



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 Buddhist College

Programme Revalidation at QF Levels 1 - 3

Certificate in Basic English Skills Course

Certificate in Intermediate English Skills Course

Certificate in Advanced English Skills Course

April 2014

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 Hong Kong Buddhist College (HKBC) is registered under Cap 279. It currently offers 4-year Bachelor's Degree programmes approved by the Taipei City Government's Department of Education and a taught Master Degree programme in collaboration with Jinan University in China. Its post-secondary division, HKBC established six departments, namely Buddhism, Chinese Literature and History, English Language, Sociology, Business Administration, and Arts. In the sixth form division, the College offered a full range of both Arts and Science subjects. The Initial Evaluation (IE) Qualifications Framework (QF) Levels 1-3 accreditation status of the HKBC was granted in April 2012.
- 1.2 Based on the Service Agreement, the HKCAAVQ was commissioned by the Hong Kong Buddhist College (香港能仁書院) (the Operator) to assess and determine whether the following learning programmes achieve the stated objectives and meet the QF standards at QF Levels 1 to 3 respectively:
- (1) Certificate in Basic English Skills Course;
 - (2) Certificate in Intermediate English Skills Course; and
 - (3) Certificate in Advanced English Skills Course.
- 1.3 The accreditation exercise was conducted according to the relevant accreditation guidelines referred to in the Service Agreement and the Terms of Reference stated therein. An on-site visit took place on 27 February 2014.

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:

2.1 Programme Revalidation

Approval

Name of Operator	Hong Kong Buddhist College 香港能仁書院		
Name of Award Granting Body	Hong Kong Buddhist College 香港能仁書院		
Title of Learning Programme	Certificate in Basic English Skills Course 基礎英語技巧證書課程	Certificate in Intermediate English Skills Course 中級英語技巧證書課程	Certificate in Advanced English Skills Course 高級英語技巧證書課程

Title of Qualification (Exit Award)	Certificate in Basic English Skills 基礎英語技巧證書	Certificate in Intermediate English Skills 中級英語技巧證書	Certificate in Advanced English Skills 高級英語技巧證書
Primary Area of Study / Training	Languages, Translation and Literature		
Other Area of Study / Training	Nil		
QF Level	Level 1	Level 2	Level 3
QF Credit	18		
Mode of Delivery and Programme Length	Part-time 3 months 180 notional learning hours (including 90 contact hours)		
Validity Period	3 years 1 May 2014 to 30 April 2017		
Maximum Number of New Students	Maximum 28 learners per class, maximum 3 classes per year		
Specification of Competency Standards Based Programme	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Address of Teaching/ Training Venue	325-329 Lai Chi Kok Road, Shamshuipo, Kowloon		

Requirement	Date of Fulfilment
<u>Applicable to Certificate in Basic English Skills Course, Certificate in Intermediate English Skills Course and Certificate in Advanced English Skills Course</u> 1. The Operator is to provide relevant evidence, after the programmes have been launched and the first cohorts have completed the programmes, to demonstrate the following: <ul style="list-style-type: none"> i) that a thorough review of the teaching and learning activities of the programmes, such as study modes and the design of self-learning activities, has been undertaken to ensure the programmes meet the needs of students with different backgrounds; ii) that adequate programme quality assurance procedures, including class observations, mid-semester and end-of-semester student evaluations, have been carried out; and iii) that departmental advisors and external examiners have 	30 June 2015

<p>been suitably involved in the quality assurance system.</p> <p>The Operator is required to submit relevant documents to the HKCAAVQ on or before 30 June 2015.</p>	
<p>Recommendations</p> <p><u>Applicable to Certificate in Basic English Skills Course, Certificate in Intermediate English Skills Course and Certificate in Advanced English Skills Course</u></p> <ol style="list-style-type: none"> 1. The Operator should devise a Scheme of Work with suggestions and guidelines on the linkage between in-class activities and non-contact hour activities and ensure that the complementary nature of the classroom hours and non-classroom hours is fully exploited. 2. The Operator should define the placement process for applicants concretely to ensure the rationale and procedure are thoroughly understood by administrative and academic staff and at the same time clearly communicated to potential applicants. 3. The Operator should develop a professional exchange platform for full-time and part-time teaching staff to ensure that all teaching staff have access to relevant resources of professional knowledge and that teaching and learning methodology issues are adequately discussed and addressed. 	

3. Programme Details

The following is the programme information provided by the Operator.

3.1 Programme Objectives

Certificate in Basic English Skills Course

The course sets out to:

- Improve students' ability to listen in order to understand simple inputs and reproduce the main points of what is said;
- Give students opportunities to enhance their ability to participate in simple spoken exchanges of both a social and a transactional nature;
- Help students identify, understand, reproduce and restructure the main ideas found in short informative texts;
- Enable students to write simple informative and descriptive texts in response to a range of prompts, using simple sentence structures and a range of open and closed word classes; and
- Enhance students' ability to interpret data presented in charts and tables, and report the data in both spoken and written English; and to create charts and tables from information derived from spoken and written inputs.

