



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 HIGHER EDUCATION

LEARNING PROGRAMME ACCREDITATION

BACHELOR OF SOCIAL WORK (HONOURS)

JULY 2015

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 Formerly known as Caritas Francis Hsu College, the Caritas Institute of Higher Education (the Institute) commenced operation in 1985 and was approved to provide post-secondary education in 1990. It underwent two Institutional Reviews by the-then HKCAA in 2001 and HKCAAVQ in 2010 respectively and subsequently developed into a post-secondary college registered under the Post Secondary Colleges Ordinance (Cap 320) with degree-conferring status. Since then, the Institute has offered self-financed degree programmes in the disciplines of Business Administration, Arts, Social Sciences and Nursing.
- 1.2 HKCAAVQ was commissioned by the Institute to conduct a 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 the Bachelor of Social Work (Honours) programme of the Institute meets the stated objectives and QF standard and can be offered as an accredited programme from the 2016/17 academic year; and
 - (b) To issue to the Institute an accreditation report setting out HKCAAVQ's determination in relation to (a) above.
- 1.3 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 14 and 15 May 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 Learning Programme Accreditation

Approval

Name of Operator	Caritas Institute of Higher Education 明愛專上學院
Name of Award Granting Body	Caritas Institute of Higher Education 明愛專上學院
Title of Learning Programme	Bachelor of Social Work (Honours) 社會工作（榮譽）學士
Title of Qualification (Exit Award)	Bachelor of Social Work (Honours) 社會工作（榮譽）學士
Primary Area of Study and Training	Social Sciences
Sub-area (Primary Area of Study and Training)	Social Services
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable
QF Level	Level 5
QF Credits	Not applicable
Mode(s) of Delivery and Programme Length	Part-time, 3 years
Start Date of Validity Period	1 January 2017
End Date of Validity Period	31 December 2020
Number of Enrolment(s)	One enrolment per year
Maximum Number of New Students	Year 1 Entry – 60 per year
Specification of Competency Standards-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address of Teaching Venue	18 Chui Ling Road, Tseung Kwan O, New Territories

2.1.1 Requirements

- (a) The Institute is to review and refine the scope of knowledge, skills and values embraced in individual Programme Intended Learning Outcomes (PILOs) to enable more precise alignment between the PILOs and the Course Intended Learning Outcomes (CILOs). The Institute is to submit the revised PILOs and mapping table of courses against the PILOs to HKCAAVQ for the fulfilment of the above requirement **by 28 February 2017.**

2.1.2 Recommendations

- (a) The Institute should ensure the adequacy of students' prior knowledge in social economics in formulating a critical understanding of the approach to policy advocacy in *Social Policy Analysis and Advocacy*.
- (b) The Institute should incorporate more academic capacity building activities in social sciences into the content and assessment of related courses.
- (c) The Institute should revisit the range of elective choices in the category of "*Specific Target Population*", in order to better respond to the diverse backgrounds and training needs of prospective students.
- (d) The Institute should set out course prerequisites explicitly in order to enhance the clarity of the programme structure and of student progression.
- (e) The Institute should organise activities which maximise the synergy between theory and practice in *Fieldwork* for the learning benefit of students.
- (f) The Institute should review and identify areas for enhancement within the scope of competencies measured in assessment tasks/activities, in order to ensure a comprehensive attainment of standards.
- (g) The Institute should (i) revisit the overall proportion of continuous assessment, in particular, group projects; and (ii) devise a set of clear protocol to assess individual students' contribution in group projects to ensure reliability.

- (h) The Institute should design an appropriate number of core tasks to assess students' achievement of ILOs across different settings in *Fieldwork*.
- (i) The Institute should develop guidelines for agencies providing *Fieldwork* opportunities to their own staff, to ensure clear distinction between the status of student on placement and as a full-time staff.
- (j) The Institute should formally incorporate feedback from Agency Supervisors as part of the *Fieldwork* assessment.
- (k) The Institute should continuously monitor the Programme's staff development funding to ensure adequate provision for supporting discipline-specific training needs and institutional strategy for long-term academic development.

3. Programme Details

The following programme information is provided by the operator.

3.1 Programme Objectives

The Programme Objectives (POs) are:

- To provide students with a broad learning experience for their intellectual development such that they will be able to understand critically social phenomenon and promote the well-being of the society;
- To enhance students' integrity and capacity for personal development as ethical and caring persons who are capable of making informed decisions in their future careers and personal lives;
- To learn how to intervene at the interface among different systems to enhance social functioning; and
- To improve students' professional skills, practice knowledge, and specified techniques to be utilised in different practice settings.

3.2 Programme Intended Learning Outcomes

Graduates are expected to acquire the following Programme Intended Learning Outcomes (PILOs) on completion of the Programme:

- Integrate and apply a broad range of social sciences knowledge vital to the understanding of social phenomenon;
- Apply problem solving and analytical skills to promote social well-being;
- Apply and integrate social work knowledge and skills for effective social work generalist intervention with different target and action systems;
- Apply high standards of ethical reasoning in the performance of personal, academic and professional responsibilities;
- Apply managerial and leadership skills for effective team building;
- Demonstrate broad perceptual and conceptual horizons and knowledge of life and a global perspective;
- Exhibit the abilities for intellectual curiosity and capacity for life-long learning;
- Demonstrate commitment and the ability to integrate ethics and values of the social work profession;
- Examine social research and policy analysis for social issues and promote social change for betterment of society;
- Communicate effectively in Chinese and English in specific fields; produce professional documents to a good standard; and
- Adopt a multi-disciplinary working approach and be culturally sensitive in social work practice.

