



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

SUMMARY ACCREDITATION REPORT

**COACH EDUCATION DEPARTMENT, HONG KONG
SPORTS INSTITUTE LIMITED**

LEARNING PROGRAMME RE-ACCREDITATION

**FOUNDATION CERTIFICATE IN SPORTS
COACHING THEORY
CERTIFICATE IN ADVANCED SPORTS COACHING
THEORY**

NOVEMBER 2022

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1461), 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 Coach Education Department, Hong Kong Sports Institute Limited (the Operator) to conduct 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 2 and 3 standards and can continue to be offered as accredited programmes:
 - (i) Foundation Certificate in Sports Coaching Theory;
 - (ii) Certificate in Advanced Sports Coaching Theory; and
- (b) To issue to the Operator accreditation report(s) 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 differentiation approach has been adopted and a paper-based review accreditation was conducted for this exercise in accordance with HKCAAVQ's Differentiation Approach to accreditation.

2. HKCAAVQ'S DETERMINATION

Learning Programme Re-accreditation

Foundation Certificate in Sports Coaching Theory

2.1 HKCAAVQ has determined that the Foundation Certificate in Sports Coaching Theory meets the stated objectives and QF standard at Level 2, and can be offered as an accredited programme with a validity period from 16 January 2023 to 15 January 2027.

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)	Coach Education Department, Hong Kong Sports Institute Limited 香港體育學院有限公司教練培訓部
Name of Award Granting Body	Coach Education Department, Hong Kong Sports Institute Limited 香港體育學院有限公司教練培訓部
Title of Learning Programme	Foundation Certificate in Sports Coaching Theory 運動教練理論基礎證書
Title of Qualification(s) (Exit Award(s))	Foundation Certificate in Sports Coaching Theory 運動教練理論基礎證書
Primary Area of Study and Training	Education
Sub-area (Primary Area of Study and Training)	Education and Teacher Education
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 2
QF Credits	15
Mode(s) of Delivery and Programme Length	Part-time 6 months 157 notional learning hours (including 97 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	16 January 2023 to 15 January 2027
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Maximum of 80 learners per year Maximum of 30 learners per class
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 Practicum to be conducted in 30 hours. 此課程包括 30 小時的實習。
Address of Teaching/ Training Venue(s)	25 Yuen Wo Road, Shatin, New Territories 新界沙田源禾路 25 號

Learning Programme Re-accreditation

Certificate in Advanced Sports Coaching Theory

2.4 HKCAAVQ has determined that the Certificate in Advanced Sports Coaching Theory meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 16 January 2023 to 15 January 2027.

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)	Coach Education Department, Hong Kong Sports Institute Limited 香港體育學院教練培訓部
Name of Award Granting Body	Coach Education Department, Hong Kong Sports Institute Limited 香港體育學院教練培訓部
Title of Learning Programme	Certificate in Advanced Sports Coaching Theory 高級運動教練理論證書
Title of Qualification(s) (Exit Award(s))	Certificate in Advanced Sports Coaching Theory 高級運動教練理論證書

Primary Area of Study and Training	Education
Sub-area (Primary Area of Study and Training)	Education and Teacher Education
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	25
Mode(s) of Delivery and Programme Length	Part-time, 6 months 250 notional learning hours (including 100 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	16 January 2023 to 15 January 2027
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Maximum of 40 learners per year Maximum of 30 learners per class
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 Practicum to be conducted in 30 hours. 此課程包括 30 小時的實習。

Address of Teaching/ Training Venue(s)	25 Yuen Wo Road, Shatin, New Territories 新界沙田源禾路 25 號
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2.7 **Recommendation(s)**

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

Recommendation(s)
<p style="text-align: center;"><u>All programmes</u></p> <p><u>Recommendation 1</u></p> <p>The Operator should review the admission requirements and quotas of 'mature students' and strictly follow the stipulated admission requirements in the learner selection process to ensure learners with the necessary knowledge and skills to undertake the programme at the designated QF level.</p> <p><u>Recommendation 2</u></p> <p>The Operator should provide Chinese translation of main programme information including programme objectives, PILO and programme structure (including module titles) in order to enhance the communication between different stakeholders.</p> <p style="text-align: center;"><u>Foundation Certificate in Sports Coaching Theory (FCS)</u></p> <p><u>Recommendation 3</u></p> <p>The Operator should include the self-study hours assignment to the module 'Coaching Practicum' to reflect the actual effort that an average learner should expect in order to complete the module.</p>

- 2.8 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 Coach Education Department, Hong Kong Sports Institute Limited (香港體育學院有限公司教練培訓部) is under the management of Hong Kong Sports Institute Limited. The Coach Education Department offers a wide variety of coach education programmes for athletes and potential coaches.

