



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 INSTITUTE OF TECHNOLOGY

**LEARNING PROGRAMME ACCREDITATION AND
LEARNING PROGRAMME RE-ACCREDITATION**

**HIGHER DIPLOMA IN BUSINESS ADMINISTRATION
HIGHER DIPLOMA IN HEALTH CARE
HIGHER DIPLOMA IN CYBERCRIME AND
INVESTIGATION**

**HIGHER DIPLOMA IN INFORMATION TECHNOLOGY
(COMPUTING)**

December 2022

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1438), 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 Institute 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 following programmes of the Operator meet the stated objectives and Hong Kong Qualifications Framework (QF) Level 4 standard and can be offered as accredited programmes:
 - (i) Higher Diploma in Cybercrime and Investigation;
 - (ii) Higher Diploma in Information Technology (Computing);
- (b) To conduct an accreditation test as provided for in AAVQO to determine whether the following programmes of the Operator meet the stated objectives and QF Level 4 standard and can continue to be offered as accredited programmes:
 - (i) Higher Diploma in Business Administration;
 - (ii) Higher Diploma in Health Care; 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(s). A site visit between the Accreditation Panel and representatives of the Operator took place on 12 and 13 October 2022.

2. HKCAAVQ’S DETERMINATION

Learning Programme Re-accreditation

Higher Diploma in Business Administration

2.1 HKCAAVQ has determined that, subject to the fulfilment of all conditions set out in 2.13, the Higher Diploma in Business Administration 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 2023 to 31 August 2026.

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 Re-accreditation are specified as follows:

Name of Operator(s)	Hong Kong Institute of Technology 香港科技專上書院
Name of Award Granting Body	Hong Kong Institute of Technology 香港科技專上書院
Title of Learning Programme	Higher Diploma in Business Administration 工商管理高級文憑
Title of Qualification(s) (Exit Award(s))	Higher Diploma in Business Administration 工商管理高級文憑
Primary Area of Study and Training	Business and Management
Sub-area (Primary Area of Study and Training)	General Business 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	240

Mode(s) of Delivery and Programme Length	Full-time, 2 years Part-time, 4 years 2,400 notional learning hours (including 800 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	1 September 2023 to 31 August 2026
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Full-time: Maximum of 120 students per year Part-time: Maximum of 40 students 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)	(1) Hong Kong Institute of Technology (Sham Shui Po campus) No. 213 Nam Cheong Street, Sham Shui Po, Kowloon 香港科技專上書院（深水埗總校）九龍深水埗南昌街213號 (2) Hong Kong Institute of Technology (Cheung Sha Wan campus) No. 638 Cheung Sha Wan Road, Kowloon 香港科技專上書院（長沙灣分校）九龍長沙灣道638號

Learning Programme Re-accreditation

Higher Diploma in Health Care

2.4 HKCAAVQ has determined that, subject to the fulfilment of all conditions set out in 2.13 and compliance with all restrictions set out in 2.14, the Higher Diploma in Health Care 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 2023 to 31 August 2026.

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 Re-accreditation are specified as follows:

Name of Operator(s)	Hong Kong Institute of Technology 香港科技專上書院
Name of Award Granting Body	Hong Kong Institute of Technology 香港科技專上書院
Title of Learning Programme	Higher Diploma in Health Care 健康護理高級文憑
Title of Qualification(s) (Exit Award(s))	Higher Diploma in Health Care 健康護理高級文憑
Primary Area of Study and Training	Medicine, Dentistry and Health Sciences
Sub-area (Primary Area of Study and Training)	Health Care
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable
Industry	Elderly Care Service
Branch	Residential Care

QF Level	Level 4
QF Credits	250
Mode(s) of Delivery and Programme Length	Full-time, 2 years 2,500 notional learning hours (including 901 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	1 September 2023 to 31 August 2026
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Full-time: Maximum of 50 students per year
Specification of Competency Standards-based Programme	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Specification of Generic (Foundation) Competencies-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Vocational Qualifications Pathway Programme	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Notes to be indicated on the QR	This programme includes five courses as the training components of the Combined Health Worker Training. A Field visit and Practicum in the Combined Health Worker Training to be conducted for 96 contact hours. 此課程包括合共 5 個單元的「保健員統一訓練」。「保健員統一訓練」包括 96 小時的參觀及實習。

