HKU SPACE
香港大學專業進修學院
HKU School of Professional and Continuing Education

We Provide Lifelong Learning Opportunities

Prospectus 課程手冊

03 秋季 Autumn

HKS
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General Enquiries 查詢電話: 2559 9771
Fax 傳真: 2546 3538
E-mail Address 電郵地址: enquiry@hkuspace.hku.hk
Website 網址: http://www.hku.hk/space/

PKKI

Graduate Diploma in

Management Consulting and Change

6th Intake, October 2003

Jointly offered by
Poon Kam Kai Institute of Management &
Faculty of Business and Economics,
The University of Hong Kong

Introduction

The professional field of management consultancy has undergone tremendous change over the years, particularly in Asia where change has been driven by organizations facing strong competition and continual paradigm shifts. More than ever, management consultants have a vital role to play.

Designed to help those new to the profession, the program provides the kind of training that previously has only been available to those working for the major international consulting firms.

The program aims to:

* Build the participants' knowledge of the basic concepts and theories that organisation consultants and change agents require
* Provide them with the fundamental tools and techniques to operate effectively in these roles
* Develop the skills they need to carry out their assignments
* Guide changes processes & achieve organizational effectiveness

We are now inviting applications for the sixth intake of the programme to be launched in October 2003.

The Graduate Diploma

The Graduate Diploma in Management Consulting and Change is the first of its kind in the region. It has been designed in response to demand from a wide variety of bodies interested in enhancing the skills of the change agent and consultant in Hong Kong.

Amongst those who have given the greatest support in the design and development of the programme have been:

* The Hong Kong General Chamber of Commerce
* The Management Services Agency of the Hong Kong Government

The Graduate Diploma is the result of many months of research and analysis by the Institute and the General Chamber of Commerce and is designed specifically for those operating in the SAR.

Courses Details

The programme has been completely revamped. It consists of 4 intensive modules and practically based workshops build around:

* Exercises and role plays
* Case studies
* Simulations of situations faced by the consultant

Module One: Local and Global Strategic Consulting
Understanding a broader view of the management consulting profession and elaborating on current issues and best practices in local and global consulting.

Module Two: Business Research for Management Consultants
Providing key research skills required in management consulting projects by using a variety of theories, methods, and computerised tools.

Module Three: Fundamental Consultative Skills
Practising the fundamental consultative skills, professional writing, presentation, facilitation, observation, assertiveness management, customers satisfaction and quality performance. Examining the key success factors for managing the consulting projects.

Module Four: Change Management
Exploring the dynamics of leadership in diverse organisational contexts. Applying the theories, processes and techniques for change and achieving organizational effectiveness, and understanding the key concept and process of crisis management.

Industry Support from International and Local Practitioners

Sample Guest Speakers and Panelists:

Colin Sankey, Head of Efficiency Unit, HK SAR Government
Bill Henderson, Head of Egon Zehnder Int'l
Andrew Jarvis, GM of GHK Ltd.
Anthony Griffith, MD of GML Ltd.
Ken Wheeler, Regional Director for Hay Management Consultants
John MacRae, Director of Management Services Agency, HK SAR Government
John Dickson, Managing Director of ORC International
Paul Lewis, Chief Executive Asia of PA Consulting
Nigel Knight, Partner, PriceWaterhouseCoopers MCS
James Haybryne, Chairman, Strategic Thinking Group

Programme Director

Dr. Gilbert Wong is the Executive Director of the Poon Kam Kai Institute of Management and an Associate Professor at the School of Business at the University of Hong Kong. He received his B.Sc. from the University of Hong Kong, MBA from Manchester Business School and Ph.D. from the University of Bradford, UK. Dr. Wong teaches courses on management of change, organisational behavior, strategic human resource management, and cross-cultural management mainly at the post-graduate level. He has also undertaken executive management consultancy and executive education work with major corporations in the Asia-Pacific region.

Program Tutors and Facilitators

The courses in the programme will be taught by the lecturers of the Faculty of Business and Economics of the University of Hong Kong, and the core team of facilitators with a vast array of professional experience with major consulting firms or as internal consultants from Coopers & Lybrand, Price Waterhouse (UK) and KPMG, Coopers & Lybrand and American Express, Hospital Authority and Morgan Stanley, Motorola Asia Pacific, Mckinsey & Co., Cathay Pacific, KCRC, etc.

Module One
Professor Michael Enright, Sun Hung Kai Properties Professor, Faculty of Business & Economics, HKU
Dr. Stephen Ng, Associate Project Director, PKKI, HKU

Module Two
Professor David Tse, Chair of International Marketing; Director, Chinese Management Centre, Faculty of Business & Economics, HKU
Dr. Bennett Yim, Associate Professor, Faculty of Business & Economics, HKU

Module Three
Mr. Elfed Roberts, P-T Lecturer, Faculty of Business & Economics, HKU
Ms. Diana Yau, Senior Executive Consultant, Performance Link Consulting
Ir. Dannie Yung, Founder & Chief Consulting Officer, Dannie Yung Consultant

Module Four
Dr. Gilbert Wong, Associate Professor of Faculty of Business & Economics and Executive Director of PKKI, HKU

Membership

Candidates who have achieved overall result in grade B or above will recommend to be a member of the Institute of Management Consultant Hong Kong (IMCHK).

Poon Kam Kai Institute of Management and the Faculty of Business & Economics, The University of Hong Kong reserves the rights to make alterations to the contents of the brochure, tutors/guest speakers, or any course of the programme without prior notice. This brochure does not form any part of a contract between any person and PKKI, Faculty of Business and Economics, The University of Hong Kong.

Poon Kam Kai Institute of Management (PKKI) is a not-for-profit, non-partisan and independent institute of management of the Faculty of Business and Economics at the University of Hong Kong. It is named after the late Mr Poon Kam Kai in recognition of his son, Dr Dickson Poon's generous donation. PKKI's mission is to develop new management methodologies, tools and paradigms to help the consulting and management communities in Hong Kong, China and the Asian Pacific region. It is a premier institute in executive training.

Admission Criteria

1) Possess a good bachelor degree from a recognised university or equivalent, and
2) Have at least 3 years of post-graduate work experience

Application Deadline

30 August 2003

Interview Schedule

Within 2 weeks of the application deadline, if required

Tuition

HK$35,000

Programme Schedule

October 2003 to March 2004

Venue

Poon Kam Kai Institute of Management, HKU Town Centre, 3/F, Admiralty Centre, Tower II, 18 Harcourt Road, Hong Kong

Accreditation

Candidates who have successfully fulfilled all the program requirements will receive a certificate issued jointly by the Poon Kam Kai Institute of Management and the Faculty of Business and Economics of the University of Hong Kong.

For More Information

PKKI at tel: 2523-8878 or www.pkki.business.hku.hk
e-mail: admin@pkki.business.hku.hk
Mr. Fred Lee, Program Manager at tel: 6108 8349

Information Briefing Sessions (held at PKKI)

Please check in the appropriate box and fax in the following information (Fax: 2523 7555).

☐ Session 1
Date: 26 June 2003 (Thursday)
Time: 7:00 - 8:00pm

☐ Session 2
Date: 10 July 2003 (Thursday)
Time: 7:00 - 8:00pm

Name: _____

Company: _____

Tel: _____ E-mail: _____

The Executive Education Arm of HKU's Faculty of Business and Economics

Poon Kam Kai Institute of Management (PKKI) formally joined forces with the Faculty of Business and Economics (the Faculty) of the University of Hong Kong in offering Graduate Diploma Programmes in the summer of 2003. To ensure the quality, the teaching staff of PKKI's Graduate Diploma Programmes will be drawn from the Faculty and all programme contents, teaching materials, and student selection will be subject to approval of an academic committee under the Faculty. Corresponding certificates will be awarded by PKKI and the Faculty. The following Graduate Diploma Programmes will be offered in the coming Autumn:

Graduate Diploma in e-Supply Chain & Logistics Leadership (DSCLL)

October 2003 to May 2004

- Objective: The Programme aims at providing executives with the foundation of skills necessary to achieve distinctive, effective, world-class supply chain systems in order to allow leaders to deliver distinctive value and exploit global opportunities, align the enterprise around a program of integrated strategic change, and ensure agility for future-proofing the endeavour periods of chaotic change.
- Target candidates: Executives or managers who are in the logistics, supply chain, distribution, procurement or IT fields.

MODULES:

Module 1 Supply Chain Management
Module 2 Logistics Management and Logistics Decision Tools
Module 3 e-Commerce for Supply Chain
Module 4 Developing Logistics Leadership in an Environment of Change and Challenge

Graduate Diploma in Financial Analysis (DFA) (for CFA Examinations)

October 2003 to May 2004

- Objective: The Programme incorporates the Chartered Financial Analyst (CFA) curriculum that is designed to provide students with a solid knowledge base for taking all levels of the CFA examination; equip students with the knowledge and the expertise to make sound investment decisions in the global financial markets. The Programme also helps student further pursue the Master of Finance degree at HKU.
- Target candidates: Financial professionals and investment managers who aspire to gain the prestigious recognition as a CFA charter holder and solid training in modern investment principles.

MODULES:

Module 1 Quantitative and Economic Analysis
Module 2 Financial Statement Analysis and Business Ethical Standards
Module 3 Fundamentals of Asset Valuation I
Module 4 Fundamentals of Asset Valuation II

Graduate Diploma in Management Consulting and Change (DMCC)

October 2003 to March 2004

- Objective: The Programme is the first of its kind in the region. It is the result of many months of research and analysis by the Institute and the General Chamber of Commerce. The Programme aims to build the participants' knowledge of the basic concepts and theories that organisation consultants and change agents require.
- Target candidates: Internal consultants, external consultants, change agents, or professionals, specialists or executives who are responsible for making organizational changes happen.

MODULES:

Module 1 Local and Global Strategic Consulting
Module 2 Business Research for Management Consultants
Module 3 Fundamental Consultative Skills
Module 4 Change Management

SME Training Fund is applicable

For more information/application form download, please visit:

http://www.smefund.tid.gov.hk/eng/stf.html

Briefing Sessions & Request for Brochures

(please return this form with your business card by fax to 2523-7555)

Name: _____

Company: _____

Tel: _____

Fax: _____

Email: _____

Personal data collected will only be used for the purpose of the above Programmes and will not be released to third parties. You may however be included in our mailing list for other relevant programmes. If you wish to be excluded from our database, please tick the box ☐

I will attend the following briefing sessions and please send me the information brochure (✓ tick the appropriate boxes):

Programme	Request for Brochure	Session 1 7:00 - 8:00pm at PKKI	Session 2
DSCLL	☐	☐ 24 Jun 2003	☐ 22 Jul 2003
DFA	☐	☐ 2 Jul 2003	☐ 19 Aug 2003
DMCC	☐	☐ 26 Jun 2003	☐ 10 Jul 2003

PKKI also offers the following Executive Certificate programmes:

- *Certificate in Supply Chain Management (Chinese) - (CSCM-C)*
- *Certificate in Supply Chain Management - (CSCM)*
- *Certificate in Strategic Crisis Management - (CCCM)*
- *Certificate in Essentials of Healthcare Quality - (CEHQ)*

For enquiries, please call PKKI at Tel: **2523-8878** or fill in the enquiry form on our webpage: **www.pkki.business.hku.hk/form.htm.**

All information above is subject to alteration without prior notice. Please always refer to the information brochures of the corresponding programmes.

HKU SPACE
香港大學專業進修學院
HKU School of Professional and Continuing Education

The Severe Atypical Respiratory Syndrome (SARS) is still very much with us in Hong Kong, though I hope that it has passed its peak and we are on the way to recovery. It has certainly disrupted our courses but I would like to assure you that HKU SPACE has taken all measures to ensure safety at our centres. I know that many teachers have made available other forms of support to students, for example on-line learning, to mitigate the effects of the outbreak.

I also would like to thank the students and alumni who contributed to the email campaign to support health workers in the fight against SARS and to send best wishes to those affected by the virus. Indeed I hope that we may build from the response of our HKU SPACE community, now a significant force in society, and establish stronger links with students and alumni for mutual benefit in the future.

The University has identified "Partnering with the society and serving the community" as one of its principal strategic areas of development in 2003 to 2008. This is an objective that we in the School support strongly. We hope that the University will adopt this as one of its major themes, thus building on 46 years of achievement by this School.

Another theme is "global presence and visibility". The School will also play its part in this objective through its extensive international partnerships and outreach activities, especially in China and the region.

The outcome of the University Grants Committee's Teaching and Learning Quality Process Review (TLQPR) has now been made public. Our work, in terms of quality assurance, has been described as "exemplary". This is a tribute to our staff and our dedicated part-time teacher force. I congratulate all of them.

Finally, the development of a Qualifications Framework for Hong Kong has progressed rapidly with the support of government. A firm scheme is now being developed and HKU SPACE will play its part in ensuring that all our courses have clear learning outcomes, clear levels of expected achievement, credit weighting and credit transfer. This will help all those engaged in continuing education and lifelong learning and improve the articulation of academic programmes within the adult learning community.

Despite SARS I am optimistic and hope that we in the University and the School can work with you to take Hong Kong forward through lifelong learning. I offer you my good wishes for the coming academic year 2003/4.

Professor Enoch C. M. Young
May 2003

Message from the Director 院長序言

現時香港正受非典型肺炎困擾，本人希望並相信疫潮會逐漸減退，而香港亦會慢慢回復生機。疫症無疑對學院的課程運作造成一定的影響，但學院已採取措施，保持所有教學中心的良好環境衛生，令學生安心上課。在疫症肆虐期間，有很多教職員正透過其他途徑，為學生提供學習上的支援，例如進行網上教學便是其中之一。

此外，本人十分感謝所有參與「祝福Mail」行動的學生及校友，他們的祝福和問候為正在與疫症搏鬥的醫護人員以及不幸的感染者帶來很大的鼓舞。學院希望繼續發揚這種一呼百應的精神，透過大家的合作和努力，使學院將來可以和學生以及校友們建立一份更深厚的情誼。他們都是社會上深具潛力的一群，發揮着重要的力量，本人期望學院能夠與大家攜手共勉，開展未來。

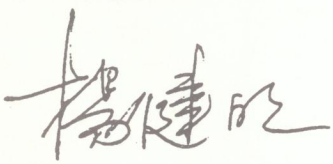
「與社會攜手並進，服務社群」是香港大學於二零零三年至零八年的其中一項發展策略，同時亦是學院一直支持的理念。我們希望與香港大學一起朝着這個方向，共同努力，見證學院四十六年來的宗旨。

大學的另一個發展策略就是「提升國際地位和形象」。我們亦會透過龐大的國際合作網絡和廣泛交流，尤其積極開拓與中國大陸及鄰近地區的合作計劃，與大學同步實現這個目標。

另外，大學教育資助委員會的「教與學質素保證過程檢討」(TLQPR)報告已經發表，學院在課程質素保證方面獲得高度表揚，更被譽為典範。本人感到相當榮幸，而這種光榮實屬於學院每一位竭盡所能的員工以及專心致志的教職員所有，全賴他們，使學院獲得今天的成果，本人在此向他們致以衷心的恭賀和道謝。

在政府的支持和推動下，香港的資歷架構及質素保證評審機制日趨完善，一個穩健的方針亦已誕生。香港大學專業進修學院一直確保所有課程都能取得最佳成效，達到預期的優質水平，並有清晰的學分計算和轉移機制，令成人教育課程獲得更好的銜接，有利於投身終生學習行列的學員，邁向更高的學術發展。

縱然疫症當前，我們不會畏懼。讓我們懷着希望和信心，結合香港大學、本學院以及你們的力量和支持，共同帶領香港和各界人士循着終生學習之路，開拓更美好的將來。讓我在此衷心祝福香港，來年會更好！



楊健明教授
二零零三年五月

Vision, Mission and Values 學院使命、宗旨及信念

Vision 使命

As the Extension Arm of The University of Hong Kong in extending lifelong learning opportunities for the community, HKU SPACE seeks to become a world-class centre of excellence for the provision of professional and continuing education serving Hong Kong, mainland China and the region.

專業進修學院為香港大學外展教學部門，致力為社會不斷開拓終生學習機會；其使命在成為專業及持續教育的國際典範，以服務香港、中國內地及鄰近地區。

Mission 宗旨

HKU SPACE strives for excellence in:

- Delivering high quality programmes to meet the needs of learners and employers
- Collaborating with other parts of The University of Hong Kong and other institutions in expanding lifelong learning opportunities
- Enhancing access to education for career advancement and personal development
- Conducting research in adult and continuing education, as well as in subject specialisms
- Promoting lifelong learning for the development of a learning society and the community's pursuit of quality of life

學院致力：

- 提供優質課程，以滿足學員及僱主需要；
- 合作辦學，聯同香港大學各部門及其他學府，拓展終生學習機會；
- 提供進修機會，以助個人及其事業的發展；
- 從事成人和持續教育以及其他學科的學術研究；
- 提倡終生學習，為邁向學習型社會及追求生活質素作出貢獻。

Values 信念

HKU SPACE places particular value on:

- Service to learners
- Partnership to maximize lifelong learning opportunities
- Accountability to stakeholders
- Creativity in teaching and learning
- Excellence in quality

學院抱持下列信念：

- 致力服務學員
- 以合作拓展教育機會
- 秉持問責精神
- 不斷創新教學
- 追求卓越

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HKU SPACE has been the Leading Provider of Continuing and Professional Education in the Region Since 1956.

Introduction to the School
學院簡介

The Extension Arm of The University of Hong Kong

1956 was a milestone year in the history of continuing education. It was the year the University of Hong Kong's Department of Extra Mural Studies (EMS) was established, the first continuing education unit in a university in the region. EMS played a significant role in the provision of lifelong learning opportunities for the wider community and in 1992, was renamed the School of Professional and Continuing Education (HKU SPACE). As the extension arm of the University, HKU SPACE now fulfills the mission to provide excellent opportunities for personal, professional and career advancement to people from all walks of life.

With 700 full time staff and over 2,000 part time teachers, HKU *SPACE* is the leading local provider in continuing education. Enrolments since 1956 have exceeded one and a quarter million and annual enrolment now exceeds 100,000 each year. In 2001/2 this was equivalent to 17,550 full time students. The School collaborates closely with the other Faculties and departments of the University to offer timely and relevant courses that meet society's needs to update education and skills for the knowledge economy.

Quality Support for Learners

A hallmark of the HKU *SPACE* programmes is that they are designed and managed by the full time academic staff of the School, supported by the excellent corps of part time teachers. The School's Quality Assurance mechanisms were reviewed by the University Grants Committee in 2002/3 and were described as "exemplary". The School, in its Strategic Plan, has committed itself to being a quality provider in terms of its academic programmes as well as support to students through good teaching and well designed learning centre facilities. The information age has brought exciting new learning possibilities. The School has developed a web-based, on-line learning platform – HKU *SPACE* On-line Universal Learning (SOUL). This provides students and teachers with an alternative means of communicating with each other for teaching and learning purposes. SOUL is also a portal for access to the excellent on-line resources of the University Library.

香港大學外展教學部門

一九五六年是持續教育歷史上的一個轉捩點。在這一年香港大學校外課程部正式成立，是香港首個由大學開辦的校外持續教育部門。校外課程部為廣大社會人士提供終生學習的機會，擔當着重要角色。於一九九二年，校外課程部改名為香港大學專業進修學院(HKU SPACE)，作為香港大學的外展教學部門，並致力達到為在職人士提供有助個人、專業和事業發展的各種學習機會的宗旨。學院每年開辦超過200項證書、學位、碩士及博士等學銜頒授課程，並提供逾 1,000 項短期課程及興趣班。

目前香港大學專業進修學院是本地提供持續教育最具規模的專上院校，有逾700名全職工作人員以及2,000名兼職教員。自一九五六年成立以來，有超過一百二十五萬人次修讀過學院的課程，而每年的報讀人數現已超過十萬人。於二零零一至二零零二年期間，人數更相當於約17,550名全日制學生。學院會繼續與香港大學校內各學院及部門緊密合作，開辦適合社會需要的各種進修課程，應付知識型社會的人才需求。

完善質素保證機制

香港大學專業進修學院的課程具備一大特色，就是所有課程均由全職教學人員設計及管理，並由經驗豐富、資歷深厚的兼職教員輔助。於二零零二年至二零零三年，學院的學術質素保證機制由香港大學教育資助委員會檢討，並獲譽為典範。學院已在發展策略中訂下明確目標，致力為學員提供良好教學和優質設備，以實踐學院作為一所具質素保證的院校的宗旨。

在現今資訊發達的年代，產生了不少新的學習機會。為配合資訊科技的發展，學院建立了一個「網上學習系統」(SOUL)，為教師和學員提供一個網上交流、學習及進行學術活動的環境。同時，「網上學習系統」亦是學員與大學圖書館之間的橋樑，學員可隨時透過此系統連繫香港大學圖書館的網上資源庫，獲取資料。

Arts and Humanities
文學及人文科學

Accounting
會計學

Finance
財務學

Management Studies
管理學

Marketing
市場學

Academic Level of Courses

- Directorate
- Master Degree and Postgraduate Diploma / Certificate
- Bachelor Degree
- Associate Degree and Higher Diploma
- Diploma and Certificate
- Professional Programmes
- Continuing Professional Development (CPD) Courses
- Short Courses for Personal Development

課程學歷水平

- 博士學位
- 碩士及深造文憑 / 證書
- 學士學位
- 副學士及高級文憑
- 文憑及證書
- 專業進修課程
- 持續專業發展課程
- 個人發展短期課程

Chinese Medicine
中醫藥學

Health and Applied Sciences
健康及應用科學

Information Technology
資訊科技

Law
法律

Social Sciences, Urban Studies and Education
社會科學、城市研究及教育

Introduction to the School 學院簡介

Organisation of the School

The University manages the affairs of the School through a non-profit making company which has a Management Board that draws its members from the University itself and from the wider community. The School's academic programmes are controlled by the University Senate through the Board for Continuing and Professional Education and Lifelong Learning. There is also an Advisory Board that includes many distinguished community leaders.

