



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 VOCATIONAL
EDUCATION, VOCATIONAL TRAINING COUNCIL**

LEARNING PROGRAMME ACCREDITATION

HIGHER DIPLOMA IN PET CARE AND WELLNESS

APRIL 2024

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1660), 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 the Hong Kong Institute of Vocational Education, Vocational Training Council (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 following programme of the Operator meets the stated objectives and Hong Kong Qualifications Framework (HKQF, or in short QF) Level 4 standard and can be offered as an accredited programme:
 - (i) Higher Diploma in Pet Care and Wellness; 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. The Education Bureau's "*Updated Revised Common Descriptors for Associate Degree and Higher Diploma Programmes (Effective since the 2024/25 academic year)*" was also a guiding document used by the Panel and the Operator in conducting this exercise. A site visit took place on 6 March 2024.

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 and compliance with the restriction set out in 2.5, the Higher Diploma in Pet Care and Wellness 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 2024 to 31 August 2027.

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 Vocational Education, Vocational Training Council 職業訓練局香港專業教育學院
Name of Award Granting Body	Vocational Training Council 職業訓練局
Title of Learning Programme	Higher Diploma in Pet Care and Wellness 寵物護理及保健高級文憑
Title of Qualification(s) (Exit Award(s))	Higher Diploma in Pet Care and Wellness 寵物護理及保健高級文憑
Primary Area of Study and Training	Services
Sub-area (Primary Area of Study and Training)	Animal and Pet Care
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	317
Mode(s) of Delivery and Programme Length	Full-time, 2 years 3173 notional learning hours (including 1132 contact hours and 115 online learning hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	1 September 2024 to 31 August 2027
Number of Enrolment(s)	One enrolment per year
Maximum Number of New Students	Maximum of 90 learners per year

Specification of Competency Standards-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Specification of Generic (Foundation) Competencies-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Vocational Qualifications Pathway Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Notes to be indicated on the QR	Not applicable
Address of Teaching/ Training Venue(s)	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(s)	Date of Fulfilment
<p><u>Requirement 1</u></p> <p>The Operator is required to ensure that there are sufficient teaching staff with the necessary credentials and qualifications for conducting the learning, teaching and assessment activities of the modules “Introduction to Alternative Therapies for Pets” and “Pet Behavioral Psychology and Training”.</p> <p>The Operator is also required to ensure that the supporting staff for the practical learning and teaching activities possess(es) relevant credentials in pet behaviour and training.</p> <p>The Operator is to submit the profiles of the staff of these two modules and that of the supporting staff on or before 1 December 2024.</p>	1 December 2024

<p><u>Requirement 2</u></p> <p>The Operator is to ensure that suitable and adequately equipped teaching venue(s) is/are available for practical learning and teaching activities involving real pets before delivery of such activities. The Operator is to submit evidence, including photos of the teaching venue(s) intended for practical work and the expected utilisation plan, on or before 1 December 2024 to demonstrate that the venue(s) is/are renovated and completed with all necessary equipment.</p>	<p>1 December 2024</p>
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2.5

Restriction(s)

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

Restriction(s)	Date of Fulfilment
<p><u>Restriction 1</u></p> <p>The Operator is to ensure the effectiveness and consistency of its quality assurance mechanism at the institutional level in relation to the HD programmes developed under and beyond its Programme Area Accreditation status including but not limited to the HD in Pet Care and Wellness programme. To this end, the Operator is</p> <p>(a) to conduct ongoing review on the effectiveness of the implementation of the newly introduced admission requirements for the Academic Proficiency Examination; and</p> <p>(b) to ensure compliance with EDB's <i>“Updated Revised Common Descriptors for Associate Degree and Higher Diploma Programmes (Effective since the 2024/25 academic year)”</i> and other prevailing explanatory note(s) issued by HKCAAVQ or EDB.</p>	<p>On-going</p>

2.6 **Recommendation(s)**

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

Recommendation(s)
<p><u>Recommendation 1</u></p> <p>The Operator should ensure that the operational protocol regarding the use of live animals for learning and teaching activities is approved timely to allow sufficient time for all parties to familiarise themselves with the procedures before implementation. The Operator should also consider reviewing the protocol regularly to ensure that it is effective and compliant with the latest standards and best practices.</p>

2.7 HKCAAVQ will subsequently satisfy itself whether the Operator remains competent to achieve the relevant objectives and the Programme continues to meet the standard to achieve the relevant objectives as claimed by the Operator by reference to, amongst other things, the Operator's fulfilment of any conditions and compliance with any restrictions stipulated in this Accreditation Report. For the avoidance of doubt, maintenance of accreditation status is subject to fulfilment of any condition and compliance with any restriction stipulated in this Accreditation Report.

