



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

SUMMARY ACCREDITATION REPORT

HANG SENG MANAGEMENT COLLEGE

**INITIAL EVALUATION
AND
LEARNING PROGRAMME ACCREDITATION**

**MASTER OF ARTS IN TRANSLATION
(BUSINESS AND LAW) PROGRAMME**

FEBRUARY 2016

This accreditation report is issued by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) in its capacity as the Accreditation Authority as provided for under the Accreditation of Academic and Vocational Qualifications Ordinance (Cap 592) (AAVQO). This report outlines the HKCAAVQ's determination, the validity period of the determination as well as any conditions or restrictions on the determination.

1. Introduction

- 1.1 Hang Seng Management College (the College) is incorporated in 2010 as a wholly-owned subsidiary of Hang Seng School of Commerce (HSSC) for the provision of post-secondary education under the Cap. 320 Post Secondary Colleges Ordinance. Since 2010, HKCAAVQ has accredited 11 bachelor's degree programmes the College offers; and re-accredited three of them. The College has its first cohort of graduates in 2014 from three re-accredited programmes: Bachelor of Business Administration (Honours), Bachelor of Business Administration (Honours) in Supply Chain Management, and Bachelor of Translation with Business (Honours) (BTB). With this proven track record, the College seeks Initial Evaluation (IE) at QF Level 6 for the purpose of operating Master's degree programmes as part of its academic development plan for the next four academic years. Master of Arts in Translation (Business and Legal) is its first postgraduate degree programme seeking accreditation.
- 1.2 Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) was commissioned by Hang Seng Management College to conduct a combined Initial Evaluation and Learning Programme Accreditation exercise with the following Terms of Reference:
- (a) To conduct an accreditation test as provided for in the AAVQO to determine whether Hang Seng Management College (the Operator) meets the stated objectives and is competent to operate learning programmes that meet the QF Level 6 standard, and can be granted Initial Evaluation Status at QF Level 6;
 - (b) To conduct an accreditation test as provided for in the AAVQO to determine whether the Master of Arts in Translation (Business and Law) Programme of the Operator meets the stated objectives and QF standard and can be offered as an accredited programme from the 2016/17 academic year; 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.

1.3 A site visit took place on 16-17 December 2015.

2. HKCAAVQ's Accreditation Determination

Having due consideration of the accreditation panel's observations and comments as presented in this Report, HKCAAVQ makes the following accreditation determination:

2.1 Initial Evaluation

Approval

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| Name of Operator | Hang Seng Management College 恒生管理學院 |
| Address of Operator | Hang Shin Link, Siu Lek Yuen, Shatin, New Territories |
| Highest QF Level of programme(s) which the Operator can operate upon successful learning programme accreditation | Level 6 |
| Start date of 2-year validity period of IE status | 1 September 2016 |
| Scope of IE status | For local accredited learning programmes operating in Hong Kong |

2.1.1 Recommendations

- (a) The College should review the code of discipline for staff to ensure that it adequately ties in with the new developments of the College; and the practice of the grievance procedures to ensure that they are easily accessible to staff.
- (b) The College should increase the number of middle-ranking professorial staff to support its strategic development.

(c) The College should develop criteria for securing continuous employment for staff in the long run and provide explicit and objective benchmarks for staff promotion.

(d) The College should formulate a workload policy that provides significantly stronger support to young scholars for their research and career development.

