



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 ACCREDITATION

DIPLOMA IN HOSPITALITY AND TOURISM

LEARNING PROGRAMME RE-ACCREDITATION

**DIPLOMA IN WESTERN CULINARY SKILLS AND
CATERING SERVICES**

APRIL 2018

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA785), 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 Hong Kong College of Technology (Operator) to conduct a Learning Programme Accreditation and Re-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 Hong Kong College of Technology (the Operator) meets the stated objectives and QF standard and can be offered as an accredited programme

(i) Diploma in Hospitality and Tourism
酒店款待及旅遊業文憑

(b) To conduct an accreditation test as provided for in the Ordinance to determine whether the programme of the Hong Kong College of Technology (the Operator) meets the stated objectives and QF standard and can continue to be offered as an accredited programme

(i) Diploma in Western Culinary Skills and Catering Services
西式廚藝及餐飲服務文憑

(c) To issue to the Operator accreditation report setting out the results of the determination in relation to (a) and (b) 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 2 March 2018.

2. HKCAAVQ'S DETERMINATION

Learning Programme Accreditation

2.1 HKCAAVQ has determined that the Diploma in Hospitality and Tourism meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 1 September 2018 to 31 August 2020.

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)	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	Diploma in Hospitality and Tourism 酒店款待及旅遊業文憑
Title of Qualification(s) (Exit Award(s))	Diploma in Hospitality and Tourism 酒店款待及旅遊業文憑
Primary Area of Study and Training	Services
Sub-area (Primary Area of Study and Training)	Hotel and Tourism
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 3
QF Credits	185
Mode(s) of Delivery and Programme Length	Full-time 12 months; 1,850 notional learning hours (including 884 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	The validity period shall commence on 1 September 2018 and end on 31 August 2020.
Number of Enrolment(s)	One enrolment per year
Maximum Number of New Students	Maximum of 80 learners per year Maximum of 40 learners per class
Specification of Competency Standards-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Specification	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

of Generic (Foundation) Competencies-based Programme	
Vocational Qualifications Pathway Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Notes to be indicated on the QR	This programme includes Placement for 43 QF credits to be conducted in 10 weeks. 此課程包括 10 星期的實習，佔 43 資歷學分。
Address of Teaching/ Training Venue(s)	<ol style="list-style-type: none"> 1. HKCT Homantin Campus, 14 Princess Road, Homantin, Kowloon 九龍何文田公主道 14 號港專何文田校園 2. HKCT Hong Kong Jockey Club Ma On Shan Campus, Yiu On Estate, Ma On Shan, Shatin, N.T. 新界沙田馬鞍山耀安邨港專賽馬會馬鞍山校園 3. HKCT Hoi Yuen Road Training Centre, 7/F & 8/F, Wong Tze Building, 71 Hoi Yuen Road, Kwun Tong, Kowloon 九龍觀塘開源道 71 號王子大廈 7 至 8 樓開源道培訓中心 4. HKCT Jordan Training Centre, 9/F & 11/F, Wing On Kowloon Centre, 345 Nathan Road, Kowloon 九龍彌敦道 345 號永安九龍中心 9 樓及 11 樓佐敦培訓中心

Learning Programme Re-accreditation

2.4 HKCAAVQ has determined that the Diploma in Western Culinary Skills and Catering Services meets the stated objectives and QF standard at Level 3, and can be offered as an accredited programme with a validity period from 1 September 2018 to 31 August 2020.

2.5 Validity Period

2.5.1 The validity period will commence on the date specified below.

2.6 The determinations on the Learning Programme Re-accreditation are specified as follows:

Name of Operator(s)	Hong Kong College of Technology 香港專業進修學校
Name of Award	Hong Kong College of Technology

Granting Body	香港專業進修學校
Title of Learning Programme	Diploma in Western Culinary Skills and Catering Services 西式廚藝及餐飲服務文憑
Title of Qualification(s) (Exit Award(s))	Diploma in Western Culinary Skills and Catering Services 西式廚藝及餐飲服務文憑
Primary Area of Study and Training	Services
Sub-area (Primary Area of Study and Training)	Catering, Food and Beverage Services
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 3
QF Credits	185
Mode(s) of Delivery and Programme Length	Full-time 12 months; 1,850 notional learning hours (including 884 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	The validity period shall commence on 1 September 2018 and end on 31 August 2020.
Number of Enrolment(s)	One enrolment per year
Maximum Number of New Students	Maximum of 80 learners per year Maximum of 40 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	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Qualifications Pathway Programme	
Notes to be indicated on the QR	This programme includes Placement for 43 QF credits to be conducted in 10 weeks. 此課程包括 10 星期的實習，佔 43 資歷學分。
Address of Teaching/ Training Venue(s)	<ol style="list-style-type: none"> 1. HKCT Homantin Campus, 14 Princess Road, Homantin, Kowloon 九龍何文田公主道 14 號港專何文田校園 2. HKCT Hong Kong Jockey Club Ma On Shan Campus, Yiu On Estate, Ma On Shan, Shatin, N.T. 新界沙田馬鞍山耀安邨港專賽馬會馬鞍山校園 3. HKCT Hoi Yuen Road Training Centre, 7/F & 8/F, Wong Tze Building, 71 Hoi Yuen Road, Kwun Tong, Kowloon 九龍觀塘開源道 71 號王子大廈 7 至 8 樓開源道培訓中心 4. HKCT Jordan Training Centre, 9/F & 11/F, Wing On Kowloon Centre, 345 Nathan Road, Kowloon 九龍彌敦道 345 號永安九龍中心 9 樓及 11 樓佐敦培訓中心

2.7 Recommendations

HKCAAVQ offers the following recommendation(s) for continuous improvement.