Internally, the School organises its wide range of courses into some 40 subject groups that are themselves allocated in 10 divisions that report to the directorate. There are also the Community College, the Cyberport Institute that the School manages on the University's behalf, and a number of Centres.

Global Perspective

HKU *SPACE* is also privileged to collaborate with 59 local and overseas academic institutions in the UK, the USA, Australia and Mainland China. The School will continue to explore opportunities for cooperating further with reputable institutions, both local and overseas, in order to offer a greater variety of high quality and relevant programmes to students. In China, HKU *SPACE* has established learning centres in Beijing, Shanghai, Guangzhou, Hangzhou and Zhuhai. Courses offered include marketing, accounting, global business management and e-commerce, business information technology and public relations.

New Horizons in Continuing Education

The HKU SPACE Community College opened in September 2000 as a response to the Education Commission's call for a more versatile and flexible education structure. Today, the College has 3,700 students in its Associate Degree and Higher Diploma programmes. The HKU SPACE Community College represents the finest institution of its kind in Hong Kong.

The Associate Degree programmes has also been introduced to Mainland China students through collaboration with Beijing Normal University (Zhuhai Campus). From November 2002, students have enrolled in the 2-year Associate in Business Administration Degree. After completion of the programme with satisfactory results, students can apply for an overseas bachelor degree programme in the UK, the USA, Canada and Australia. Students who wish to further their studies in Mainland China can continue in degree studies offered by Beijing Normal University (Zhuhai Campus).

25th June 2002 marked the inauguration of the Cyberport Institute of Hong Kong of The University of Hong Kong (Cyber.i), the territory's first IT learning centre sponsored by a university and devoted entirely to IT learning. Housed in the government's flagship Hong Kong Cyberport, the Cyber.i aims to nurture IT talents for Hong Kong, Mainland China and the Asian region so as to help make Hong Kong a leading digital city. A pilot Postgraduate Diploma in Information Technology programme started in November 2002.

學院架構

香港大學專業進修學院的事務由香港大學透過學院管理委員會成員管理，由香港大學以及社會各界人士擔任委員。學院的學術課程則由香港大學教務委員會，透過持續專業教育及終生學習委員會監察。另外，學院還成立了顧問委員會，由社會各界代表組成。學院內部亦將四十種科目組合並分配成為十個學部，各學部均向院長負責。為發展富彈性及多元化的高等教育，學院創辦了香港大學專業進修附屬學院和數碼港學院。數碼港學院由香港大學和學院共同管理運作。

國際合作

香港大學專業進修學院的一個重要優勢是它的龐大國際網絡，學院現時與五十九所本地及英國、美國、澳洲以及中國大陸的海外學術機構合作，並繼續積極開拓更多合作計劃，與海外及本地具學術質素的學府廣泛交流，以發展和引進多種優質的課程予本地人士進修。香港大學專業進修學院在內地多個地區，包括北京、上海、廣州、杭州及珠海設立了教學中心，提供市場營銷、國際會計、全球商業管理及電子商貿、訊息科技和公共關係等課程。

開拓持續教育新領域

學院開辦的香港大學專業進修附屬學院於二零零零年九月成立，以響應教育統籌委員會向教育機構的呼籲，提供副學士及高級文憑等多元化的升學途徑。今天，附屬學院已有學生3,700名，為香港同類型教育機構的表表者。

學院將香港成功的副學士辦學經驗引進國內，二零零二年十一月學院與北京師範大學珠海校區合作開辦一個在內地兩年、海外兩年為學習模式的高等教育課程，名為「2+2學士海外留學課程」。修讀該課程的學生須於北京師範大學 (北師大)珠海校區修讀兩年的工商管理副學士課程，完成後可申請入讀英、美、加、澳四個國家大學相關學士學位課程。學生倘選擇在國內升學，也可申請北師大珠海校區的專升本繼續教育，修畢課程及成績達到規定標準，可獲北師大授予學位。

香港大學數碼港學院於二零零二年六月二十五日正式創立，為香港首間由大學開辦的資訊科技教學中心，設在政府資訊科技旗艦項目—數碼港內，為香港、中國及鄰近地區培育資訊科技專才，致力推動香港成為領先的數碼城市。首個資訊科技深造文憑課程已於二零零二年十一月開課。

Dr. Michael Y.L. Luk – Deputy Director 副院長—陸人龍博士

Mr. John Cribbin – School Secretary & Registrar 學院秘書及學務長—祁樂彬先生

Dr. S.M. Shen – Deputy Director 副院長—沈雪明博士

Governance
學院管理

School Advisory Board 學院顧問委員會

Chairperson 主席	Dr. H.K. Cheng 鄭漢鈞博士
Ex-Officio Members 當然委員	Professor Lap-Chee Tsui, Vice-Chancellor, HKU 香港大學校長徐立之教授 Professor Enoch C.M. Young, Director 院長楊健明教授 Dr. Michael Y.L. Luk, Deputy Director 副院長陸人龍博士 Dr. S.M. Shen, Deputy Director 副院長沈雪明博士
Members 委員	Mr. Moses M.C. Cheng 鄭慕智先生 Dr. Y.C. Chow 周亦卿博士 The Hon. Timothy T.T. Fok 霍震霆先生 Dr. Peter C.Y. Lee 李仲賢醫生 Mrs. Eleanor C.M. Ling 林李靜文女士 Mr. Anthony Francis Neoh 梁定邦先生 The Hon. Y.C. Tam 譚耀宗先生 Mr. Peter H.Y. Wong 黃匡源先生 Dr. Philip K.H. Wong 黃乾亨博士
University Members 大學委員	Professor K.M. Cheng 程介明教授 Professor Rosie T.T. Young 楊紫芝教授
School Members 學院委員	Mrs. Y.L. Cheng 鄭鍾幼齡女士 Ms. Jennifer G.H. Ng 黃玉虹女士
Secretary 秘書	Mr. John Cribbin 祁樂彬先生

Board for Continuing and Professional Education and Lifelong Learning 持續專業教育及終生學習委員會

Chairperson 主席	Professor Lap-Chee Tsui, Vice-Chancellor, HKU 香港大學校長徐立之教授
Vice-Chairperson 副主席	Professor J.A. Spinks, Pro-Vice-Chancellor (Academic), HKU 香港大學副校長史秉士教授
Four Senate Members 四位教務委員會委員	Professor Francis Chin 錢玉麟教授 Professor Nelson W.S. Chow 周永新教授 Professor John C.Y. Leong 梁智仁教授 Professor David K.C. Tse 謝貴枝教授
Two Members from the School Advisory Board 兩位學院顧問委員會委員	Dr. Peter C.Y. Lee 李仲賢醫生 Dr. Philip K.H. Wong 黃乾亨博士
Ex-officio HKU SPACE Members 香港大學專業進修學院當然委員	Professor Enoch C.M. Young, Director 院長楊健明教授 Dr. Michael Y.L. Luk, Deputy Director 副院長陸人龍博士 Dr. S.M. Shen, Deputy Director 副院長沈雪明博士
Members from the HKU SPACE Divisions 學院各學部代表	Dr. F.T. Chan 陳訓廷博士 Dr. May M.C. Cheng 鄭明真博士 Mrs. Y.L. Cheng 鄭鍾幼齡女士 Ms. Bronwyn L. Davies 戴寶賢女士 Dr. Keith P.C. Lam 林培燦博士 Ms. Jennifer G.H. Ng 黃玉虹女士 Dr. Stephen W.N. Wu 胡永年博士 Mr. Sam H.W. Law 羅洪偉先生
Secretary 秘書	Ms. Ivy Mak 麥雪梅女士
In Attendance 列席	Mr. John Cribbin 祁樂彬先生

HKU SPACE Management Board 學院管理委員會

Chairperson 主席	Mr. Darwin Chen 陳達文先生
Members 委員	Dr. John Choa 蔡永燦博士 Professor Nelson W.S. Chow 周永新教授 Professor Lap-Chee Tsui, Vice-Chancellor, HKU 香港大學校長徐立之教授 Mr. Philip B.L. Lam, Director of Finance 財務處長林炳麟先生 Dr. Peter C.Y. Lee 李仲賢醫生 Professor John C.Y. Leong 梁智仁教授 Dr. Philip K.H. Wong 黃乾亨博士 Professor Enoch C.M. Young, Director 院長楊健明教授
Secretary 秘書	Mr. John Cribbin 祁樂彬先生

Staff Directory

教職員表

Directorate 院長室

Director 院長

Professor YOUNG, Enoch C.M.	楊健明	BSc (Special) *HK* ; PhD *Brist* ; MInstP ; FRAS ; FCIM ; FInstAM

Deputy Directors 副院長

LUK, Michael Y.L.	陸人龍	BA, MPhil *HK* ; PhD *Tor*
SHEN, S.M.	沈雪明	BA, PhD *HK*, MSc *Lond* ; DIC

Associate Directors 協理院長

CHAN, Dorothy T.F.	陳阮德徽	BSoc, MSocSc, PhD *HK* ; FCIT ; BBS
LEE, Jane C.Y.	李正儀	BA, MSocSc *HK* ; PhD *ANU*
NG, Jennifer G.H.	黃玉虹(Associate Professor 副教授)	BA S *Fraser* ; MSocSc, PCEd *HK* ; FCIM
WONG, Andrew L.S.	黃立生	BSc, MSc *Alta* ; PgC *Br Col* ; MBCS, CEng, FHKIE

School Secretary & Registrar 學院秘書及學務長

CRIBBIN, John A.	祁樂彬	BSc *Lond* ; MSc *Leic*

Academic Staff 教學人員

Principal Programme Directors 首席課程主任

CHAN, F.T.	陳訓廷 (Associate Professor 副教授)	BSc, MPhil, MBA, PhD HK ; CEng ; MBCS ; MHKCS ; MHKIE
FISHER, Michael J.	(Lecturer 講師)	LLB *Manc* ; MA *Brunel* ; CertEd *Manc* ; Barrister of Gray's Inn
#FONG, Peter K.W.	方國榮	BSocSc *CUHK* ; MUP, PhD *NYU* ; RPP, FHKIP, MAICP, MRAPI, MCILT, MIID, MIMgt, FHKPAA
HUI, Sarah S.C.	許少珍 (Professor-Reader 教授)	BSc, PhD *Brad* ; CBiol ; MIBiol (Until 3 August 2003)
LAM, David H.	林孝仁 (Assistant Professor 助理教授)	BA *Macalester Coll* ; CA ; CMA ; FHKSA
NG, Jennifer G.H.	黃玉虹 (Associate Professor 副教授)	BA S *Fraser* ; MSocSc, PCEd *HK* ; FCIM

Senior Programme Directors 高級課程主任

BOOKER, Richard M.	卜克 (Lecturer 講師)	MA, PGCE *Oxon*
CHENG-CHUNG, Y.L.	鄭鍾幼齡 (Associate Professor 副教授)	BSocSc *HK* ; MPhil *CUHK*
CHEUNG, Bruce S.N.	張少能 (Lecturer 講師)	BSc, MPhil, PhD *HK*, MOIF
DAVIES, Bronwyn L.	戴寶賢 (Lecturer 講師)	LLB *Auck* ; MMgt *Macq* ; Barrister and Solicitor of the High Court of New Zealand ; Solicitor of the Supreme Court of England and Wales and of the High Court of Hong Kong
*HO, Tommy K.K.	何冠驥 (Lecturer 講師)	BA *CUHK* ; AM, PhD *Illinois* ; LLB *Lond* ; PCLL *HK* ; Barrister of the High Court of Hong Kong
KENNEDY, Peter	甘令德 (Lecturer 講師)	BA *Wales* ; MA *Sussex* ; MA(ApplLing) *Essex* ; MPhil *Dub* ; CertEd *Lond* ; DipTEFL *Roy Soc of Arts*
KWONG, T.M.	鄺子文 (Assistant Professor 助理教授)	MA, PhD *Georgia*
LAM, Keith P.C.	林培燦 (Associate Professor 副教授)	BCom *Dalhousie* ; MBA *McGill* ; PhD *Manc* ; FCGA ; CFP[CM]
LAW, Sam H.W.	羅洪偉	BScCivEng *Manoa* ; MBA *Berkeley* ; BSc(Acct) *Hawaii Pacific Coll* ; CMA ; CPA(CICPA) ; FCCA ; AHKSA
LEE, Eddy W.C.	李偉才 (Assistant Professor 助理教授)	BSc *HK* ; PhD *NSW* ; DMS *CUHK*
LIU, N.R.	劉寧榮 (Assistant Professor 助理教授)	BA *Nankai* ; MA *Indiana*
LUNG, Rachel W.C.	龍惠珠 (Assistant Professor 助理教授)	PhD Essex
NG, Tina M.Y.	吳慕賢 (Associate Professor 副教授)	BAppSc *WAIT* ; MEd,PhD *WAust*
SODUSTA, Jesucita	舒婕素 (Lecturer 講師)	BScEd, MA *San Carlos* ; PhD *Calif*
TAN-UN, K.C.	阮陳健貞 (Associate Professor 副教授)	BSc *Bath* ; MSc *Lond* ; PhD *HK*
WONG, Gemma K.C.	黃羅錦注 (Assistant Professor 助理教授)	BA *Wolv* ; MPhil *HK* ; RN (M)
WONG, Evia O.W.	黃靄雲 (Assistant Professor 助理教授)	PDipQS *HKP* ; LLM *UNN* ; MBA *Syd* ; PhD S *Aust* ; FAPM ; FHKICM ; MCIOB ; MCIArb ; AHKIArb ; MCCES ; FAIBA ; PFM ; Chartered Builder ; Accredited Mediator (HKIAC)
WU, Howard	鄔名珩 (Lecturer 講師)	BE*NSW* ; MEng, PhD*Tor*
WU, Stephen W.N.	胡永年 (Lecturer 講師)	BSc, PhD *HK*

Senior Consultants 高級學術顧問

*KAN, L.B.MH	簡麗冰	BSC, PHD *HK* ; MA, MLS *Calif* ; HonDLitt *Charles Sturt* ; ALAA ; MCLIP ; FHKLA ; Honorary University Fellow *HK, CSU* ; Honorary Fellow *HKLA*
*LYE, Eric K.C.	黎錦超	BArch MFA *Prin* ; FRAIC, FHKIA, RIBA, HonRICS, HonAIA *China*
MENG, Z.	孟卓	MMed, DMed *China Acad TCM* (From 16 June 2003)

Consultant 學術顧問

*LEUNG, K.Y.	梁剛銳	BSc (Eng), MSc (Eng), MSc (Eng), MBA *HK*; FCILT

Programme Directors 課程主任

BROWNE, Edith A.		BSocSc *Liv*; CPE *Manc*; Solicitor of the Supreme Court of England and Wales
CHAN, Flora K.C.	陳潔貞	BSocSc *HK*; MSc *NUI*
CHAN, Renée P.L.	陳碧蓮	BFA *Long Beach*; MSc *Bank St/Parsons*
CHAN, Benjamin T.Y.	曾德源 (Assistant Professor 助理教授)	BSc *Santo Tomas*; MPhil *PolyU HK*; CBiol; MIBiol; FRSH
CHAN, Joseph Y.H.	陳以漢	BA *CUHK*; MA *Missouri*
CHAN, Steve T.F.	陳大福	BA *Manit*; BA *York(Can)*; MA *PolyU HK*; DipEd, DipMgmt Comm *CUHK*
CHENG, May M.C.	鄭明真 (Assistant Professor 助理教授)	BSc, MHA *NSW*; PhD *HK*
CHEW-CHU, Michelle N.H.	周朱玉霞	N.H.LLB *Otago*; LLM *Auck*; ACIArb
^CHOY, B.K.	蔡炳綱	BSocSc, MSocSc *HK*; PhD *Wis*; RSW; ACSW
DENDLE, Elizabeth A.	杜麗莎	BEd *Lond*; MSc *Lough*
FOO, Arnold S.Y	傅詩恩	BSc *East Tenn*; MSc *Virg Tech*; FHKMTA (Senior Medical Technologist 高級醫科技師)
HO, Y.K.	何月貴	BEcon *Malaya*; FCII
KAN, Sam C.F.	簡頌輝	BMus, MBA *McGill*; HIA; FLMI; FTCL
KO, Martin K.Y.	高家耀	LLB PCLL *HK*; LLB *Beij*; MBA *Nott* (From 19 May 2003)
LAM, Pansy M.Y.	林美凝	BA *HK*, MSc *Leic*; CertEd(TESL) *HK*; PgDip, *Seneca Col*; MCIPD; MIHRM
LEE, Ruby P.W.	李寶雲	BBus *Deakin*; MBusSys Monash; PCEd HK
LEUNG-WONG, Roberta K.W.	梁王巧雲	BA, BBA Hawaii; MBA *San Fran State*; DBA *Calif Coast*; CHA; CHRE; MHKIPM MHCIMA; MSHRI; CHE (Until 10 September 2003)
MA, Wendy L.	馬魯愛儀	BSc, PgDip *Syd*
NG, Simon T.M.	吳達明	LLB, *City UHK*; MPhil *CUHK* (Until 7 July 2003)
SUN, Wendy M.Y.	孫敏宜	BA *Manit*; MEd *Sheff*
SZETO, Raymond C.M.	司徒志文	MBA *Macau*; MAppSc *Technol Syd*; MPhil *City UHK*; DBA S *Aust*; MBCS
WONG, K.C.	黃嘉俊	LLB *S'ton*
WONG, Allen M.W.	黃文華	BA *McMaster*; MInstAM; OMDP
WONG, Y.K.	黃耀麒	BSc, PhD *Nott Trent*
YIU, Benjamin C.P.	姚展鵬	BA(AS), MArch *HK*; RA; HKIA; RIBA; RAIA

Programme Director (China Programmes) 課程主任 (中國課程)

WANG, X.Y.	王曉岳 (Associate Professor 副教授)	BA *Shanghai*; MEd, PhD *Monash*

Assistant Programme Directors 副課程主任

LAM, Jenny L.K.	林立佳	BMed, MMed *Beijing TCM*
NGEOW, Karen Y.H.	饒玉華	BA, MA *Malaysia*; MA, MSc *Indiana*

