



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 College of Technology

Learning Programme Re-accreditation

Higher Diploma in Tourism Management

December 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 Hong Kong College of Technology (HKCT) (香港專業進修學校), as a local charitable and self-financing tertiary institution, is positioned at providing accredited Post-secondary programmes at sub-degree level with the hallmark of practicality and professional linkage.
- 1.2 Based on the Service Agreement, HKCAAVQ was commissioned by Hong Kong College of Technology (the Operator) to conduct a Learning Programme Re-Accreditation exercise to assess and determine whether the Higher Diploma in Tourism Management continues to achieve the stated objectives and Qualification Framework (QF) standard at QF Level 4.
- 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. The Education Bureau's *"Updated Revised Common Descriptors for Associate Degree and Higher Diploma Programmes under the New Academic Structure"* is also a guiding document used by the Panel and the Operator in conducting this validation exercise for the Higher Diploma programme. A site visit took place on 12 October 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)	Hong Kong College of Technology 香港專業進修學校
Name of Award Granting Body	Hong Kong College of Technology 香港專業進修學校
Title of Learning Programme	Higher Diploma in Tourism Management 旅遊業管理高級文憑
Title of Qualification(s) (Exit Award(s))	1. Higher Diploma in Tourism Management (Airline and Cruise Services) 旅遊業管理高級文憑 (航空及郵輪服務) 2. Higher Diploma in Tourism Management (Hospitality) 旅遊業管理高級文憑 (酒店款待) 3. Higher Diploma in Tourism Management (Tourism and

	Event Management) 旅遊業管理高級文憑（旅遊及項目管理） 4. Higher Diploma in Tourism Management (Culinary) 旅遊業管理高級文憑（西式廚藝）
Primary Area of Study and Training	Services
Sub-area (Primary Area of Study and Training)	1. Catering; 2. Food and Beverage Services; 3. Hotel and Tourism; 4. MICE and Event Management
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	332
Mode(s) of Delivery and Programme Length	Full-time: 2 years 3315 notional learning hours (including 1605 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	3 years 1 September 2017 – 31 August 2020
Number of Enrolment(s)	One enrolment per year
Maximum Number of New Students	Maximum of 160 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
Notes to be indicated on the QR	This programme includes Internship for 75 QF credits to be conducted in 750 hours.

Address of Teaching/ Training Venue(s)	<p>(1) HKCT Jockey Club Undergraduate Campus, 2 On Shing Street, Ma On Shan, Sha Tin, New Territories 新界沙田馬鞍山鞍誠街 2 號港專賽馬會本科校園</p> <p>(2) HKCT Jockey Club Ma On Shan Campus, Yiu on Estate, Ma on Shan, Sha Tin, New Territories 新界馬鞍山耀安邨港專賽馬會馬鞍山校園</p>
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Requirements	
1. The Operator is to submit a report on the staffing of the Culinary Stream including the appointment of a Stream Leader, and the staff deployment for the delivery of different subjects.	31 December 2017
<p>2. The Operator is to improve the Quality Assurance Mechanism to ensure effective programme management and review. The Operator is to submit the following as evidence on the improvement and implementation to HKCAAVQ:</p> <p>(a) Assessment guidelines on the design, structure and marking for teachers to ensure the consistency and quality of the assessment papers across subjects;</p> <p>(b) A stream specific report template for External Examiners to solicit their comments on the specific subjects; and</p> <p>(c) A report on the implementation of (a) and (b), exemplified with provision of relevant materials of the subject “Sales and Marketing for Tourism and Hospitality”.</p>	31 March 2018

Recommendations	
<p>1. The Operator should make all efforts to observe the teacher-and-student ratio of 1:20 for tutorial class as stated in the accreditation document to ensure effective teaching and learning of the subject “Academic English Skills”.</p> <p>2. The Operator should provide relevant training on housekeeping cart in the practical subject “Housekeeping Operations” with the provision of the required equipment/ facilities to make the training be more authentic with respect to real working requirements.</p> <p>3. The Operator should enhance the marketing of the programme through various channels and devise more proactive admission strategies to ensure an on-going increase in its admission number so as to fully utilize the approved number of 160.</p>	

4. The Operator should include workplace visit reports conducted by the internship coordinators in the internship programme to formally record information or feedback collected during the site visit in the internship to facilitate follow-up action if required or for continuous improvement of the internship.

3. Programme Details

The following is the programme information provided by the Operator.