Address of Teaching/ Training Venue(s)	<p>(1) Hong Kong Institute of Technology (Sham Shui Po campus) No. 213 Nam Cheong Street, Sham Shui Po, Kowloon 香港科技專上書院（深水埗總校）九龍深水埗南昌街213號</p> <p>(2) Hong Kong Institute of Technology (Cheung Sha Wan campus) No. 638 Cheung Sha Wan Road, Kowloon 香港科技專上書院（長沙灣分校）九龍長沙灣道638號</p>
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Learning Programme Accreditation

Higher Diploma in Cybercrime and Investigation

2.7 HKCAAVQ has determined that, subject to the fulfilment of all conditions set out in 2.13, the Higher Diploma in Cybercrime and Investigation 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 2023 to 31 August 2026.

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 Accreditation are specified as follows:

Name of Operator(s)	Hong Kong Institute of Technology 香港科技專上書院
Name of Award Granting Body	Hong Kong Institute of Technology 香港科技專上書院
Title of Learning Programme	Higher Diploma in Cybercrime and Investigation 網絡罪案及調查高級文憑
Title of Qualification(s) (Exit Award(s))	Higher Diploma in Cybercrime and Investigation 網絡罪案及調查高級文憑

Primary Area of Study and Training	Computer Science and Information Technology
Sub-area (Primary Area of Study and Training)	Computer Science and Information Technology
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	240
Mode(s) of Delivery and Programme Length	Full-time, 2 years Part-time, 4 years 2,400 notional learning hours (including 800 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	1 September 2023 to 31 August 2026
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Full-time: Maximum of 50 students per year Part-time: Maximum of 120 students 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) Hong Kong Institute of Technology (Sham Shui Po campus) No. 213 Nam Cheong Street, Sham Shui Po, Kowloon 香港科技專上書院（深水埗總校）九龍深水埗南昌街213號</p> <p>(2) Hong Kong Institute of Technology (Cheung Sha Wan campus) No. 638 Cheung Sha Wan Road, Kowloon 香港科技專上書院（長沙灣分校）九龍長沙灣道638號</p>

Learning Programme Accreditation

Higher Diploma in Information Technology (Computing)

- 2.10 HKCAAVQ has determined that, subject to the fulfilment of all conditions set out in 2.13, the Higher Diploma in Information Technology (Computing) 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 2023 to 31 August 2026.
- 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 Accreditation are specified as follows:

Name of Operator(s)	Hong Kong Institute of Technology 香港科技專上書院
Name of Award Granting Body	Hong Kong Institute of Technology 香港科技專上書院
Title of Learning Programme	Higher Diploma in Information Technology (Computing) 資訊科技 (電腦學) 高級文憑
Title of Qualification(s)	Higher Diploma in Information Technology (Computing) 資訊科技 (電腦學) 高級文憑

(Exit Award(s))	
Primary Area of Study and Training	Computer Science and Information Technology
Sub-area (Primary Area of Study and Training)	Computer Science and Information Technology
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	240
Mode(s) of Delivery and Programme Length	Full-time, 2 years Part-time, 4 years 2,400 notional learning hours (including 800 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	1 September 2023 to 31 August 2026
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Full-time: Maximum of 50 students per year Part-time: Maximum of 40 students 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) Hong Kong Institute of Technology (Sham Shui Po campus) No. 213 Nam Cheong Street, Sham Shui Po, Kowloon 香港科技專上書院（深水埗總校）九龍深水埗南昌街213號</p> <p>(2) Hong Kong Institute of Technology (Cheung Sha Wan campus) No. 638 Cheung Sha Wan Road, Kowloon 香港科技專上書院（長沙灣分校）九龍長沙灣道638號</p>

- 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(s)	Date of Fulfilment
<p><u>Higher Diploma in Health Care</u></p> <p><u>Requirement 1</u></p> <p>The Operator is to recruit a Programme Leader for HDHC who has the relevant qualifications and experience that can meet the revised appointment criteria and the specified appointment criteria by the SWD in order to lead and monitor the programme in an appropriate manner. The Operator is to submit the profiles of the Programme Leader to HKCAAVQ on or before 31 December 2023.</p> <p><u>All Programmes</u></p> <p><u>Requirement 2</u></p> <p>Regarding the student admission and selection, the Operator is to</p> <ol style="list-style-type: none"> 1) review and revise the selection criteria and procedures for special admission to ensure selected students have the necessary knowledge and skills to undertake the programme; 2) develop a clear and self-contained Credit Accumulation and Transfer (CAT) policy at both institutional and programme levels; and 	<p>31 December 2023</p> <p>31 December 2023</p>

