



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

SUMMARY ACCREDITATION REPORT

KORNERSTONE LIMITED

**INITIAL EVALUATION AND
LEARNING PROGRAMME ACCREDITATION**

**FOUNDATION CERTIFICATE IN NEURO-LINGUISTIC
PROGRAMMING FOR BUSINESS**

**FOUNDATION CERTIFICATE IN INFORMATION
SECURITY PRACTICES**

**FOUNDATION CERTIFICATE IN HUMAN
RESOURCES PRACTICES**

**FOUNDATION CERTIFICATE IN FINANCIAL
PRACTICES**

**FOUNDATION CERTIFICATE IN PROJECT
PRACTICES**

**FOUNDATION CERTIFICATE IN SOLUTION
ARCHITECTING**

NOVEMBER 2023

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1626), 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 Kornerstone Limited (“Operator”) to conduct an Initial Evaluation (IE) and 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 Operator meets the stated objectives and is competent to operate learning programmes that meet the Hong Kong Qualifications Framework (QF) Level 2 standard, and can be granted IE Status at QF Level 2;
- (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 standard and can be offered as accredited programmes
 - (i) Foundation Certificate in Neuro-Linguistic Programming for Business
 - (ii) Foundation Certificate in Information Security Practices
 - (iii) Foundation Certificate in Human Resources Practices
 - (iv) Foundation Certificate in Financial Practices
 - (v) Foundation Certificate in Project Practices
 - (vi) Foundation Certificate in Solution Architecting; and
- (c) To issue to the Operator an accreditation report setting out the results of the determination in relation to (a) and (b) 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 14 September 2023.

2. HKCAAVQ’S DETERMINATION

Initial Evaluation

2.1 HKCAAVQ has determined that, subject to the fulfilment of all conditions set out in 2.4, the Operator is competent to achieve its stated objectives and to operate learning programmes meeting QF standard at Level 2, and can be granted IE status at QF Level 2 with a validity period of two years.

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.

2.2.3 Within the two-year validity period for IE, the Operator must have at least one programme successfully accredited. If the Operator does not have a current accredited programme on the Qualifications Register (QR) at the end of the two-year validity period of their IE, the Operator will need to apply for an extension of their IE status at least three months before the validity period expires. An extension of up to 2 years may be granted. Only one extension of IE status will normally be allowed. If the Operator continues to gain successful LPA, their IE status will remain valid.

2.3 The determinations on the Initial Evaluation are specified as follows:

Name of Operator	Kornerstone Limited 格納思通有限公司
Address of Operator	15/F, Hip Shing Hong Centre, 55 Des Voeux Road Central, Hong Kong 香港中環德輔道中 55 號協成行中心 15 樓
Highest QF Level of programme(s) which the Operator can operate upon successful learning programme accreditation	Level 2
Start date of 2-year validity period of Initial Evaluation (IE) accreditation status	1 February 2024
Scope of IE Accreditation Status	For local programmes operating in Hong Kong

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
<u>Requirement 1</u> The Operator is to review and revise the internal quality assurance (QA) of programmes to be recognised under the HKQF, which should include:	31 May 2024

<p>(i) A robust mechanism for programme development, approval, monitoring and review to ensure incorporation of adequate external input of competent subject matter experts and check-and-balance;</p> <p>(ii) Clear procedures and administrative requirements for implementation of the QA mechanism;</p> <p>(iii) A self-contained QA document including the related guidelines, references and tools in relation to (i) and (ii); and</p> <p>(iv) Sample records showing an effective implementation of (i) and (ii).</p> <p>The Operator is to submit the relevant documents to HKCAAVQ on or before 31 May 2024.</p>	
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Learning Programme Accreditation

Foundation Certificate in Neuro-Linguistic Programming for Business

2.5 HKCAAVQ has determined that the Foundation Certificate in Neuro-Linguistic Programming for Business meets the stated objectives and QF standard at Level 2, and can be offered as an accredited programme with a validity period from 1 February 2024 to 31 January 2026.

2.6 Validity Period

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

2.6.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.23 by the specified fulfilment deadline.

