240 learners per year
Specification of Competency	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Standards-based Programme	
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	<p>This programme includes a minimum 1,440-hour workplace placement in 12 months. 此課程包括（於十二個月內）最少 1,440 小時的職場實習。</p> <p>This programme includes one intermediate exit award, namely Certificate in Aviation Operations. 此課程包括一個中段結業資歷，資歷名稱為航空營運證書。</p>
Address of Teaching/ Training Venue(s)	<p>(1) Level 9, HKIA Community Building, 13 Cheong Tat Road, Hong Kong International Airport, Lantau, Hong Kong 香港大嶼山香港國際機場暢達路 13 號機場員工綜合大樓 9 樓</p> <p>(2) Room 608, 610-611, HKIA Commercial Building, 1 Skyplaza Road, Lantau 香港赤鱗角翔天路 1 號機場商業大樓 608, 610-611 室</p>

2.7 The determinations on the Intermediate Exit Award of the Learning Programme Accreditation are specified as follows:

Name of Operator(s)	Hong Kong International Aviation Academy Limited 香港國際航空學院有限公司
Name of Award Granting Body	Hong Kong International Aviation Academy Limited 香港國際航空學院有限公司
Title of Learning Programme	Diploma in Aviation Operations 航空營運文憑

Title of Qualification(s) [Intermediate Exit Award(s)]	Certificate in Aviation Operations 航空營運證書
Primary Area of Study and Training	Business and Management
Sub-area (Primary Area of Study and Training)	Transports and Logistics
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	30
Mode(s) of Delivery and Programme Length	Full-time, 2 months 300 notional learning hours (including 118 contact hours)
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 is an intermediate exit award of the Diploma in Aviation Operations. 此資歷為航空營運文憑的中段結業資歷。

2.8 **Recommendations**

HKCAAVQ offers the following recommendations for continuous improvement.

Recommendations
<p style="text-align: center;"><u>I. Professional Diploma in Aviation Management</u></p> <p><u>Recommendation 1</u> The Operator should review the admission requirements, particularly on the part of English proficiency, to ensure learners admitted have the requisite knowledge and skills to participate in the learning process.</p> <p style="text-align: center;"><u>II. Diploma in Aviation Operations</u></p> <p><u>Recommendation 2</u> The Operator should continually review the Certificate in Aviation Operations to ensure it can address the manpower needs of the aviation industry and clearly inform graduates the possibility of articulating to the Diploma in Aviation Operations through the established Credit Accumulation and Transfer arrangement.</p> <p style="text-align: center;"><u>All Programmes</u></p> <p><u>Recommendation 3</u> The Operator should continually review and monitor the effectiveness of measures adopted to enhance learners' language proficiency by progress checking of dropout rate, passing rate, assessment performance and feedback collected from the stakeholders.</p> <p><u>Recommendation 4</u> The Operator should review the involvement of external examiners in the quality assurance process, and enhance the programme review mechanism by expediting the external review cycle and appointing more examiners if and when needed.</p>

2.9 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 The Hong Kong International Aviation Academy Limited (HKIAA) operates under the auspices of the Airport Authority Hong Kong. It offers aviation-related learning programmes with the aims to nurture young people and provide career advancement for the continuous development of the Hong Kong's aviation industry.

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

4.1 Programme Objectives

I. Professional Diploma in Aviation Management

The programme aims to provide students with essential concepts and necessary professional knowledge across a broad aspect in managing an airport, and to equip students to pursue a supervisory career in aviation operations and management.

II. Diploma in Aviation Operations

The programme aims to provide basic theory and operational knowledge required for the aviation industry and to prepare students to pursue a career in the aviation industry through work-based learning.

4.2 Programme Intended Learning Outcomes

I. Professional Diploma in Aviation Management

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

1. Determine the processes, principles and practice in aviation towards effective airport operations;
2. Develop a broad knowledge base, as well as the specialist knowledge and skills, required in a supervisory role in aviation operations;
3. Develop professional competencies that lead to a management career in aviation in future; and
4. Relate the inter-dependence issues in business continuity, human, safety and security to long-term airport development.

II. Diploma in Aviation Operations

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

1. Demonstrate relevant knowledge in different operational areas in aviation;
2. Perform aviation related job duties with acquired skills in a professional and ethical manner;
3. Demonstrate effective communication through English and Putonghua on aviation issues in their workplace; and

4. Apply generic skills, including information technology, collaboration, self-management, interpersonal and self-learning skills, in a range of workplace activities.

