



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

**SUMMARY ACCREDITATION REPORT**

**YOUTH COLLEGE  
VOCATIONAL TRAINING COUNCIL**

**LEARNING PROGRAMME ACCREDITATION**

**DIPLOMA OF VOCATIONAL EDUCATION  
(MUSIC AND MEDIA PRODUCTION)**

**JULY 2024**

## 1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA1702), 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 Youth College, Vocational Training Council (職業訓練局青年學院) (“Operator”), a member institution of the Vocational Training Council (職業訓練局) 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 (QF) Level 3 standard and can be offered as an accredited programme:
  - (i) Diploma of Vocational Education (Music and Media Production); and
- (b) To issue to the Operator 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 between the Accreditation Panel and representatives of the Operator took place on 6 June 2024.

## 2. HKCAAVQ’S DETERMINATION

### Learning Programme Accreditation

2.1 HKCAAVQ has determined that the Diploma of Vocational Education (Music and Media Production) 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 2024 to 31 August 2029.

### 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 Accreditation are specified as follows:

<b>Name of Operator(s)</b>	Youth College, Vocational Training Council 職業訓練局青年學院
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<b>Name of Award Granting Body</b>	Vocational Training Council 職業訓練局
<b>Title of Learning Programme</b>	Diploma of Vocational Education (Music and Media Production) 職專文憑（音樂及媒體製作）
<b>Title of Qualification(s) (Exit Award(s))</b>	Diploma of Vocational Education (Music and Media Production) 職專文憑（音樂及媒體製作）
<b>Primary Area of Study and Training</b>	Arts, Design and Performing Arts
<b>Sub-area (Primary Area of Study and Training)</b>	Design and Other Creative Industries
<b>Other Area of Study and Training</b>	Not applicable
<b>Sub-area (Other Area of Study and Training)</b>	Not applicable
<b>Industry</b>	Not applicable
<b>Branch</b>	Not applicable
<b>QF Level</b>	Level 3
<b>QF Credits</b>	416
<b>Mode(s) of Delivery and Programme Length</b>	Full-time, 3 years 4160 notional learning hours (including 1876 contact hours and 81 online learning hours)
<b>Intermediate Exit Award(s)</b>	Certificate of Vocational Education (Music and Media Production) 職專證書（音樂及媒體製作）
<b>Validity Period</b>	1 September 2024 to 31 August 2029
<b>Number of Enrolment(s)</b>	One enrolment per year
<b>Maximum Number of New Students</b>	Maximum of 90 learners per year Maximum of 30 learners per class
<b>Specification of Competency Standards-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<b>Specification of Generic (Foundation) Competencies-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Vocational Qualifications Pathway Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Notes to be indicated on the QR</b>	<p>(1) This programme includes one intermediate exit award, namely Certificate of Vocational Education (Music and Media Production). 此課程包括一個中段結業資歷，資歷名稱為職專證書（音樂及媒體製作）。</p> <p>(2) This Diploma of Vocational Education programme has two different entry points for completion of Secondary 3 and Secondary 6. 此職專文憑課程分別招收中三與中六程度的人士。</p> <p>(3) The QF Credit Value for general entry with completion of Secondary 3 is 416, and that for advanced standing entry with completion of Secondary 6 is 191. 招收中三與中六程度的人士的課程資歷學分分別為 416 及 191。</p>
<b>Address of Teaching/ Training Venue(s)</b>	See Appendix.

2.4 The determinations on the Intermediate Exit Award(s) of the Learning Programme Accreditation are specified as follows:

<b>Name of Operator(s)</b>	Youth College, Vocational Training Council 職業訓練局青年學院
<b>Name of Award Granting Body</b>	Vocational Training Council 職業訓練局
<b>Title of Learning Programme</b>	Diploma of Vocational Education (Music and Media Production) 職專文憑（音樂及媒體製作）
<b>Title of Qualification(s) [Intermediate Exit Award(s)]</b>	Certificate of Vocational Education (Music and Media Production) 職專證書（音樂及媒體製作）

<b>Primary Area of Study and Training</b>	Arts, Design and Performing Arts
<b>Sub-area (Primary Area of Study and Training)</b>	Design and Other Creative Industries
<b>Other Area of Study and Training</b>	Not applicable
<b>Sub-area (Other Area of Study and Training)</b>	Not applicable
<b>Industry</b>	Not applicable
<b>Branch</b>	Not applicable
<b>QF Level</b>	Level 2
<b>QF Credits</b>	180
<b>Mode(s) of Delivery and Programme Length</b>	Full-time, 1.5 to 2 years 1800 notional learning hours (including 814 contact hours and 57 online learning hours)
<b>Specification of Competency Standards-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Specification of Generic (Foundation) Competencies-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Vocational Qualifications Pathway Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Notes to be indicated on the QR</b>	This is an intermediate exit award of the Diploma of Vocational Education (Music and Media Production). 此資歷為職專文憑（音樂及媒體製作）的中段結業資歷。