Programme Managers 助理課程主任

CHAN, Y.B.	陳瑤冰	BBA *HKBU*; MEcon *HK*
CHAN, Ringo Y.K.	陳耀光	BA *Winn*; MA *Tor*
CHANG, Karen R.	張嘉倫	BSc *Br Col*; PgDip, MSc *Ulster*; SRD *UK*
CHO, Jackson K.S.	曹吉蓀	BSocSc *LU*; MA *Hull*
HA, Stephen C.F.	夏志輝	BSocSc *LU*; MA *Essex*; MBA(Public Service) *Birm*
HUNG, Albert W.K.	熊運球	BSocSc *CUHK*; BA *York*; MA *City UHK*; MEd *PolyU HK*; MCIM; CDipAF; ACCA
KWOK, Sylvia L.K.	郭麗娟	BA, MPhil *City UHK*
LAM, Fiona K.W.	林嘉慧	BSc *City UHK*; MSc *HK* (Until 9 July 2003)
LAM, Sam S.H.	林思雄	BFA *Alta*
LAM, Doris W.W.	林衛華	BSc *Technol Syd*; MPhil *HK*
LEE, Terence C.W.	李志偉	BSc *Poly UHK*; MPhil *CUHK*; PgDipCA *CityU HK*; ACIS; ACS
LEUNG, C.B.	梁振邦	BEng, PhD *HK*
LI, Emily N.	李妮	BSocSc *CUHK*
NARWANI, Sangeeta A.		MBA *Leic*
NG, Blondie K.W.	吳嘉華	BSocSc *HK*; MBA *Leic*
NGAI, Stephen C.	魏俊	BSc *Poly UHK*; MSc *Reading*
TAN, T.K.	陳德奇	BComm, MComm *Meiji*
TANG, T.M.	鄧德文	BSc *City UHK*
TSUI, Anthony S.C.	徐杼顓	BSc *Minn State*; MBA *Calif State*; MM(MMgt) *Macq*
WONG, Anita C.M.	王聰敏	BComm, MComm *Qld*
^WONG, Helen H.Y	黃起妍	BSc *Lond*; CEng; MBCS; MHKCS (Until 5 July 2003)
YAU, Josephine S.Y.	游樹瑛	BA *Poly UHK*; MBA *HK*; FCCA; AHKSA
YEUNG, Angela S.P.	楊樹彬	BA *Poly UHK*; MSc *Strath*

Staff Directory

教職員表

Programme Manager (China Programmes) 助理課程主任(中國課程)

XU, S.H.	徐世華 (Assistant Professor 助理教授)	BA *Shanghai Teachers U*; MEd, *LaSalle*

Instructor 教師

LEE, B.J.	李汶鍵	BSc *Ulster*; PrDip *CIM*; MBA *Wales*; MCIM

Tutors 導師

CHEUNG, Ashley Y.C.	張友箴	BA, MSc *Pratt Inst*
KUNDI, J.S.		BA *N.Lond Poly*; MBA *Humb*; ACMA
LI, Thomas S.P.	李少彬	BSc, PhD *HK*; MIEEE
LUI, Shirley S.Y.	呂雪儀	BBA *HKUST*; MA, MA *Warw*
MOK, Daniel S.C.	莫兆財	BSc *Oregon State*; MM *Willamete*; PhD *HKUST*
WONG, Raymond W.K.	黃維國	MSc *Leic*
YEUNG, Kevin S.M.	楊仕名	BBA, MBA *CUHK*
YU, Billy T.W.	余達緯	BEng, PhD *HK*

Associate Professors (Chinese Medicine) 中醫藥學部副教授

MUI, L.C.	梅嶺昌	BMed *Guangzhou TCM* (Until 16 July 2003)
LEE, L.	李烈	MB *Sun Yat-sen Med*
LUO, W.Q.	羅偉權	BMed *Guangzhou TCM*; MSc, PhD *Shizuoka*
NG, M.P.	吳文豹	DiplTui-na *Shanghai TCM*
SUN, L.L.	孫徠齡	BMed *Shanghai TCM*
YEUNG, S.K.	楊順坤	DiplMed *Harbin Health Sch*; DiplTCM *Yunnan TCM Coll*
YIM, Y.M.	嚴玉薇	DiplAcup *Shanghai TCM*

Assistant Professors (Chinese Medicine) 中醫藥學部助理教授

BALONAN, L.C.	陳益府	BSc *San Carlos*; MD *Visayas*; PhD *HK*
CAO, K.J.	曹克儉	BMed *Inner Mongolia Med Coll*; MMed *Heilongjiang TCM*; MD *Guangzhou TCM*
CHAN, Y.S.	陳日升	BMed *Guangzhou TCM*
CHEUNG, Edmund N.M.	張毅敏	DiplMed *Wuhan Metal Sch Med*; MPhil, PhD *CUHK*
KAN, T.Y.	鄞德意	BMed *Shanghai TCM*
LIU, Y.P.	劉玉萍	BMed *Beijing TCM*; MPhil, PhD *Toyama MPU*
NG, S.K.	吳小堅	BMed *Guangzhou TCM*
QIN, A.P.	秦愛平	BMed *Shanghai TCM*
TAM, Timothy C.M.	譚哲明	BSc *HK*; PhD *HKUST*; CChem; MRSC

Lecturers (Chinese Medicine) 中醫藥學部講師

CHEUNG, K.S.	張群湘	BMed *Guangzhou TCM*
FUNG, W.C.	馮榮昌	BMed *Guangzhou TCM*; MTCM *HK*
LAI, L.	勵莉	BMed *Tientsin TCM*
SIT, Kevin H.Y.	薛愷睿	BMed, *MMed Guangzhou TCM*
YIU, Y.M.	姚韌敏	BMed *Shanghai TCM*

Honorary and Visiting Appointments 名譽及客座教授

Visiting Associate Professors (Chinese Medicine) 中醫藥學部客座副教授

DANG, Y.	黨毅	BMed, MMed *Beijing TCM*; DSc *PUMC*
LI, L.	李磊	BMed, MMed, MD *Shanghai TCM*
LI, Z.Z.	李祖珍	MB *Beijing Med*
LUO, J.P.	羅集鵬	BSc *Jiangxi TCM Coll*; MMed, MD *Beijing Med*
SU, J.	蘇晶	BMed *Heilongjiang TCM*; MD *Beijing TCM*; MMed *China Acad TCM*
XIA, H.M.	夏惠明	DiplTui-na *Shanghai TCM*

Visiting Assistant Professors (Chinese Medicine) 中醫藥學部客座助理教授

FU, W. S.	符文澍	BMed *Beijing Union*
GUO, H.Q.	郭會卿	BMed *Henan TCM Coll*
GUO, Y.F.	郭岳峰	BMed Henan *TCM Coll*; MMed Tientsin *TCM Coll*
HE, T.Z.	何濤贊	DiplMed *Guangdong Health Sch*; DiplTCM *Guangzhou TCM*
SHI, J	石軍	BMed *Henan TCM Coll*
ZHANG, X.F.	張笑菲	BMed, *MMed Henan TCM Coll*
ZHU, E.	朱恩	BMed *Guangxi TCM Coll*

Visiting Assistant Professor 客座助理教授

KALMUND, P.R.		BEd, MEd *La Trobe*

Honorary External Advisiors 名譽校外顧問

ROBINSON, Susan P.		
WRIGHT, Ann CBE		BA, PhD *Lond*

Honorary Professors 名譽教授

CHAN, Mimi M.M.	陳張美美	BA,MA *HK* ; MPhil *Lond*
CHAN, Jimmy W.C.	陳永昌	BSc, MA(Ed), DipEd *HK* ; BScSp, AcDipEd, MPhil, PhD *Lond* ; FCS, FZS, MIBiol, ABPsS, FCP, *Lond* ; FHKPsS *HK*
CHIU, L.Y.	趙令揚	MA *HK* ; PhD *Syd* ; FAOS
HOLFORD, J.A.K.		BA *Oxon* ; MSc *Sur* ; PhD *Edin*
KAO, Henry S.R.	高尚仁	BA *Nat Taiwan* ; MS *W Virginia* ; PhD *Wis*
THONG, Stephen C.S.	湯增新	MB *Sun Yat-sen Med*

Adjunct Professors 客席教授

HO, Edward S.T. OBE	何承天	BArch *HK* ; FHKIA ; RIBA ; AIA ; SBS ; JP
HUI, Bernard M.B.	許文博	BA(Arch Stud), BArch *HK* ; FHKIA ; RIBA ; RA
LAM, W.H.	林和起	BArch *HK* ; FHKIA ; RIBA ; FRAIA ; AP ; RA ; JP
LEE, Andrew K.F.	李景勳	BArch *HK* ; BArch *Melb* ; FHKIA ; FRAIA ; RIBA ; RA ; AP
SMITH, T.E.	史密夫	DipArch *Leeds* ; HKIA ; RIBA ; RA
YIM, Rocco S.K.	嚴迅奇	BA(ArchStud), BArch *HK* ; FHKIA ; RIBA ; HonAIA ; RA ; AP

Honorary Senior Lecturers and Honorary Associate Professors 名譽高級講師及名譽副教授

CHAN, C.W.	陳智榮	MBBS *HK* ; FRCPath ; FRCPA ; FIBMS ; FHKAM (Pathology)
CHAN, K.W.	陳國華	MBBS *HK* ; FRCPath ; FHKCPath ; FHKAM (Pathology)
CHAN, Eric Y.T.	陳育達	BSc(Biomed Sc), MBBS *HK* ; MSc, PhD *Birm* ; MRCPath ; FRCPA ; FHKCPath ; FHKAM(Pathology)
LAM, A.S.L.	林舜玲	BA *Sing* ; MA *Sing Nat* ; PhD, CertTESOL *Pitt*
LUK, John M.C.	陸滿清	BSc, MPhil, *HK* ; DMedSc *Sweden*
TAM, V.K.K.	譚國權	MBBS *HK* ; ABIM ; ABN ; FHKCP ; FHKAM ; FACP
YU, Edwin C.S.	余枝勝	MBBS *HK* ; MRC *Psych* ; FHKC Psych ; FHKAM

Honorary Lecturers and Honorary Assistant Professors 名譽講師及名譽助理教授

LEUNG, P.S.	梁炳兆	BSc *Lond* ; MSc *Newcastle-upon-Tyne* ; FIBMS
LI, Paul W.C.	李偉正	BSc *Brad* ; MPhil *CUHK* ; AIMLS ; CBiol
LING, Julia M.L.	凌美麟	BSc, MPhil, PhD *HK* ; MLS *W Ont*
LOKE, S.L.	陸士龍	MBBS *HK* ; MRCPath ; FHKCPath ; FHKAM
MA, Edmond S.K.	馬紹鈞	MBBS *HK* ; MRCP *UK* ; MRCPath ; FRCPA ; FHKCPath ; MHKCP ; FHKAM(Pathology)
TROY, S.		MPhil *HK*
YAM, W.C.	任永昌	BSc *Lond* ; PhD *HK* ; CBiol ; MIBiol ; FIBMS
YEUNG, M.L.Y.	楊樂賢	BAppSc (Acupuncture) *Technol Syd* ; MBBS *HK* ; FRCS *Edin* ; FHKAM (Orth)
YIP, Timothy T.C.	葉德俊	BSc *Lond* ; PhD *HK*

BEd [ITE/LIS] (CITE) (with HKU Faculty of Education)
教育學士 [教育應用資訊科技 / 圖書館及資訊科學] (與香港大學教育學院教育應用資訊科技發展研究中心合作)

Senior Programme Director 高級課程主任

HENRI, James		BEcon, MEd, MA Tas ; GDip Lib TCAE ; AALIA ; MACE ; TTC

Assistant Professors 助理教授

TRINIDAD, Suzanne G.		BEd *WACE* ; GDipEdComp, MEd, PhD *Curtin*
YUEN, Allan H.K.	袁海球	BA, MA *CUHK* ; PhD *La Trobe* ; DipEd *CUHK* ; DipChSt *China Grad Sch of Theology* ; GradDipAdvCompSc *La Trobe* ; MACS ; MIEEE

Lecturers 講師

KWAN, Alvin C.M.	關志明	MSc, PhD *Essex* ; MIEEE
SIU, Felix L.C	蕭勵中	BEd *Brist* ; MAScEd *Lond* ; GDipComp *Sci Melb*

Staff Directory

教職員表

Administrative Staff 行政人員

Finance Director 財務總監

CHANG, Y.C.	張賢鈞	BSocSc *HK* ; ACIB ; AHKIB ; CDipAF ; MMS ; FCIS ; FCS ; FAIBA

Human Resources Director 人力資源總監

LEE-WONG, Janice C.K.	李黃靜堅	BA, Dip MS *HK* ; MAIS *City PHK* ; MIHRM

Senior Administration Manager 高級行政經理

LEUNG, Margaret K.H.	梁健馨	BA *HK*, Dip Executive Studies *N. London Poly*

Senior Public Affairs Manager 高級公共事務經理

HUNG, Helen S.H.	熊少康	BA *HK*

Senior Quality Assurance Officer 高級學術質素主任

NG, Deborah W.C.	伍慧珠	BA *HK* ; MEdAdmin *New Eng*

Directorate Office 院長辦公室

Alumni Affairs Manager 校友事務經理

LIU, Diana M.W.	廖曼華	BA *S Fraser*

Personal Assistant to Director 院長助理

YEUNG, Irene O.Y.	楊愛恩	BSocSc, MPhil *HK*

Finance 財務

Accounting Officers 會計主任

MA, Teddy H.W.	馬浩和	MBA *OUHK* ; PCIT *OUHK* ; FCCA ; ACMA ; AHKSA ; ACIS ; ACS
CHAN, Vanessa H.Y.	陳凱盈	BA *Poly UHK* ; HKSA ; ACCA
WONG, Angela F.L.	王孚麗	BBA *CUHK*
WONG, Judy Y.W.	黃宇慧	BComm *Tor*

Human Resources 人力資源

Human Resources Executives 人力資源主任

FUNG, Ivy H.M.	馮漢玫	BSc *Middx*
HO, Anissa L.S.	何麗珊	PD *HKP* ; MMgt *Macq*

Institutional Research and Business Development 研究及業務發展

Business Development Officer 高級業務發展主任

LEE, Anna N.Y.	李雅儀	MBA *Macq* (From 19 May 2003)

Research & Development Officer 高級研究及發展主任

CHAN, Andy T. T.	陳達滔	BSocSc *CUHK* ; MSocSc *HK* ; GDip *Deakin*

Research & Development Executive 研究及發展主任

CHEUNG, Dorothy W.Y.	張慧儀	BBus (Bkg&Fin) *Monash* ; MSc *NUI* ; BRS *Pontif Urb* ; AIB

Public Affairs 公共事務

Public Affairs Executives 公共事務主任

CHEN, Winnie M.K.	陳敏琪	BA *CityU HK*
MOK, Bonnie S.C.	莫淑貞	BA *CUHK*
NG, Veronica H.Y.	吳可怡	BA *HKBU* ; MSc *HK*
YEUNG, Irene O.Y.	楊愛恩	BSocSc, MPhil *HK*

Design Manager 設計經理

MA, Joyce W.Y.	馬詠如	BFA *Syd* ; BCA *W'gong*

Webmaster 網頁主任

KWOK, Annie W.M.	郭慧雯	BA *Poly UHK*

Quality Assurance 學術質素

Quality Assurance Executives 學術質素主任

CHUI, Jacqueline W.Y.	徐慧儀	BBA *CUHK*
LAW, Charlotte W. Y.	羅詠儀	BA *HK* ; GDip *Monash*
TSA, Sophie K.P.	謝錦萍	BA *HK* ; MInstAM(AdvDip)

Registry Affairs 學務

Registry Affairs Officer 高級學務主任

CHAN, Heidi S.Y.	陳少英	MInstAM (AdvDip) ; MMgt *Macq* ; Legal Executive

Registry Affairs Executive 學務主任

CHAN, Wilson W.S.	陳永盛	BSc *NY* ; PgDip *Leic*

Divisional Affairs Executives 學部事務主任

*Hong, Amy Y.K.	康玉琴	
IP, Agnes W.Y.	葉穎怡	BComp (Comp. Sci) *Monash*
KWOK, Tammy P.Y.	郭碧儀	BComm, MEd *McGill*
NGAI, Sarah Y.W.	魏月環	BA *C England* ; GDipM *CIM*
TAI, Jo C.M.	戴頌雯	BA *HK*
TAM, Maggie M.M.	譚美梅	BA *HK* ; MBA *AIOU*
TSUI, Joanne W.Z.	徐詠詩	BA *Poly UHK*
YU, Anita L.L.	余禮玲	BA *HKBU* (Administrative Assistant 高級行政主任)

Learning Centres and Facilities 教學中心及設施

Learning Centres Manager 教學中心經理

WAN, Ricky T.Y.	雲大榕	MBA *Hull*

Building and Facilities Manager 物業及設備事務經理

CHOW, Stanley K.H.	周家雄	HD *HKP* ; Dip *HKU SPACE* ; MCIH ; MHKIH ; ACIArb ; MInstPM ; FPCS ; MAIB ; MBEng ; PEng ; RPHM

Capital Projects Executive 基建計劃主任

CHEUNG, Vanissa H.Y.	張凱欣	LLB *HK* (Until 29 July 2003)

Deputy Learning Centres Managers 教學中心副經理

KWONG, Angela C.M.	鄺靜雯	BA *HK* ; DipHM *HKU SPACE* ; MHKIH ; MCIH ; RPHM
YEUNG, Anna S.M.	楊小美	BSc *UNLV* ; GDip *Victoria UT*

Centre for Executive Development 高級行政課程中心

Executive Officer 行政主任

YEUNG, Milane C.M.	楊翠媚	BSA *Manit*

Centre for International Degree Programmes 國際學位課程中心

Executive Officer 行政主任

YUEN, Pele W.C.	阮偉聰	MBA *E Asia*

China Development 中國發展

Executive Officers 行政主任

KONG, Lucy S.P.	江少萍	BSocSc *HKBU* ; MPhil *HKUST*
LI, Tammy T.L.	李太蓮	MEcon Guangdong DX ; Lawyer's Qualification Cert of China
NG, Jenny H.Y.	伍可欣	BA *HK* ; MA *HKUST*
TANG, Angela S.P.	鄧雪平	BA, MEd *NSW*

Staff Directory

教職員表

Chinese Medicine 中醫藥學部

Administrative Assistant 高級行政主任

YU, Anita L.L.	余禮玲	BA *HKBU*

Executive Officers 行政主任

YU-CHEUNG, Karen Y.M.	俞張婉薇	BSocSc *HK* ; MBA *CUHK*
YUEN, Euphemia F.T.	袁鳳婷	BA *HK*

Computing Services 電訊服務

Computing Services Managers 電訊服務經理

NG, Patrick C.S.	吳志森	BSc *HK* ; MSc *Wales*
SUEN, W.F.	孫永輝	BA *City UHK* ; CISA

Systems Engineers 系統工程師

CHAN, Ivan Y.K.	陳賢傑	BSc *OUHK*
YEUNG, C.F.	楊長風	BEng, MSc *HK*

Management Information Systems 管理資訊系統

Senior MIS Manager 高級資訊系統經理

MAK, Keith I.K.	麥瑛琪	BSc *Jinan* ; MSc *Melb*

MIS Manager 資訊系統經理

HUI, Derek S.L.	許兆良	BSc *Ulster* ; MA *City UHK*

Software Engineers 軟件工程師

CHENG, Sonny F.M.	鄭福銘	BSc *NLond* ; IMIS (IDPM) ; MBusSys *Monash*
CHEUNG, W.C.	張永祥	HDip *HKTC* ; BSc *Staffs*
CHUI, Helen Y.L.	崔婉玲	BMath *Wat*, MSc *City UHK*
HO, Eric S.Y.	何詩賢	BSc *Winnipeg*
LAI, Janet P.K.	黎沛坤	BSc *Birm* ; HDip *Poly UHK*
LEE, Milky S.	李茜	BSc *W'gong* ; MBusSys *Monash*
WU, Carolina L.S.	胡凌霜	BSc *HK*

Systems Engineer 系統工程師

CHAN, Wyman W.M.	陳偉文	BEng HKUST ; MBusSys *Monash*

HKU SPACE Online Universal Learning Project (SOUL) 網上學習系統項目

Project Manager 項目經理

CHEUNG, Bruce S.N.	張少能	BSc, MPhil, PhD *HK* ; MOIF

Deputy Project Manager 副項目經理

LEE, Joseph K.W.	李國偉	BSc, MSc, PhD *HK*

Systems Engineers 系統工程師

CHAN, Jacky W.J.	陳偉政	BAppSc *Br Col*
LAM, Jeanne Y.C.	林月菁	BSc *HK* ; MSc *Leic*
LAU, Norris K.Y.	劉嘉賢	BSc, MPhil *HK* ; MSc *Middx*
LEE, K.S.	李國誠	BSc, MPhil *HK*
LOO, K.K.	魯建江	BEng, MPhil *HK*
NG, Janny C.C.	吳真真	BSc *City UHK*
TONG, C.M.	唐俊明	BBA *HKUST*, MSc *CUHK*
TSUI, Jeff N.C.	徐念慈	BSc *Coventry* ; PgDip *Staffs*
YAU, Joe C.K.	邱祖淇	BMath *Wat* ; MPhil *HK*
YU, W.K.	余永嘉	BSc, MPhil *HK*