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

4.1 Programme Objectives

Foundation Certificate in Sports Coaching Theory

The programme aims to:

- a. provide participants with a broad coverage of updated and basic theoretical knowledge of sports coaching, sports management and sports science;
- b. provide participants with practicum practice and skills related to sports coaching which take into account the needs and potential of coaching career and industry in Hong Kong;
- c. provide participants with basic knowledge, practicum practice and skills related to coaching theories and sports science that meet current and anticipated future needs in sports coaching to equip their employment; and
- d. provide participants with a basic and solid foundation knowledge in sports coaching, sports management and sports science for further advancement in a higher level of certification course.

Certificate in Advanced Sports Coaching Theory

The programme aims to:

- a. provide participants with a broad coverage of updated and in-depth theoretical knowledge of sports coaching, sports management in coaching and sports science;
- b. provide participants with practicum practice and practical skills related to sports coaching which take into account the needs and potential of coaching career and industry in Hong Kong;
- c. provide participants with in-depth and comprehensive knowledge, practicum practice and practical skills related to sports coaching theories, sports management in coaching and sports science that meet current and anticipated future needs in sports coaching to equip their employment; and
- d. provide participants with an advanced and comprehensive knowledge in sports coaching, sports management in coaching and sports science for further advancement in a higher level of diploma course.

4.2 Programme Intended Learning Outcomes

Foundation Certificate in Sports Coaching Theory

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

- PILO-1. apply learning process, knowledge and skills to facilitate learning;
- PILO-2. acquire and apply skills in learning a sport-related skill with information process;
- PILO-3. demonstrate and identify the skills in applying different coaching processes and styles;
- PILO-4. understand and apply the basic knowledge of human anatomy in exercise;
- PILO-5. apply and explain how the muscle, lung, heart and nerves work during exercise;
- PILO-6. acquire the skills in applying the strategies to prevent, to treat and to manage sports injuries for athletes;
- PILO-7. understand basic knowledge of sports industry in Hong Kong and running a sport organisation, and demonstrate the skills of taking care of a sport team;
- PILO-8. acquire the skills in applying the knowledge of goals setting, personality, arousal and anxiety in sports performance;
- PILO-9. master the skills in applying the basic knowledge of resultant force, Newton's Law of Motion, angular motion, velocity and acceleration in different sports activities;
- PILO-10. acquire the skills to administer the tests, analyse and interpret the data with simple explanation, and apply the fitness concept to prescribe exercise; and
- PILO-11. master the skills in applying the coaching theories and sports science in coaching athletes of a sport team.

Certificate in Advanced Sports Coaching Theory

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

- PILO-1. demonstrate their understanding and application of the in-depth concept of sports pedagogy and different learning theories in coaching;
- PILO-2. acquire the motor control concept and skill to apply in sports coaching as well as to evaluate independently the performance characteristics of complex skills;
- PILO-3. apply the coaching knowledge to develop a talent identification programme and to coach different categories of athletes independently, and to manage the problems of a coach;
- PILO-4. apply the skills to perform physiological assessment of athletes and evaluate the importance of the relationships among food, nutrition and sports performance independently;
- PILO-5. evaluate the doping control procedures and control system independently and apply the knowledge and skills of sports injuries including potential athlete's body check and training after recovery taping;
- PILO-6. apply different kinds of training principles and to evaluate a yearly training schedule for elite athletes independently;

- PILO-7. apply and evaluate the practical knowledge of sports team management, and risk management independently as well as to show an understanding of legal concept in sports;
- PILO-8. acquire the knowledge of psychological preparation of sports training and to apply the skills of psychological intervention for sports performance;
- PILO-9. acquire the knowledge and apply the concepts of biomechanics of human movement in sports coaching of different activities such as forces, momentum and motion; and
- PILO-10. demonstrate the skills to apply the concept of different steps of a research process and basic statistical analysis.

4.3 Programme Structure

Foundation Certificate in Sports Coaching Theory

Module Title	QF Credits
Learning Principles	15
Skill Acquisition	
Coaching Principles	
Anatomy and Human Body	
Physiological Adaptions to Exercise	
Prevention and Management of Sports Injuries	
Event Planning and Sports Administration	
Psychological Skills in Sports	
Movement Principles	
Fitness Tests and Assessments	
Coaching Practicum	
Total	

Certificate in Advanced Sports Coaching Theory

Module Title	QF Credits
Sports Pedagogy	25
Motor Learning	
Effective Coaching	
Exercise Physiology	
Sports Medicine	
Training Principles	
Sports Team Management	
Sports Psychology	
Sports Biomechanics	
Introduction to Research Methods and Applied Statistics	
Coaching Practicum	
Total	

4.4 Graduation Requirements

Foundation Certificate in Sports Coaching Theory

- Achieved a score of at least 50% in each module; and
- Passed the Coaching Practicum; and
- Achieved at least 50% of attendance rate for each module and an overall attendance rate of 80% for the 10 modules.

Certificate in Advanced Sports Coaching Theory

- Achieved a score of at least 50% in each module; and
- Passed the Coaching Practicum; and
- Achieved at least 50% of attendance rate for each module and an overall attendance rate of 80% for 10 modules.

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.: 22/219