2.2 Learning Programme Accreditation

Approval

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| Name of Operator | Hang Seng Management College 恒生管理學院 |
| Name of Award Granting Body | Hang Seng Management College 恒生管理學院 |
| *Title of Learning Programme | Master of Arts in Translation (Business and Legal) Programme 翻譯文學碩士（商務與法律）課程 |
| *Title of Qualification (Exit award) | Master of Arts in Translation (Business and Legal) 翻譯文學碩士（商務與法律） |
| Primary Area of Study/Training | Languages, Translation and Literature |
| Other Area of Study/Training | Not applicable |
| QF Level | Level 6 |
| QF Credit | Not applicable |
| Mode of Delivery and Programme Length | Full-time, minimum 1 year; maximum 2.5 years Part-time, minimum 2 years; maximum 5 years |
| Start date of Validity Period | 1 September 2016 |
| End date of Validity Period | 31 August 2020 |
| Number of Enrolments | One enrolment per year |

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|--|--|
| Maximum Number of New Students | 40 per year for full-time mode 40 per year for part-time mode (from 2016/17 to 2017/18 academic years) 50 per year for full-time mode 50 per year for part-time mode (from 2018/19 to 2019/20 academic years) |
| Specification of Competency Standards Based Programme | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Address of Teaching Venue | Hang Shin Link, Siu Lek Yuen, Shatin, New Territories |

*The revised programme and qualification titles were endorsed by the Panel.

2.2.1 Recommendations

- (a) The College should develop a succession plan to ensure the continuity of effective academic leadership of the Programme.
- (b) The College should engage External Examiners from both local and non-local institutions to diversify the sources of input.
- (c) The College should provide individual consultation to students on study pathways before the commencement of the Programme.
- (d) The College should specify the minimum level of proficiency required for English language writing skills in its admission requirements.

3. Programme Details

The following programme information is provided by the operator.

3.1 Programme Objectives

- lay a solid theoretical foundation in business and legal translation for students;
- develop students' ability to put linguistic and conceptual knowledge into practice in translating business and legal documents;
- equip students with various information technology skills for business and legal translation;

- develop students' ability to critically assess business and legal translation strategies and terminology;
- provide students with insights into the field of business and legal translation in Chinese communities; and
- enhance student's ability to communicate effectively in English and Chinese.

3.2 Programme Intended Learning Outcomes

- analyse complex business and legal texts;
- apply linguistic and conceptual skills to formulate solutions to complex business and legal translation tasks;
- apply various information technology skills to enhance translation efficiency;
- reflect critically on the conceptual issues and practice relating to business and legal translation;
- conduct research on business and legal translation issues; and
- communicate effectively in English and Chinese in business and legal environments and for research and study purposes.

3.3 Programme Structure

- The Programme is offered in both full-time and part-time modes. The former can be completed within one year to two and a half years, and the latter in two to five years. It consists of four Areas: (a) Knowledge in Business and Law, (b) Language and Linguistics in Business and Law, (c) Translation in Business and Law, and (d) Professionalism. Students are expected to complete a range of core and/or elective modules in each of the four Areas. The Programme has four core modules and 13 elective modules. All the modules weigh three credits except for the six-credit module *Translation Project*.

Core and Elective Modules

| Modules | Credits |
|--|----------|
| 1. Knowledge in Business and Law Area | |
| TRA5001 Concepts and Terminology in Business and Law (Core) | 3 |
| TRA5101 Business and Law in Greater China | 3 |
| TRA5102 Computer Tools for Translation and Research | 3 |
| 2. Language and Linguistics in Business and Law Area | |
| TRA5002 Language for Business and Law (Core) | 3 |
| TRA5103 Advanced English Writing for Business and Law | 3 |
| TRA5104 高階中文商務與法律寫作 | 3 |
| TRA5105 Bilingual Legal Drafting | 3 |

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| TRA5106 Linguistics for Business and Law | 3 |
| TRA5107 Forensic Linguistics | 3 |
| 3. Translation in Business and Law Area | |
| TRA5003 Translation in Business and Law (Core) | 3 |
| TRA5108 Advanced Translation Studies | 3 |
| TRA5109 Advanced Translation in Business and Law | 3 |
| TRA5110 Interpreting for Business and Law | 3 |
| TRA5111 Court Interpreting | 3 |
| TRA5112 Research Seminar | 3 |
| 4. Professionalism Area | |
| TRA5004 Translation Industry in Chinese Communities (Core) | 3 |
| TRA5113 Translation Project | 6 |

3.4 Graduation Requirements

- To be eligible for graduation, students are required to complete a minimum of 27 credits and obtain a minimum cumulative GPA of 2.0. Students whose attendance of a module is less than 80% will be given a fail grade for the module.