## 2.5 Recommendation(s)

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

<b>Recommendation(s)</b>
<p><u>Recommendation 1</u></p> <p>The Operator should further strengthen the specialised contents in the curriculum for advanced standing entry so as to better cultivate students' interests in music and media production, and enhance their readiness for joining the music and media industries.</p>
<p><u>Recommendation 2</u></p> <p>The Operator should consider delivering the vocational modules for live production in teaching venues with an optimal classroom environment so as to facilitate proper utilization of the available equipment and enhance students' learning experience.</p>
<p><u>Recommendation 3</u></p> <p>The Operator should appoint additional External Examiners with subject expertise across different areas of the programme so as to provide a more balanced and comprehensive evaluation of students' learning outcomes in music and media production, and valuable insight on the latest industry trend and development for continuous programme enhancement.</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 Established in 2004, the Youth College, Vocational Training Council (YC, VTC) (or the Operator) is one of the 14 member institutions of VTC. In 2018, the Operator obtained the Programme Area Accreditation (PAA) status at QF Level 3 for 12 Programme Areas. The Operator was approved to maintain the PAA status in a Periodic Institutional Review in 2023.

- 3.2 The Operator mainly provides vocational and professional education and training (VPET) programmes for school leavers of Secondary 3 (S3) or above. Currently, the Diploma of Vocational Education (DVE) with the intermediate exit award of Certificate of Vocational Education (CVE) covering different Programme Areas is the key qualification offered by the Operator. The DVE programme in this exercise falls within the area of Arts, Design and Performing Arts – Design and Other Creative Industries, which is not covered by any of the approved Programme Areas of the Operator.
- 3.3 Taking into consideration the Operator's track record and its PAA status, the accreditation exercise has adopted a customised approach. The review of generic modules in this programme has been waived as these are common across all DVE programmes. Customisation of the review of its financial resources has been adopted as the programme is also funded by the Government. Review on learner admission is also customised, having considered that similar admission requirements are adopted for different DVE programmes offered by the Operator.

#### **4. PROGRAMME DETAILS**

The following is the programme information provided by the Operator.

##### **4.1 Programme Objectives**

- PO1. Equip students with the foundation knowledge and skills in music and media production to enable them to pursue a career in music and multi-media related industry;
- PO2. Enable students with appropriate competence in interpersonal, language and communication, numeracy, information technology and presentation to support continued professional development and for further study;
- PO3. Nurture students with design thinking skills and lifelong learning skills, and develop their abilities to think critically, work independently and play a role as a reflective team member in solving real-life problems;
- PO4. Help students to build confidence, cultivate proper attitudes and motivate them for lifelong learning; and
- PO5. Instill in student moral, ethics, and a sense of responsibility for adopting good practices in the workplace.

##### **4.2 Programme Intended Learning Outcomes**

Upon completion of the DVE (Music and Media Production) programme, students should be able to:

- PILO-1. Demonstrate and work with basic operational and theoretical sound and music knowledge, genres, and styles in a broad range of productions;

- PILO-2. Interpret and analyse various foundational elements within songs, melody and structure for writing songs to meet individual and functional needs and requirements;
- PILO-3. Perform and operate processing equipment independently or collaboratively and apply skills in audio capturing, recording, editing, and post-production using microphones, audio interfaces, consoles, and Digital Audio Workstations (DAWs) to create well-balanced mixes;
- PILO-4. Employ visual aids, including images, graphics and videos, to effectively express ideas and convey messages by utilizing visual elements to communicate with audiences and present information in a visually appealing and accessible manner;
- PILO-5. Apply knowledge and skills by using multimedia equipment and software for moving image production, including camera operation, video editing, graphic software, and motion graphics;
- PILO-6. Apply technical knowledge of Audio-Video equipment and signal flow to achieve live entertainment production and integrate music, audio- visual elements to create a dynamic and immersive experience that meets specific job requirements;
- PILO-7. Work independently and collaboratively in a team to accomplish assigned tasks with communication, teamwork, presentation, problem-solving, design thinking, numeracy, and information technology skills; and
- PILO-8. Engage in independent and life-long learning for professional development and achieve healthy and sustainable living as a responsible citizen and ethical worker.