Community College 附屬學院

College Principal 校長

CHENG, K.F.	鄭建輝 (Professor - Reader 教授)	BSc(Special) *HK* ; PhD *Br Col* ; CChem ; FRSC

College Vice Principal 副校長 (附屬學院)

CHAN, Dorothy T.F.	陳阮德徽	BSocSc, MSocSc, PhD *HK* ; FCIT ; BBS

College Associate Vice Principal 協理副校長 (附屬學院)

MA, C.	馬芷 (Assistant Professor 助理教授)	BA *Hollins Col* ; MSc *Carnegie-Mellon* ; MSocSc, PhD *HK*

Honorary Professor 名譽教授

* CHAN, Mimi M.M.	陳張美美 (Professor 教授)	BA,MA *HK* ; MPhil *Lond*

Student Services and Development Consultant 學生服務發展顧問

^* WONG, Ada M. P.	王文珮	BSocSc *NSW* ; MSocSc *HK* ; Reg Psycol (Clin Psysh) ; FHKPS

Counsellors 輔導主任

CHAN M.K.	陳美筠	BSocSc, MSocSc *HK* ; MEd *Hawaii*
CHEUNG, Mary S.M.	張淑敏	BA *Berkeley* ; MSc *CSU Hayward* ; MHKCPA
TONG, F.K.	湯鳳琴	MA *Thames V* ; CertLT *Lond* ; CQSW ; RSW

College Academic Secretary 教務主任

TSANG, Currie	曾嘉勵	BSocSc, MSocSc *HK*

Administrative Assistant 高級行政主任

MUI, Andrew C.Y.	梅湛恩	BA *HK* ; MA *CUHK*

For full staff list of Community College, please refer to our course literature or visit our website, http://www.hku.hk/space/

#Part-time * Half-time ^ Temporary # Fractional

Academic Units

教學部門

Divisions 學部

Division of Accounting 會計學學部

Division of Arts and Humanities 文學及人文學科學部

Division of Chinese Medicine 中醫藥學學部

Division of Finance 財務學學部

Division of Health and Applied Sciences 健康及應用科學學部

Division of Information Technology 資訊科技學部

Division of Law 法律學部

Division of Management Studies 管理學學部

Division of Marketing 市場學學部

Division of Social Sciences, Urban Studies and Education 社會科學、城市研究及教育學部

Specialized Training Centres and Other Academic Units 專業培訓中心及其他教學部門

Centre for Executive Development 高級行政課程中心

Centre for International Degree Programmes 國際學位課程中心

Centre for Language Studies 語言課程中心

Centre for Logistics and Transport 物流及運輸課程中心

Cyberport Institute of Hong Kong, The University of Hong Kong 香港大學數碼港學院

HKU SPACE Community College 香港大學專業進修附屬學院

Teaching Units in Mainland China 內地教學中心

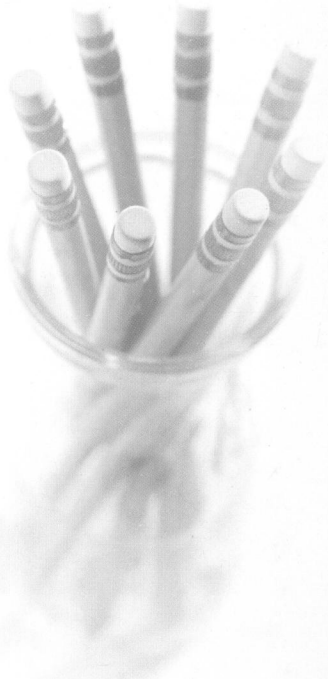
SPACE Shanghai (In collaboration with Fudan University)
上海 – 專業繼續教育學院 (與復旦大學合辦)

SPACE Beijing (In collaboration with Tsinghua University and Beijing Advanced Financial Management College)
北京 – 聯合項目管理中心 (與清華大學合辦)
– 京港培訓中心 (與北京高級財務管理專修學院合辦)

SPACE Guangzhou (In collaboration with Sun Yat-sen University)
廣州 – 聯合專業培訓中心 (與中山大學合辦)

SPACE Hangzhou (In collaboration with Zhejiang University)
杭州 – 高級管理項目中心 (與浙江大學合辦)

SPACE Zhuhai (In collaboration with Beijing Normal University [Zhuhai Campus])
珠海 – 2 + 2 學士海外留學課程 (與北京師範大學珠海校區合辦)



Enrolment Procedures for HKU SPACE Programmes
香港大學專業進修學院課程報名程序

Application Methods

1. Use the enclosed standard form for first-come, first-served courses. Award-bearing and professional courses may require other information. These forms are usually available at the counter or on request from relevant subject areas.
2. Bring or post the completed form(s), together with the appropriate application/course fee(s) and any required supporting documents to any of the Centres listed below.
3. Alternatively, use the 24-hour Internet Enrolment Service for general and short courses. Our School's website is: http://www.hku.hk/space/.

報名方法

1. 以「先到先得」為取錄方式的課程，請用內附的報名表。申請學歷頒授及專業課程可能需要其他資料，報名表可向報名處或有關負責人索取。
2. 親往報名中心或以郵遞方式，呈交申請表格、學費以及所需證明文件。
3. 另外，也可利用 24 小時的電腦網絡報名服務，報讀短期及興趣課程。學院網頁為 http://www.hku.hk/space/ 。

Enrolment Centres 報名中心

HKU Campus 大學本部
Rm 304, 3/F T.T. Tsui Building,The University of Hong Kong, Pokfulam Road, H.K. (Next to Swire Hall)
香港薄扶林道香港大學徐展堂樓 3 樓 304 室 (太古樓側)

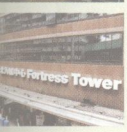
Tel 電話：2975 5680 Fax 圖文傳真：2546 3538
Opening Hours 辦公時間：
Weekdays 星期一至五 上午 8:30 a.m. - 下午 6:00 p.m.
Saturdays 星期六 上午 8:30 a.m. - 下午 12:30 p.m.

Admiralty Learning Centre 金鐘教學中心
3/F Admiralty Centre, 18 Harcourt Road, H.K.
(access via the Shopping Arcade escalators through Exit A, Admiralty MTR Station)
香港金鐘夏慤道 18 號海富中心 3 樓
(金鐘地鐵站 A 出口，經海富中心商場自動行人電梯上)

Tel 電話：2559 7628 Fax 圖文傳真：2559 4666
Opening Hours 辦公時間：
Weekdays 星期一至五 上午 8:30 a.m. - 下午 7:30 p.m.
Saturdays 星期六 上午 8:30 a.m. - 下午 5:30 p.m.

Wanchai Learning Centre 灣仔教學中心
3/F Causeway Centre, 28 Harbour Road, Wanchai, H.K.
(Exit A5, Wanchai MTR Station)
香港灣仔港灣道 28 號灣景中心 3 樓 (灣仔地鐵站 A5 出口)

Tel 電話：3416 6388 Fax 圖文傳真：2824 3025
Opening Hours 辦公時間：
Weekdays 星期一至五 上午 8:30 a.m. - 下午 7:30 p.m.
Saturdays 星期六 上午 8:30 a.m. - 下午 5:30 p.m.



North Point Learning Centre 北角教學中心
14/F Fortress Tower, 250 King's Road, North Point, H.K.
(Exit B, Fortress Hill MTR Station)
香港北角英皇道 250 號北角城中心 14 字樓
(炮台山地鐵站 B 出口)

Tel 電話：2570 9266 Fax 圖文傳真：2508 9349
Opening Hours 辦公時間：
Weekdays 星期一至五 上午 8:30 a.m. - 下午 7:30 p.m.
Saturdays 星期六 上午 8:30 a.m. - 下午 5:30 p.m.

Island East Campus 港島東分校
2/F, 494 King's Road, North Point, H.K.
(Exit B3, North Point MTR Station)
香港北角英皇道 494 號 2 樓
(北角地鐵站 B3 出口)

Tel 電話：2809 9888 Fax 圖文傳真：2214 9493
Opening Hours 辦公時間：
Weekdays 星期一至五 上午 8:30 a.m. - 下午 7:30 p.m.
Saturdays 星期六 上午 8:30 a.m. - 下午 5:30 p.m.

Tsim Sha Tsui Learning Centre 尖沙咀教學中心
UG/F, Austin Tower, 22-26A Austin Avenue,
Tsim Sha Tsui, Kowloon (Exit D, Jordan MTR Station)
九龍尖沙咀柯士甸路 22-26 號 A 好兆年行地下
(佐敦地鐵站 D 出口)

Tel 電話：2376 6700 Fax 圖文傳真：2302 1609
Opening Hours 辦公時間：
Weekdays 星期一至五 上午 8:30 a.m. - 下午 7:30 p.m.
Saturdays 星期六 上午 8:30 a.m. - 下午 5:30 p.m.

Enrolment counters are not open on Sundays or Public holidays.
報名中心於星期日及公眾假期休息。

Enrolment Procedures for HKU SPACE Programmes
香港大學專業進修學院課程報名程序

Fee Payment

1. Payment Method

- Pay the fee by cash, crossed cheque or bank draft made payable to "HKU SPACE".
- EPS Payment
  Course fees can be paid by EPS at any HKU SPACE enrolment counters. For general and short courses, applicants may be required to pay the course fee in cash or by EPS if the course will start shortly.
- Payment by Phone Service (PPS)
  Some fees can be settled by Payment by Phone Service. Students will be notified of such payment method directly.
- Payment by HKU SPACE MasterCard
  10-month interest-free instalment for courses of tuition fee of HK$2,000 or over. Cardholder has to be the course applicant himself/herself.

2. DO NOT send cash. HKU SPACE will not be responsible for any loss of payment sent by mail.

3. Fees paid are not refundable except as statutorily provided or under very exceptional circumstances, subject to the School's discretion.

4. Additional Costs

   In addition to the published fees there may be additional costs associated with individual programmes.

   Please refer to the relevant course brochures or enquire of the subject area for details.

5. Fees and places on courses cannot be transferred from one applicant to another.

6. Receipts will be issued for fees paid but HKU SPACE will not be responsible for any loss of receipt sent by mail.

7. For additional copies of a receipt, please send a self-addressed envelope with sufficient postage, a completed form and a crossed cheque for $30 (for each copy) made payable to "HKU SPACE". Such copies will normally only be issued after the end of a course.

付款方法

1. 付款方法

- 所有費用可以現金、劃線支票或銀行本票繳付，抬頭註明「香港大學專業進修學院」。
- 「易辦事」付款

  學院各報名中心均設有「易辦事」的繳費服務。如報讀之短期及興趣課程開課在即，學院可要求申請者以現金 或「易辦事」繳付學費。
- 「繳費聆」付款

  學生可以透過「繳費聆」服務繳付費用，學院將與有關學員直接聯絡。
- 「香港大學專業進修學院萬事達卡」付款

  憑「香港大學專業進修學院萬事達卡」報讀任何港幣 $2,000 或以上之課程，即可享有十個月免息分期付款優惠。信用卡持有人須為課程報讀者本人。

2. 請勿郵寄現金。學院對因郵遞失誤而遺失的付款，概不負責。

3. 除法例規定及由學院裁定特殊情況之外，一切已繳費用，概不退還。

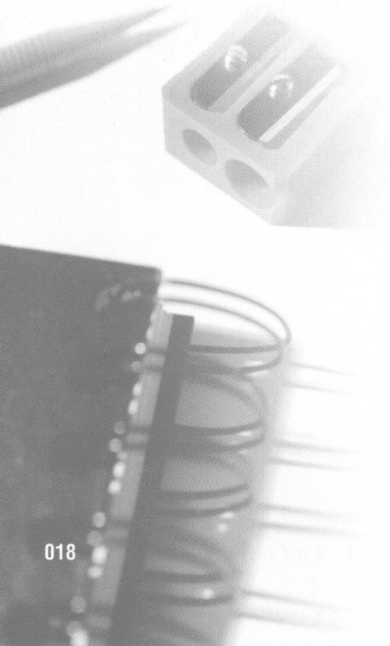
4. 其他收費

   除本手冊內所列明之學費外，或有其他額外收費，請聯絡有關學科職員或參閱有關課程小冊子。

5. 學費及學額不得轉讓他人。

6. 學院在收妥費用後，將發出付款收據予申請者，惟學院對因郵遞失誤而遺失的付款收據，概不負責。

7. 申請額外的收據，每張港幣三十元。請以劃線支票支付，抬頭書名「香港大學專業進修學院」，並連同貼妥郵票的回郵信封及申請表交回本學院。補發的學費收據通常於課程完結後寄出。



Enrolment Procedures for HKU SPACE Programmes
香港大學專業進修學院課程報名程序

Entry Requirements and Admission

General and Short Courses

1. Admission is normally made on a first-come, first-served basis.
2. Students may assume that their applications have been accepted, and should attend the course as scheduled, unless they hear from us before the course starts.

Award-bearing and Professional Programmes

1. Admission is by selection (interview or entry test/examination). Entry requirements are specified in the course descriptions.
2. Successful applicants will be notified of the result as soon as possible after the closing date for application.
3. Unsuccessful applicants will be given a refund of course fee if already paid.

Other Information

1. Applicants are normally required to have reached the age of 18 (except those for Community College programmes), and to provide a HKID card or passport number for admission assessment and student records.
2. Once accepted onto a course, the student may not change to another course without approval from HKU SPACE. A processing fee of $120 will be levied on approved transfer.
3. HKU SPACE reserves the right to cancel a course if there is insufficient enrolment or unforeseen difficulties arising from mounting the course.
4. The Director may, at his discretion, refuse to admit an applicant.

Closing Date for Application

The closing date for application for courses will be 12 working days before the courses start, unless otherwise stated. Late applications will only be considered if there are still vacancies.

入學條件及取錄方式

短期及興趣課程

1. 一般皆以「先到先得」方式取錄學員。
2. 除特別通告外，學員可自行依照課程手冊或學院網頁所列的時間，到有關的地點上課。

學歷頒授及專業課程

1. 申請人須符合相關的入學資格，並成功通過甄選程序 (如面試或筆試)，方被取錄。詳情請參閱手冊內的個別課程資料。
2. 學院將在截止申請日期後儘快通知申請者是否獲得取錄。
3. 落選之申請者將獲退還已繳交之學費。

其他事項

1. 申請人一般須年滿十八歲(附屬學院課程 申請人除外)並提供身份證或護照號碼以作入學甄選及學員紀錄之用。
2. 一經取錄，學員不得轉讀其他課程；惟學院對特殊情況，可酌情處理。轉讀申請一經批准，學員須繳付港幣一百二十元的手續費。
3. 若課程報名人數不足，或在特殊情況下，學院有權取消該課程。
4. 本學院院長有權決定是否接受入學申請。

截止報名日期

除另行通告外，所有課程均在指定開課日期前十二個工作天截止報名。逾期申請，祇在該課程名額未滿的情況下，才被考慮接納與否。

Non-Local Higher and Professional Education (Regulation) Ordinance

Courses offered by the School in collaboration with overseas universities bearing their awards are of high quality and have the same recognition as the equivalent on-campus courses. These courses are exempted from registration under the Non-Local Higher and Professional Education (Regulation) Ordinance (NLHPE Ordinance), as indicated by the phrase '**Exempted from registration under the NLHPE Ordinance**'. It is a matter of discretion for individual employers to recognise any qualification to which these courses may lead.

非本地高等及專業教育(規管)條例

本學院與海外大學合辦的課程皆質素優良，其所頒授資歷等同當地相同課程所頒資歷。根據《非本地高等及專業教育〈規管〉條例》，這些課程屬獲豁免課程，並於本手冊內以「**已獲豁免《非本地高等及專業教育〈規管〉條例》註冊**」標示。個別僱主可酌情決定是否承認這些課程可令學員獲取的任何資格。

Service for University of London Programmes for External Students – Application and Registration
倫敦大學 校外課程 — 入學申請與註冊

University of London External Programme (Admissions Unit)
HKU SPACE Admiralty Learning Centre, Room S8, 3/F, Admiralty Centre,
18 Harcourt Road, Hong Kong
Tel: 2547 2225 Fax: 2527 0489
E-mail: londonu@hkuspace.hku.hk
Weekdays: 8:30 a.m. - 7:30 p.m. • Saturdays: 8:30 a.m. - 5:30 p.m. • Sundays & Public Holidays: Closed

Studying for a University of London Qualification

- The University of London is recognised nationally and internationally as a centre of academic excellence.
- In all parts of the world, graduates of the University have gone on to occupy influential positions in government, the professions, business and industry.
- The University offers a wide variety of undergraduate and postgraduate qualifications.
- For a range of degrees, the University offers you a choice of where and how you study.

University of London and HKU SPACE

- HKU SPACE offers an application and registration service for all applicants to the University of London undergraduate External Programme, whether or not HKU SPACE itself offers tuition for the qualification students are applying for (at postgraduate level we only offer this service to applicants for the LLM, MBA in International Management and MSc in Financial Management).
- This service is offered for the convenience of applicants in Hong Kong. You may, alternatively, submit an application directly to the University in London.

University of London Open Day

The Annual University of London External Programme Open Day will be held on Saturday, 12 July 2003 from 10am to 5pm at HKU SPACE Admiralty Learning Centre (Room S28, 3/F, Admiralty Centre). Information seminars will be given by the representatives of the University of London and HKU SPACE academic staff.

Counselling Session

If you are a currently registered student or have an offer letter, but not yet registered, and have any questions to raise with reference to your registration or application, you are invited to attend a Counselling Session to be held on Friday, 11 July 2003 from 5:00 pm to 8:00 pm at Room S24, HKU SPACE Admiralty Learning Centre. A representative from the University of London External Programme, Mr. Chris Jenney, Admissions Manager, will be available to answer any questions. If you cannot make the Counselling Session, please do come on Saturday as the staff from the University of London will still be around to answer your enquiries.

Seminars	Morning	Afternoon	Venue
Undergraduate Study			
Studying for a University of London LLB Qualification with HKU SPACE Speakers: Dr. W. Morrison, Laws Programme, University of London Dr. K.K.T. Ho, HKU SPACE Ms. E. Browne, HKU SPACE	10:30 am	2:30 pm	Rm S204 (& S205) 2/F
BSc Degrees in Economics/Finance/Management/Accounting/Information Systems with University of London - Top Ranking University in UK Speakers: Mrs. R. Gosling, LSE, University of London Mr. R. Chan, HKU SPACE	11:00 am	2:30 pm	Rm S22 3/F
International Degree Programme in BSc Business Speakers: Mrs. R. Gosling, LSE, University of London Ms. Y.B. Chan, HKU SPACE	12:00 noon	3:30 pm	Rm S23 3/F
How to Study on a Part-Time Basis and Obtain a University of London BSc Degree in Computing and Information Systems Speakers: Dr. D. Brownrigg, Goldsmiths, University of London Dr. B. Cheung, HKU SPACE Ms. S. Kwok, HKU SPACE	12:00 noon	2:30 pm	Rm S208 (& S207) 2/F
Postgraduate Study			
A Professional Understanding to Modern Finance: An MSc in Financial Management offered by the University of London Speakers: Representative from SOAS, University of London Ms. Y.K. Ho, HKU SPACE Ms. Y.B. Chan, HKU SPACE	11:00 am	3:00 pm	Rm S202 2/F
An MBA for your Career Highway Speakers: Dr. I. Chaney, Royal Holloway, University of London Dr. M. Cheng, HKU SPACE	11:30 am	2:30 pm	Rm S206 2/F
An Introduction to Postgraduate Study Speaker: Mr. C. Jenney, External Programme, University of London	-	2:30 pm	Rm S26 3/F

* Seats on a first-come-first-served basis

Please note that the application deadlines of the two universities are not necessarily the same. Some of the HKU SPACE supporting courses may be full well before the University of London External Programme application deadline. If you wish to make sure that you are accepted by the University of London External Programme before enrolling on HKU SPACE tuition, you are strongly advised to submit your University of London application as soon as possible, e.g. before June every year.

HKU SPACE tuition courses are open to all including those who possess no formal qualifications and those who do not wish to obtain a University of London qualification.

Examination

Registration does not constitute entry to the examination. Examinations in Hong Kong are conducted by the Hong Kong Examinations and Assessment Authority which has complete control of the conduct of an examination, including the relevant entry procedures, designation of the centre at which it will be held and release of examination results.

It is the student's responsibility to apply to the Hong Kong Examinations and Assessment Authority in early December for permission to sit examinations in the following year. For details, please contact the Overseas and Professional Examinations Division of the Hong Kong Examinations and Assessment Authority at 2328 0061 Ext. 325 (3/F, 17 Tseuk Luk Street, San Po Kong, Kowloon).