3.1 Programme Objectives

The objectives of the programme are to:

- Provide a broad base of Tourism and Hospitality subjects to nurture students to be competent for employment;
- Develop students' ability in Tourism and Hospitality through effective use and a combination of academic knowledge and practical skills gained in various parts of the programme; and
- Provide students with opportunities for pursuing further development in the hospitality and tourism industry.

3.2 Programme Intended Learning Outcomes (PILOs)

Upon successful completion of the HDTM, a graduate would be able to:

- Employ the essential knowledge and operational competencies and skills in the hospitality and tourism industry;
- Recognize work ethics, professional service attitude, and self-directed learning and be able to apply these principles in practice;
- Exercise appropriate judgments in planning, selecting, presenting and evaluating information to resolve operational problems in hospitality and tourism areas; and
- Communicate effectively and apply varieties of technologies in the workplace.

3.3 Programme Structure

Module Title	QF Credit
<i>Core Generic Subjects</i>	
Academic English Skills	13.5
Art of Reasoning	13.5
Business Software Applications	13.5
Professional English Communications	13.5
Professional Putonghua Communications	13.5
<i>General Business Subjects</i>	
Introduction to Tourism and Hospitality	13.5
Sales and Marketing for Tourism and Hospitality	13.5
Human Resources Management for Tourism and Hospitality	13.5

Elective (Select 1 out of 2)	13.5
i) Accounting for Business Operations	
ii) Business Environment for Tourism and Hospitality	
Tourism and Event Management Stream	
Event facilities Management	13.5
International Events and Festivals	13.5
Airline Ground Service Operations	13.5
Principles of Event Operations	13.5
Itinerary Planning and Tour Packaging	13.5
Tourism Development	13.5
Special Interest Tourism	13.5
Meetings, Incentives, Conventions and Exhibitions	13.5
Hospitality Stream	
Food and Beverage Service	13.5
Food Theory	13.5
Front Office Operations	13.5
Food Service and Production Operations	13.5
Housekeeping Operations	13.5
Management in Hospitality Industry	13.5
Food and Beverage Management	13.5
Rooms Division Management	13.5
Culinary Stream	
Food and Beverage Service	13.5
Food Theory	13.5
Gastronomy and Nutrition	13.5
Culinary Skill Development	13.5
Patisserie and Dessert	13.5
Food Service and Production Operations	13.5
Food and Beverage Management	13.5
Culinary Innovation	13.5
Airline and Cruise Services Stream	
Airline and Cruise Product Knowledge and Planning	13.5
Airline Ground Service Operations	13.5
Fare Calculation	13.5
On-Board Entertainment Management	13.5
Operation of Central Reservation System	13.5
Principles of Cruising	13.5
Cabin Services Management	13.5
On-board Catering Management	13.5
Elective	
Elective [1]#	13.5
Elective [2]#	13.5
Internship (600 hours practice + 150 hours tutorial)	75
Total	331.5

from a list of elective subjects

3.4 Graduation Requirements

- The Higher Diploma in Tourism Management programme adheres to the Academic Regulations by which a student must have to pass all the required subjects/credits of a programme and obtain an overall GPA 1.7 for meeting the requirements of graduation.

3.5 Admission Requirements

- Attained Level 2 in 5 HKDSE subjects, including English and Chinese [each applicant is allowed to use not more than two Applied Learning subjects at “Attained” level as equivalent to Level 2 in the application]; **or**
- Pass in 1 A-Level or 2 AS-Level subjects (with 5 passes in HKCEE subjects, including English Language and Chinese Language); **or**
- Holder of Diploma Yi Jin; **or**
- Holder of Diploma for Tertiary Studies; **or**
- Holder of Pre-Associate Degree; **or**
- Holder of Diploma and
 - *the qualification should be awarded by one of the local or overseas recognised tertiary institutions / post-secondary colleges, and*
 - *the length of study is at least 450 teaching hours;* **or**
- Mature applicants of age 21 or above [with relevant working experience]; **or**
- Equivalent qualifications; **and**
- Pass the admission interview.

4. Appeal

- 4.1 If the Operator is aggrieved by the determination made in this accreditation report, then pursuant to Part 3 of the Accreditation of Academic and Vocational Qualifications Ordinance (AAVQO) (Cap 592) 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. Please refer to Cap. 592A (<http://www.legislation.gov.hk/eng/home.htm>) 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 <http://www.hkqf.gov.hk>.

5. Substantial Change

- 5.1 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.

6. Qualifications Register

- 6.1 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.

- 6.2 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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