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

Name of Operator	Kornerstone Limited 格納思通有限公司
Name of Award Granting Body	Kornerstone Limited 格納思通有限公司
Title of Learning Programme	Foundation Certificate in Neuro-Linguistic Programming for Business
Title of Qualification (Exit Award)	Foundation Certificate in Neuro-Linguistic Programming for Business

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 2
QF Credits	13
Mode of Delivery and Programme Length	Part-time, 12 weeks 130 notional learning hours (including 90 contact hours)
Intermediate Exit Award	Not applicable
Validity Period	1 February 2024 to 31 January 2026
Number of Enrolments	Two enrolments per year
Maximum Number of New Students	Maximum 30 new learners per year Maximum 15 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	Not applicable
Address of Teaching/ Training Venues	(1) 15/F, Hip Shing Hong Centre, 55 Des Voeux Road Central, Hong Kong 香港中環德輔道中 55 號協成行中心 15 樓 (2) 13/F, Hip Shing Hong Kowloon Centre, 192-194 Nathan Road, Jordan, Kowloon 九龍佐敦彌敦道 192-194 號協成行九龍中心 13 樓

Learning Programme Accreditation

Foundation Certificate in Information Security Practices

2.8 HKCAAVQ has determined that the Foundation Certificate in Information Security Practices meets the stated objectives and QF standard at Level 2, and can be offered as an accredited programme with a validity period from 1 February 2024 to 31 January 2026.

2.9 **Validity Period**

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

2.9.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.23 by the specified fulfilment deadline.

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

Name of Operator	Kornerstone Limited 格納思通有限公司
Name of Award Granting Body	Kornerstone Limited 格納思通有限公司
Title of Learning Programme	Foundation Certificate in Information Security Practices
Title of Qualification (Exit Award)	Foundation Certificate in Information Security Practices
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	Computer Science and Information Technology
Sub-area (Other Area of Study and Training)	Computer Science and Information Technology
Industry	Not applicable
Branch	Not applicable
QF Level	Level 2
QF Credits	6

Mode of Delivery and Programme Length	Part-time, 7 weeks 66 notional learning hours (including 42 contact hours)
Intermediate Exit Award	Not applicable
Validity Period	1 February 2024 to 31 January 2026
Number of Enrolments	Five enrolments per year
Maximum Number of New Students	Maximum 120 new learners per year Maximum 24 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	Not applicable
Address of Teaching/ Training Venues	(1) 15/F, Hip Shing Hong Centre, 55 Des Voeux Road Central, Hong Kong 香港中環德輔道中 55 號協成行中心 15 樓 (2) 13/F, Hip Shing Hong Kowloon Centre, 192-194 Nathan Road, Jordan, Kowloon 九龍佐敦彌敦道 192-194 號協成行九龍中心 13 樓

Learning Programme Accreditation

Foundation Certificate in Human Resources Practices

2.11 HKCAAVQ has determined that the Foundation Certificate in Human Resources Practices meets the stated objectives and QF standard at Level 2, and can be offered as an accredited programme with a validity period from 1 February 2024 to 31 January 2026.

2.12 Validity Period

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

2.12.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.23 by the specified fulfilment deadline.

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

Name of Operator	Kornerstone Limited 格納思通有限公司
Name of Award Granting Body	Kornerstone Limited 格納思通有限公司
Title of Learning Programme	Foundation Certificate in Human Resources Practices
Title of Qualification (Exit Award)	Foundation Certificate in Human Resources Practices
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 2
QF Credits	6
Mode of Delivery and Programme Length	Part-time, 5 weeks 61 notional learning hours (including 35 contact hours)
Intermediate Exit Award	Not applicable
Validity Period	1 February 2024 to 31 January 2026
Number of Enrolments	Two enrolments per year
Maximum Number of New Students	Maximum 30 new learners per year Maximum 15 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	Not applicable
Address of Teaching/ Training Venues	(1) 15/F, Hip Shing Hong Centre, 55 Des Voeux Road Central, Hong Kong 香港中環德輔道中 55 號協成行中心 15 樓 (2) 13/F, Hip Shing Hong Kowloon Centre, 192-194 Nathan Road, Jordan, Kowloon 九龍佐敦彌敦道 192-194 號協成行九龍中心 13 樓

Learning Programme Accreditation

Foundation Certificate in Financial Practices

2.14 HKCAAVQ has determined that the Foundation Certificate in Financial Practices meets the stated objectives and QF standard at Level 2, and can be offered as an accredited programme with a validity period from 1 February 2024 to 31 January 2026.

2.15 **Validity Period**

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

2.15.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.23 by the specified fulfilment deadline.

