



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

ACCREDITATION REPORT (SUMMARY)

**School of Business and Information Systems
Vocational Training Council**

Learning Programme Accreditation

**Certificate in Beauty Care Services
(Elective Cluster of Yi Jin Diploma)**

June 2015

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 The Yi Jin Diploma (YJD) programme was accredited by the HKCAAVQ in August 2013 with a validity period of three years starting from the 2013/14 academic year to be operated by seven member institutions of the Federation for Self-financing Tertiary Education (FSTE) including the School of Business and Information Systems, Vocational Training Council (SBI, VTC/the Operator). At the time of the accreditation exercise for the YJD programme, the HKCAAVQ was informed that the FSTE member institutions may propose new and/or revamped Elective Clusters before commencement of each academic year.
- 1.2 For implementation in the 2015/16 academic year, the SBI, VTC proposed an Elective Cluster, Beauty Care Services [美容護理服務], which was developed with reference to the Specification of Competency Standards (SCS) developed by the Beauty and Hairdressing Industry Training Advisory Committee of the Qualifications Framework (QF) and the Qualifications Guidelines for the SCS-based Courses under the QF.
- 1.3 Following the advice of the Education Bureau to the FSTE and its member institutions to award standalone qualifications to YJD students on successful completion of a SCS-based Elective Cluster/Course, this Elective Cluster of SBI, VTC is to be accredited by the HKCAAVQ leading to the SCS-based qualification, Certificate in Beauty Care Services (Elective Cluster of Yi Jin Diploma) [美容護理服務 (毅進文憑選修群組) 證書] and to be uploaded separately on the Qualifications Register of the QF. On successful completion of the Elective Cluster, students of the YJD programme will be awarded the Certificate in Beauty Care Services (Elective Cluster of Yi Jin Diploma).
- 1.4 Based on the agreement, the HKCAAVQ was commissioned by the FSTE to assess and determine whether the Certificate in Beauty Care Services (Elective Cluster of Yi Jin Diploma) of the SBI, VTC achieves the stated objectives and meets the QF standard at QF Level 3.
- 1.5 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the agreement and the terms stated therein.

2. HKCAAVQ's Accreditation Determination

Having due consideration of the accreditation panel's observations and comments as presented in this Report, the HKCAAVQ makes the following accreditation determination:

Approval

Name of Operator(s)	School of Business and Information Systems, Vocational Training Council 職業訓練局工商資訊學院
Name of Award Granting Body	School of Business and Information Systems, Vocational Training Council 職業訓練局工商資訊學院
Title of Learning Programme	Certificate in Beauty Care Services (Elective Cluster of Yi Jin Diploma) 美容護理服務 (毅進文憑選修群組) 證書
Title of Qualification(s) (Exit Award(s))	Certificate in Beauty Care Services (Elective Cluster of Yi Jin Diploma) 美容護理服務 (毅進文憑選修群組) 證書
Primary Area of Study / Training	Beauty, Hairdressing and Related Studies, Home Economics, Personal Care
Other Area of Study / Training	Not applicable
Industry	Beauty and Hairdressing
Branch	Beauty
QF Level	Level 3
QF Credits	45
Mode(s) of Delivery and Programme Length	Full-time: 1 year 450 notional learning hours (including 180 contact hours) Part-time: 2 years 450 notional learning hours (including 180 contact hours)
Intermediate Exit Award(s)	Not applicable
Validity Period	1 year (1 September 2015 – 31 August 2016)
Number of Enrolment(s)	Not applicable
Maximum Number of New Students	Maximum of 35 students per class
Specification of	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Competency Standards Based Programme	
Specification of Generic (Foundation) Competencies-based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Special Notes to be included on the QR	This programme is an Elective Cluster, Beauty Care Services, of the Yi Jin Diploma programme. 此課程屬於毅進文憑課程的「美容護理服務」選修群組。
Address of Teaching/ Training Venue(s)	<p>(1) VTC School of Business and Information Systems 81 Hing Shing Road, Kwai Chung, New Territories 職業訓練局工商資訊學院 新界葵涌興盛路 81 號</p> <p>(2) IVE (Morrison Hill) 6 Oi Kwan Road, Wan Chai, Hong Kong IVE (摩理臣山) 香港灣仔愛群道 6 號</p> <p>(3) IVDC Shop 102, 1/F, Ka Fuk Shopping Centre, Ka Fuk Estate, Fanling, New Territories 匯縱專業發展中心 新界粉嶺嘉福邨嘉福商場 1 樓 102 號</p> <p>(4) IVDC Area 92, Yiu On Estate, Ma On Shan, New Territories 匯縱專業發展中心 新界馬鞍山耀安邨 92 地段</p>

3. Programme Details

The following is the programme information provided by the Operator.

3.1 Programme Objectives

This programme aims to enable students the acquisition of general skills and knowledge relating to facial care, body care, nail art and manicure and demonstrate the ability in applying the related treatment in workplace setting.

3.2 Programme Intended Learning Outcomes

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

- Master the profile of the beauty care industries and execute the responsibilities as required for a beauty therapist;
- Demonstrate the ability to apply the knowledge and skills in nail art, manicure treatment and skin care treatment;
- Demonstrate the ability to apply the knowledge and skills in facial care treatment;
- Demonstrate the ability to apply the knowledge and skills in body massage and treatment;
- Demonstrate the ability to apply the knowledge and provide advices in customer service; and
- Develop self-understanding for further studies and career development in the related field.

3.3 Programme Structure

Elective Course (1): Hand Care and Beauty Profession

Module Title	Unit of Competency	QF Credit
Job ethics and code of conduct	-	
Customer consultation service	-	
Basic manicure / pedicure	BEZZNA205A	
Hand care techniques	BEZZNA201A	
Identify types and symptoms of infectious diseases	-	
Produce and remove artificial finger / toe nails	BEZZNA307A	
Produce nail art	BEZZNA308A	
UV gel nail enhancement	BEZZNA304A	
Beauty products and services	-	
Total		

Elective Course (2): Facial Care and Use of Equipment

Module Title	Unit of Competency	QF Credit
Skin test prior to treatment	-	
Beauty treatments techniques	BEZZBC203A	
Beauty optics (face)	BEZZBC301A	
Eyelash and eyebrow treatments	-	
Operate and maintain various types of beauty equipment	-	
Total		15

Elective Course (3): Body Care and Marketing Foundation

Module Title	Unit of Competency	QF Credit
Beauty treatments	-	
Human body structure	-	
Deep tissue massage	BEZZCN311A	
Quality customer service	BEZZCN305A	
Psychology of consumer behaviour	-	
Basic retail management	-	
Total		

3.4 Graduation Requirements

- Achieve an attendance rate of 80% or above in each Elective Course; and
- Achieve at least 50% overall mark in each Elective Course.

3.5 Admission Requirements

- Students of Yi Jin Diploma programme

4. Substantial Change

4.1 Maintenance of the HKCAAVQ accreditation status during the validity period is subject to no substantial change being made without prior approval by the HKCAAVQ.

5. Qualifications Register

5.1 Qualifications accredited by the 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.

5.2 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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