



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

SUMMARY ACCREDITATION REPORT

MTR Academy (HK) Company Limited

Learning Programme Accreditation

**Advanced Diploma in Transport Operations and
Management**

APRIL 2018

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA759), 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) (hereafter Ordinance), was commissioned by MTR Academy (HK) Company Limited (Operator) to conduct a Learning Programme Accreditation Exercise with the following Terms of Reference:

- (a) To conduct an accreditation test as provided for in the Ordinance to determine whether the programme of the MTR Academy (HK) Company Limited (the Operator) meets the stated objectives and QF standard and can be offered as an accredited programme
 - (i) Advanced Diploma in Transport Operations and Management
- (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 took place on 8 February 2018.

2. HKCAAVQ'S DETERMINATION

Learning Programme Accreditation

2.1 HKCAAVQ has determined that the Advanced Diploma in Transport Operations and Management meets the stated objectives and QF standard at Level 4, and can be offered as an accredited programme with a validity period from 1 September 2018 to 31 August 2021.

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:

Name of Operator(s)	MTR Academy (HK) Company Limited 港鐵學院（香港）有限公司
Name of Award Granting Body	MTR Academy (HK) Company Limited 港鐵學院（香港）有限公司

Title of Learning Programme	Advanced Diploma in Transport Operations and Management 運輸營運及管理高等文憑
Title of Qualification(s) (Exit Award(s))	Advanced Diploma in Transport Operations and Management 運輸營運及管理高等文憑
Primary Area of Study and Training	Business and Management
Sub-area (Primary Area of Study and Training)	Transports and Logistics
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	108
Mode(s) of Delivery and Programme Length	Part-time 2 years (1080 notional learning hours, including 516 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	The validity period shall commence on 1 September 2018 and end on 31 August 2021.
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Maximum of 132 learners per year Maximum of 66 learners per class
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

Vocational Qualifications Pathway Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Notes to be indicated on the QR	Not applicable
Address of Teaching/ Training Venue(s)	<ol style="list-style-type: none"> 1. MTR Hung Hom Building, 1/F, 8 Cheong Wan Road, Hung Hom, Kowloon, Hong Kong 香港九龍紅磡暢運道 8 號港鐵紅磡大樓 1 樓 2. 43/F, Manhattan Place, 23 Wang Tai Road, Kowloon Bay, Kowloon, Hong Kong 香港九龍九龍灣宏泰道 23 號 Manhattan Place 43 樓 3. 9/F, Citylink Plaza, No. 1 Shatin Station Circuit, Shatin, N.T., Hong Kong 香港新界沙田車站圍 1 號連城廣場 9 樓

2.4 Recommendations

HKCAAVQ offers the following recommendations for continuous improvement.

Recommendations
<ol style="list-style-type: none"> 1. The Operator should clearly state the importance of case studies as a key learning and teaching tool and lay down guidelines on how cases should be chosen and used to ensure that trainers have a shared understanding and consistency in using case studies for programme delivery. 2. The Operator should consider the potential diversity in student body under the existing admission requirements, and include student background as a component in the programme review with an intention to ensure learners admitted to the programme through different routes have the requisite knowledge and skills to participate in the learning process and to achieve the intended learning outcomes. 3. The Operator should lay down the subject expertise required for teaching different modules so as to inform the recruitment and deployment of training staff in the programme.

2.5 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 MTR Academy (HK) Company Limited is a fully-owned subsidiary of the MTR Corporation Limited (MTRCL). It serves as a platform to retain and transfer the relevant knowledge and experience of MTRCL on railway operation, as well as an education and training hub for the transport sector at large. It plans to provide transport-related accredited programmes and professional courses to people in Hong Kong and overseas.

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

4.1 Programme Objectives

- Equip students with professional knowledge and skills in transport operations and management;
- Nurture operations staff and professionals in transport industry in order to support the rapid development of transport industry in Hong Kong; and
- Cultivate students to pursue further studies of higher level in relevant field.

4.2 Programme Intended Learning Outcomes

- Describe and illustrate the business environment of transport industry;
- Identify parties and statutory bodies involved in transport industry;
- Analyse common operation and management practices of various transport systems in an integrated perspective;
- Examine relevant factors and stakeholders in transport policy formation and implementation process, and conduct implementation planning accordingly;
- Define the development and criteria of a sustainable transport system; and
- Apply knowledge and skills in safety, customer services, management, marketing and financial perspective to transport operations and management.

4.3 Programme Structure

Module	QF Credit
Safety and Quality Practices	
Transportation Customer Service	
Management and Supervision in Transport	
Business Environment for Transport and Logistics	
Financial Management & Reporting for Transport and Logistics	
Marketing and Service Management	
Sustainability in Transport System	

Transportation Planning and Policy	
Transport Systems for Railway and Road	
Transport System for Air and Maritime	
Integrated Transportation	
Transportation Project	
Total	108

4.4 Graduation Requirements

- Pass all the credits (including subject examinations and continuous assessment); and
- With an overall Grade Point Average (CGPA) of at least 2.0

4.5 Admission Requirements

- Have attained Grade E/Level 2 or above in 5 subjects including English Language and Chinese Language in HKCEE, or equivalent; or
- Have attained Level 2 or above in 5 subjects including English Language and Chinese Language in HKDSE or equivalent; or
- Hold a Recognition of Prior Learning (RPL) qualification in logistics industry at QF Level 3 or above; or
- Hold a certificate/diploma at QF Level 3 or above from a recognized institution; or
- 23-year of age or above, and have 2-year relevant working experiences.

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 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 (<http://www.legislation.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: <http://www.hkqf.gov.hk>.

5.3 Qualifications Register

- 5.3.1 Qualifications accredited by HKCAAVQ are eligible for entry into the Qualifications Register ("QR") at <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.

