



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
DIPLOMA IN COLLEGE FOUNDATION STUDIES**

JUNE 2023

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1553), 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) Exercise with the following Terms of Reference:

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

(i) Diploma in College Foundation Studies

(b) To issue to the Operator an 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 site visit took place on 28 April 2023.

2. HKCAAVQ'S DETERMINATION

Learning Programme Accreditation

2.1 HKCAAVQ has determined that, subject to the fulfilment of all conditions set out in 2.4, the Diploma in College Foundation Studies 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 2023 to 31 August 2025.

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 2.4 by the specified fulfilment deadline.

2.3 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	Diploma in College Foundation Studies 大專教育基礎文憑
Title of Qualification(s) (Exit Award(s))	Diploma in College Foundation Studies 大專教育基礎文憑
Primary Area of Study and Training	Humanities
Sub-area (Primary Area of Study and Training)	Humanities
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	124
Mode(s) of Delivery and Programme Length	<p><u>Face-to-face mode</u></p> <p>1. Full-time, 1 year 1,248 notional learning hours (including 416 contact hours)</p> <p>2. Part-time, 2 years 1,248 notional learning hours (including 416 contact hours)</p> <p><u>Blended mode</u></p> <p>3. Part-time, 2 years 1,248 notional learning hours (including 88 contact hours and 328 online learning hours)</p>

Intermediate Exit Award(s)	Not applicable
Validity Period	1 September 2023 to 31 August 2025
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Maximum of 150 learners per year Maximum of 35 learners per class (face-to-face) Maximum of 70 learners per class (blended delivery)
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)	See Appendix 1

- 2.4 **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><u>Requirement 1</u></p> <p>The Operator is to establish a systematic approach to evaluate the effectiveness of the blended mode of the programme in achieving the programme intended learning outcomes and identify areas that require enhancement.</p> <p>The Operator is required to submit the Annual Programme Review report for the “Diploma in College Foundation Studies” to HKCAAVQ on or before 30 September 2024, demonstrating the implementation details of the evaluation mechanism.</p>	30 September 2024

2.5 Recommendations

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

Recommendations
<p><u>Recommendation 1</u></p> <p>The Operator should continuously monitor learner performance in order to make necessary adjustments and provide timely support to ensure that the English modules can facilitate learners in meeting the modules' intended learning outcomes at QF Level 3 standards.</p>
<p><u>Recommendation 2</u></p> <p>The Operator should strengthen support for teachers by assigning teaching assistants to handle administrative tasks to ensure the effective delivery of Zoom lectures.</p>
<p><u>Recommendation 3</u></p> <p>The Operator should enhance technical support for learners by extending the IT support hours, particularly during the start of the programme, to provide immediate assistance.</p>
<p><u>Recommendation 4</u></p> <p>The Operator should employ software and online learning tools that are accessible to learners attending lectures and completing other online activities at different geographical locations.</p>

- 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 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.

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

4.1 Programme Objectives

This programme aims to:

- Encourage students to pursue lifelong learning through a curriculum that is student-centred, flexible, and relevant to personal development needs of diverse individuals;
- Build a firm foundation for students to further their academic preparation for entrance into Higher Diploma; and
- To equip students with a solid foundation of generic skills and general knowledge for use in further studies, everyday life and the enterprise world.

4.2 Programme Intended Learning Outcomes

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

- Communicate effectively through writing, presentation or discussion in English and Chinese;
- Apply numerical and information technology skills for further studies in tertiary education;
- Use a range of skills including interpersonal skills in the social, academic and workplace contexts;
- Access, organise and evaluate information relating to the world, communities and cultures in which they may live or work; and
- Demonstrate academic competencies and readiness for further studies in tertiary education institutions.

4.3 Programme Structure

Module Title	QF Credit
Applied Chinese 1	124
Applied Chinese 2	
Foundation English	
English Reading and Writing	
Mathematics	
IT Applications	
Communication and Learning Skills	
Marketing and Business Administration Applications	
Total	124

4.4 Graduation Requirements

- 80% or above attendance; and
- 50% overall grade in each subject.

4.5 Admission Requirements

- School leavers from Secondary 6; or
- Aged 18 and completed Secondary 3 education or equivalent plus one year working experience (applicants must also attend an admission meeting); or
- Mature applicants aged 21 or above; or
- Applicants having an equivalent qualification.

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.

Address of Teaching/ Training Venues

1. 213, Nam Cheong Street, Sham Shui Po, Kowloon
九龍深水埗南昌街 213 號
2. No. 638, Cheung Sha Wan Road, Cheung Sha Wan, Kowloon
九龍長沙灣道 638 號 1 樓
3. Shop Nos. 76-80, L2, Sun Tuen Mun Shopping Centre, 55-65 Lung Mun Road, Tuen Mun, N.T.
新界屯門龍門路 55-65 號新屯門商場 L2 層 76-80 號舖
4. Shop 605, 6/F, Jubilee Square, 2-18 Lok King Street, Sha Tin, New Territories
沙田火炭樂景街 2-18 號銀禧薈 6 樓 605 號舖
5. Shops 108 and 109, 1/F, Lions Rise Mall, 8 Muk Lun Street, Wong Tai Sin, Kowloon
九龍黃大仙睦鄰街 8 號現崇山商場 1 樓 108 及 109 號舖
6. Shop R40, G/F, Wah Sum Shopping Centre, Fanling, New Territories
新界粉嶺華心商場地下 40 號舖
7. Unit 8-10, 3/F, Prosperity Place, No. 6 Shing Yip Street, Kwun Tong, Kowloon
九龍觀塘成業街 6 號泓富廣場 3 樓 8-10 室