Upon completion of the CVE (Music and Media Production) , students should be able to:

- PILO-1. Demonstrate and work with basic operational and theoretical sound and music knowledge, genres, and styles in a defined range of productions;
- PILO-2. Perform and operate simple processing equipment independently or collaboratively and apply skills in audio capturing, recording, editing, and post-production using microphones, audio interfaces, consoles, and Digital Audio Workstations (DAWs) to create well-balanced mixes;
- PILO-3. Present a defined range of visual aids, including images, graphics and videos, to express ideas and convey messages by utilizing visual elements to communicate with audiences;
- PILO-4. Apply fundamental knowledge and skills by using multimedia equipment and software for moving image production, including camera operation, video editing, graphic software, and motion graphics;
- PILO-5. Apply fundamental knowledge to blend with music, audio and visual elements to fulfill contextualized activity with guidance;
- PILO-6. Carry out directed activity with guidance or collaboratively in a team to accomplish assigned tasks at work with appropriate language and communication, teamwork, presentation, problem solving, design thinking, numeracy, and information technology skills; and

PILO-7. Engage in life-long learning for professional development and achieve healthy and sustainable living as a responsible citizen and ethical worker.

#### 4.3 Programme Structure

##### DVE - General Entry with Completion of Secondary 3 (Three-year Full-time)

<b>Module Title</b>	<b>QF Credit</b>
<b>Year 1</b>	416
Vocational English 1B: Workplace Correspondence I 職業中文：普通話對話與事務文書	
Information Technology (A)	
Discovering Yourself	
Vocational English 1A: Workplace Oral Interaction I	
Mathematics 2A: Arithmetic and Algebra	
Sports for All	
Mathematics 2B: Statistics	
Basic Visual Communication	
Audio Equipment and Maintenance	
Basic Guitar Skills	
Basic Music Theory	
Safety, Health and Environment	
Introduction to Audio Recording	
Keyboard Workshop I	
Exploration of Music Style	
Digital Photography and Editing	
Basic Video Production	
Keyboard Workshop II	
<b>Year 2</b>	
Vocational English 1C: Workplace Writing I 職業中文：普通話聆聽與簡化字	
Mathematics 2C: Geometry and Trigonometry	
Information Technology (B)	
Aiming at a Bright Future	
Mathematics 3A: Algebra and Coordinate Geometry	
Sportsmanship in Practice 職業中文：廣東話報告與事務文書	
職業中文：普通話對話與討論	
Vocational English 2A: Workplace Oral Presentation I	
Our Changing Society	
Wellness in Action	
Basic Live Multi-cam Production	
Digital Audio Production and Editing	
Music Theory for Production	
Project Skills	
Introduction to Song Writing and Arrangement	

Introduction to Motion Graphic Production	
Sound Design for Moving Image	
Vocal Workshop <sup>#</sup>	
DJ & VJ Mixing and Remixing <sup>#</sup>	
Social Media and Portfolio Production <sup>#</sup>	
<b>Year 3</b>	
Vocational English 2C: Workplace Correspondence II	
Vocational English 2B: Workplace Oral Interaction II	
職業中文：閱讀理解與事務文書	
Mathematics 3B: Functions and Statistics	
Information Technology (C)	
Essentials of Personal Development	
Vocational English 2D: Workplace Writing II	
Vocational English 3A: Workplace Oral Presentation II	
職業中文：小組討論與禮儀文書	
Mathematics 3C: Probability, Index and Forecasting	
Vocational English 3B: Workplace Correspondence III	
Mathematics 3E <sup>^</sup> <sup>#</sup>	
Project %	
Workplace Professional Training %	
Live Entertainment Production	
<b>Total</b>	<b>416</b>

<sup>#</sup> Learners should select one from the three elective modules.

% Learners should select either “Project” or “Workplace Professional Training”.

<sup>^</sup> Learners who consider applying for VTC’s Higher Diploma Programmes that require Mathematics as one of their general entry requirements shall take the elective module “Mathematics 3E”.

**DVE - Advanced Standing with Completion of Secondary 6 (One-year Full-time)**

<b>Module Title</b>	<b>QF Credit</b>
Vocational English 2C: Workplace Correspondence II	191
Vocational English 2B: Workplace Oral Interaction II	
職業中文：閱讀理解與事務文書	
Mathematics 3B: Functions and Statistics	
Information Technology (C)	
Essentials of Personal Development	
Wellness in Action	
Vocational English 2D: Workplace Writing II	
Vocational English 3A: Workplace Oral Presentation II	
職業中文：小組討論與禮儀文書	
Mathematics 3C: Probability, Index and Forecasting	
Vocational English 3B: Workplace Correspondence III	
職業中文：普通話對話與討論	
Mathematics 3E <sup>^</sup>	
Audio Equipment and Maintenance	
Safety, Health and Environment	
Introduction to Audio Recording	
Digital Audio Production and Editing	

Music Theory for Production	
Digital Visual and Moving Imaging Production	
Live Entertainment Production	
Sound Design for Moving Image	
<b>Total</b>	<b>191</b>

<sup>^</sup> Learners who consider applying for VTC's Higher Diploma Programmes that require Mathematics as one of their general entry requirements shall take the elective module "Mathematics 3E".