3. INTRODUCTION

3.1 The Vocational Training Council (VTC) is a vocational and professional education and training (VPET) provider governed by the VTC Ordinance (Cap 1130) and is located in the Hong Kong Special Administrative Region. At present, there are 13 member institutions under VTC, among which the Hong Kong Institute of Vocational Education (IVE) offers VPET programmes ranging from certificates to higher diplomas.

3.2 IVE and five other VTC member institutions have been awarded Programme Area Accreditation (PAA) status in 31 Programme Areas. The Higher Diploma (HD) in Pet Care and Wellness programme in this exercise falls within the area of Services – Animal and Pet Care, which is not covered by any of the approved Programme Areas of the Operator.

3.3 Taking into consideration of the Operator's track record and its PAA status, the accreditation exercise has adopted a customised approach that the review of generic modules in this programme has been waived.

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

4.1 Programme Objectives

- PO1. Strengthen students' teamwork, leadership and generic skills including languages, IT, interpersonal communication for further study and work;
- PO2. Cultivate students' notion for lifelong learning and develop students to be independent learners;
- PO3. Prepare students for further study and professional development in the pet industry;
- PO4. Facilitate students in the acquisition of the theoretical knowledge and practical skills in pet science, and the integration of theory with practice, so as to apply these principles more widely within the animal context;
- PO5. Cultivate students' creativity, innovation and multi-angle thinking in solving question, problem and challenge; and
- PO6. Cultivate students an awareness and understanding of the regulatory requirements, professional attitudes and ethics, and sustainability considerations in animal-related industries.

4.2 Programme Intended Learning Outcomes (PILOs)

Upon completion of the Programme, graduates are expected to be able to:

- PILO-1 communicate effectively both verbally and in written form, demonstrate IT, numerical and soft skills so that they can work independently and as part of a team in workplace;
- PILO-2 reflect on personal learning needs and construct a personal development plan for employment and/or further study upon learning experience gained throughout the programme;
- PILO-3 apply creative thinking to analyse animal-related issues and suggest innovative solutions with an application of knowledge and skills to meet the individual animal's or client's needs from an interdisciplinary perspective;
- PILO-4 provide professional pet care health and wellness service and consultation with an awareness of concerns including animal welfare, ethical issues adhering to an appropriate industry standard;
- PILO-5 deliver pet grooming services and their related business practices according to the market needs and concerns in animal welfare, by integrating relevant principles and techniques; and
- PILO-6 develop professionalism in terms of animal welfare, ethical value, client-oriented attitude and sustainability consideration in providing quality customer services and business operations in the animal industry.

4.3 Programme Structure

Module	QF Credit	
Semester 1		
English and Communication: Workplace Interaction	317	
English and Communication: Workplace Correspondence		
Mindshift: Achieving Personal Growth & Effectiveness		
Information Technology Essentials- Health and Life Sciences		
Introduction to the Pet Industry		
Fundamental Animal Physiology and Anatomy for Pet Care		
Essentials of Animal Nutrition		
Principles and Practices of Pet Care and Husbandry		
Semester 2		
職業中文傳意：普通話對話與匯報		
English and Communication: Reports		
Collaboration, Teamwork & Social Engagement		
IVE-wide Elective Module (Enrichment Module A)		
Microbiology for Animal Health		
Sales and Marketing in Pet Industry		
Pet Store Operation and Management		
Animal Ethics, Welfare and Law		
Semester 3		
IVE-wide Elective Module (Enrichment Module B)		
English and Communication: Persuasive Presentations		
Enhancing Competencies in the 21 st Century Workplace		
Pet Grooming Techniques		
Caring for Exotic Pets		
Pet Common Diseases and Health Problems		
Semester 4		
職業中文傳意：普通話報告與紀實文書		
English and Communication: Promotional Materials		
Introduction to Alternative Therapies for Pets		
Pet Care Sciences		
Applied Techniques for Pet Styling		
Pet Food Preparation and Safety		
Pet Breeding Management		
Semester 5		
Pet Behavioural Psychology and Training		
Pet Care Service Industry		
Integrated Pet Styling Techniques		
Industrial Attachment		
Semester 4 – 5		
Project		
Total	317	

4.4 Graduation Requirements

- a) To be eligible for an award, a student must have satisfactorily completed the credit and other requirements. The minimum credit requirement of the HD in Pet Care and Wellness is as follows:

General Education Modules	Vocational Modules	Enrichment Module	Industrial Attachment	Total
76	222	9	10	317

- b) The minimum attendance requirement for individual module is 70% of the maximum attendance. Students will not be allowed to undergo the End-of-module Assessment if they fail to meet the minimum attendance requirement of the module concerned, unless with a special approval from the Principal concerned.

