



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

SUMMARY ACCREDITATION REPORT

Caritas Institute of Community Education

Learning Programme Re-accreditation

**Certificate in Manicure & Pedicure Care & Nail Art
(Elective Course of Diploma Yi Jin)**

July 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 In the academic year 2012/13, the Diploma Yi Jin (DYJ), then known as Yi Jin Diploma, was introduced in replacement of the former Project Yi Jin. DYJ aims to provide an alternate pathway for Secondary Six school leavers as well as adult learners to obtain a formal qualification for the purposes of further study and employment. The Federation for Self-financing Tertiary Education (FSTE) is commissioned by the Education Bureau to develop and administer the programme, and serves as the secretary to the DYJ Programme Management Committee (PMC). The Yi Jin Diploma programme was accredited by HKCAAVQ in August 2013 with a validity period of three years starting from the 2013/14 academic year to be operated by seven member institutions of FSTE.
- 1.2 Following the advice of the Education Bureau to FSTE and its member institutions to award standalone qualifications to DYJ students on successful completion of a SCS-based Elective Cluster/Course, an Elective Course of Caritas Institute of Community Education (the Operator) was accredited by HKCAAVQ in September 2014 leading to the SCS-based qualification, Certificate in Manicure & Pedicure Care & Nail Art (Elective Course of Diploma Yi Jin).
- 1.3 Based on the Service Agreement, HKCAAVQ was commissioned by FSTE, on behalf of the Operator to conduct a Learning Programme Re-accreditation exercise to assess and determine whether the Certificate in Manicure & Pedicure Care & Nail Art (Elective Course of Diploma Yi Jin) continues to achieve the stated objectives and meet the Qualifications Framework (QF) standard at QF Level 3.
- 1.4 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement and the Terms of Reference stated therein. A site visit took place on 8 April 2016.

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:

Approval

Name of Operator(s)	Caritas Institute of Community Education 明愛社區書院
Name of Award Granting Body	Caritas Institute of Community Education 明愛社區書院
Title of Learning Programme	Certificate in Manicure & Pedicure Care & Nail Art (Elective Course of Diploma Yi Jin) 美甲及手足護理（毅進文憑選修科目）證書

Title of Qualification(s) (Exit Award(s))	Certificate in Manicure & Pedicure Care & Nail Art (Elective Course of Diploma Yi Jin) 美甲及手足護理（毅進文憑選修科目）證書
Primary Area of Study and Training	Services
Sub-area (Primary Area of Study and Training)	Beauty and Hairdressing
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable
Industry	Beauty
Branch	Beauty
QF Level	Level 3
QF Credits	15
Mode(s) of Delivery and Programme Length	Full-time and Part-time Full-time: 1 year, 150 notional learning hours (including 60 contact hours) Part-time: 2 years, 150 notional learning hours (including 60 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	4 years 1 September 2016 to 31 August 2020
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Maximum of 35 learners per class
Specification of Competency Standards Based Programme	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Specification of Generic (Foundation) Competencies-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Notes to be indicated on the QR	This programme is one of the Elective Courses of the Elective Cluster, Professional Make-up, Hair-dressing and Nail Technology, of the Diploma Yi Jin programme. 此課程屬於毅進文憑中「專業化妝、髮型設計及美甲學」 選修群組的其中一個選修科目。
Address of Teaching/ Training Venue(s)	See Annex

Recommendation

1. The Operator should enhance the staff development activities to ensure that the understanding of QF levels and standards of teaching staff and External Advisors are kept updated for performing their roles effectively.

3. Programme Details

The following is the programme information provided by the Operator.

3.1 Programme Objectives

- To apply the knowledge of manicure, pedicure, hand and foot care to provide the manicure and pedicure treatments; and
- Demonstrate the skills of applying the acrylic, UV gel nail and fibre nail tips.

3.2 Programme Intended Learning Outcomes

- Analyse the client's needs and the condition of the nails and performed the skilled tasks of nail care and enhancement safely and effectively, such as nail treatments; and
- Apply the techniques of nail extension and maintenance to provide acrylic nail, UV gel nail and fibre nail tips treatments.

3.3 Programme Structure

Module Title	Unit of Competency	QF Credit
Perform Basic Manicure / Pedicure	BEZZNA205A	
Master Manicure and Pedicure Techniques	BEZZNA312A	
Perform Acrylic Nail Enhancement	BEZZNA303A	
Perform UV Gel Nail Enhancement	BEZZNA304A	
Apply Fibre Nail Tips	BEZZNA305A	
Total		15

3.4 Graduation Requirements

- An attendance rate of 80% or above in the Elective Course of Manicure & Pedicure Care & Nail Art; and
- At least 50% overall marks in this Elective Course.

3.5 Admission Requirements

a. Local students:

- (i) Hong Kong ID card holder; AND
- (ii) Completed Secondary 6 in HK or equivalent to 12 years of progressive study; OR
Aged 21 or above upon commencement of the first semester for mature students without Secondary 6 qualification.

b. Non-local students:

- (i) Whose immigration status permits them to study in HK; AND
- (ii) Fulfil the conditions stated in a(ii) above.

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 by 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). Operators 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.: 16/72
File Reference: 20/12/05 (b1)

Address of Teaching/ Training Venue(s)

1. Caritas Institute of Community Education - Yaumati
4 Cliff Road, Yau Ma Tei, Kowloon
明愛社區書院－油麻地
九龍油麻地石壁道 4 號
2. Caritas Institute of Community Education - Hung Hom
5 Dyer Avenue, Hung Hom, Kowloon
明愛社區書院－紅磡
九龍紅磡戴亞街 5 號
3. Caritas Jockey Club Institute of Community Education - Tsuen Wan
146 Chung On Street, Tsuen Wan, New Territories
明愛賽馬會社區書院－荃灣
新界荃灣眾安街 146 號
4. Caritas Institute of Community Education - Shatin
18-24 Man Lai Road, Shatin, New Territories
明愛社區書院－沙田
新界沙田文禮路 18-24 號
5. Caritas Institute of Community Education - Fanling
3/F, Carpark No.1, Cheung Wah Estate, Fanling, New Territories
明愛社區書院－粉嶺
新界粉嶺祥華村一號停車場三樓
6. Caritas Institute of Community Education Centre - Tuen Mun
Units 21-34, G/F, Wu Yuet House, Wu King Estate, Tuen Mun, New Territories
明愛社區書院－屯門
新界屯門湖景邨湖月樓地下 21-34 室
7. Caritas Institute of Community Education - Yuen Long
G/F, Shop 1, Dip Shui House, Shui Pin Wai Estate, Yuen Long, New Territories
明愛社區書院－元朗
新界元朗水邊圍邨疊水樓地下 1 號鋪
8. Caritas Institute of Community Education - Kowloon Tong
16 Kent Road, Kowloon Tong, Kowloon
明愛社區書院－九龍塘
九龍九龍塘根德道 16 號
9. Caritas Bianchi College of Careers
18 Chui Ling Road, Tseung Kwan O, New Territories
明愛白英奇專業學校
新界調景嶺翠嶺路 18 號

10. Caritas Institute of Community Education - Tin Hau
1/F, SUP Tower, 75-83 King's Road, North Point, Hong Kong
明愛社區書院－天后
香港英皇道 75 至 83 號聯合出版大廈一樓

11. Caritas Yau Shing Community Education Centre (Night School)
Ping Ha Road, Area 3, Tin Shui Wai, Yuen Long, New Territories
明愛友誠社區進修中心（夜校）
新界元朗天水圍第 3 區屏廈路