



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 Fitness and Sports

Learning Programme Re-accreditation

**Higher Diploma in Fitness, Coaching and
Sports Management**

March 2018

1. TERMS OF REFERENCE

1.1 Based on the Service Agreement (No.: VA800), 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 the Hong Kong College of Technology (Operator) to conduct a Learning Programme Accreditation and Learning Programme 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) (under (B)) meets the stated objectives and QF standard and can be offered as an accredited programme;
 - (i) Diploma in Fitness and Sports Management
- (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) (under (B)) meets the stated objectives and QF standard and can continue to be offered as an accredited programme
 - (ii) Higher Diploma in Fitness, Coaching and Sports Management
- (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. The Education Bureau's *"Updated Revised Common Descriptors for Associate Degree and Higher Diploma Programmes under the New Academic Structure"* was also a guiding document used by the Panel and the Operator in conducting this exercise for the Higher Diploma programme. A site visit took place on 23 January 2018.

2. HKCAAVQ'S DETERMINATION

Learning Programme Accreditation — Diploma in Fitness and Sports

2.1 HKCAAVQ has determined that, subject to the fulfilment of the condition set out below, the Diploma in Fitness and Sports 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 2021.

2.2 **Validity Period**

- 2.2.1 The validity period will commence on the date specified below.
- 2.2.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.7 by the specified deadline.
- 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 Fitness and Sports 體適能及運動文憑
Title of Qualification(s) (Exit Award(s))	Diploma in Fitness and Sports 體適能及運動文憑
Primary Area of Study and Training	Services
Sub-area (Primary Area of Study and Training)	Recreation, Leisure and Sports 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 3
QF Credits	144
Mode(s) of Delivery and Programme Length	Full-time 12 months (1440 notional learning hours, including 480 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 60 learners per year; Maximum of 40 learners per class for lectures and

	maximum of 20 learners per class for practical sessions
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	Not applicable
Address of Teaching/ Training Venue(s)	1) HKCT Jockey Club Undergraduate Campus: 2 On Shing Street, Ma On Shan, Sha Tin, New Territories 港專賽馬會本科校園: 新界沙田馬鞍山鞍誠街 2 號 2) HKCT Jockey Club Ma On Shan Campus: Yiu On Estate, Ma On Shan, Sha Tin, New Territories 港專賽馬會馬鞍山校園: 新界沙田馬鞍山耀安邨

Learning Programme Re-accreditation — Higher Diploma in Fitness, Coaching and Sports Management

2.4 HKCAAVQ has determined that, subject to the fulfilment of the condition set out below, the Higher Diploma in Fitness, Coaching and Sports Management meets the stated objectives and QF standard at Level 4, and can continue to be offered as an accredited programme with a validity period from 1 September 2018 to 31 August 2021.

2.5 Validity Period

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

2.5.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.7 by the specified deadline.

2.6 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	Higher Diploma in Fitness, Coaching and Sports Management 體適能、教練及運動管理高級文憑
Title of Qualification(s) (Exit Award(s))	Higher Diploma in Fitness, Coaching and Sports Management 體適能、教練及運動管理高級文憑
Primary Area of Study and Training	Services
Sub-area (Primary Area of Study and Training)	Recreation, Leisure and Sports 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	303
Mode(s) of Delivery and Programme Length	Full-time 24 months (3030 notional learning hours, including 1170 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 80 learners per year; Maximum of 40 learners per class for lectures and maximum of 20 learners per class for practical sessions
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	Not applicable
Address of Teaching/ Training Venue(s)	1) HKCT Jockey Club Undergraduate Campus: 2 On Shing Street, Ma On Shan, Sha Tin, New Territories 港專賽馬會本科校園: 新界沙田馬鞍山鞍誠街 2 號 2) HKCT Jockey Club Ma On Shan Campus: Yiu On Estate, Ma On Shan, Sha Tin, New Territories 港專賽馬會馬鞍山校園: 新界沙田馬鞍山耀安邨

2.7 Condition(s) (including pre-conditions for obtaining the HKCAAVQ accreditation status as applied for within the validity period as specified in the above table; and requirements for maintenance of the accreditation status within the validity period)

Requirement(s)	Date of Fulfilment
<p><u>All programmes</u></p> <p>1. The Operator is to review and improve the documentation of its programme review process to ensure the quality assurance mechanisms are effectively implemented. The Operator is to submit a programme review report demonstrating how the reviewed mechanism has been effectively executed to HKCAAVQ on or before <u>31 October 2018</u>.</p>	31 October 2018

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

Recommendation(s)
<p><u>Higher Diploma in Fitness, Coaching and Sports Management</u></p> <p>1. The Operator should strengthen the sports management contents by increasing QF credits or modules into the programme to better reflect the programme title and the programme learning outcomes.</p> <p><u>All programmes</u></p> <p>2. Regarding the learner selection process, the Operator is recommended to</p> <p>a) review the need of conducting physical test during the admission process to ensure the admitted students have the required physical capability to undertake skills-related training activities before being admitted to the programme;</p>

- b) clearly state the interview selection criteria for sports related programmes by designing a tailor-made admission selection form so as to help facilitate the admission selection process.
3. The Operator should make reference to the practice of relevant organisations or associations, e.g. National Sports Association in setting an appropriate instructor-to-learners ratio for the cycling activities of the two programmes.
4. The language used in the learning materials should be aligned with the medium of instruction, i.e. Chinese for both programmes including the terminologies in the pictures so as to facilitate students' learning and assessment.
5. The Operator should specify the required professional or coaching qualifications for sports or fitness related modules in the appointment criteria for teaching staff to ensure they are qualified to deliver the modules.
6. The Operator is recommended to enhance the staff training for part-time staff, in particular, on the understanding and application of QF standards in their teaching so as to help students achieve the competency standards of that particular QF level.

