



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

**SUMMARY ACCREDITATION REPORT**

**COUNCIL OF BEAUTY PROFESSIONALS LIMITED**

**INITIAL EVALUATION AND  
LEARNING PROGRAMME ACCREDITATION**

**PROFESSIONAL CERTIFICATE IN  
COSMETIC LIGHT THERAPY**

**NOVEMBER 2018**

## **1. TERMS OF REFERENCE**

1.1 Based on the Service Agreement (No.: VA899), 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), was commissioned by the Council of Beauty Professionals Limited (the Operator) to conduct an Initial Evaluation and 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 Council of Beauty Professionals Limited (the Operator) meets the stated objectives and is competent to operate learning programmes that meet the QF Level 4 standard, and can be granted Initial Evaluation Status at QF Level 4; and
- (b) To conduct an accreditation test as provided for in the Ordinance to determine whether the programme of the Council of Beauty Professionals Limited (the Operator) meets the stated objectives and QF Level 4 standard and can be offered as an accredited programme
  - (i) Professional Certificate in Cosmetic Light Therapy
- (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 16 October 2018.

## **2. HKCAAVQ'S DETERMINATION**

### **Initial Evaluation**

2.1 HKCAAVQ has determined that the Operator is competent to achieve its stated objectives and to operate learning programmes meeting Qualifications Framework (QF) standard at Level 4, and can be granted Initial Evaluation (IE) status at QF Level 4 with a validity period of two years.

### **2.2 Validity Period**

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

2.2.2 Within the two-year validity period for IE, the Operator must have at least one programme successfully accredited. If the Operator does not have a current accredited programme on the Qualifications Register (QR) after the end of the two-year validity period of their IE, the Operator will need to apply for an extension of their IE status at least three months before the validity period expires. An extension of up to 2 years may be granted. Only one extension of IE status will normally be allowed. If the Operator continues to gain successful LPA, their IE status will remain valid.

2.3 The determinations on the Initial Evaluation are specified as follows:

<b>Name of Operator</b>	Council of Beauty Professionals Limited 美容專業公會有限公司
<b>Address of Operator</b>	37/F, Tower 1, Times Square, 1 Matheson Street, Causeway Bay, Hong Kong 香港銅鑼灣勿地臣街 1 號時代廣場第一座 37 樓
<b>Highest QF Level of programme(s) which the Operator can operate upon successful learning programme accreditation</b>	Level 4
<b>Start date of 2-year validity period of Initial Evaluation (IE) accreditation status</b>	1 January 2019
<b>Scope of IE Accreditation Status</b>	For local programmes operating in Hong Kong

2.4 **Recommendation(s)**

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

<b>Recommendation</b>
1. The Operator should improve on the appointment criteria of External Examiners to ensure the appointed external examiner is able to provide relevant views in all the subject areas of the programme.

## **Learning Programme Accreditation**

2.5 HKCAAVQ has determined that, subject to the fulfilment of the conditions and compliance with the restrictions set out below, the Professional Certificate in Cosmetic Light Therapy meets the stated objectives and QF standard at Level 4, and can be offered as an accredited programme with a validity period from 1 January 2019 to 31 December 2020.

### **2.6 Validity Period**

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

2.6.2 The maintenance of the accreditation status within the specified validity period is subject to the fulfilment of all requirements set out in 2.9 by the specified deadline.

2.7 The determinations on the Learning Programme Accreditation are specified as follows:

<b>Name of Operator(s)</b>	Council of Beauty Professionals Limited 美容專業公會有限公司
<b>Name of Award Granting Body</b>	Council of Beauty Professionals Limited 美容專業公會有限公司
<b>Title of Learning Programme</b>	Professional Certificate in Cosmetic Light Therapy 美容光學專業證書
<b>Title of Qualification(s) (Exit Award(s))</b>	Professional Certificate in Cosmetic Light Therapy 美容光學專業證書
<b>Primary Area of Study and Training</b>	Services
<b>Sub-area (Primary Area of Study and Training)</b>	Beauty and Hairdressing
<b>Other Area of Study and Training</b>	Not applicable
<b>Sub-area (Other Area of Study and Training)</b>	Not applicable
<b>Industry</b>	Beauty
<b>Branch</b>	Beauty
<b>QF Level</b>	Level 4
<b>QF Credits</b>	20

<b>Mode(s) of Delivery and Programme Length</b>	Part-time, 6 months 202 notional learning hours (including 70 contact hours)
<b>Validity Period</b>	1 January 2019 to 31 December 2020
<b>Number of Enrolment(s)</b>	Two enrolments per year
<b>Maximum Number of New Students</b>	Maximum of 360 learners per year Maximum of 6 classes per cohort Maximum of 30 learners per class
<b>Specification of Competency Standards-based Programme</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Specification of Generic (Foundation) Competencies-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Vocational Qualifications Pathway Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Notes to be indicated on the QR</b>	This programme includes an intermediate exit award, namely Certificate in Theory of Cosmetic Light Therapy. 此課程包括 1 個中段結業資歷，資歷名稱為美容光學理論證書。
<b>Address of Teaching/ Training Venue(s)</b>	37/F, Tower 1, Times Square, 1 Matheson Street, Causeway Bay, Hong Kong 香港銅鑼灣勿地臣街 1 號時代廣場第一座 37 樓