Application and Registration at HKU SPACE

You can obtain the application form or more information about the University of London External Programmes by:

a. visiting the University of London External Programme (Admissions Unit) at HKU SPACE Admiralty Learning Centre; or

b. sending an A4-size self-addressed envelope with postal stamp of HK$8.20 to our Admissions Unit marking the programme you are interested in; or

c. visiting the University of London website at http://www.londonexternal.ac.uk

Complete and return your application form in person to our Admissions Unit together with:

a. original and photocopied evidence of your full name (including any change of name) and date of birth (i.e. HKID card, passport, birth certificate, marriage certificate, deed poll or statutory declaration);

b. evidence of every qualification listed on your application form, including original certificate/s and 2 sets of photocopies;

(Original certificate/s will be verified by our Admissions Unit and returned to you immediately at no extra cost; you are not required to send your certificate/s to the British Council for verification.)

(A statement of result/transcript cannot be accepted, even in its original form, if it is either the student's copy or if it has been handled/opened by the applicant. If you cannot provide original certificate/s, you should contact the appropriate awarding /examining authority and arrange for them to send to us directly a certified statement of results.)

c. the application handling fee and the fee-slip. (Sterling cheque or bankers' draft should be crossed and made payable to the "University of London". Fee may also be paid by credit card recognised by either Mastercard International Inc. or the Visa group but must be valid for at least six months from the date of your application.)

Applicants who wish to sit their first examinations in 2004 must submit their applications on or before 17 September 2003.

Postgraduate Programmes may have different application deadlines, please refer to the details in the specific prospectus.

Please note that we cannot tell you whether you are eligible until your form, application handling fee and all the required documentation have been received. Application handling fees are not refundable.

Applications that do not automatically satisfy the general entrance and/or course requirements will have to be referred to the Special Admissions Panel in London for a final decision which might take at least a month. Therefore, please submit your application as early as possible to allow sufficient time for processing.

Once your application is approved, you will be given an offer and be eligible for registration. You are then required to complete and return the registration form together with the initial registration fee to our Admissions Unit by 30 November 2003 if you wish to sit your first examinations in 2004.

Application and registration fees are subject to annual review and may be adjusted on 1 September each year.

Supporting Tuition at HKU SPACE

HKU SPACE offers tuition and supporting courses for the following University of London External Programmes:

- MBA in International Management (p.152)
- MSc in Financial Management (p.132)
- LLM (p.323)
- LLB (p.322)
- BSc Accounting & Finance (p.153)
- BSc Banking & Finance (p.153)
- BSc Computing and Information Systems (p.305)
- BSc Economics & Management (p.153)
- BSc Information Systems & Management (p.153)
- BSc Management (p.153)
- Diploma in Computing and Information Systems (p.306)
- Diploma in Economics (p.154)

Please refer to the relevant pages for contacts and application procedures of supporting tuition.
As an University of London External Student, you can choose to self-study or enrol on HKU SPACE supporting tuition. (For the Diploma in Economics and Diploma in Computing and Information Systems, students must attend the relevant course of instruction provided by Diploma-teaching institution, such as HKU SPACE before registration.)

Service for University of London Programmes for External Students – Application and Registration
倫敦大學 校外課程 — 入學申請與註冊

Entrance Requirements

Diploma Programmes

Diploma in Computing and Information Systems :

- at least 17 years old; and
- passes in at least 4 subjects at GCSE/GCE 'O' Level (at not less than grade C) including Mathematics; and
- proof of competence in English acceptable to the University.

Diploma in Economics :

- at least 18 years old; and
- a credit pass in Mathematics in HKCEE (or equivalent).
- preference will be given to those applicants who have a good command of English, a continuous work record which indicates career progression and to those who have a post-secondary academic qualification.

Degree Programmes

- be at least 17 years old; and
- satisfy the general entrance requirements; and
- satisfy the appropriate course requirements (if applicable).

General Entrance Requirements

Either passes in: 2 subjects at GCE 'A' Level + at least 3 further subjects at GCSE or GCE 'O' Level (at not less than grade C);
or, 3 subjects at GCE 'A' Level + 1 further subject at GCSE or GCE 'O' Level (at not less than grade C);
or, 2 subjects at GCE 'A' Level + 2 further subjects at 'AS' Level.

Notes

a. In all instances where 'A' Level examinations are specified, 2 'AS' level examinations can be accepted as equivalent to 1 'A' Level.

b.The same subject may only be offered once and at one level.

Course Requirements

In addition to the general entrance requirements, certain degrees require you to have course specific qualifications. Please refer to the specific prospectus for details.

Postgraduate Programmes

Usually a good first degree in an appropriate subject from an institution acceptable to the University. However, students with professional qualifications and experience may be taken into consideration.

Quality Assurance

學術質素保證

學術質素保證制度

香港大學專業進修學院在各香港持續教育機構中，是其中一所率先制訂全面**學術質素保證制度**的學院。學院以現行具成效的學術質素保證工作為基礎，建立一套政策及機制，從而推展學術質素保證文化。

香港大學專業進修學院學術質素保證制度的目標為：

- 確保課程及服務質素優良，能符合學院的辦學宗旨；
- 促進和統籌課程與服務質素的不斷提升；
- 確保學術質素保證工作能貫徹及有效進行；
- 釐定各方面在學術質素保證工作中所起的作用。

學術質素改進過程

學術質素保證是一個不斷演變的過程，學院的學術質素保證制度亦需要隨著經驗累積而不斷作出檢討與修訂，以保持並提升所有課程和服務的質素。

香港大學專業進修學院的學術質素保證綱要

《香港大學專業進修學院學術質素保證綱要》撮錄了本學院的學術質素保證制度的基本政策及原則。各界人仕可透過本學院的網頁閱覽該綱要，從而對本學院的學術質素保證工作有一個概括的了解。

Quality Assurance System

HKU SPACE is one of the first continuing education providers to formalize its quality assurance measures by developing a comprehensive **Quality Assurance (QA) System**. The System aims to promote a quality culture in the School by consolidation of existing good practice in quality assurance and improvement.

Objectives of the HKU SPACE QA System:

- To support the mission of the School by ensuring the high quality of the programmes and services;
- To facilitate and co-ordinate continuous enhancement of the quality of programmes and services;
- To ensure consistency and effectiveness in quality assurance activities;
- To establish the role for all parties concerned in quality assurance activities.

Evolving Process of Quality Improvement

Quality assurance is an evolving process. Continuous review and adaptation ensures that the School's QA System is able to serve its purpose and maintains the guiding principles for ensuring high quality work in the School's programmes and services. Experience is used to improve efficiency and effectiveness of quality assurance work.

"QA in HKU SPACE"

The policies and underlying principles for the QA System of the School are summarised in the "QA in HKU SPACE" booklet. The booklet aims to provide a general understanding of the quality assurance activities in HKU SPACE and is available on the HKU SPACE website.

溝通與回應

香港大學專業進修學院一向注重與學員及教師的溝通，並視此為學術質素保證重要的一環。學院會透過各種不同的渠道收集學員及教師對課程和服務的意見，從而檢討及提高課程及服務的質素，以達致不斷改善的目標。所有個案將保密處理，絕不會因此影響學員的成績評核。

學習 / 教學體驗調查

學習體驗調查通常在個別課程單元接近完結時進行，邀請學員回答問卷，就不同範圍作出評分，包括課程內容、教學方法的成效，以及輔助教學設施及服務的水準等。**教學體驗調查**則會徵詢教師就課程及有關支援服務的意見及提議。課程統籌主任亦會以電話查詢及教學觀察等形式收集學員及教師意見。所得資料將送到學院有關部門跟進，務求改善課程、學院設施及服務等各方面。

學術委員會學員及教師代表

每一個證書或以上程度的學銜頒授課程，均會由相關的**學術委員會**監察及檢討課程的學術水平及教學質素。委員會每年最少開會一次。成員包括學員及教師代表。

學員 / 教師網上意見表格

學員及教師如對課程或服務有任何意見、嘉許或投訴，應向其課程統籌主任反映。亦可透過學院網頁內的學員 / 教師網上意見表格，傳遞意見給本院高級學術質素主任。

學部及學院投訴委員會

學員可以書面向有關的課程統籌主任或高級學術質素主任傳遞任何意見。所有函件均會盡快處理。如有需要，更會轉交予學部投訴委員會或學院投訴委員會。委員會的成員包括學員代表。

Communication and Feedback

HKU SPACE views effective communication with students and teachers as one of its top priorities. Feedback from students and teachers is highly valued and plays an important role in the process of monitoring as well as improving the quality of the programmes and services offered by the School. There are various formal and informal means of communication for students and teachers to channel their feedback to the School and to assist in the quality assurance process. All cases are handled in strict confidence and will not affect students' assessment results in any way.

Learning / Teaching Experience Survey

A **Learning Experience Survey** is normally conducted towards the end of each module taught in the programme. Students are invited to complete an evaluation questionnaire on various aspects, including module content, teaching effectiveness and the standard of teaching support facilities and services. A **Teaching Experience Survey** seeks comments and suggestions from teachers about the programme and related support services. Feedback is also collected by way of telephone surveys and class visits. Comments are conveyed to relevant staff in HKU SPACE for improvement of programmes, facilities and other support services.

Student and Teacher Representation in Academic Committees

An **Academic Committee** is set up for each award-bearing programme at certificate level or above and meets at least once a year. The Committee concerns itself with the academic standard of the programme and the quality of the teaching and learning process. The membership of the Committee includes student and teacher representatives.

Online Feedback Form for Students / Teachers

If students or teachers have any comments, compliments or complaints about our programmes or services, the first point of contact should be the Programme Leader of the respective programme. They may also convey their feedback to the Senior Quality Assurance Officer by completing the Online Feedback Form for Students / Teachers on the School's web site.

Divisional and School Complaints Committees

Students and teachers are welcome to send their comments in writing to the relevant Programme Leader or the Senior Quality Assurance Officer. All correspondence will be attended to promptly and will be presented to the Divisional and/or School Complaints Committees where appropriate. Membership of the Committees include student representatives.

Learning Support– HKU SPACE SOUL
教學支援 – 網上學習系統

甚麼是網上學習系統？

SOUL是一個全面的電子學習方案，乃學院利用最新科技為導師和學員提供的教學及學習支援。

使用人數增長迅速

由二零零零年十月至今，SOUL的使用人數增加超過十倍，顯示學生對電子學習模式有很大的需求。二零零三年三月，有二萬四千五百名學員使用SOUL，佔現時修讀學歷頒授及專業課程的學員總人數七成以上。

網上學習系統的特色

除了基本的電子學習特色，如網內通訊，模擬會議室，下載課程資料及網上遞交習作外，SOUL還包括**聰明導師** (SmartTutor)、**課程內容工程** (Content Engineering)、**概念工程** (Concept Engineering)和**電子課程加密轉換** (e-Course Exchange)四項重要的功能。

與惠普策略性聯盟

「聰明導師」根據學員的個別學習情況，為學員提供切合個人需要的意見。「課程內容工程」及「概念工程」讓導師以簡單直接的方式編寫網上教程。而「電子課程加密轉換」這項功能則保障電子課程內容擁有者的知識產權。

學院於二零零二年九月與惠普達成合作協議，並將於香港及中國大陸提供以電子學習模式為本的國際認受課程。由惠普提供課程內容，而SOUL則提供學習方案。學員可取得由學院及惠普共同頒授的專業證書。

緊接著與惠普的聯盟，學院將繼續與不同的課程內容供應機構及企業建立夥伴關係，進一步拓展SOUL上的學歷課程。如有興趣與我們合作，請透過電郵 partner@hkuspace.com 與我們聯絡。

欲查詢進一步詳情，歡迎瀏覽學院 SOUL 網頁：

http://www.soul.hkuspace.org 。

What is SOUL?

SOUL is a total e-learning solution developed by HKU SPACE. The SOUL mission is to make use of the latest technology to provide teaching and learning support to instructors and learners.

Growing Number of SOUL Users

The number of SOUL users has increased more than 10 times since October 2000, illustrating the growing demand for e-learning at HKU SPACE. By mid March 2003, 24,500 users, over 70% of School's current Award-Bearing and Professional Course students, were using the SOUL system.

SOUL Special Features

Besides its basic e-learning features such as web-based collaborative learning and communications, virtual meeting room, course material delivery, online assignment submission and marking, SOUL has 4 evolutionary e-learning features, namely, SmartTutor, Content Engineering, Concept Engineering and e-Course Exchange.

Strategic Alliance with Hewlett-Packard

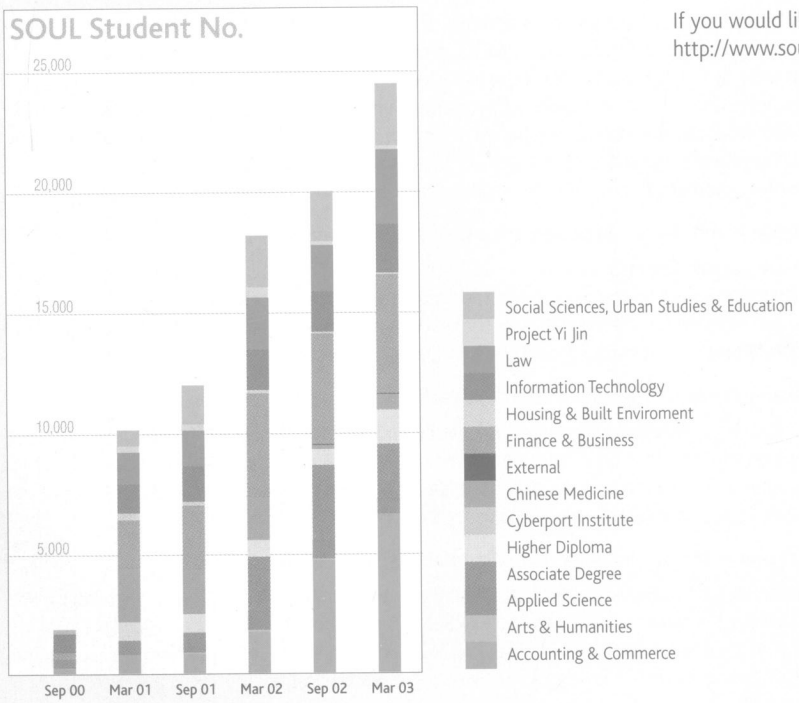
SmartTutor is a web-based self-learning tool that gives learners personalized learning advice based on their own learning profile. Content Engineering and Concept Engineering help instructors develop e-course teaching materials in an intuitive way. The e-Course Exchange is a technology that protects the intellectual property rights of the content owners.

HKU SPACE has established a strategic alliance with Hewlett-Packard Hong Kong Limited (HP) since September 2002. This alliance aims to provide internationally certified professional training, delivered in e-learning mode, in Hong Kong and Mainland China. These e-learning courses are engineered by SOUL with course content provided by HP. Learners will be awarded professional certificates recognized jointly by HKU SPACE and HP.

Following this pioneering alliance with HP, HKU SPACE will continue to form strategic partnerships with different content providers and corporations to provide more award-bearing courses launched under the SOUL system. Interested parties please contact us at partner@hkuspace.com.

If you would like to learn more about SOUL, please visit our Web site at http://www.soul.hkuspace.org.

HKU SPACE Director Professor Enoch Young (left) and General Manager of HP Education Services (Asia Pacific) Mr. Patrick Wong.



Learning Support – Library Facilities
教學支援 – 圖書館服務

ON-LINE ELECTRONIC LIBRARY RESOURCES

In HKU SPACE, continuous efforts are made to improve student access to knowledge and information resources. With effect from May 2003, for the one-stop convenience of learners, HKU SPACE students can now access electronic information resources with a valid HKU Libraries Borrower's Card. Access is via the SOUL platform as a portal to Web based electronic library resources. The list of available electronic resources is constantly expanding as we plan, in association with the HKU Libraries, to facilitate access to many databases to serve the diverse needs of adult learners pursuing continuing education in a wide range of disciplines.

LIBRARY ACCESS

The HKU Libraries have a total stock of over 2 million printed volumes, over 38,000 active periodical titles, around 39,000 titles of audio-visual materials, and over 1.2 million microform items. The HKU Libraries is also a depository library for publications from international organizations such as the Asian Development Bank, European Union, United Nations, World Health Organization and World Trade Organization. The Library subscribes to over 17,000 e-journals, 780 e-newspapers and 6,000 electronic databases.

HKU SPACE Adult learners with a HKU Libraries Borrower's Card are entitled to borrowing privileges as well as the freedom to navigate the new world of electronic forms of information, via the SOUL platform, in the comfort of their own home or office. HKU Libraries Borrower's Card and Reader's Cards are issued according to course requirements. Please contact your Subject Clerk for details on the issue of Library Cards.

HKU SPACE is very grateful to the HKU Libraries for their willingness to extend the invaluable learning resources of the Library to our students.

網上電子圖書庫

學院致力為學員拓展獲取知識和資訊的渠道。由二零零三年五月起，凡持有香港大學圖書證的同學，均可透過學院網上學習平台，登入以互聯網為基礎的電子圖書庫查閱資料。學院將與香港大學圖書館緊密合作，不斷擴大和更新電子資料庫，滿足不同學科的學員在學習上的需要。

圖書館

香港大學圖書館的藏書量豐富，有超過二百萬冊的印刷書籍及刊物、逾三萬八千種期刊、約三萬九千項視聽資料，及超過一百二十萬種以微縮底片貯存的資料。另外，大學的圖書館亦為多個國際組織出版刊物的藏書庫，如亞洲發展銀行、歐洲聯盟、聯合國、世界衛生組織和世界貿易組織等。圖書館共訂閱超過一萬七千份電子期刊、七百八十份電子報刊和六千個電子資料庫。

本院學員持有香港大學圖書證者除可借閱圖書，亦可利用網上學習平台，在家中或辦公室瀏覽電子資訊。香港大學的圖書證及讀者證，會按不同課程的要求印發給學員。有關詳情，請聯絡各學部的負責職員。

學院對大學圖書館為本院學生提供寶貴的學習資源，謹此致以衷心的謝意。

Course Administration

課程管理

Class Schedules

1. The first class of your course will be at the time and place advertised in this Prospectus. If a change has to be made to the advertised schedule, you will be told of this as soon as possible.
2. If you do not know the teaching venue within three days of the starting date of the course, please check with the relevant subject area.
3. We will make every effort to ensure that classes meet at the place and time advertised, and with the same tutor. However, we reserve the right to make changes if necessary.
4. Unless special arrangements are made, there will be no classes on: Public holidays, Mid-Autumn Festival (evening), University holidays : Christmas Eve, New Year's Eve (p.m. and evening), Lunar New Year's Eve (p.m. and evening).

Medium of Instruction

Unless stated otherwise, courses that are advertised in English will be conducted mainly in English, those advertised in Chinese will be conducted mainly in Cantonese. At an instructor's discretion, where a whole class (i.e. all students on the course concerned) requests use of the mother tongue, it is permissible to use the mother tongue to supplement instruction.

Student Identity

1. You should take your course fee receipt to the class you attend. Unless you have a valid receipt with your identity on it, you may not be admitted to a class. If necessary, you may be asked to show your Hong Kong Identity Card.
2. For security reasons, you may be required to show your Hong Kong Identity Card to access commercial buildings after regular office hours.
3. Some classes require students to produce a HKU SPACE student card. Students will be informed of card application procedures once they are admitted.

Statement of Attendance/Achievement

1. If your course does not have a formal academic award, we will issue a Statement of Attendance to you within three months of the end of the course, as long as you attended 70% of the classes.
2. Statements of Achievement will be issued to students who have completed a non-award bearing programme which contains an assessment component and who have achieved a pass grade.
3. If you need a replacement copy of a Statement of Attendance/ Achievement, please send a self-addressed envelope with appropriate postage stamps and a crossed cheque of HK$30 made payable to "HKU SPACE." We will send the Statement by post to your most recent address we have on our records. We will not be responsible for the loss of any Statement posted to you.