Recommendations
<p><u>Diploma in Hospitality and Tourism and</u> <u>Diploma in Western Culinary Skills and Catering Services</u></p> <ol style="list-style-type: none"> 1. The Operator should consider expanding the coverage of work ethics in the programmes for its application in the “food production” and “food service” modules to better prepare students to work in the hospitality industry and catering industry. 2. As the “Hospitality Experience Programme” (HEP) is one of the projects in HKCT Jockey Club Service Learning Project of the College which provides added value to the programmes, the Operator should provide details on the purpose, implementation arrangements and requirements of HEP in the programme documents to ensure common understanding and clear expectation among teaching staff and students on HEP. 3. The Operator should provide marking/grading rubrics of all major assessments to students to help them understand the performance requirements of the major tasks in the modules.

Diploma in Western Culinary Skills and Catering Services

4. The Operator is recommended to provide more display of information related to work safety in the practical training venues, for example, signage and notices about occupational safety and health and operating instructions of the equipment available to enhance students' awareness of workplace safety.

- 2.8 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 Hong Kong College of Technology (HKCT) is a self-financed education institute offering a variety of programmes from Certificate to Higher Diploma levels. HKCT Group Limited is the sponsoring body of HKCT. The Group is a registered charitable organisation established under the Companies Ordinance.

4. PROGRAMME DETAILS

The following is the programme information provided by the Operator.

- 4.1 Programme Objectives

Diploma in Hospitality and Tourism

The programme objectives are to:

- enable students to apply relevant knowledge and skills in hospitality and tourism operations;
- enrich student's interest and understanding in hospitality and tourism operations and contexts for their career development and future studies; and
- provide students with knowledge and skills in innovation and technology, language (English and Putonghua) and interpersonal communication.

Diploma in Western Culinary Skills and Catering Services

The programme objectives are to:

- enable students to apply relevant knowledge and skills in western catering operations;
- enrich student's interest and understanding in western catering operations and contexts for their career development and future studies; and
- provide students with knowledge and skills in innovation and technology, language (English and Putonghua) and interpersonal communication.

4.2 Programme Intended Learning Outcomes

Diploma in Hospitality and Tourism

Upon completion of the Programme, students should be able to:

- PILO-1. apply generic skills in terms of language proficiency (English and Putonghua), innovation and technology and interpersonal skills in the hospitality and tourism industry;
- PILO-2. demonstrate and integrate basic product knowledge, practical skills and work ethics in hospitality and tourism operations;
- PILO-3. engage in self-initiated activities in hospitality and tourism operations with guidance and evaluation; and
- PILO-4. develop self-understanding in pursuing further studies and further career development in hospitality and tourism industry.

Diploma in Western Culinary Skills and Catering Services

Upon completion of the Programme, students should be able to:

- PILO-1. Apply generic skills in terms of language proficiency (English and Putonghua), innovation and technology and interpersonal skills in the western catering industry;
- PILO-2. Demonstrate and integrate basic product knowledge, practical skills and work ethics in western catering operations;
- PILO-3. Engage in self-initiated activities in western catering operations with guidance and evaluation; and
- PILO-4. Develop self-understanding in pursuing further studies and further career development in the western catering industry.

4.3 Programme Structure

Diploma in Hospitality and Tourism

Module	QF Credit
Generic Modules	
1. Vocational English Communication	
2. Vocational Putonghua Communication	
3. Individual and Society	
4. Innovation and Information Technology in Society	
Specialised Modules	
5. Introduction to Tourism and Hospitality	
6. Introduction to Rooms Division Operations	
7. Industrial Communication	

8. Tour Guiding and Escorting	
9. Quality Customer Service in Tourism and Hospitality	
10. Café Operations	
11. Principles of Catering Industry	
12. Placement (Tourism and Hospitality)	
Total	185

Diploma in Western Culinary Skills and Catering Services

Module	QF Credit
Generic Modules	
1. Vocational English Communication	
2. Vocational Putonghua Communication	
3. Individual and Society	
4. Innovation and Information Technology in Society	
Specialised Modules	
5. Introduction to Tourism and Hospitality	
6. Principles of Catering Industry	
7. Culinary Skills	
8. Bakery and Confectionery Production	
9. Culinary Art and Food Safety	
10. Food and Beverage Operations	
11. Food and Beverage Service Skills Training	
12. Placement (Western Catering)	
Total	185

4.4 Graduation Requirements

Diploma in Hospitality and Tourism and
Diploma in Western Culinary Skills and Catering Services

Students are eligible for graduation if they have attained passes in ALL modules as required by the programme unless otherwise exempted and have achieved an overall GPA of 1.7 or above.

4.5 Admission Requirements

Diploma in Hospitality and Tourism and
Diploma in Western Culinary Skills and Catering Services

- a. Completion of SS3 / Form 6 under the New Senior Secondary curriculum; OR
- b. Attained 5 passes in HKCEE including Chinese Language and English Language (Syllabus B; or Grade C or above in Syllabus A); OR
- c. Attained 3 passes in HKCEE plus level 2 or above in Chinese Language and English Language; OR
- d. Holder of Project Yi Jin / Associate Diploma; OR
- e. Aged 21 or above; OR
- f. Equivalent qualifications; AND
- g. Pass in admission interview.

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.

HKCAAVQ Report No.: 18/72