<p>3) include detailed application procedures and approval process with clear regulations on application for CAT policy into student handbook. The Operator is to submit the relevant documents to HKCAAVQ on or before 31 December 2023.</p> <p><u>Requirement 3</u></p> <p>The Operator is to update</p> <ol style="list-style-type: none"> 1) the governance structure and the organisational chart with clear structure and reporting relationships between different ranks and post to ensure they can reflect the actual operations of the institute and to meet its educational goals and missions. 2) the relevant documents including but not limited to Terms of Reference of involved committees/boards, Quality Assurance Manual, Student Handbook to align with the updated governance structure and organisational chart. <p>The Operator is to submit the relevant documents to HKCAAVQ on or before 31 December 2023.</p>	<p>31 December 2023</p>
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2.14 **Restriction(s)**

The Operator is expected to fulfill and comply with all restriction(s) during the validity period as stipulated in the accreditation report.

Restriction	Date of Fulfilment
<p><u>Higher Diploma in Health Care</u></p> <p><u>Restriction 1</u></p> <p>The following five courses of the Higher Diploma in Health Care must be continuously approved by the Social Welfare Department of the HKSAR Government as an approved training programme for Health Workers in Residential Care Homes for Elderly Persons and Persons with Disabilities.</p> <ul style="list-style-type: none"> • Introduction to Elderly and Disability Services • Care of Vulnerable People: Gerontology and Disabled I • Care of Vulnerable People: Gerontology and Disabled II • Care of Vulnerable People: Gerontology and Disabled III • Care of Vulnerable People: Gerontology and Disabled IV 	<p>On-going</p>

2.15 **Recommendation(s)**

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

Recommendation(s)
<p><u>Higher Diploma in Health Care</u></p> <p><u>Recommendation 1</u></p> <p>The Operator should clearly state the intended career pathway of the programme by specifying the potential career paths are confined in residential care homes and/or residential care homes for persons with disabilities to assume related assistant roles.</p> <p><u>Recommendation 2</u></p> <p>The Operator should provide oxygen equipment in the Healthcare Laboratory and made available for students to use during practical sessions and self-study hours in order to provide adequate equipment necessary for students' learning activities.</p> <p><u>All programmes</u></p> <p><u>Recommendation 3</u></p> <p>The Operator should document proper records for the justifications and rationales for proposed changes to programmes to ensure internal and external views are recorded in all relevant documents including meeting minutes of relevant boards and committees. All meeting minutes should be signed off with date by the respective chairs for proper record management.</p> <p><u>Recommendation 4</u></p> <p>The Operator should set clearer appointment criteria for external examiners by including a minimum cooling-off period for ex-staff to avoid any potential conflict of interest and to collect views from external perspectives.</p> <p><u>Recommendation 5</u></p> <p>The Operator should formulate detailed internal validation procedures including but not limited to panel composition, standards and criteria for validation, validation outcomes and approval process in order to improve the programme development procedures under its quality assurance mechanism.</p> <p><u>Recommendation 6</u></p> <p>The Operator should develop a systematic way to check if each assessment task of individual courses can be mapped against the PILOs and CILOs in the programme development process and to collect evidences of students' attainment of learning outcomes through analysis of learners' assessment results.</p>

- 2.16 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 Institute of Technology (HKIT or the Operator) is a self-financed tertiary institute offering a wide range of programmes at post-secondary levels including Diploma Yi Jin, Associate Degree, Higher Diploma, non-local bachelor's degree and master's degree.
- 3.2 There are two programmes seeking for Learning Programme Re-accreditation (Re-LPA) and two programmes seeking for Learning Programme Accreditation (LPA). The current validity period of the two Re-LPA programmes expires on 31 August 2023.