Certificate in Intermediate English Skills Course

The course sets out to:

- Improve students' ability to listen effectively to spoken English in a range of familiar contexts and reproduce the main points of what is said, and to understand spoken descriptions of data presented in figures and tables;
- Help students participate effectively in spoken exchanges of an everyday social and/or transactional nature, and in discussions on identified topics;
- Provide students with opportunities for developing their skills in reading to extract and reproduce main points from a range of informative texts, and to interpret data presented in figures and tables; and
- Develop students' ability to produce clear written descriptions of events, processes and data presented in figures and tables, making effective use of language to show relationships among ideas.

Certificate in Advanced English Skills Course

The course sets out to:

- Understand, extract and reproduce, in response to prompts, the main points and supporting detail of listening inputs dealing with given topics;
- Access and read detailed and complex written texts in print or on the Internet for a given purpose, and locate information, extract main points and supporting detail, and reproduce the information in response to prompts;
- Participate in conversations and opinion-sharing discussions on given topics, showing knowledge of how to take turns, ask for and give clarification, and repair breakdowns;
- Deliver independent or group oral presentations to an audience on a given topic or from information obtained;
- Produce extended, well-structured and accurately expressed written texts in response to information received or obtained; and
- Identify and use a range of appropriate main and subordinate clauses to express temporal, causal, concessive and other relationships.

3.2 Programme Intended Learning Outcomes

Certificate in Basic English Skills Course

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

- show a good understanding of simple listening inputs by reproducing the main points of what is said in response to oral, written or pictorial prompts;
- demonstrate the ability to locate, reproduce and rebuild in a given way the main ideas contained in short informative texts and in figures and tables;
- participate in social and service-getting conversations of an everyday nature in familiar situations, playing given roles;
- produce simple written messages in response to information received, or in response to prompts requiring the conveying of information of a routine nature;
- interpret data in charts and tables and report it in spoken and/or written English, and produce charts and tables from information provided in speech or writing; and

- identify and make effective use of open and closed class words and simple sentence structures in spoken and/or written English.

Certificate in Intermediate English Skills Course

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

- demonstrate the ability to listen to a range of spoken English in familiar contexts, identify the situation and reproduce the main points of what is said in response to a given prompt;
- participate effectively in everyday social and service-getting conversations and in discussions about identified topics; and describe data presented in figures and tables orally;
- apply reading skills to extract information from informative texts on given topics, and reproduce the information in response to a range of prompts; and
- produce clear and well-structured written descriptions of events, facts and processes in response to information received (including data presented in figures and tables), using appropriate connectives to express relationships among ideas.

Certificate in Advanced English Skills Course

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

- understand, extract and reproduce, in response to prompts, the main points and supporting detail of listening inputs dealing with a range of topics;
- demonstrate a good understanding of detailed written texts by extracting main points and supporting detail, and reproducing the extracted information in response to prompts;
- participate in conversations and opinion-sharing discussions on given topics, showing knowledge of how to take turns, seek and give clarification, and repair communication breakdowns; and deliver independent and group oral presentations to an audience on a given topic or from information obtained; and
- produce extended, well-structured and accurately expressed written texts in response to information received or obtained, identifying and using a range of appropriate main and subordinate clauses to express temporal, causal, concessive and other relationships.

3.3 Programme Structure

Certificate in Basic English Skills Course

Module title	No. of QF credits
1. Effective Listening	-
2. Effective Speaking	-
3. Effective Reading	-
4. Effective Writing	-
Total	18

Certificate in Intermediate English Skills Course

Module title	No. of QF credits
1. Effective Listening	-
2. Effective Speaking	-
3. Effective Reading	-
4. Effective Writing	-
Total	18

Certificate in Advanced English Skills Course

Module title	No. of QF credits
1. Effective Listening	-
2. Effective Speaking	-
3. Effective Reading	-
4. Effective Writing	-
Total	18

3.4 Graduation Requirements

Certificate in Basic English Skills Course, Certificate in Intermediate English Skills Course and Certificate in Advanced English Skills Course

- Attendance Rate: 80%; and
- Obtain Grade D or better on all Modules and a Grade C in course assessment + examination in the course as a whole.

3.5 Admission Requirements

Certificate in Basic English Skills Course

- Complete Secondary 3 level; OR
- Have already achieved an appropriate IELTS band level; OR
- Pass the Programme 1 admission tests (50% or above).

Certificate in Intermediate English Skills Course

- Complete Secondary 5 level; OR
- Have already achieved an appropriate IELTS band level; OR
- Pass the Programme 2 admission tests (50% or above).

Certificate in Advanced English Skills Course

- Complete Secondary 6 level; OR

- Have already achieved an appropriate IELTS band level; OR
- Pass the Programme 3 admission tests (50% or above).

4. Substantial Change

- 4.1 The 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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