上課安排

1. 請依本課程手冊所載時間及地點上課。如有更改，將另行通告。
2. 如在開課前三天仍未知悉上課地點，請與有關學科負責人聯絡。
3. 學院將盡可能依照手冊內所列的時間及地點上課，並安排原定的講師授課。唯學院保留更改上課安排的權利。
4. 除特別安排外，學院在下列日期暫停授課：公眾假期 、中秋節(晚上)、大學假期：聖誕前夕、公曆新年前夕(下午及晚上)及農曆新年前夕 (下午及晚上)。

教學語言

除非另作說明，一般而言，本手冊內以英文介紹的課程，會用英語授課，中文的會以粵語教學。如某課程學員全體要求，導師在用英語講課之餘，可輔以母語(即粵語)解釋。

學員身份證明

1. 請攜帶有關課程收據上課。若學員未能提供用以證明身份的收據，可能不獲准進入課室。如有需要，學員須出示身份證。
2. 在非辦公時間內進入商廈上課，大廈管理員基於保安理由，可能要求學員出示身份證。
3. 一些課堂需學員出示學員證。一旦學員獲得取錄，本學院將另行通知申請此證手續。

修讀證明書 / 結業證明書

1. 學院將在非學歷資格課程完結後三個月內，發出修讀證明書給予出席率達百分之七十或以上，並已修畢課程的學員。
2. 學員完成設有考核機制的非學歷資格課程並取得合格成績，將獲發結業證明書。
3. 補發修讀證明書/結業證明書收費為每張港幣三十元。申請者可親臨學院各報名中心，或以郵遞形式辦理手續。請以劃線支票抬頭書名「香港大學專業進修學院」，連同申請表格及貼妥郵票的回郵信封交回學院。郵寄地址以學員填報的最近期的記錄為準，本學院對因郵遞失誤而遺失證明書恕不負責。

Transcript

You may apply for a transcript after you have completed a programme or course with a formal award. The application fee for each copy is HK$50, please send a self-addressed envelope with appropriate postage stamps and a crossed cheque of HK$50 made payable to "HKU SPACE".

Discipline

1. We do not allow eating or drinking in any of our classes.
2. All mobile phones and pagers have to be turned off in class.
3. Smoking is prohibited in all HKU SPACE Learning Centres and the University campus (except at areas designated by the University).
4. Notes taken in lectures, course material supplied to students by HKU SPACE and information given through lectures are for private study purpose only. The copyright of all these materials belongs to HKU SPACE.
5. No audio recording is allowed, except with the permission of the Programme Director/Manager, and subject to any conditions stipulated when such permission is granted.
6. The Director has the authority for HKU SPACE disciplinary policies relating to such matters as the conduct of examinations and plagiarism.
7. The Director has the right to exclude from class any student whose behaviour disturbs the rest of the class, or who does not abide by any requirements laid down by HKU SPACE.

學歷證書

學員如修畢學歷資格課程，可向學院申請學歷證書，每張為港幣五十元，請以劃線支票抬頭書名「香港大學專業進修學院」，連同貼妥郵票的回郵信封交回學院。

校規

1. 課室內不准吃喝。
2. 上課時必須關掉手提電話或傳呼機。
3. 學校及大學範圍內(除指定範圍外)不准吸煙。
4. 所有課堂筆記、學科資料及講授內容，其版權均屬本院所有，只供學員作私人修讀之用。
5. 除了得到有關的課程主任或助理課程主任批准外，學員不得於課堂錄音。如獲准錄音，亦必須根據學院的要求進行。
6. 院長有權就考試作弊或抄襲等事宜對學員作出紀律處分。
7. 如學員擾亂上課秩序或不遵守校規，院長有權敕令學員離校。

Typhoon and Black Rainstorm Warning Signals 颱風及黑色暴雨警告

For classes and examinations that have not yet started 課堂或考試未開始前：
If Typhoon Signal No.8 or the Black Rainstorm Warning Signal are in force after the following times, classes will be cancelled as indicated:

8 號颱風訊號或黑色暴雨警告若於以下時間後生效，下列的課堂 / 考試將取消：

6:00 a.m. 上午六時	Morning classes/examinations that start before 2:00 p.m. 下午二時前開始的日間課堂 / 考試
11:00 a.m. 上午十一時	Afternoon classes/examinations that start between 2:00 p.m. & 6:00 p.m. 下午二時至六時開始的午間課堂 / 考試
3:00 p.m. 下午三時	Evening classes/examinations that start from 6:00 p.m. 下午六時後開始的晚間課堂 / 考試

For classes and examinations that have already started 已開始之課堂 / 考試：

	Classes 課堂	Examinations 考試
When Typhoon Signal No.8 or above is hoisted 當 8 號颱風訊號或更高之風球懸掛時	Immediately suspend 立刻終止	Continue until the end of that examination session unless the examination venue is found to be of potential risk to candidates 除非考試場地對考生安全構成威脅，否則考試將繼續進行
When Black Rainstorm Signal is in force 當黑色暴雨警告生效時	Continue* 繼續進行	Continue* 繼續進行

* all outdoor activities will be suspended
除戶外活動外

- Every effort has been made to ensure that the information contained in this Prospectus is correct at the time of printing. Applicants please note that changes may be made before the start of the course.
學院盡力確保本課程手冊在付印前所刊載的資料均屬正確。惟學院有權在開課前更改個別課程資料。
- This Prospectus does not form part of a contract between the student and the School.
本課程手冊只作參考之用，並不可視作學院與學員之間的契約。

Learning Centres
教學中心

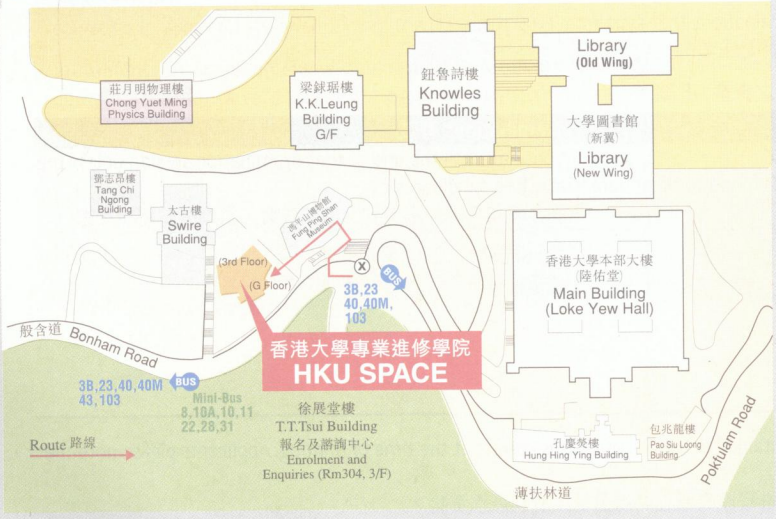
Full Name of Venue 地點名稱全名	Abbreviated Name 地點縮略名稱
HKU SPACE Headquarter 香港大學專業進修學院總部	
The University of Hong Kong 香港大學 Main Campus, 3/F, TT Tsui Building, Pokfulam Road, Hong Kong 香港薄扶林道香港大學徐展堂樓三樓	HKU 港大
HKU SPACE Admiralty Learning Centres 香港大學專業進修學院金鐘教學中心	
Admiralty Learning Centre I 金鐘第一教學中心 2/F & 3/F, Admiralty Centre, 18 Harcourt Road, Hong Kong 香港夏慤道 18 號金鐘海富中心二樓及三樓	Admiralty Centre 海富中心
Admiralty Learning Centre II 金鐘第二教學中心 Unit A&B, 12/F, United Centre, 95 Queensway, Hong Kong 金鐘道 95 號統一中心十二樓 A 及 B 室	12/F United Centre 統一中心十二樓
Art & Design Centre 藝術及設計教學中心 34/F, United Centre, 95 Queensway, Hong Kong 金鐘道 95 號統一中心三十四樓	34/F United Centre 統一中心三十四樓
HKU SPACE Wanchai Learning Centre 香港大學專業進修學院灣仔教學中心	
2/F & 3/F, Causeway Centre, 28 Harbour Road, Wanchai, Hong Kong 香港灣仔港灣道 28 號灣景中心二樓及三樓	Causeway Centre 灣景中心
HKU SPACE North Point Learning Centres 香港大學專業進修學院北角教學中心	
North Point Learning Centre I 北角第一教學中心 4/F (Room 406&407), 7/F (Room 707), 11/F & 14/F, Fortress Tower, 250 King's Road, North Point, Hong Kong 香港北角英皇道 250 號北角城中心四樓 406 及 407 室、七樓 707 室、十一樓及十四樓	Fortress Tower 北角城中心
North Point Learning Centre II 北角第二教學中心 8/F (Room 806&808) &18/F, AIA Tower, 183 Electric Road, Quarry Bay, Hong Kong (Fortress Hill MTR Station) 香港北角電氣道 183 號友邦廣場八樓 (806 及 808 室)及十八樓	AIA Tower 友邦廣場

HKU SPACE Headquarters 香港大學專業進修學院總部

香港大學本部 HKU Campus E

3/F - 11/F, T.T. Tsui Building, The University of Hong Kong, Pokfulam Road, Hong Kong
(Main Entrance at 3/F Level Swire Bridge)

香港薄扶林道香港大學徐展堂樓3樓至11樓
(本學院入口，太古樓側)



Admiralty 金鐘

❶ 2/F & 3/F, Admiralty Centre, E
18 Harcourt Road, Hong Kong
(access via the Shopping Arcade escalators through Exit A, Admiralty MTR Station)
香港夏慤道18號海富中心2樓及3樓
(金鐘地鐵站A出口，經海富中心商場自動行人電梯上)

❷ Unit A & B, 12/F, United Centre, 95 Queensway, Hong Kong
(Exit D, Admiralty MTR Station)
香港金鐘道95號統一中心12樓 A及B室
(金鐘地鐵站D出口)

❸ Art & Design Centre
34/F, United Centre, 95 Queensway, Hong Kong (Exit D, Admiralty MTR Station)
香港金鐘道95號統一中心34樓
(金鐘地鐵站D出口)

(Queensway Road: from East to West)
1,5,5A,5N,5X,6,6A,10,15,25,23,37A 40,40M,66,75,90,90C,97,101,104 113,621,962,962P,969

(Queensway Road: from West to East)
1,5,5A,5B,5C,10,11,15,23,23A,23B 25,26,40,40M,43,61,64,511

Full Name of Venue 地點名稱全名	Abbreviated Name 地點縮略名稱
HKU SPACE Island East Campus 香港大學專業進修學院港島東分校	
494 King's Road, North Point, Hong Kong 香港北角英皇道 494 號	494 King's Road 英皇道 494 號
HKU SPACE Quarry Bay Learning Centre 香港大學專業進修學院鰂魚涌教學中心	
15/F & 16/F, MLC Millennia Plaza, 663 King's Road, Quarry Bay, Hong Kong 香港鰂魚涌英皇道 663 號萬誠保險千禧廣場十五及十六樓	MLC Millennia Plaza 萬誠保險千禧廣場
HKU SPACE Tsim Sha Tsui Learning Centres 香港大學專業進修學院尖沙咀教學中心	
Tsim Sha Tsui Learning Centre I 尖沙咀第一教學中心 UG/F & 1/F, Austin Tower, 22-26A Austin Avenue, Tsim Sha Tsui, Kowloon 九龍尖沙咀柯士甸路 22-26 號 A 好兆年行地下上層及一樓	Austin Tower 好兆年行
Tsim Sha Tsui Learning Centre II 尖沙咀第二教學中心 12/F & 15/F, 238 Nathan Road, Jordan, Kowloon 九龍佐敦彌敦道 238 號十二及十五樓	238 Nathan Road 彌敦道 238 號
HKU SPACE Shek Kip Mei Learning Centre 香港大學專業進修學院石硤尾教學中心	
Ka Chi School, 5 Wai Chi Street, Shek Kip Mei, Kowloon 九龍石硤尾偉智街 5 號嘉智學校	Ka Chi School 嘉智學校
Other Learning Centres 其他教學中心	
Central Conference Centre 中環會議中心 4/F, Wheelock House, 20 Pedder Street, Central, Hong Kong 香港中環畢打街 20 號會德豐大廈四樓	CCC 中環會議中心
Delia Memorial School (Mei Foo) Matriculation Evening Course (Broadway)地利亞修女紀念預科夜校 80 Broadway Street, Mei Foo Sun Chuen, Kowloon 九龍美孚新村百老匯街 80 號	Delia Mei Foo 美孚地利亞
Delia Memorial School 地利亞修女紀念學校 Tai Koo Shing (Tai Fung Avenue), Hong Kong 香港太古城(太豐路)	Delia Tai Koo Shing 太古城地利亞
The HK Institute for Promotion of Chinese Culture 香港中華文化促進中心 Room 5709, 57/F, Hopewell Centre, 183 Queen's Road East, Wanchai, Hong Kong 香港灣仔皇后大道東 183 號合和中心 5709 室	The HK Institute for Promotion of Chinese Culture 香港中華文化促進中心
Sheng Kung Hui Tang Shiu Kin Secondary School 香港聖公會鄧肇堅中學 9 Oi Kwan Road, Wan Chai, Hong Kong 香港灣仔愛群道 9 號	Tang Shiu Kin 鄧肇堅
St. Mary's Canossian College 聖瑪利嘉諾撒女書院 162 Austin Road, Kowloon 九龍柯士甸道 162 號	St. Mary's Canossian 聖瑪利嘉諾撒

North Point 北角

❶ 4/F (Room 406, 407), 7/F (Room707), E
11/F & 14/F,
Fortress Tower, 250 King's Road, North Point, Hong Kong (Fortress Hill MTR Station Exit B)
香港北角英皇道250號北角城中心4樓406, 407室, 七樓707室
11字樓及14字樓 (炮台山地鐵站B出口)

❷ 8/F, Rooms 806, 808 and 18/F, AIA Tower, 183 Electric Road, North Point, Hong Kong (Fortress Hill MTR Station Exit A)
香港北角電氣道183號友邦廣場8樓806、808室及18樓 (炮台山地鐵站A出口)

Wan Chai 灣仔

2/F & 3/F, Causeway Centre, E
28 Harbour Road, Wanchai, Hong Kong
香港灣仔港灣道28號灣景中心二樓及三樓

Learning Centres
教學中心

Other Learning Centres 其他教學中心	
Times College 當代書院 2/F & 3/F, Yee On Centre, 260 King's Road, North Point, Hong Kong 香港北角炮台山英皇道 260 號怡安中心二樓及三樓	Times College 當代書院
Vocational Training Council 職業訓練局 27 Wood Road, Vocational Training Council Tower, Wanchai, Hong Kong 香港灣仔活道 27 號職業訓練局大樓	VTC 灣仔職訓局
Wah Yan College 九龍華仁書院 56 Waterloo Road, Kowloon 九龍窩打老道 56 號	Kln Wah Yan College 九龍華仁
YMCA International House & Membership Services Centre 香港中華基督教青年會國際賓館及會友服務中心 23 Waterloo Road, Kowloon 九龍窩打老道 23 號	YMCA Yaumatei 油蔴地青年會

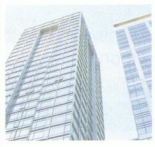
North Point 北角

2/F, 494 King's Road, North Point, H.K.
(Exit B3, North Point MTR Station) E
香港北角英皇道494號2樓
(北角地鐵站B3出口)

(King's Road: from West to East)
2,2A,8,8X,18,19,77,81,82,85
99,102,106,112,116,309,515
601,619,671,680,690,692

(King's Road: from East to West)
A12,P12,2,2A,8,8X,10,18,19,27,
38,41A,42,63,65,77,81,81A,
85,89R,99,102P,309,515,529,601,
619,671,690,692,692P,811

Quarry Bay 鰂魚涌



15/F & 16/F, MLC Millennia Plaza,
663 King's Road, North Point, Hong Kong
(Exit C, Quarry Bay MTR Station)
香港鰂魚涌英皇道663號萬誠保險千禧廣場
十五及十六樓 (鰂魚涌地鐵站模範里C出口)

(King's Road: from East to West)
A12,2,2A,8,N8,N8X,19,N72
77,81,81A,82,85,99,515
529,M722

(King's Road: from West to East)
A12,2,2A,8,N8,N8X,19,110
116,77,81,82,85,99,102,106
515,606,694,802

Student Card
Students attending classes at North Point Learning Centre will need to show their student cards for access after office hours. Students concerned will be advised how to obtain such cards after enrolling on the course.

學員證
學員在非辦公時間進入北角教學中心，必須出示學員證。有關申請學員證手續，學員將獲個別通知。

Tsim Sha Tsui 尖沙咀

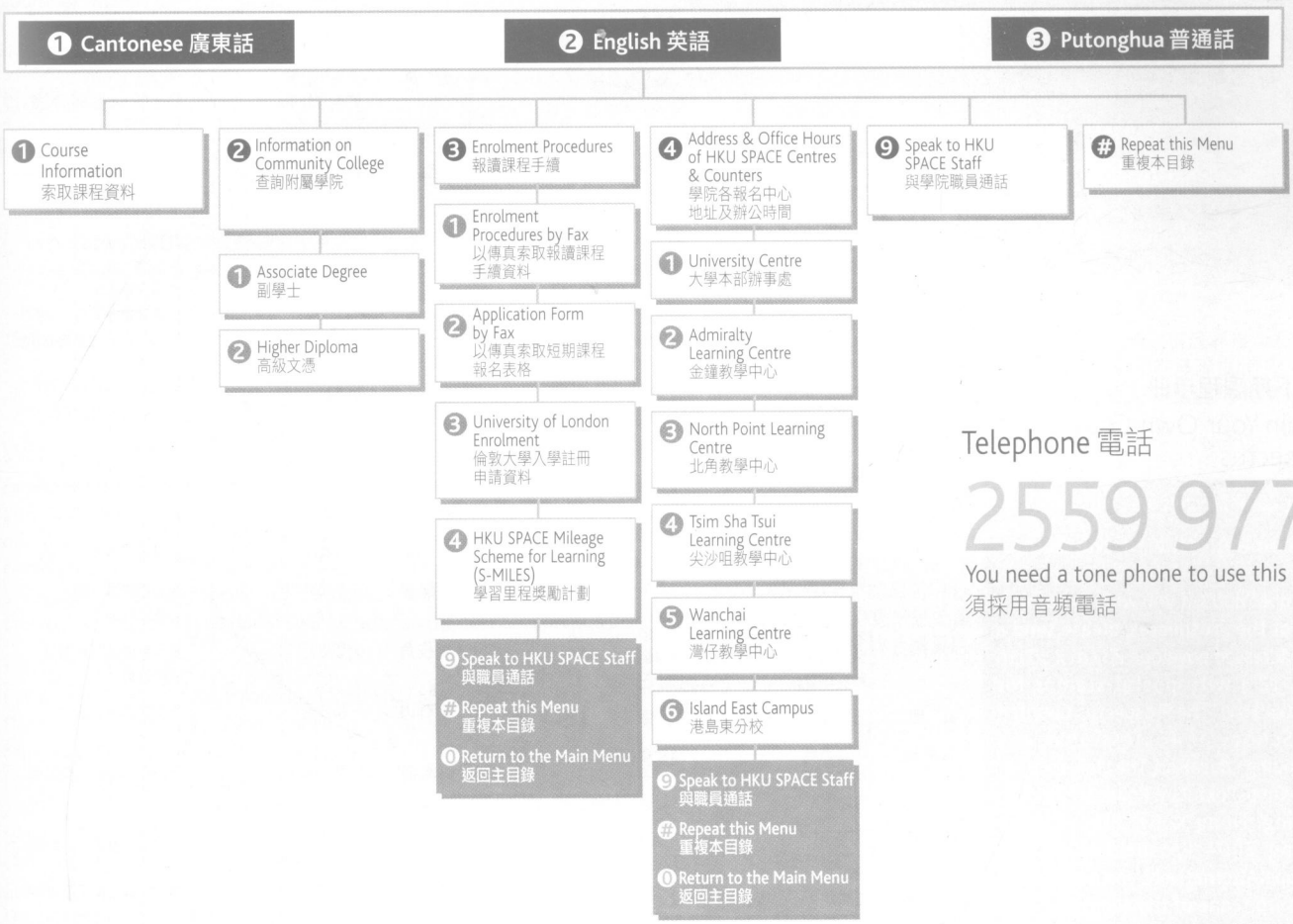
❶ UG/F & 1/F, Austin Tower, 22-26A,
Austin Avenue, Kowloon (Jordan MTR Station Exit D)
尖沙咀柯士甸路22-26號A好兆年行 E
地下上層及一樓 (佐敦地鐵站D出口)

❷ 12/F & 15/F, 238 Nathan Road, Jordan, Kowloon
佐敦彌敦道238號十二及十五樓

Shek Kip Mei 石硤尾

Ka Chi School, 5 Wai Chi Street,
Shek Kip Mei, Kowloon
(Exit C, Shek Kip Mei MTR Station)
九龍石硤尾偉智街5號嘉智學校
(石硤尾地鐵站C出口)

Enquiries
查詢



Telephone 電話

2559 9771

You need a tone phone to use this system
須採用音頻電話

Fax 傳真：2546 3538
E-mail 電郵：enquiry@hkuspace.hku.hk
Website 網址：http://www.hku.hk/space/

Prospectus Distribution 課程手冊

In addition to HKU SPACE learning centres, the prospectus is also available at the following places until stock lasts. The School is grateful to these organisations for their support.