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

4.1 Programme Objectives

Higher Diploma in Business Administration

The programme aims to provide students with a broad-based education in business administration, with specialties in accounting and finance, management and international business. Students will be provided with a solid foundation of knowledge including that in management, economics and accounting. Students opting for the Accounting and Finance Stream will be equipped with knowledge in law, taxation, finance and management accounting, while those studying in the Management Stream will learn the different aspects of management theories and concepts and their applications in various scenarios. Those taking the International Business Stream will be equipped with knowledge in the domains of international business (with a focus on Asia Pacific region).

Higher Diploma in Health Care

The Higher Diploma in Health Care programme (HDHC) is to equip students with knowledge, skills and professional demonstration in the roles of health care assistants in various health sectors, involving both private and public healthcare providers, as well as affiliated institutions like, elderly homes, and care homes for disable.

Students will take part in the practicum to acquire the workplace experience and

further consolidate their knowledge into real-life practice. The integration of theoretical knowledge, laboratory practice and workplace experience will better prepare students for immediate employment and further studies. Graduates of the programme will be eligible to apply for a health worker license from the Social Welfare Department.

Higher Diploma in Cybercrime and Investigation

- To nurture a sustainable talent pool of cybercrime investigators;
- To develop student's IT and network knowledge for cybercrime investigation;
- To understand the interrelationship between cyber security, cybercrime and integrate the knowledge in cyber security and cybercrime on investigation;
- To apply cybercrime investigation knowledge to protect personal and business properties in workplace; and
- To understand ethical and professional practices requirements for cybercrime investigation.

Higher Diploma in Information Technology (Computing)

This programme introduces fundamental knowledge and skills in different areas of IT. Graduates of the Higher Diploma programme can serve as sub-professional staff of the specialty. They are also capable of becoming information technology (IT) professionals through further study or professional training plus work experience. The modules introduce basic computing, programming, web development, networking and information security knowledge and skills. Graduates of the programme are competent for the following posts: junior officers of networking and information security, junior programmer, web and mobile application developer.

4.2 Programme Intended Learning Outcomes

Higher Diploma in Business Administration

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

- 1) develop a range of generic skills, including language and communicate ideas in a manner appropriate to the workplace circumstances;
- 2) use information technology and quantitative/numerical skills in evaluating information and solving problems in general business administration setting;
- 3) integrate legal, ethical and professional requirements in the practices of Business Administration;
- 4) demonstrate knowledge of business theories and concepts to the analysis of economic and business environment for business planning;
- 5) synthesize the fundamental principles including those in accounting, law, economics and management to support decision making in business;
- 6) apply the business theories and concepts in designated specialised areas to evaluate alternatives and formulating recommendations on business decisions from management perspectives at para-professional level; and
- 7) evaluate alternatives and formulate recommendations on business decision.

Higher Diploma in Health Care

Upon completion of the programme, graduates will be able to:

- 1) develop a range of generic skills, including language and communicate ideas in a manner appropriate to the workplace circumstances;
- 2) use information technology and quantitative / numerical skills to evaluate information and solve problems in health care work setting;
- 3) integrate legal, ethical and professional requirements in the practices of health care;
- 4) demonstrate and work with knowledge base with the normal functioning of the human body systems and in their diseased states for provision of health care services;
- 5) utilise the knowledge and concepts about health and wellbeing from a psychosocial perspective and undertake self-directed fundamental counselling skills in health care work; and
- 6) perform basic nursing caring skills, health assessment skills, medication dispensing skills, and elderly care skills within broad general guidelines and meet the nursing standard by under supervision in different clinical settings.

Higher Diploma in Cybercrime and Investigation

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

- 1) present and communicate ideas in a manner appropriate to the circumstances;
- 2) use information technology and quantitative/numerical skills in evaluating information and solving problems in cybercrime and investigation settings;
- 3) integrate legal, ethical and professional requirements in the practices of cybercrime investigation;
- 4) devise an investigative plan through understanding cyber criminal behaviour theories to investigate cybercrime;
- 5) understand the principles and practices of forensic sciences to cybercrime investigation; and
- 6) apply cybercrime investigation knowledge to enhance network security for individual and organisation.