Intermediate Exit Award: Certificate in Aviation Operations

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

1. Demonstrate relevant knowledge in different operational areas in aviation;
2. Identify the operation tasks in aviation related job duties especially in ground, ramp and cargo services; and
3. Develop a solid foundation of generic skills including information technology, communication, collaboration and self-learning skills.

4.3 Programme Structure

I. Professional Diploma in Aviation Management

Module/Topic	QF Credit
1. AVOM3013 Introduction to Aviation Industry	107
2. AVOM4110 Terminal Operations and Management	
3. AVOM4111 Airfield Operations and Management	
4. AVOM4410 Airport Emergency Response Management	
5. AVOM4411 Airport Risk and Business Continuity Management	
6. AVOM4412 Aviation Sustainability	
7. AVOM4413 Aviation Safety and Security Management	
8. AVOM4414 Aviation Work-based Project	
9. AVOM4510 Smart Airport Management	
10. AVOM4911 Human Factors and Error Management	
11. SRVC4010 Supervisory Skills	
Total	107

II. Diploma in Aviation Operations

Module/Topic	QF Credit
1. AVOM3010 Introduction to Aviation Industry	225
2. AVOM3011 Customer Services in Aviation	
3. AVOM3012 Aviation Placement	
4. AVOM3110 Passenger Handling Operations	
5. AVOM3111 Ground Handling and Operations	
6. AVOM3410 Aviation Safety and Security	
7. AVOM3620 Aviation Cargo	
8. SRVC3010 Interview and Communication Skills in Aviation	
9. SRVC3012 Practical English in Aviation	
10. SRVC3013 Practical Putonghua in Aviation	

Or SRVC3015 Practical Chinese in Aviation	
11. SRVC3014 Information Technology and Applications	
Total	225

Intermediate Exit Award: Certificate in Aviation Operations

Module/Topic	QF Credit
1. AVOM3010 Introduction to Aviation Industry	30
2. AVOM3110 Passenger Handling Operations	
3. AVOM3111 Ground Handling and Operations	
4. AVOM3620 Aviation Cargo	
5. SRVC3010 Interview and Communication Skills in Aviation	
Total	30

4.4 Graduation Requirements

I. Professional Diploma in Aviation Management

- Students are required to pass ALL courses with a minimum mark of 50%; and
- A 75% attendance is required for ALL courses.

II. Diploma in Aviation Operations

- Students are required to pass ALL courses with a minimum mark of 50%;
- A 75% attendance is required for ALL courses; and
- The course “Aviation Placement” has an extra requirement in completing the required 1,440 placement hours in 12 months.

Attainment of Intermediate Exit Award for Certificate in Aviation Operations

- Students are required to pass five courses (i) AVOM3010 Introduction to Aviation Industry, (ii) AVOM3110 Passenger Handling Operations, (iii) AVOM3111 Ground Handling Operations, (iv) AVOM3620 Aviation Cargo and (v) SRVC3010 Interview and Communication Skills in Aviation with a minimum mark of 50%; and
- A 75% attendance is required for the five courses.

4.5 Admission Requirements

I. Professional Diploma in Aviation Management

- Completion of Diploma in Aviation Operations offered by the HKIAA, or
 - Other equivalent qualifications including completion of programme at HKQF Level 3; and
 - Pass an admission interview.
- Or

- Mature applicants must be over the age of 23 by 1 September of the year of admission with at least 3 years of work experience; and
- Pass an admission interview.

II. Diploma in Aviation Operations

- Level 1 or above in HKDSE Chinese Language and English Language*, or
- Completion of secondary school qualifications awarded overseas, or
- Other equivalent qualifications;
- Applicants must reach the age of 18 by 31 October of the year of admission; and
- Pass an admission interview.

Or

- Mature applicants who have reached the age of 22 by 1 September of the year of admission will also be considered on a case-by-case basis; and
- Pass an admission interview.

*For non-Chinese speaking applicants, alternative Chinese Language qualifications including Applied Learning Chinese (ApL(C)), GCSE/IGCSE Chinese or demonstration of basic Chinese communication skills in admission interview will also be considered.

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.

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.