3.3 Programme Structure

Component	No. of Courses	No. of Credits	Percentage by Credits
Programme Specific	12 courses	36 credits	57.2%
<i>Core</i>	9 courses	27 credits	42.9%
<i>Elective</i>	3 courses	9 credits	14.3%
General Education	3 courses	6 credits	9.5%
<i>Required</i>	2 courses	3 credits	4.8%
<i>Elective</i>	1 course	3 credits	4.8%
Language & Communication	2 courses	6 credits	9.5%
Research Methods	1 course	3 credits	4.8%
Fieldwork	1 course	12 credits	19.0%
Total	19 courses	63 credits	100%

3.4 Graduation Requirements

- To be eligible for graduation, students are required to satisfactorily complete 63 credits in accordance with the assessment regulations and obtain a cumulative Grade Point Average (GPA) of 2.0 or above (2.2 or above for the award with honours).

3.5 Admission Requirements

- The general admission criteria for the Programme are based on applicants' sub-degree academic results, work experience, and performance in admission interview. The minimum admission requirement for Year 1 entry is as follows:
 - (a) A recognised AD/HD in social work; and
 - (b) Relevant professional practice experience.
- Priority will be given to applicants with (a) a grade point average (GPA) of at least 2.5 out of 4 or 2.6 out of 4.5; (b) over two years of professional practice experience; and (c) agency sponsorship.

3.6 Graduate Profile

- Please refer to Appendix.

4. Substantial Change

- 4.1 The accreditation status of the learning programme(s) will lapse upon the expiry of the validity period or HKCAAVQ may withdraw the accreditation status at any time during the validity period if there are substantial changes made to the programme(s) that have not been approved by HKCAAVQ. Please refer to the '*Guidance Notes on Substantial Change to Accreditation Status*' in seeking approval for proposed changes. The Guidance Notes can be downloaded from the HKCAAVQ website.

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.

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Graduate Profile of Bachelor of Social Work (Honours)

Qualification Title	Bachelor of Social Work (Honours) 社會工作（榮譽）學士
Qualification Type	Bachelor Degree
QF Level	5
Primary Area of Study and Training	Social Sciences
Sub-area (Primary Area of Study and Training)	Social Services
Other Area of Study and Training	Not applicable
Sub-area (Other Area of Study and Training)	Not applicable
Programme Objectives	<p>The Programme Objectives are:</p> <ul style="list-style-type: none"> (a) To provide students with a broad learning experience for their intellectual development such that they will be able to understand critically social phenomenon and promote the well-being of the society; (b) To enhance students' integrity and capacity for personal development as ethical and caring persons who are capable of making informed decisions in their future careers and personal lives; (c) To learn how to intervene at the interface among different systems to enhance social functioning; and (d) To improve students' professional skills, practice knowledge, and specified techniques to be utilised in different practice settings.
Programme Intended Learning Outcomes	<p>Graduates are expected to acquire the following Programme Intended Learning Outcomes (PILOs) on completion of the Programme:</p> <ul style="list-style-type: none"> (a) Integrate and apply a broad range of social sciences knowledge vital to the understanding of social phenomenon; (b) Apply problem solving and analytical skills to promote social well-being;

	<ul style="list-style-type: none"> (c) Apply and integrate social work knowledge and skills for effective social work generalist intervention with different target and action systems; (d) Apply high standards of ethical reasoning in the performance of personal, academic and professional responsibilities; (e) Apply managerial and leadership skills for effective team building; (f) Demonstrate broad perceptual and conceptual horizons and knowledge of life and a global perspective; (g) Exhibit the abilities for intellectual curiosity and capacity for life-long learning; (h) Demonstrate commitment and the ability to integrate ethics and values of the social work profession; (i) Examine social research and policy analysis for social issues and promote social change for betterment of society; (j) Communicate effectively in Chinese and English in specific fields; produce professional documents to a good standard; and (k) Adopt a multi-disciplinary working approach and be culturally sensitive in social work practice.
Education Pathways	The Programme provides the knowledge and skills for graduates to pursue further study in programmes pitched at QF Level 6 in social work and related areas in social sciences.
Employment Pathways	<p>Graduates could obtain employment in the following posts:</p> <ul style="list-style-type: none"> (a) Registered Social Worker; (b) Assistant Social Work Officer; (c) School Social Worker / Caseworker; and (d) Contract Social Worker.
Minimum Admission Requirements	<p><u>Year 1 Entry</u></p> <ul style="list-style-type: none"> (a) A recognised Associate Degree / Higher Diploma in social work; and (b) Relevant professional practice experience.
Operator	Caritas Institute of Higher Education 明愛專上學院