Higher Diploma in Information Technology (Computing)

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

- 1) develop a range of generic skills, including language and communicate ideas in a manner appropriate to the workplace circumstances;
- 2) use information technology and quantitative/numerical skills in evaluating information and solving problems in Information Technology setting;
- 3) interpret and explain the principles of work ethics and implement ethical practices in the information technology industry;
- 4) define and explain the key concepts of information technology;
- 5) evaluate different skills and tools to carry out information technology projects for the individuals and commercials;
- 6) analyse and develop computer systems by using computer science knowledge for solving new problems; and
- 7) build teamwork skills to deliver a solution for a project.

4.3 Programme Structure

Higher Diploma in Business Administration

Course Title	QF Credit
Generic Core Course	240
Introduction to Academic English	
Practical Chinese	
Project Skills	
Professional Ethics	
English for Communication in Workplace	
Introduction to Academic English	
Elective Course (choose one course)	
Business Information System	
Chinese for Business Communication	
Statistic	
Computing	
Introduction to Psychology	
Hong Kong Law	
Specialised Course	
Common Specialised Course	
Marketing	
Leadership	
Management of Organisational Behaviour	
Accounting	
Management	
Economics	
“Accounting and Finance” stream-specific specialised course	
Hong Kong Taxation	
Finance	
Introduction to Management Accounting	
Accounting for Management Decision and Performance	
Hong Kong Taxation	
Finance	
Introduction to Management Accounting	
“Management” stream-specific specialised course	
Consumer Behaviour and Service	
Business Planning	
Business Environment of Greater China	
Human Resources Management	
Consumer Behaviour and Service	
“International Business” stream-specific specialised course	
International Business Studies	
International Marketing	
Event Management (Asia Pacific Issues)	
Consumer Behaviour and Service	
International Business Studies	
Total	240

Higher Diploma in Health Care

Course Title	Related UoC and code	QF Credit
Generic Core Course		
Introduction to Academic English	NIL	250
Practical Chinese		
Project Skills		
Professional Ethics		
English for Communication in Workplace		
Specialised Course		
Introduction to Elderly and Disability Services	<ul style="list-style-type: none"> • 識別正常老化 106000L2 • 遵守法例及實務守則 106217L2 • 管理長者醫療紀錄 106147L3 • 提供優質顧客服務 106187L3 • 為長者的日常生活活動（ADLs）提供所需的照顧 106141L3 • 提供閒暇活動 106213L2 • 安排覆診／到診 106010L3 • 跟進長者出院後的護理 106218L3 	
Care of Vulnerable People: Gerontology and Disabled I	<ul style="list-style-type: none"> • 量度生命表徵 105995L2 • 監察生命表徵 106003L3 • 與患有認知障礙症長者溝通 106059L3 • 管理長者醫療紀錄 106147L3 • 遵從預防虐老指引 106114L2 	
Care of Vulnerable People: Gerontology and Disabled II	<ul style="list-style-type: none"> • 提供氧氣治療 106041L3 • 進行口鼻咽抽術 106042L3 • 提供眼、耳、鼻藥水 106027L3 	

	<ul style="list-style-type: none"> • 預防便秘 106063L2 • 提供小便失禁護理 106047L2 • 注射胰島素 106031L3 • 預防壓瘡 106052L2 • 處理疥瘡個案 106053L2 • 制定長者個人基本護理計劃 106005L4 • 選擇均衡飲食餐單 106004L3 • 進行標準感染控制措施 105998L2 • 執行防跌措施 106009L2 • 使用約束物品 106011L3 	
<p>Care of Vulnerable People: Gerontology and Disabled III</p>	<ul style="list-style-type: none"> • 量度生命表徵 105995L2 • 監察生命表徵 106003L3 • 提供小便失禁護理 106047L2 • 提供大便失禁護理 106048L2 • 提供導尿管護理 106046L2 • 注射胰島素 106031L3 • 預防便秘 106063L2 • 進行管餵 106065L3 • 餵食有吞嚥困難長者 106066L3 • 協助長者適應院舍生活 106152L3 • 預防長者自殺 106115L3 • 協助行動不便長者活動 106207L2 • 運用正確扶抱及轉移方法 106212L2 	
<p>Care of Vulnerable People: Gerontology and Disabled IV</p>	<ul style="list-style-type: none"> • 進行口鼻咽抽術 106042L3 • 認識藥物（包括普通科及精神科藥物） 106024L3 	