4.5 Admission Requirements

General requirements

- Five HKDSE subjects at Level 2 or above, including English and Chinese Languages; or
- VTC Diploma of Foundation Studies; or
- VTC Diploma of Vocational Education/ Diploma of Vocational Baccalaureate; or
- Diploma Yi Jin/ Diploma of Applied Education; or
- Relevant and substantial work experience and/or prior qualifications obtained in or outside Hong Kong (e.g. assessed through recognition of prior learning and credit accumulation and transfer), with demonstrated ability to undertake sub-degree education; or
- Equivalent.

Applicants with Mainland China qualifications

- Completion of Senior Secondary 3 Education; and obtained either (i) or (ii)
 - (i) The National College Entrance Examination (NCEE) / 普通高等學校招生全國統一考試 (普通高考)
 - Attainment of 90 out of 150 full marks in Chinese Language in NCEE mainstream system or equivalent;
 - Attainment of 80 out of 150 in English Language in NCEE mainstream system or equivalent; and
 - Attainment of a minimum 50% of NCEE total score for the year that the score is obtained.

For those applicants' English Language score is below 90, applicants must secure a pass in the admission interview (conducted in English) and English written assessment arranged by the VTC.

- (ii) Academic Proficiency Examination (APE) / 普通高中學業水平考試 in the corresponding admission year in Guangdong Province only (Combined APE results from multiple years will not be accepted)
 - Attainment of a minimum total score of 340 in the APE with Grade B in the English Language; and
 - Pass the admission assessment arranged by the VTC.

Applicants with other non-local qualifications

- Successfully completed senior education of their countries.
- Applications will be assessed individually by the department concerned based on applicants' national or public examinations results, internal school results and the language qualification standards and proficiency.

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 Venue(s)

- (1) Hong Kong Institute of Vocational Education (Chai Wan)
30 Shing Tai Road, Chai Wan, Hong Kong
香港專業教育學院（柴灣）
香港柴灣盛泰道 30 號
- (2) Hong Kong Institute of Vocational Education (Haking Wong)
702 Lai Chi Kok Road, Cheung Sha Wan, Kowloon
香港專業教育學院（黃克競）
九龍長沙灣荔枝角道 702 號
- (3) Hong Kong Institute of Vocational Education (Lee Wai Lee)
3 King Ling Road, Tseung Kwan O, New Territories
香港專業教育學院（李惠利）
新界將軍澳景嶺路 3 號
- (4) Hong Kong Institute of Vocational Education (Tsing Yi)
20 Tsing Yi Road, Tsing Yi Island, New Territories
香港專業教育學院（青衣）
新界青衣島青衣路 20 號
- (5) Hong Kong Institute of Vocational Education (Morrison Hill)
6 Oi Kwan Road, Wan Chai, Hong Kong
香港專業教育學院（摩理臣山）
香港灣仔愛群道 6 號
- (6) Hong Kong Institute of Vocational Education (Tuen Mun)
18 Tsing Wun Road, Tuen Mun, New Territories
香港專業教育學院（屯門）
新界屯門青雲路 18 號
- (7) Hong Kong Institute of Vocational Education (Sha Tin)
21 Yuen Wo Road, Sha Tin, New Territories
香港專業教育學院（沙田）
新界沙田源禾路 21 號
- (8) Hong Kong Institute of Vocational Education (Kwai Chung)
20 Hing Shing Road, Kwai Chung, New Territories
香港專業教育學院（葵涌）
新界葵涌興盛路 20 號

- (9) **Hong Kong Institute of Vocational Education (Kwun Tong)**
25 Hiu Ming Street, Kwun Tong, Kowloon
香港專業教育學院（觀塘）
九龍觀塘曉明街 25 號
- (10) **Hong Kong Design Institute**
3 King Ling Road, Tseung Kwan O, New Territories
香港知專設計學院
新界將軍澳景嶺路 3 號