除學院各報名及教學中心外，課程手冊亦在以下地點派發，學院對各機構的支持謹此致以衷心謝意：

香 港

中 環	恒生銀行(總行)	德輔道中 83 號 B2
	東亞銀行(總行)	德輔道中 10 號
	三聯書局	域多利皇后街 9 號
	香港律師公會	德輔道中 71 號 永安集團大廈 3 樓
	三聯書局	德忌立街 2-12 號 業豐大廈地庫
	中信嘉華銀行	皇后大道中 43-45 號
上 環	中信嘉華銀行	德輔道中 232 號
灣 仔	香港中華文化促進中心	皇后大道東 183 號 合和中心 57 樓 5709 室
	東亞銀行	軒尼詩道 314 號 灣仔大廈地下
	天地圖書有限公司	莊士敦道 30 號 1 樓
	義務工作發展局	軒尼詩道 15 號溫莎公爵 社會服務大廈管理處
	三聯書局	軒尼詩道 158 號
	中信嘉華銀行	軒尼詩道 164 號
銅鑼灣	恒生銀行	怡和街 28 號
	東亞銀行	怡和街 46 號
	突破書廊	羅素街 60 號 2 樓
	商務印書館	怡和街 9 號
	洪葉書店	霎東街 5 號閣樓
北 角	商務印書館	英皇道 395 號
	時信文教中心	屈臣道 2-8 號海景大廈 C 座 9 樓
	中信嘉華銀行	英皇道 318-328 號地下 B 舖
鰂魚涌	商務印書館	康山道 1 號康怡廣場 北座 2 樓 S21
西 環	東亞銀行(香港大學分行)	莊月明文娛中心
	東亞銀行	般咸道 19-27 號
	辰衝圖書有限公司	香港大學本部 邵逸夫樓地下
	三聯書局	卑路乍街 8 號西寶城廣場 111-113 號
香港仔	東亞銀行	利港中心商場 G10 號舖

九 龍

尖沙咀	恒生銀行	加拿芬道 18 號
	東亞銀行	彌敦道 96 號美敦大廈 2 期地下
	辰衝圖書有限公司	樂道 13-15 號
	時信知識天地	彌敦道 172 號 太平洋大廈 2-3 樓
	天地圖書有限公司	彌敦道 96 號 C 舖
	尖沙咀街坊福利會	彌敦道 136 號 A2 樓
	商務印書館	梳士巴利道 3 號星光行 3 樓
紅 磡	三聯書局	馬頭圍道 37-39 號紅磡廣場 1 樓
油蔴地	中華書局	彌敦道 450 號
	突破書廊	吳松街 191 號地下
	敦煌圖書(香港)有限公司	渡船街 1-4 號地下
佐 敦	商務印書館	佐敦道 13 號華豐大廈地下
	中信嘉華銀行	庇利金街 42 號
旺 角	恒生銀行(九龍總行)	彌敦道 618 號
	東亞銀行	彌敦道 638-640 號
	漢榮書局	通菜街 63 號 A 地下
	洪葉書店	西洋菜南街 61 號 2 樓
	商務印書館	彌敦道 557-559 號永旺行地下
觀 塘	中華書局	輔仁街 88 號
藍 田	三聯書局	匯景廣場地下 L1-455
九龍灣	三聯書局	淘大商場第 1 期 2 樓 S54-56
荔枝角	東亞銀行	美孚新神萬事達廣場 N57 號舖
鑽石山	三聯書局	荷李活廣場 2 層 282-283
將軍澳	中華書局	新都城中心第二期商場 2067 號
將軍澳	商務印書館	東港城 2 樓 219-220 號
將軍澳	中華書局	新都城中心第二期商場
九龍城	三聯書局	賈炳達道 128 號 九龍城廣場 LG20
深水埗	三聯書局	西九龍中心 6 樓 601A

新 界

上 水	商務印書館	上水廣場 4 樓 421-423 號
荃 灣	恒生銀行	大河道 30 號
	東亞銀行	沙咀道 313 號
	中華書局	荃灣廣場 540 號
	三聯書局	青山道富華中心 3 樓
	三聯書局(葵芳)	葵芳地鐵站新都會廣場 2 樓 260-267 號
	三聯書局	荃灣大河道 10-20 號 登發大廈二樓
屯 門	商務印書館	屯門市廣場第二期 1 樓 49-51 號
大 埔	商務印書館	太和商場 2 樓 212-215 號
青 衣	三聯書局	青衣城 211 號舖
馬鞍山	三聯書局	新港城中心 3 樓 3065
沙 田	商務印書館	新城市廣場第一期地下 165 號 2 樓 263 號 及 266-270 號
元 朗	三聯書局	教育路 1 號千色廣場 2 樓
	三聯書局	元朗廣場 1 樓 173
天水圍	商務印書館	頌富商場 2 期 220 號

索取下期課程手冊
Obtain Your Own Copy of Prospectus

Spring 2004 Prospectus

The coming issue of the School Prospectus will be available in December 2003. If you wish to obtain a copy of the Prospectus, please send a self-addressed envelope 23 cm x 30 cm (9" x 12") with postal stamps for HK$16.40 to : "The Prospectus Counter, The School of Professional and Continuing Education, The University of Hong Kong, Pokfulam Road, 3/F T.T. Tsui Building, Hong Kong". Please write "Spring 2004 Prospectus" on the envelope. Alternatively, you may collect copies from one of the counters listed on page 017.

二零零四年春季課程手冊

本學院將於2003年12月派發2004年春季課程手冊。有意索取者請致函【香港薄扶林道香港大學徐展堂樓三樓香港大學專業進修學院】收，內附23厘米 x 30厘米 (9吋 x 12吋)的回郵信封及面值十六元四角的郵票，信封面請註明〔索取2004年春季課程手冊〕; 或親臨本學院的教學中心(地址詳載 017 頁)索取。

數量有限，派完即止。

Continuing Education Fund
持續進修基金

The Chief Executive announced in his 2001 Policy Address that a $5 billion Continuing Education Fund (CEF) would be set up to support and subsidize adult learners to pursue continuing education and training programmes. The CEF will help people to achieve sector-specific competencies in the areas of Financial Services, China Business, Logistics, Tourism, Design and Language, thereby preparing them for the knowledge-based economy. Eligible applicants will be reimbursed 80% of their tuition fees, subject to a maximum sum of $10,000, on successful completion of an approved course or module(s) forming part of the course. Reimbursement may be made in respect of more than one approved course/module, subject to the maximum ceiling of $10,000 per applicant not being exceeded.

Eligibility

Persons who

- are Hong Kong residents aged from 18 to 60 at the time of application and on seeking reimbursement of their fees;
- have enrolled in and paid for the tuition fee for a course/module on the reimbursable course list before the course commences;
- have not obtained or are not qualified to obtain an academic qualification at degree or above at the commencement of the course/module; and
- have not obtained any other publicly-funded financial assistance for the same course, modules or units of study credits.

When to Apply

Applicants should submit their applications as soon as they have been enrolled in, and have paid for, the first course/module for which reimbursement of fees is to be made and in any event, before the commencement of the course/module. Late applications will not be accepted. The date of receipt of the application by the Office of the Continuing Education Fund (OCEF) will be taken as the date of application.

How to Apply

CEF application forms can be obtained from HKU SPACE Learning Centres, District Offices, the Office of the Continuing Education Fund and the website http://www.info.gov.hk/sfaa/cef/. The completed CEF application form must first be certified at a designated HKU SPACE Enrolment Centre *. The certified application form, together with photocopies of the applicants' Hong Kong Identify Card (HKID), should be submitted in person or by post to the Office of the Continuing Education Fund (OCEF), Room 1212, 12/F, Cheung Sha Wan Government Office, 303 Cheung Sha Wan Road, Kowloon, before the commencement of the reimbursable course/modules. Applicants who are given approval for admission to the CEF scheme by the OCEF will be notified on the reimbursement procedures and should not submit a second application.

Enquiries

*HKU SPACE Enrolment Centres designated to handle certification of CEF applications:

- Admiralty Learning Centre
- Island East Campus
- North Point Learning Centre
- Tsim Sha Tsui Learning Centre
- 3/F, T.T. Tsui Building, HKU Main Campus
- Wanchai Learning Centre

General enquiries about the CEF should be addressed to the OCEF (Tel: 3142-2277, 24-hours manned enquiry hotline). For more specific enquiries such as course admission criteria and schedules, please contact the enquiry number listed in the description of CEF Reimbursable Courses.

為資助有志進修的香港人修讀持續教育課程，行政長官在二零零一年的施政報告中宣布成立五十億元的持續進修基金，協助他們在金融服務、中國商貿、物流、旅遊業、設計及語文等範疇獲取相關的專業技能，從而為知識型社會作好準備。成功申請者若修畢整個課程或組成課程的科目，可獲發還百分之八十的學費，最高發還金額為一萬元。每位申請人可就多於一個獲認可的課程申領發還學費，唯以一萬元為個人發還金額上限。

申請資格

申請人須：

- 為香港居民，並在遞交申請和申領發還費用時，年齡介乎18至60歲；
- 已獲取錄修讀可獲發還款項課程名單上的課程，並在開課前支付學費；
- 在開課時，並未取得亦未符合資格獲取學士或以上的學歷；
- 從未就同一項課程、學習單元或學分獲其他公帑資助計劃提供資助。

何時申請

申請人獲取錄修讀第一個申請發還費用的課程/單元並支付該課程/單元的費用後，應立即遞交申請，無論如何，申請人必須在該課程/單元開課之前遞交申請，逾期遞交的申請概不受理。持續進修基金辦事處會以收到申請表當日作遞交申請的日期。

申請手續

申請表格可向香港大學專業進修學院各教學中心*、各區民政事務處或九龍長沙灣道303號長沙灣政府合署十二樓1212室持續進修基金辦事處索取，亦可透過網頁http://www.info.gov.hk/sfaa/cef/下載。填妥的申請表格須先經本學院指定的報名中心*核實及蓋章。申請人須逕將本院核實的申請表、連同香港身份証的副本在開課前寄交持續進修基金辦事處，如申請人獲初步批核發還費用，便不得遞交第二份申請表。

查詢

*本學院指定提供持續進修基金申請表格蓋章及核實服務的報名中心為：

- 金鐘教學中心
- 尖沙咀教學中心
- 港島東分校
- 大學本部徐展堂三樓
- 北角教學中心
- 灣仔教學中心

有關持續進修基金的詳情，請致電24小時專人接聽熱線3142-2277,向持續進修基金辦事處查詢；至於個別課程的詳細資料，則可致電本課程手冊內頁刊載各認可課程 之查詢電話。

持續進修基金
Continuing Education Fund

Other Government Assistance 其他政府資助

Deduction of Tax for Expenses of Self-Education

Students who pursue a course to gain or maintain a qualification for use in any employment which is provided by a qualifying place of education are eligible to apply for tax deduction in respect of the course fees. Most of the HKU SPACE courses and courses run by HKU SPACE in collaboration with overseas institutions fall into this category. For the Financial Year 2001/2002 and after, the maximum amount for tax deduction for expenses of self-education is HK$40,000. Applications for tax deduction should be placed with the Inland Revenue Department via the annual tax return.

Non-means Tested Loan Scheme

The Non-means Tested Loan Scheme (NLS) administered by the Hong Kong Government Student Financial Assistance Agency (SFAA) is available for application by HKU SPACE students. The maximum financial assistance under the NLS is equivalent to the total tuition fees payable to HKU SPACE in the 2003/2004 academic year. For enquiries please contact SFAA at 2150 6222.

Financial Assistance Scheme for Post-secondary Students

The Financial Assistance Scheme for Post-secondary Students (FASP) is a means-tested financial assistance scheme administered by the Hong Kong Government Financial Assistance Agency (SFAA). Needy full-time HKU SPACE students aged 25 or below pursing "Associate Degree" or "Higher Diploma" programmes are eligible to apply for assistance under the Scheme. The maximum level of financial assistance is capped at the annual tuition fee payable for the accredited programme subject to a ceiling of $57,090. For enquiries please contact SFAA at 2152 9000.

個人進修培訓開支扣稅

學員如報讀與工作有關的進修課程，可申請個人進修開支扣稅。學院大部份課程均屬此類別。二零零一至二零零二財政年度及此後的培訓開支扣稅額為港幣四萬元。學員可在填寫報稅表時一併申請培訓開支扣稅。

免入息審查貸款計劃

學員可申請由香港政府學生資助辦事處管理的「免入息審查貸款計劃」。在2003/2004學年，該計劃最高貸款額相等於在該學年應繳學費的總數。如欲查詢詳情，請聯絡學生資助辦事處。(電話：2150 6222)

專上學生資助計劃

就讀「副學士」或「高級文憑」課程的學員如有需要可申請由香港政府學生資助辦事處管理的「專上學生資助計劃」。該計劃須經家庭入息及資產審查，最高的資助金額相等於應繳的學費，但以$57,090為上限。如欲查詢詳情，請聯絡學生資助辦事處。(電話：2152 9000)

Senior Citizen Discount Scheme 長者優惠計劃

To widen access to continuing education and lifelong learning for senior citizens, a Discount Scheme has been introduced. This gives a 20% discount on the regular fee on over a hundred courses for anyone aged 60 and above.

Applicants may be required to show their ID card as proof of eligibility. The number of discount places available in some courses is subject to a quota.

為進一步推動持續教育的發展及鼓勵年長人士終生學習，學院特別推出一項長者優惠計劃，凡年滿六十歲或以上的長者可享有八折的學費折扣，在此計劃內之課程逾百項。

申請人或需出示身份證以證明符合優惠資格。個別課程的優惠學位設有限額。

HKU SPACE Mileage Scheme for Learning (S-MILES) 學習里程獎勵計劃

To celebrate 45 years of success in the promotion of Continuing Education and Lifelong Learning, HKU SPACE has introduced Hong Kong's first education mileage scheme - HKU SPACE Mileage Scheme for Learning, or S-MILES in short - as an incentive scheme whereby students can gain "mileage" points when they enrol in HKU SPACE courses. These accumulated points can be used as discounts for future enrolment.

Mileage Points

Mileage point calculation is based on tuition fee as advertised, with each dollar spent counted as one point. The points awarded can be used as soon as the course starts.

Up to 40% Discount

Students may use the accumulated mileage points to pay up to 40% of the tuition fee of a course.

Claiming a Discount

Students may decide whether or not to claim a discount and can save the accumulated mileage points for later use.

Value for Life

There is no expiry date for the mileage points. These points are non-transferable and have no cash value.

Retrospective Award of Mileage Points from the Beginning of this Millennium

Students who have paid tuition fee for any HKU SPACE course since 1 January 2000 and who have a full student record are awarded mileage points. The discount value for these points can be used immediately.

Exception

This scheme is not applicable to degree, postgraduate diploma/ certificate programmes jointly offered by HKU SPACE with other teaching units of the University of Hong Kong, customised courses, Executive Programmes courses offered in mainland China, and other programmes/courses designated by the School and advertised as such from time to time.

Enquiry

Students who want to check their learning mileage status may access information terminals at enrolment centres, or use the SOUL platform with which they are affiliated. HKU SPACE enrolment staff can also help you with this information either at the counter or over the phone (Hotline : 2559-7628).

HKU SPACE reserves the right to interpret and amend the terms and conditions of the Scheme.

學院為慶祝四十五週年，推出本港首個教育積分累積計劃，名為香港大學專業進修學院「學習里程獎勵計劃」，讓學員每次註冊入讀學院的課程時，便可得到「里程」分數，累積分數可以在將來報讀課程時換取學費折扣優惠。

「里程」積分

「里程」積分乃根據課程手冊所載的學費為準，學員每付出一元學費，便可得到一分，取得分數在有關課程開課後即可使用。

最高可獲六折優待

以「里程」計劃累積分數取得的學費減免，最高可達百分之四十。

申請使用辦法

是否使用「里程」積分的折扣優惠，完全由學員決定。學員可以儲存積分，隨時使用。

終生受用

累積的分數沒有使用期限，但不能轉讓他人，亦不能兌換現金。

積分可追溯至千禧年之始

計劃適用於二零零零年一月一日起曾修讀學院課程並繳交學費的學員；只要具備完整的學生紀錄，便可即享積分回贈，並用以取得學費折扣優惠。

「計劃」不適用範圍

本計劃不適用於學院與香港大學其他教學部門合辦的學位、深造文憑/證書課程、特約培訓課程、高級行政課程，以及在中國內地舉辦的課程，及其他學院的指定課程。

查詢

學員如欲查閱自己累積的「里程」分數，可到各報名中心的資訊站瀏覽，或者進入學院的網上學習系統(SOUL)查閱。學生亦可到各報名處或致電 2559-7628 查詢。

學院保留解釋及更改此計劃的權利。

S-MILES

HKU SPACE Mileage Scheme for Learning

學 習 里 程 獎 勵 計 劃

HKU SPACE MasterCard

香港大學專業進修學院萬事達咭

HKU SPACE MasterCard Gives Interest-free Instalment Benefit

To celebrate its 45th Anniversary and to further promote lifelong learning in the community, HKU SPACE collaborated with the Bank of East Asia to introduce HKU SPACE MasterCard.

Cardholders can enjoy special benefit – 10-month interest-free instalment for payment of course fees at $2,000 or above.

At the launch ceremony, HKU SPACE Director Professor Enoch C.M. Young said the card will 'create a sense of belonging and pride among our students, and bring them together in the HKU SPACE family'. It can also 'help lighten students' burden in course fee payment.'

Representing the Bank of East Asia is Dr. The Hon David K.P. Li and he said 'with the new HKU SPACE MasterCard, everyone who benefits from the learning opportunities at HKU SPACE can also enjoy a range of exclusive privileges designed to suit their unique requirements.'

Other benefits of the card include continuous annual fee waiver, the convenience of Octopus Automatic Add-Value Service, free BEA CyberCard Service, discounts at over 500 restaurants, hotels, bookshops and retail outlets in Hong Kong, China and Macau, Cyberbanking and Privileged Personal Banking Services, and others.

Application forms are now available at HKU SPACE enrolments centres, all branches of the Bank of East Asia and our website: www.hku.hk/space/.

* For details of S-MILES, please refer to our website
有關學習里程獎勵計劃的詳情，可瀏覽學院網頁 www.hku.hk/space/

用學院萬事達卡繳付學費可獲免息分期優惠

為推動終生學習及慶祝學院成立四十五週年，學院與東亞銀行合作，推出「香港大學專業進修學院萬事達卡」，持卡人凡於學院報讀任何課程滿港幣 2,000 元，即可享十個月的免息分期付款優惠。

學院院長楊健明教授在儀式上表示，設立學院萬事達卡除可減輕學生在學費上的負擔外，並可加強同學對學院的歸屬感，使學員以身為學院這個大家庭的一份子而感到光榮。

東亞銀行主席兼行政總裁李國寶博士指出，「只要持有這張別具意義的『香港大學專業進修學院萬事達卡』，進修人士便可從中得益，更易獲得更多學習的機會，並享受專為他們度身訂造的多項獨特優惠和權益。」

學院信用卡所提供的其他優惠包括永久豁免年費、八達通自動增值服務、免費享用東亞銀行 CyberCard 服務、在香港、國內和澳門超過五百間酒樓、酒店、書店和零售店舖享有折扣優惠，以及電子網絡銀行服務及個人理財服務等尊享優惠。

申請表格可在學院六個報名中心及東亞銀行索取，亦可在我們的網址：www.hku.hk/space/ 下載。

Part 2

PROGRAMMES AND COURSES BY DIVISIONS AND SUBJECT GROUPS

課程（按學部及學科）

Arts and Humanities 文學及人文科學

Business I — Accounting 商業 I - 會計學

Business II — Finance 商業 II - 財務學

Business III — Management Studies 商業 III - 管理學

Business IV — Marketing 商業 IV - 市場學

Chinese Medicine 中醫藥學

Health and Applied Sciences 健康及應用科學

Information Technology 資訊科技

Law 法律

Social Sciences, Urban Studies and Education
社會科學、城市研究及教育

HKU SPACE is the Choice for a Difference in Quality.