	<ul style="list-style-type: none"> • 派發口服藥物 106025L3 • 執備藥物 106032L3 • 清洗一般傷口 106055L3 • 進行標準感染控制措施 105998L2 • 執行防跌措施 106009L2 • 使用約束物品 106011L3 	
- <i>Field Visit and Practicum</i>	NIL	
- <i>Integrated Assessments for Combined Health Worker Training</i>		
Introduction to Psychology		
Anatomy and Physiology		
Exercise and Recreational Activities in Rehabilitation		
Fundamentals of Traditional Chinese Medicine		
Introduction to Pathophysiology		
Counselling to Older People		
Total	30%	250

Higher Diploma in Cybercrime and Investigation

Course Title	QF Credit
Generic Core Course	240
Introduction to Academic English	
Practical Chinese	
Research Project Skills	
Professional Ethics	
English for Communication in Workplace	
Elective Course (choose one course)	
Introduction to Criminology	
Introduction to Penal System	
Introduction to Criminal Law and Procedures	
Studies of Transnational Crime	
Statistics	
Specialised Course	
Computing for Cyber Security	
Introduction to Networks and Computer Security	
Introduction to Web Design	
Introduction to Ethical Hacking Skills	
Criminal Behaviour and Cyber Security	
Introduction to Criminal Justice System	

Investigation Practices I	
Investigation Practices II	
Introduction to Forensic Science	
Evidence Collection and Cyber Security	
Total	240

Higher Diploma in Information Technology (Computing)

Course Title	QF Credit
Generic Core Course	240
Introduction to Academic English	
English for Communication in Workplace	
Practical Chinese	
Project Skills	
Professional Ethics in Information Technology	
Elective Course (choose one course)	
Mathematics for Computer Science	
Ethical Hacking Skills	
Game Asset Design	
Specialised Course	
Common Specialised Course	
Database Systems	
Programming Principles	
Data Structure and Algorithms	
Team Project	
Computing	
“Cyber Security” stream-specific specialised course	
Introduction to Networks and Computer Security	
Computational Theory	
Web and Mobile Application Security	
Applied Cryptography	
Artificial Intelligence	
“Web and Mobile Development” stream-specific specialised course	
Information and System Design	
Introduction to Web Design	
User Experience Design	
Databases and Web-based Information Systems	
Mobile App Development	
Total	240

4.4 Graduation Requirements

Higher Diploma in Business Administration

- Graduation will require students to pass all the courses of study including 5 generic core courses, 1 elective course, 6 common specialised courses and 4 stream-specific specialised courses; and

- 70% of attendance of each course.

Higher Diploma in Health Care

- Pass all the course of study (40%) including 5 core courses and 11 specialised courses; and
- 70% attendance of each course.
- Additional graduation requirements for five courses as meeting SWD's Combined Health Worker Training:
 - 學員必須出席不少於 90% 的課堂授課，而在筆試及實習試分別考獲合格（即不少於 60%），方可獲培訓機構頒發畢業證書。

筆試部分	測驗（40%） 考試（60%） 每位學員最多可獲一次補考機會
實習試部分	院舍實習（20%） 課堂實習試（80%） - 實習試所需時間為半小時 - 每位學員最多可獲一次補考機會 必考課題 - 觀察、量度與記錄生命表徵 - 意外的處理、記錄及觀察 - 藥物處理 - 感染控制

(Remarks: The SWD Health Worker Training specifications are in Chinese.)

Higher Diploma in Cybercrime and Investigation

- Graduation will require students to pass all the courses of study including 5 generic core courses, 1 elective course and 10 specialised courses; and
- 70% of attendance of each course.

Higher Diploma in Information Technology (Computing)

- Graduation will require students to pass all the courses of study including 5 generic core courses, 1 elective course, 5 common specialised courses and 5 stream-specific specialised courses; and
- 70% of attendance of each course.