### CVE

<b>Module Title</b>	<b>QF Credit</b>
<b>Year 1</b>	180
Vocational English 1B: Workplace Correspondence I 職業中文：普通話對話與事務文書	
Information Technology (A)	
Discovering Yourself	
Vocational English 1A: Workplace Oral Interaction I	
Mathematics 2A: Arithmetic and Algebra	
Sports for All	
Mathematics 2B: Statistics	
Basic Visual Communication	
Audio Equipment and Maintenance	
Basic Guitar Skills	
Basic Music Theory	
Safety, Health and Environment	
Introduction to Audio Recording	
Keyboard Workshop I	
Exploration of Music Style	
Digital Photography and Editing	
Basic Video Production	
<b>Year 2</b>	
職業中文：普通話聆聽與簡化字	
Information Technology (B)	
Basic Live Multi-cam Production	
Digital Audio Production and Editing	
Music Theory for Production	
Sound Design for Moving Image	
Introduction to Motion Graphic Production	
Vocal Workshop <sup>#</sup>	
DJ & VJ Mixing and Remixing <sup>#</sup>	
Social Media and Portfolio Production <sup>#</sup>	
<b>Total</b>	<b>180</b>

<sup>#</sup> Learners should select one from the three elective modules.

## 4.4 Graduation Requirements

- (a) Students have to satisfactorily complete the credit and other requirement within six years for DVE from the date of first enrolment in the DVE programme. The minimum credit requirements are:

DVE (Music and Media Production)

<b>Programme Entry</b>	<b>Core Generic Skills</b>	<b>Core Vocational</b>	<b>Elective</b>	<b>Total</b>
General Entry with Completion of S3	215	171	30	416
Advanced Standing entry with Completion of S6	116	75	0	191

CVE (Music and Media Production)

<b>Programme Entry</b>	<b>Core Generic Skills</b>	<b>Core Vocational</b>	<b>Elective</b>	<b>Total</b>
General Entry with Completion of S3	52	118	10	180

- (b) The minimum attendance requirement for individual module is 80% for full-time students. Students not satisfying the minimum attendance requirement of a module shall not be awarded a module mark/grade, unless approval of the campus Principal concerned has been granted.

#### 4.5 Admission Requirements

- Completion of Secondary 3 (S3) or equivalent;
- Admission with advanced standing may be accepted for certain qualifications, for example, completion of Secondary 6 (S6, under the current Senior Secondary academic structure) or equivalent.

## 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](http://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](http://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](http://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: VA12/02/61

**Address of Teaching/ Training Venue(s)**

- (1) Youth College (Kwai Fong)  
85 Hing Shing Road, Kwai Chung, New Territories  
青年學院（葵芳）  
新界葵涌興盛路 85 號
- (2) Youth College (Kowloon Bay)  
46 Tai Yip Street, Kowloon Bay, Kowloon  
青年學院（九龍灣）  
九龍九龍灣大業街 46 號
- (3) Youth College (Kwai Chung)  
13-19 San Kwai Street, Kwai Chung, New Territories  
青年學院（葵涌）  
新界葵涌新葵街 13-19 號
- (4) Youth College (Pokfulam)  
145 Pokfulam Road, Hong Kong  
青年學院（薄扶林）  
香港薄扶林道 145 號
- (5) Youth College (Tseung Kwan O)  
Tsui Lam Estate, Tseung Kwan O, New Territories  
青年學院（將軍澳）  
新界將軍澳翠林邨
- (6) Youth College (Tuen Mun)  
18 Tsing Wun Road, Tuen Mun, New Territories  
青年學院（屯門）  
新界屯門青雲路 18 號
- (7) Youth College (Tin Shui Wai)  
11 Tin Ho Road, Tin Shui Wai, New Territories  
青年學院（天水圍）  
新界天水圍天河路 11 號
- (8) Youth College (Yeo Chei Man)  
11 To Lok Road, Tseung Kwan O, New Territories  
青年學院（邱子文）  
新界將軍澳陶樂路 11 號
- (9) Hong Kong Design Institute & HK Institute of Vocational Education (Lee Wai Lee)  
3 King Ling Road, Tseung Kwan O, New Territories  
香港知專設計學院及香港專業教育學院（李惠利）  
新界將軍澳景嶺路 3 號