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

Name of Operator	Kornerstone Limited 格納思通有限公司
Name of Award Granting Body	Kornerstone Limited 格納思通有限公司
Title of Learning Programme	Foundation Certificate in Financial Practices
Title of Qualification (Exit Award)	Foundation Certificate in Financial Practices
Primary Area of Study and Training	Business and Management

Sub-area (Primary Area of Study and Training)	Accounting, Finance and Investment
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	5
Mode of Delivery and Programme Length	Part-time, 7 weeks 55 notional learning hours (including 35 contact hours)
Intermediate Exit Award	Not applicable
Validity Period	1 February 2024 to 31 January 2026
Number of Enrolments	Two enrolments per year
Maximum Number of New Students	Maximum 60 new learners per year Maximum 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	Not applicable
Address of Teaching/ Training Venues	(1) 15/F, Hip Shing Hong Centre, 55 Des Voeux Road Central, Hong Kong 香港中環德輔道中 55 號協成行中心 15 樓 (2) 13/F, Hip Shing Hong Kowloon Centre, 192-194 Nathan Road, Jordan, Kowloon 九龍佐敦彌敦道 192-194 號協成行九龍中心 13 樓

Learning Programme Accreditation

Foundation Certificate in Project Practices

2.17 HKCAAVQ has determined that the Foundation Certificate in Project Practices meets the stated objectives and QF standard at Level 2, and can be offered as an accredited programme with a validity period from 1 February 2024 to 31 January 2026.

2.18 **Validity Period**

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

2.18.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.23 by the specified fulfilment deadline.

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

Name of Operator	Kornerstone Limited 格納思通有限公司
Name of Award Granting Body	Kornerstone Limited 格納思通有限公司
Title of Learning Programme	Foundation Certificate in Project Practices
Title of Qualification (Exit Award)	Foundation Certificate in Project Practices
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 2
QF Credits	5

Mode of Delivery and Programme Length	Part-time, 5 weeks 55 notional learning hours (including 36 contact hours)
Intermediate Exit Award	Not applicable
Validity Period	1 February 2024 to 31 January 2026
Number of Enrolments	Eight enrolments per year
Maximum Number of New Students	Maximum 192 new learners per year Maximum 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	Not applicable
Address of Teaching/ Training Venues	(1) 15/F, Hip Shing Hong Centre, 55 Des Voeux Road Central, Hong Kong 香港中環德輔道中 55 號協成行中心 15 樓 (2) 13/F, Hip Shing Hong Kowloon Centre, 192-194 Nathan Road, Jordan, Kowloon 九龍佐敦彌敦道 192-194 號協成行九龍中心 13 樓

Learning Programme Accreditation

Foundation Certificate in Solution Architecting

2.20 HKCAAVQ has determined that the Foundation Certificate in Solution Architecting meets the stated objectives and QF standard at Level 2, and can be offered as an accredited programme with a validity period from 1 February 2024 to 31 January 2026.

2.21 Validity Period

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

2.21.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.23 by the specified fulfilment deadline.

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

Name of Operator	Kornerstone Limited 格納思通有限公司
Name of Award Granting Body	Kornerstone Limited 格納思通有限公司
Title of Learning Programme	Foundation Certificate in Solution Architecting
Title of Qualification (Exit Award)	Foundation Certificate in Solution Architecting
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	Computer Science and Information Technology
Sub-area (Other Area of Study and Training)	Computer Science and Information Technology
Industry	Not applicable
Branch	Not applicable
QF Level	Level 2
QF Credits	4
Mode of Delivery and Programme Length	Part-time, 4 weeks 39 notional learning hours (including 32 contact hours)
Intermediate Exit Award	Not applicable
Validity Period	1 February 2024 to 31 January 2026
Number of Enrolments	Six enrolments per year
Maximum Number of New Students	Maximum 120 new learners per year Maximum 24 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	Not applicable
Address of Teaching/ Training Venues	(1) 15/F, Hip Shing Hong Centre, 55 Des Voeux Road Central, Hong Kong 香港中環德輔道中 55 號協成行中心 15 樓 (2) 13/F, Hip Shing Hong Kowloon Centre, 192-194 Nathan Road, Jordan, Kowloon 九龍佐敦彌敦道 192-194 號協成行九龍中心 13 樓

2.23 **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 style="text-align: center;"><u>All programmes</u></p> <p><u>Requirement 1</u></p> <p>The Operator is to reinforce its staff training and development scheme and implement related support measures to ensure programme staff and trainers can be kept up to date for quality delivery of the six programmes. The reinforcement and support measures should include:</p> <ul style="list-style-type: none"> (i) Specifications of the staff training and development scheme and support measures with appropriate documentation in the staff handbook; (ii) Provision of sufficient and appropriate staff development activities in relation to the HKQF, outcome-based education approach and programme quality assurance for programme staff and trainers; and (iii) Maintenance of the trainers' CPD records and identification of training needs that should be addressed. 	31 October 2024