4.5 Admission Requirements

Higher Diploma in Business Administration

Higher Diploma in Cybercrime and Investigation

Higher Diploma in Information Technology (Computing)

- a) Level 2 in five HKDSE subjects including English and Chinese; or
- b) Completion of Diploma Yi Jin; or

- c) Equivalent of the above qualifications*; or
- d) Aged 21 or above on 1 January of the intended year of entry

*Equivalent qualifications include

General Admission Requirements:

- A National University Entrance Examination score 50% of the total marks or above; OR
- Grade E or above in 2 AL subjects in the GCE; OR
- Grade E or above in 1 AL subject in the GCE plus 5 passes in GCE-OL/GCSE/IGCSE including Chinese Language and English Language; OR
- A combined score of 1,100 (2400-point scale) or 830 (new 1600-point scale) in SAT Reasoning Test plus High School Transcript; OR
- A composite score of 15 in ACT plus Higher School Transcript; OR
- A score of 4 or above in two International Baccalaureate (IB) subjects; OR
- Have obtained an equivalent qualification. AND

English Language Requirement:

- Gaokao English reach 80 or above; OR
- Grade E in GCE A Level or GCE AS-level English Language; OR
- Grade C in GCE-OL/GCSE/IGCSE English Language; OR
- An overall score of 5 in IELTS; OR
- A score of 45 in TOEFL internet-based test or 133 in computer-based test or 450 in paper-based test; OR
- Level 3 in International Baccalaureate (IB) English Language; OR
- Level 7 in SAT Reasoning Test Essay; OR
- Have obtained an equivalent qualification

Remarks:

- I. Each applicant is allowed to use not more than two Applied Learning subjects in the application.
- II. For non-Chinese-speaking students, alternative Chinese qualifications will continue to be accepted for students who have met the specified conditions:
 - a. students who have learned Chinese Language for less than 6 years while receiving primary and secondary education;
 - b. students who have learned Chinese Language for 6 years or more in schools, but have been taught an adapted and simpler Chinese Language curriculum, or other Foreign Language curriculum not normally applicable to the majority of students in local schools.
- III. Advanced standing will be assessed according to the same area / level and comparison of learning outcomes of subjects they have studied. Students may be granted advanced standing for modules on the basis of studies successfully completed at tertiary education institutions. Maximum exemption will not exceed 50% of the programme.

Higher Diploma in Health Care

- a) Level 2 in five HKDSE subjects including English and Chinese; or
- b) Completion of Diploma Yi Jin; or
- c) Equivalent of the above qualifications*; or
- d) Aged 21 or above on 1 January of the intended year of entry

***Equivalent qualifications include**

General Admission Requirements:

- A National University Entrance Examination score 50% of the total marks or above; OR
- Grade E or above in 2 AL subjects in the GCE; OR
- Grade E or above in 1 AL subject in the GCE plus 5 passes in GCE-OL/GCSE/IGCSE including Chinese Language and English Language; OR
- A combined score of 1,100 (2400-point scale) or 830 (new 1600-point scale) in SAT Reasoning Test plus High School Transcript; OR
- A composite score of 15 in ACT plus Higher School Transcript; OR
- A score of 4 or above in two International Baccalaureate (IB) subjects; OR
- Have obtained an equivalent qualification. AND

English Language Requirement:

- Gaokao English reach 80 or above; OR
- Grade E in GCE A Level or GCE AS-level English Language; OR
- Grade C in GCE-OL/GCSE/IGCSE English Language; OR
- An overall score of 5 in IELTS; OR
- A score of 45 in TOEFL internet-based test or 133 in computer-based test or 450 in paper-based test; OR
- Level 3 in International Baccalaureate (IB) English Language; OR
- Level 7 in SAT Reasoning Test Essay; OR
- Have obtained an equivalent qualification

Remarks:

- I. Each applicant is allowed to use not more than two Applied Learning subjects in the application.
- II. Advanced standing will be assessed according to the same area / level and comparison of learning outcomes of subjects they have studied. Students may be granted advanced standing for modules on the basis of studies successfully completed at tertiary education institutions. Maximum exemption will not exceed 50% of the programme.
- III. No exemption will be granted to the following modules:
 - a) Introduction to Elderly and Disability Services;
 - b) Care of Vulnerable People: Gerontology and Disabled I;
 - c) Care of Vulnerable People: Gerontology and Disabled II;

- d) Care of Vulnerable People: Gerontology and Disabled III; and
- e) Care of Vulnerable People: Gerontology and Disabled IV (Practicum)

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.

HKCAAVQ Report No.: 22/239