- 2.8 The determinations on the Intermediate Exit Award(s) of the Learning Programme Accreditation are specified as follows:

<b>Name of Operator(s)</b>	Council of Beauty Professionals Limited 美容專業公會有限公司
<b>Name of Award Granting Body</b>	Council of Beauty Professionals Limited 美容專業公會有限公司
<b>Title of Learning Programme</b>	Certificate in Theory of Cosmetic Light Therapy 美容光學理論證書

<b>Title of Qualification(s) [Intermediate Exit Award(s)]</b>	Certificate in Theory of Cosmetic Light Therapy 美容光學理論證書
<b>Primary Area of Study and Training</b>	Services
<b>Sub-area (Primary Area of Study and Training)</b>	Beauty and Hairdressing
<b>Other Area of Study and Training</b>	Not applicable
<b>Sub-area (Other Area of Study and Training)</b>	Not applicable
<b>Industry</b>	Beauty
<b>Branch</b>	Beauty
<b>QF Level</b>	Level 3
<b>QF Credits</b>	6
<b>Mode(s) and Length of Delivery</b>	Part-time, 5 weeks 60 notional learning hours (including 20 contact hours)
<b>Specification of Competency Standards-based Programme</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Specification of Generic (Foundation) Competencies-based Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Vocational Qualifications Pathway Programme</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Notes to be indicated on the QR</b>	This is an intermediate exit award of the Professional Certificate in Cosmetic Light Therapy. 此資歷為美容光學專業證書的中段結業資歷。

2.9 **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)**

Requirements	Date of Fulfilment
<p>1. The Operator is to develop learner monitoring and support measures so as to review the performance of learners of different backgrounds. The measures should be able to identify the learners who need learning support at the early stage of the study and can devise effective support service to facilitate learners' successful completion of the programme.</p> <p>The Operator is to submit the relevant evidence to HKCAAVQ on or before 31 March 2019, including the monitoring and support mechanism, sample proficiency evaluation test papers and appropriate support services to learners with different evaluation results.</p>	31 March 2019
<p>2. The Operator is to prepare a set of peer-review assessment guidelines and tools so the trainers and learners can perform their roles in the group presentation session effectively. The Operator is to ensure the peer-review assessment is valid, reliable and fair to assess peer-assessors' attainment of the intended learning outcomes.</p> <p>The Operator is to submit the peer-review assessment guidelines and methodology, sample assessment papers, rubrics as well as the overall weightings of different assessment components of the Module 2 case study to HKCAAVQ on or before 31 January 2019.</p>	31 January 2019
<p>3. The Operator is to revise the final practical examination to ensure learners demonstrate achievement of the integrated outcomes requirements of the following UoCs:</p> <ul style="list-style-type: none"> <li>● 106890L4: Operate laser equipment for hair reduction</li> <li>● 106891L4: Operate intense pulsed light equipment for hair reduction</li> <li>● 106892L4: Operate intense pulsed light equipment for enhancing skin conditions (skin rejuvenation and lightening of pigmentation)</li> </ul>	31 January 2019

<ul style="list-style-type: none"><li>• 106893L4: Operate laser equipment for enhancing skin conditions (skin rejuvenation and lightening of pigmentation)</li></ul> <p>The Operator is to submit the revised assessment methodology, sample assessment papers and rubrics to HKCAAVQ on or before 31 January 2019.</p>	
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## 2.10 Recommendation(s)

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

Recommendations
<ol style="list-style-type: none"><li>1. The Operator should ensure the learners wearing uniform during the equipment operation sessions, including practical training and self-study, as one of the hygienic measures and for the purpose of accentuating the professionalism of industry practitioners.</li><li>2. The Operator should incorporate a theory-based final written examination for the intermediate exit award to further enhance the assessment validity and to reflect the integrated outcome requirements of the award.</li></ol>

- 2.11 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 The Council of Beauty Professionals Limited (美容專業公會有限公司) was founded as a non-profit organisation and limited by guarantee under the Companies Ordinance on 23 May 2017. The aims of the Council are to improve and strengthen the quality standard of the beauty services as a whole in Hong Kong by providing contemporary and effective professional training and accreditation to practitioners and operators.



- 3.2 It is noted that a vision of the Operator is to become a leading self-regulatory professional body to recognise the beauty practitioners who have attained qualifications to become “Recognised Cosmetic Light Therapists”. The scope of this accreditation exercise, as listed in paragraph 1.1, does not include any assessment of the Operator being a self-regulatory professional body.