The Operator is to submit the revised staff handbook and implementation records of (ii) and (iii) to HKCAAVQ on or before 31 October 2024.	
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2.24 **Recommendation**

HKCAAVQ offers the following recommendation for continuous improvement:

Recommendation
<p style="text-align: center;"><u>Foundation Certificate in Information Security Practices</u> <u>Foundation Certificate in Financial Practices</u> <u>Foundation Certificate in Solution Architecting</u></p> <p><u>Recommendation 1</u></p> <p>The Operator should review the effectiveness and appropriateness of the admission requirements in the Foundation Certificate in Information Security Practices, Foundation Certificate in Financial Practices and Foundation Certificate in Solution Architecting programmes to ensure students recruited possess the necessary skills and knowledge to undertake the programmes.</p>

2.25 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 Kornerstone Limited, established in 2006, is a private training provider offering a variety of training programmes to individuals and corporate members. In 2017, Kornerstone merged with Trainocate Group and became a strategic partner and a subsidiary of the group.

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

4.1 Programme Objectives

Foundation Certificate in Neuro-Linguistic Programming for Business

This programme is designed for all professionals who see the importance of personal influence, sustainable motivation, resilient mindset and passion in own workspace, and want to build a new generation of self-empowered in own industries.

Foundation Certificate in Information Security Practices

This programme aims at enabling the participants to attain the foundation technical and managerial knowledge of information security which defines the architecture, design, management and controls that assure the security of business.

Foundation Certificate in Human Resources Practices

This programme aims at enabling the participants to have a basic understanding on general skills and practices in Human Resources (HR). It also provides practical cases in developing and executing HR tasks.

Foundation Certificate in Financial Practices

This programme aims at providing the participants with the latest financial risk concepts so that they could provide competent advice based on globally accepted industry standards and are committed to personal professional development.

Foundation Certificate in Project Practices

The programme is dedicated to providing junior staff with a comprehensive training programme that covers the essential foundations of project practices. By equipping junior staff with the knowledge and skills required for proficient project practices, this programme seeks to enhance their professional development and contribute to the success of their organisation as a whole.

Foundation Certificate in Solution Architecting

This programme aims at enabling the participants to articulate the technical features of cloud computing and Amazon Web Services (AWS). It also enables the participants to perform a range of tasks in predictable AWS environments.

4.2 Programme Intended Learning Outcomes

Foundation Certificate in Neuro-Linguistic Programming for Business

Upon completion of the FCNLP programme, trainees should be able to:

- PILO-1 Understand the basic techniques and models in Neuro-Linguistic Programming, such as time line therapy, reframing, and modelling;
- PILO-2 Apply the techniques and models in workplace, such as goal-setting; and
- PILO-3 Use the learnt techniques and models to influence co-workers in achieving common goal.

Foundation Certificate in Information Security Practices

Upon completion of the FCISP programme, trainees should be able to:

- PILO-1 Understand the basics of the cybersecurity landscape;

- PILO-2 Understand the basic skills for tackling technical root causes; and
- PILO-3 Understand the concepts and methodologies of information securities.

Foundation Certificate in Human Resources Practices

Upon completion of the FCHRP programme, trainees should be able to:

- PILO-1 Understand the basics of HR policies and related practices;
- PILO-2 Have a basic understanding of professional HR management; and
- PILO-3 Understand the skills on performance metrics, and align HR strategies to organisational goals.

Foundation Certificate in Financial Practices

Upon completion of the FCFP programme, trainees should be able to:

- PILO-1 Understand the foundational concepts of risk management and how risk management can add value to an organisation;
- PILO-2 Understand the basic techniques, such as basic probability and statistics, regression and time series analysis, and various quantitative techniques in risk management;
- PILO-3 Understand the basics of financial products and the markets; and
- PILO-4 Understand the basics of valuation techniques and risk models.

Foundation Certificate in Project Practices

Upon completion of the FCPP programme, trainees should be able to:

- PILO-1 Understand the scope of project, the project goals and objectives;
- PILO-2 Understand different project execution techniques, including communications; and
- PILO-3 Perform the role and responsibilities required in a structured project context.