3.5 Admission Requirements

- Applicants should have a bachelor's degree from a recognised university or equivalent; and
- Applicants should provide documentary evidence demonstrating English proficiency: pass in AS/AL Use of English; Level 4 or above in HKDSE English Language; TOEFL \geq 550 (paper-based), \geq 213 (computer-based), \geq 79 (internet-based); IELTS \geq 6.5; CET 6 \geq 430; TEM-4 \geq 70; or equivalent; and
- Preference will be given to applicants with translation/business/law background.

3.6 Graduate Profile

- Please refer to Appendix.

4. Substantial Change

- ### 4.1 Maintenance of the HKCAAVQ accreditation status during the validity period is subject to no substantial change being made without prior approval from HKCAAVQ.

5. Qualifications Register

- 5.1 Qualifications accredited by HKCAAVQ are eligible for entry into the Qualifications Register (QR) at <http://www.hkqr.gov.hk> for recognition under the Qualifications Framework (QF). The Operator should apply separately to have their quality-assured qualifications entered into the QR.

- 5.2 Only learners who are admitted to the named accredited learning programme during the validity period and who have graduated with the named qualification uploaded in the QR will be considered to have acquired a qualification recognised under the QF.

Report No.: 16/24
File Reference: 56/16/01

Appendix

Graduate Profile of Master of Arts in Translation (Business and Legal) Programme

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| Qualification Title | Master of Arts in Translation (Business and Legal) |
| Qualification Type | Master's Degree |
| QF Level | 6 |
| Primary Area of Study / Training | Languages, Translation and Literature |
| Programme Objectives | <p>The programme aims to</p> <ol style="list-style-type: none">1. lay a solid theoretical foundation in business and legal translation for students;2. develop students' ability to put linguistic and conceptual knowledge into practice in translating business and legal documents;3. equip students with various information technology skills for business and legal translation;4. develop students' ability to critically assess business and legal translation strategies and terminology;5. provide students with insights into the field of business and legal translation in Chinese communities; and6. enhance student's ability to communicate effectively in English and Chinese. |
| Programme Intended Learning Outcomes | <ol style="list-style-type: none">1. analyse complex business and legal texts;2. apply linguistic and conceptual skills to formulate solutions to complex business and legal translation tasks;3. apply various information technology skills to enhance translation efficiency;4. reflect critically on the conceptual issues and practice relating to business and legal translation;5. conduct research on business and legal translation issues; and6. communicate effectively in English and Chinese in business and legal environments and for research and study purposes. |
| Education Pathways | Graduates of the Programme may pursue further study at MPhil or PhD levels, particularly in the area of business and legal language/translation. |

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|---------------------------------------|---|
| Employment Pathways | <p>Graduates may fill the following posts:</p> <ol style="list-style-type: none"> 1. Financial/ business/ legal translators 2. Law clerks/ legal assistants 3. Business executives 4. Project managers 5. Technical writers 6. Public relations/ communication officers 7. Language trainers/ teachers |
| Minimum Admission Requirements | <ol style="list-style-type: none"> 1. a bachelor's degree from a recognised university or equivalent; and 2. documentary evidence demonstrating English proficiency (Pass in AS/AL Use of English; Level 4 or above in HKDSE English Language; TOEFL \geq 550 (paper-based), \geq 213 (computer-based), \geq 79 (internet-based); IELTS \geq 6.5; CET 6 \geq 430; TEM-4 \geq 70; or equivalent); and 3. preference will be given to applicants with a translation/business/law background. |
| Operator | <p>Hang Seng Management College 恒生管理學院</p> |