For the avoidance of doubt, the IE and Learning Programme Accreditation status granted in this exercise is confined to the determinations stipulated in paragraphs 2.1 and 2.5 respectively. They do not infer any recognition of the Operator’s membership scheme, registration, accreditation or recognition of qualifications for Cosmetic Light Therapists, or other qualifications.

#### **4. PROGRAMME DETAILS**

The following is the programme information provided by the Operator.

##### **4.1 Programme Objectives**

The programme aims to provide learners with essential knowledge, concept and techniques in the operation of Laser and Intense Pulsed Light equipment and be competent to conduct various cosmetic light treatments in a professional manner to consumers in the beauty industry.

Intermediate exit award: Certificate in Theory of Cosmetic Light Therapy

According to the related Unit of Competency of cosmetic light therapy in the Specifications of Competency Standards of the Beauty Industry, the course aims to equip beauty practitioners with theory of cosmetic light therapy through 20 hours of lecture and assessment.

##### **4.2 Programme Intended Learning Outcomes**

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

- PILO1. Analyse skin and hair conditions of clients and recommend appropriate treatment plan to achieve effective therapeutic effects;
- PILO2. Assess and explain the procedure, effect, risk, side effect and possible complications of the proposed treatment;
- PILO3. Discuss the legal liability of service and inform the consumer rights;
- PILO4. Select and apply laser/intense pulsed light equipment safely and properly in skin rejuvenation, reducing skin pigment and hair removal procedures in accordance to clients’ conditions and safety guidelines; and
- PILO5. Evaluate the treatment effectiveness and provide necessary follow-up on matters related to after care.

Intermediate exit award: Certificate in Theory of Cosmetic Light Therapy

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

- PILO1. Propose appropriate skin care advice according to client's skin condition;
- PILO2. Differentiate common problems in hair follicle and hair with reference to applied knowledge in hair structure;
- PILO3. Recommend common therapeutic treatment and products in skin rejuvenation, and reducing skin pigment; and
- PILO4. Master the basic principles of cosmetic light therapy and answer general enquiries.

4.3 Programme Structure

Module Title	UoC Code	QF Credits
Theory of Cosmetic Light Therapy	<ul style="list-style-type: none"> <li>• BEZZCN109A</li> <li>• 106898L1</li> <li>• BEZZCN210A</li> <li>• 106896L2</li> <li>• 106897L3</li> <li>• 106894L3</li> </ul>	
Laser and Intense Pulsed Light Equipment Operation	<ul style="list-style-type: none"> <li>• 106887L4</li> <li>• 106888L4</li> <li>• 106889L4</li> <li>• 106890L4</li> <li>• 106891L4</li> <li>• 106892L4</li> <li>• 106893L4</li> <li>• BEZZCN203A</li> <li>• BEZZBC401A</li> </ul>	
<b>Total</b>		<b>20</b>

Intermediate exit award: Certificate in Theory of Cosmetic Light Therapy

Module Title	UoC Code	QF Credits
Theory of Cosmetic Light Therapy	<ul style="list-style-type: none"> <li>• BEZZCN109A</li> <li>• 106898L1</li> <li>• BEZZCN210A</li> <li>• 106896L2</li> <li>• 106897L3</li> <li>• 106894L3</li> </ul>	
<b>Total</b>		

#### 4.4 Graduate Requirements

The requirements for graduation are:

- Pass in the stipulated assessment in the Module “Theory of Cosmetic Light Therapy”;
- Pass in both the written and practical assessment in the Module “Laser and Intense Pulsed Light Equipment Operation”; and
- Has attained an attendance of 80% in each module.

Attainment of intermediate exit award

Certificate in Theory of Cosmetic Light Therapy will be issued as an intermediate exit award if the learners:

- Pass the assessment in the Module “Theory of Cosmetic Light Therapy”; and
- Has attained an attendance of 80% in the Module “Theory of Cosmetic Light Therapy”.

#### 4.5 Admission Requirements

The admission requirements of the programme are:

- Level 2 in 5 HKDSE subjects (including English and Chinese) or Grade E in 1 HKALE subject or 5 passes in HKCEE (including English and Chinese) or equivalent qualification plus beauty related foundation training (including BEZZCN222A or BEZZCN313A or equivalent unit of competence) or 1 year relevant working experience; or
- Satisfactory completion of Higher Diploma or Associate Degree in beauty related programmes or equivalent qualification; or
- Diploma Yi Jin or Diploma of Vocational Education in beauty related programmes or equivalent qualification; or
- Relevant QF level 3 qualification or other acceptable equivalent qualifications; or
- 5 years working experience in beauty industry; or
- Medical, allied health or Nursing professionals.

### **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 (<https://www.elegislation.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: [www.hkqf.gov.hk](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 [www.hkqr.gov.hk](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: VA246/01/01, VA246/02/01

**HKCAAVQ Report No.: 18/240**