Foundation Certificate in Solution Architecting

Upon completion of the FCPP programme, trainees should be able to:

- PILO-1 Recognise terminology and concepts as they relate to the AWS platform and navigate the AWS management console;
- PILO-2 Understand the foundational services, including Amazon Elastic Compute Cloud, Amazon Virtual Private Cloud, Amazon Simple Storage Service, and Amazon Elastic Block Store;
- PILO-3 Understand the security measures provided by AWS and the key concepts of AWS Identity and Access Management; and
- PILO-4 Understand AWS database services, including Amazon DynamoDB and Amazon Relational Database Services.

4.3 Programme Structure

Foundation Certificate in Neuro-Linguistic Programming for Business

Topics	QF Credit
Take Charge of My Career	

<ul style="list-style-type: none"> - 4 Levels of Change Theory - NLP Communication Model - My Empowered Mindset - The NLP Pre-suppositions Technique 	13
<p>Charge Up for Action</p> <ul style="list-style-type: none"> - NLP SMART Goal Setting Model - Values, Key Stages of Values Development, Value Hierarchy, Value Elicitation Technique - Break State Technique, Reframing Technique, Content and Context Reframing, Like to Dislike Technique, Association vs Dissociation - Matchers vs Mis-matcher Model, Toward vs Away from Mindset Theory 	
<p>Sharpen My Influence</p> <ul style="list-style-type: none"> - Modelling Technique - Anchoring Technique - Mastering Rapport - Sensory Acuity Technique, Eye Patterns Technique, Synesthesia, Active Listening Technique, Sandwich Feedback Technique 	
<p>Breakthrough for Success</p> <ul style="list-style-type: none"> - The Major Technique - Prime Directives of The Unconscious Mind Theory - Elicitation of Time Line - Three Things to Check at Position - Fast Phobia Model - Drop Down Through Technique - Creating Your Future: SMART Goals Model 	
Total	13

Foundation Certificate in Information Security Practices

Topics	QF Credit
Security and Risk Introduction	6
Asset Security Fundamental	
Basics of Security Architecture	
Communications and Network Security	
Identity and Access Management	
Security Assessment and Testing	
Security Operations	
Software Development Security	
Total	6

Foundation Certificate in Human Resources Practices

Topics	QF Credit
Human Resources Introduction	6
Workforce Planning and Employment	

Talent Hiring Execution	
Compensation & Benefits	
Employment Relations & Involvement	
Total	6

Foundation Certificate in Financial Practices

Topics	QF Credit
Human Resources Introduction	6
Workforce Planning and Employment	
Talent Hiring Execution	
Compensation & Benefits	
Employment Relations & Involvement	
Total	6

Foundation Certificate in Financial Practices

Topics	QF Credit
Foundations of Financial Risk	5
Fundamental of Quantitative Analysis	
Basics of Financial Markets	
Basics of Valuation	
Total	5

Foundation Certificate in Project Practices

Topics	QF Credit
Understanding Project Execution	5
Starting the Project	
Doing the Work	
Keeping the Team on Track	
Keeping the Business in Mind	
Total	5

Foundation Certificate in Solution Architecting

Topics	QF Credit
Introduction to Amazon Web Services & AWS Compute	4
AWS Networking	
AWS Storage	
Databases	
Monitoring, Optimization, and Serverless	
Total	4

4.4 Graduation Requirements

Foundation Certificate in Neuro-Linguistic Programming for Business

Foundation Certificate in Information Security Practices

Foundation Certificate in Human Resources Practices

Foundation Certificate in Financial Practices

Foundation Certificate in Project Practices

Foundation Certificate in Solution Architecting

- attained a minimum attendance requirement of 70%;
- obtained a score of 50% or above in the assignment;
- obtained a score of 50% or above in the final examination; and
- obtained a score of 50% or above in the overall assessment.

4.5 Admission Requirements

Foundation Certificate in Neuro-Linguistic Programming for Business

Foundation Certificate in Information Security Practices

Foundation Certificate in Human Resources Practices

Foundation Certificate in Financial Practices

Foundation Certificate in Project Practices

Foundation Certificate in Solution Architecting

- completion of secondary school in any discipline;
- the attainment of Grade E or above in HKCEE English Language (syl. B) or Grade C or above in HKCEE English Language (syl. A); Grade 2 or above in HKDSE English Language; or equivalent; and
- 1 year of working experience.

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.

Ref: VA336/01/01, VA336/02/01-06

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