- 2.9 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 Fitness and Sports

The objectives of the programme are to:

- equip the learners with foundation knowledge and skills in both fitness and sports studies; and
- equip the learners with generic knowledge, language, and interpersonal communication skills for their further study.

Higher Diploma in Fitness, Coaching and Sports Management

The objectives of the programme are to:

- equip students with the solid knowledge and skills base relevant to fitness, coaching and sports management for further study; and
- build up students' positive values and attitudes towards their career development related to sports industry.

4.2 Programme Intended Learning Outcomes

Diploma in Fitness and Sports

Upon completion of the programme, learners should be able to:

- Apply the concept of exercise science in fitness and sports studies for further study and employment;
- Illustrate the safety, ethical issue and the skills in fitness and sports training;
- Identify the intimate and important relationship between fitness training and sports; and
- Use languages, including Chinese and English, and new technology at proficiency level for daily life and further study.

Higher Diploma in Fitness, Coaching and Sports Management

Upon completion of the programme, learners should be able to:

- Differentiate sports science related concepts and theories, including anatomy, physiology, psychology, and nutrition behind fitness and coaching;
- Plan, design and assess a training programme for target participants;
- Select and apply management skills in the sports related industry;
- Pursue for further studies in sports related fields;
- Integrate essential values, attitudes, knowledge and skills for career development within the sports industry; and
- Demonstrate efficient communication skills (in English and Chinese) and new technology awareness for further study and career development.

4.3 Programme Structure

Diploma in Fitness and Sports

Module Title	QF Credits
Generic Modules	
Applied Chinese	
Practical English	
Vocational English Communication	

Individual and Society	
Innovation and Information Technology in Society	
Specialised Modules	
Foundation of Exercise Science	
Sports Development	
Cardio-respiratory Endurance Training	
Resistance Training	
Flexibility Training	
Team Sport (Basketball)	
Individual Sport (Cycling)	
Racket Sport (Badminton)	
Total	144

Higher Diploma in Fitness, Coaching and Sports Management

Module Title	QF Credits
Generic Modules	
Year 1	
Academic English Skills	
Professional Chinese Communication	
Innovation and Information Technology in Society	
Year 2	
Professional Putonghua Communication	
Self-Development, Ethics and Leadership	
Professional English Communication	
Specialised Modules	
Year 1	
Health and Fitness	
Physical Fitness Assessment	
Exercise Physiology & Human Anatomy	
Sports Coaching	
Philosophical Inquiry and Sports Ethics	
Principle of Sports Management	
Fitness Training	
Outdoor Activities & Adventures-based Programmes	
Year 2	
Introduction to Sports Psychology	
Sports Nutrition	
Sports Injuries	
Sports Event Management	
Introduction to Sports Media	
Individual Sports	
Team Sports	

Practicum Module (During Year 1 Summer)	
Professional Practice (Sports)	
Total	303

4.4 Graduation Requirements

Diploma in Fitness and Sports

- Attain passes in all modules as required by the programme unless otherwise exempted; and
- Achieve an overall GPA of 1.7 or above.

Higher Diploma in Fitness, Coaching and Sports Management

- Attain passes in all modules as required by the programme unless otherwise exempted; and
- Achieve an overall GPA of 1.7 or above.

4.5 Admission Requirements

Diploma in Fitness and Sports

The minimum admission requirements of the Programme are as follows:-

- (i) Completion of secondary 6 (any results in HKDSE); or
- (ii) Holder of Project Yi Jin or Associate Diploma; or
- (iii) Equivalent qualifications; or
- (iv) Aged 21 or above; AND
- (v) Pass the admission interview.

Higher Diploma in Fitness, Coaching and Sports Management

The minimum admission requirements of the programme are as follows:-

- (i) Level 2 in 5 HKDSE subjects including Chinese Language and English Language ; or
- (ii) 1 pass in HKAL or 2 passes in HKAS Level subjects; and 5 passes in HKCEE including Chinese Language and English Language; or
- (iii) Holder of Diploma for Tertiary Studies; or
- (iv) Holder of Diploma Yi Jin; or
- (v) Holder of Pre-Associate Degree / Diploma; or
- (vi) Aged 21 or above with 2 years' working experience in fitness / sport / recreation related industry(s); or
- (vii) Equivalent qualifications; AND
- (viii) 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.

Ref: VA87/02/36&37