Directory of Programmes and Courses

課程目錄

New Programme | Distance-Learning | Senior Citizen Discount Scheme | Continuing Education Fund

ARTS AND HUMANITIES, DIVISION OF 文學與人文學科學部

ARCHITECTURAL STUDIES AND INTERIOR DESIGN 建築學及室內設計

2	Bachelor of Arts (Architecture)	✓
3	Professional Diploma in Architectural Studies (PDAS)/ Advanced Certificate in Architectural Studies (ACAS)	
	Certificate in Architectural Studies (CAS)	
4	中國建築業務及建設程序研究生證書 (尚待批核)	✓
5	Certificate in Healthy Building Planning, Design and Management (Subject to Approval)	✓
	Certificate in Photovoltaic System Design in Buildings (Subject to approval)	✓
6	Hong Kong Architecture Practice	
	An Introduction to the Design of the Man-made Environment	
7	Experiencing Marble Architecture in Italy	✓
	A Study of Architecture in the Netherlands and Germany	✓
8	Experiencing the "Hui" Vernacular Architecture 皖南民居建築行	✓
	Experiencing the Hakka "Earth Buildings" 客家土樓行	✓
9	Experiencing the Architecture of Minority Races in Yunnan Province 雲南少數民族建築行	✓
10	English for Architecture Practice	
	世界建築之旅	
	從電影美學探討創作的根源	
11	城市設計及發展概論	
	Interior Design 室內設計	
	室內設計初階 Introduction to Interior Design	
12	室內設計繪圖 Drafting and Rendering for Interior Design	
	室內設計物料與施工細節 Materials and Detailing for Interior Design	
	Computer-aided Design for Interiors I	
	Computer-aided Design for Interiors II	
	Landscape Design 園藝設計	
	Certificate in Landscape Design	

ART AND DESIGN 藝術及設計

	Diploma Courses 文憑課程	
13	中國書法文憑 Diploma in Chinese Calligraphy	
	中國繪畫文憑(尚待批核) Diploma in Chinese Painting (Subject to approval)	
	Certificate Courses 證書課程	
15	藝術及設計基礎證書 Certificate in Foundation Art and Design	
	Western Art 西洋美術	
	Drawing I	
16	素描 (一) Drawing I	
	Drawing II	
	素描(二) Drawing II	
17	Figure Drawing I	
	人體素描(一)及(二) Figure Drawing I & II	
18	Painting I	
	繪畫 (一) Painting I	
	Painting II	
19	繪畫(二) Painting II	

19	繪畫工作坊 Painting Workshop				
	Basic Watercolour Painting				
20	水彩畫初階 Basic Watercolour Painting				
	Intermediate Watercolour Painting				
	水彩畫進階 Intermediate Watercolour Painting				
21	兒童刊物插畫 Illustrating Children's Books				
	***Oriental Art** 中國美術*				
	山水畫研習班 Intermediate Chinese Landscape Painting				
	山水畫(一)及(二) Chinese Landscape Painting I & II				
22	水墨技法實驗(一)及(二) Contemporary Ink Painting I & II				
	水墨寫意畫研習(一)及(二) (日間課程) Free Style Chinese Ink Painting I & II		✓		
23	當代中國花鳥畫研習(一)及(二) (日間課程) Contemporary Chinese Painting of Birds and Flowers I & II				
	寫意花鳥畫(一)及(二) Chinese Painting of Birds and Flowers I & II				
24	中國書法系列：楷書與行書 (一) 及 (二) Chinese Calligraphy Series:Standard and Running Script I & II				
	中國書法系列：行草與草書 (一) 及 (二) (日間課程) Chinese Calligraphy Series:Running and Cursive Script I & II				
25	中國書法系列：篆隸書 (一) 及 (二) (日間課程) Chinese Calligraphy Series:Seal Script and Clerical Style I & II				
	書法創作探索 Creative Chinese Calligraphy				
	楷書 (一) 及 (二) (日間課程) Standard Script I & II				
26	小楷與魏楷				
	行書(一)及(二) Running Script I & II				
	隸書(一)及(二) (日間課程) Clerical Script I & II				
27	行草書(一)及(二) (日間課程) Running & Cursive Script I & II				
	書法基礎(一)及(二) (日間課程) Basic Chinese Calligraphy I & II				
28	書法研習(一)及(二) (日間課程) Seminar in Chinese Calligraphy I & II				
	書法講座 (日間課程)				
29	基礎篆刻(一)及(二) Basic Seal Engraving I & II		✓		
	篆刻(一)及(二) Seal Engraving I & II				
	***Graphic Design** 平面設計*				
30	平面設計初階 Introduction to Graphic Design				
	平面設計實務 Graphic Design Practice				✓
	***Product Design** 產品設計*				
	產品設計初階 Introduction to Product Design				
	***Fashion Design** 時裝設計*				
31	時裝設計初階 Introduction to Fashion Design				
32	Introduction to Fashion Drawing				
	***Computer Graphics**電腦美術設計*				
	電腦美術設計初階 Basic Computer Graphics				
	電腦及網上遊戲設計 Computer and Online Game Design				
	***Photography** 攝影*				
33	Introduction to Photography				
	基礎攝影 Basic Photography				
	攝影進階 A Guide to Better Photography				
	***Critical Studies** 美術賞析*				
34	History of Western Art: Impressionism to Post-Modernism				
	History of Western Art: The Renaissance to Realism				
	西洋美術史導論：文藝復興至寫實主義 History of Western Art : The Renaissance to Realism				
35	中國藝術發展概談 A Survey of the Development of the Arts in China				
	***Skin Care and Image Design** 護膚及形象設計*				
	個人護膚班 Personal Skin Care				
	時尚化妝班 Contemporary Make-up				
ENGLISH LANGUAGE AND ENGLISH LANGUAGE TEACHING 英語及英語教學					
	General English				
36	Certificate in English Speech				
37	The SPACE English Course				✓
38	The SPACE English Course Level 1				

39	The SPACE English Course Level 2		
	The SPACE English Course Level 3		
40	The SPACE English Course Level 4		
	The SPACE English Course Level 5		
	Developing General English Skills		✓
41	English in Use		
42	Essential English		
	Active Grammar		
43	Effective Writing Skills		
	Academic Writing Skills		
44	Advanced Speaking and Listening		
	IELTS Preparation		
45	Pronunciation and Fluency 1	✓	
	Pronunciation and Fluency 2		
46	Phonetics and Speaking Skills for Beginners		
	Business English		
	Certificate in Business English		✓
	Diploma in Business English		
	Workplace English Campaign		
47	Courses leading to University of Cambridge BULATS Tests		
	Spoken English for the Workplace		
48	Written English for the Workplace		
	Effective Presentations		
	English for Secondary School Teachers		
51	Diploma in English Language Teaching		
52	Certificate in English Language Teaching (Secondary)		
	English for Primary School Teachers		
53	Speech Festivals: A Practical Approach for Primary School Teachers		
54	Daytime English Courses in Summer 2003		
	Intensive English		
	Speaking and Grammar		
	Advanced Speaking and Listening		
	Academic Writing Skills		
EUROPEAN LANGUAGES 歐洲語言			
55	Certificate in French Language (Route 1 Courses) Level 1-4		
56	Certificate in French Language (Route 2 Courses) Year 1-2		
	Certificate in Spanish Language (Route 1 Courses) Level 1-4		
57	Certificate in Spanish Language (Route 2 Courses) Year 1-2		
58	Certificate in German Language Year 1-2		
	Certificate in Italian Language Year 1-2		
PUTONGHUA & CHINESE DIALECTS 普通話及中國方言			
60	普通話基礎證書(第一級) Foundation Certificate in Putonghua		✓
61	普通話證書(第二級) Certificate in Putonghua		✓
62	普通話高級證書 Higher Certificate in Putonghua		✓
63	普通話教學法證書 Certificate in Putonghua Teaching		
64	金融業普通話基礎證書 Foundation Certificate in Putonghua for the Financial Sector		✓
65	商貿普通話證書課程 Certificate of Putonghua for Commercial Purposes		✓
66	香港考試及評核局普通話水平測試精修班 Intensive Course in Preparation for PSC Tests of HKEAA		
	國家語委普通話水平測試應試技巧輔導班 Skills for PSC Examination		
67	漢語拼音速成班 Intensive Course on Hanyu Pinyin		
	基礎上海話 Basic Shanghai Dialect		
JAPANESE AND OTHER ORIENTAL LANGUAGES 日語及其他東方語言			
	Japanese 日語		
69	日語證書 Certificate in Japanese		
71	日語各級『入學試考試時間表』		

		NEW			
70	日語入門 Introductory Japanese				
71	基礎日語證書 Certificate in Foundation Japanese				
72	中級日語證書 Certificate in Intermediate Japanese				
	高級日語證書 Certificate in Advanced Japanese				
73	暑期日語入門會話 Summer Course for Introductory Japanese Conversation				
	基礎日語會話(1) Foundation Japanese Conversation (1)				
74	中級日語會話(1) Intermediate Japanese Conversation (1)				
	高級日語會話(1) Advanced Japanese Conversation (1)				
	日本語能力試驗對策班 Preparatory Class for Japanese-Language Proficiency Test				
75	關西(大阪)方言會話 Kansei (Osaka) Dialect Conversation				
76	日本假名書道(書法) Japanese Kana (Character) Calligraphy				
	暑期日語入門(為青少年開設) Summer Course of Introductory Japanese for Teenagers	✓			
77	暑期日本學習團 Summer Study Tour to Japan				
	Other Oriental Languages 其他東方語言				
78	韓語入門 Introductory Korean				
79	泰語入門 Introductory Thai				
	日本人のための中國語入門 Introductory Hanyu (Mandarin) for Japanese Speakers				
80	日本人のための広東語入門 Introductory Cantonese for Japanese Speakers				
TRANSLATION 翻譯					
	Postgraduate Diploma in Translation				
81	Diploma in Translation Studies				
82	Certificate in Consecutive Interpretation: Cantonese / English 廣東話/英語接續口譯證書				
83	Intensive Preparatory Course for Diploma in Translation of The Institute of Linguists				
PERFORMING ARTS 表演藝術					
	Music 音樂				
84	Bachelor of Music (Hons)				
85	Diploma in Conducting	✓			
86	Certificate in Conducting				
87	Certificate in Piano Performance, Analysis and Pedagogy				
	Short Courses 短期課程				
88	Orchestral Literature Survey (Baroque and Classical)	✓			
	Orchestration	✓			
	Chinese Instrumental Techniques				
	Choral Vocal Techniques				
	Piano Accompaniment Master Classes	✓			
89	Piano Technique Master Classes	✓			
	爵士樂導賞	✓			
	鋼琴作品分析				
90	初級古箏				✓
	初級笛子				✓
	聲樂初階及進階				✓
91	從音樂發展兒童多元智能親子坊				✓
	長笛(一)、(二)				✓
	小學音樂教師工作坊				
92	學前創意音樂活動教學工作坊				
	快樂歌聲工作坊				
	樂理(初級、中級、高級、深造級)				
93	視唱聽寫(ABRSM六至八級)				
	Dance 舞蹈				
	舞蹈證書/ 舞蹈文憑				
94	Ballroom Dance for Beginners I & II 標準社交舞初班(一)、(二)				
	Intermediate Ballroom Dance 標準社交舞中班				
95	Variations on basic steps in Ballroom & Latin Dances 標準舞、拉丁舞 "專一特別花式班"				
	Dance Course for Parent and Child 親子舞蹈課程				
	社交舞初階				

		NEW			
95	搖滾、牛仔及扭腰舞初階	✓			
96	成人芭蕾舞纖體課程 Adult Ballet-Fit Pilates Matwork	✓			
	成人芭蕾舞纖體課程—體形塑造班 Adult Ballet-Fit Pilates Matwork for Body Sculpting				
	成人芭蕾舞纖體課程—職業女性班 Adult Ballet-Fit Pilates Matwork for Body Sculpting				
	成人芭蕾舞纖體課程—專業舞蹈員及體育教練班				
	Adult Ballet-Fit Pilates Matwork for Professional Dancers and Sports Trainer				
	成人芭蕾舞纖體課程—產後修身班 Adult Ballet-Fit Pilates Matwork for Post-natal Women				
	成人芭蕾舞纖體課程—運動員班 Adult Ballet-Fit Pilates Matwork for Athletes				
97	成人芭蕾舞纖體課程—音樂家班 Adult Ballet-Fit Pilates Matwork for Musicians				
	習舞修身初階	✓			
	爵士舞初階				
	從歷史入手欣賞芭蕾舞	✓			
98	二十世紀芭蕾舞劇賞析	✓			
	芭蕾舞課鋼琴伴奏技巧				
	Theatre Studies 戲劇研究				
	Certificate in East / West Theatre Studies				
99	Certificate in Performing Arts Criticism				
LITERARY, CULTURAL AND HISTORICAL STUDIES 文學、文化及歷史研究					
	Literture in English 英語文學				
	Certificate in English Literary Studies				
	Chinese Writing 中文寫作				
103	實用中文寫作基礎證書			✓	✓
	中國語文基礎知識課程			✓	
	中國語文知識進階課程			✓	
	修辭技巧與寫作			✓	
104	修辭技巧與寫作進階課程			✓	
	易學簡化字			✓	
	Culture and Philosophy 文化與哲學				
	哲學文憑				
105	哲學概論證書				
	中華文化證書				
106	佛學通識及佛經選要證書				
	思考方法導論			✓	
107	哲學淺說			✓	
	希臘神話與悲劇之生命觀				
	頓悟人生				
	佛學與人生				
108	西方文學和哲學中的愛與死亡	✓			
	哲學與人生	✓			
	蘇菲的哲學教程	✓			
	中國面相學				
109	風水的科學應用				
	中國古玉賞析				
	占星學與自我認識				
	實用風水學之陣法				
110	掌相、命運之自我分析				
	八字命理基本功	✓			
	紫微斗數初階	✓			
	紫微斗數進階	✓			
111	《莊子》的智慧				
	Historical Studies 歷史研究				
	香港歷史建築與保存	✓			
	考古、中國傳統園林與建築裝飾	✓			

BUSINESS I - ACCOUNTING, DIVISION OF 商業 I —會計學學部

ACCOUNTING - OVERSEAS 海外會計課程

115	Monash University Master's Degrees in Accounting			
	Master of Practising Accounting [MPA]			
116	Master of Business (Accounting) [MBus (Acc)]			
117	Curtin University of Technology Accounting Degrees			
	Bachelor of Commerce (Accounting)			✓
118	Bachelor of Commerce (Accounting and Finance)			✓
	Bachelor of Commerce (Accounting and Accounting Technologies)			✓

ACCOUNTING - HONG KONG & CHINA 香港及內地會計課程

119	會計學(專業)學士課程			✓
	會計學學科(專業)碩士課程			
	中國註冊會計師協會全國統一考試備試課程			
121	Bachelor of Accounting			✓
122	Diploma in Accounting			✓
123	Diploma for Accounting Technicians			✓

PROFESSIONAL COURSES AND SHORT COURSES 專業及短期會計課程

124	ACCA Professional Examinations: Examination Preparatory Programme			✓
125	HKAAT Examinations Preparatory Programmes			
	CIMA Professional Examinations: Examination Preparatory Programme			
126	ACCA's Diploma in Financial Management: Examination Preparatory Programme			
	Short Courses 短期課程			
127	Advanced Financial Accounting			
	Foundation Accounting			
128	Higher Accounting			
	Intermediate Accounting			
	Elementary Book-keeping and Accounts			
	Basic Auditing			
129	Introduction to Import / Export Practice			
	香港稅務：原理與實際應用			
	小型企業策劃和管理			
	IS Auditing			

BUSINESS II - FINANCE, DIVISION OF 商業 II — 財務學學部

FINANCIAL STUDIES 財務學

132	MSc in Financial Management for External Students		✓	
133	Master of Science in Finance	✓		
134	Master of Risk Management (Subject to approval)	✓		
135	BA (Hons) Financial Services (a 2-year top-up programme)			✓
136	Diploma in Finance			✓
	財務學證書			✓

FINANCIAL PRACTICES AND PROFESSIONAL STUDIES 財務學實務及專業課程

138	IFPHK Registered CFP℠ Financial Planning Programmes			✓
	Advanced Professional Diploma in Financial Planning			
140	Professional Certificate in Retirement Schemes Management	✓		
	Professional Diploma in Retirement Schemes Management	✓		
	Retirement Schemes Management Executive Courses			
141	Theory and Practice in Retirement Schemes Management	✓		✓
142	Principles of Retirement Planning and Counseling	✓		✓
	Retirement Systems and Regulatory Framework	✓		✓
	Communication and Customer Service in Retirement Schemes Management	✓		✓
143	Trusteeship	✓		✓
	Defined Benefit Schemes	✓		✓
	Investments	✓		✓
	Retirement Schemes Administration			
144	Chartered Financial Analyst (CFA®) Education Programmes			

145	香港證券專業學會文憑課程/預備考試課程				✓
	香港證券專業學會證券及期貨從業員資格考試預備課程				
146	中國商業及財務培訓課程系列	✓			
147	Courses for Continuing Professional Development (CPD) for Insurance Practitioners				
	保險從業員持續專業發展訓練核心課程				
	外匯投資及管理			✓	
148	投資管理			✓	
	股票分析			✓	
	How to Read Financial Statements			✓	
	Introduction to Technical Analysis			✓	
149	Hong Kong Statistics for Business			✓	
	Professional Development Courses				
	Financial Management for Non-Finance Executives			✓	

BUSINESS III - MANAGEMENT STUDIES, DIVISION OF 商業III—管理學學部

BUSINESS MANAGEMENT 商業管理

152	MBA in International Management				
153	BSc Economics and Management				✓
	BSc Banking and Finance				
	BSc Management				
	BSc Accounting and Finance				✓
	BSc Information Systems and Management				
154	Diploma in Economics				
155	Bachelor of Management Studies (BMS)				
156	Diploma in Management Studies				
157	Foundation Certificate in Business Studies				
158	Certificate in China Business 中國商務證書				
	Diploma in China Business (Management) 中國商務管理文憑				
	Diploma in China Business (Marketing) 中國商務市場營銷文憑				
159	傑出領導學				
160	Customer Relationship Management (CRM)			✓	

HOSPITALITY AND TOURISM MANAGEMENT 款客服務及旅遊業管理

162	Bachelor of Arts in Hotel and Hospitality Management				✓
	Diploma in Hospitality Management				✓
163	Certificate in Hospitality Management				✓
164	Diploma in Tourism Management				✓
165	Certificate in Travel and Tourism Management				✓
166	文化旅遊與生態旅遊基礎證書				✓
	Hospitality & Tourism Management Career Development Courses				
167	IT in Hospitality and Tourism Operations	✓			
	Introduction to Tourism	✓			✓
	Marketing for the Hospitality and Tourism Industry	✓			✓
	Hospitality and Tourism in Hong Kong	✓			✓
168	Tourism Behaviour	✓			✓
	Facilities Management	✓			✓
	Management Issues in Tourism	✓			✓
	Tourism Development Studies	✓			✓
	Events, Entertainment & Conventions	✓			✓
169	International Hotel Management	✓			✓
	Marketing and Promotional Techniques	✓			✓
	Travel & Tourism Development	✓			✓
	Destination Management	✓			✓
	Event Planning and Promotion	✓			✓

ADMINISTRATIVE MANAGEMENT 行政管理

170	Master of Science in Administrative and Information Management [MSc(AIM)]				
171	International Diploma in Administrative Management / International Advanced Diploma in Administrative Management				

		NEW			
BUSINESS LOGISTICS AND E-COMMERCE 商貿物流及電子商貿					
172	Master of Business (Electronic Commerce)				
173	Bachelor of Commerce (Marketing and e-Commerce)				
175	Bachelor of Commerce (Logistics & Marketing)	✓			
	Professional Diploma in Business Logistics	✓			
176	Certificate in Business Logistics	✓			
BUSINESS IV - MARKETING, DIVISION OF 商業IV—市場學學部		NEW			
MARKETING STUDIES 市場學					
180	Master of Science in Marketing				
181	Bachelor of Commerce (Marketing)				
182	Bachelor of Commerce (Marketing & Advertising)	✓			
	Certificate in Marketing (Subject to approval)				
PROFESSIONAL MARKETING COURSES 市場學專業課程					
183	Certificate in Marketing				
	Diploma in Marketing				
	Postgraduate Diploma in Marketing				
184	Revision Programme for the Chartered Institute of Marketing (CIM) Examinations				
	Certificate in Marketing	✓			
	Professional Diploma in Marketing	✓			
	Graduate Diploma in China Marketing and e-Business	✓			✓
CHINESE MEDICINE, DIVISION OF 中醫藥學學部		NEW			
CHINESE MEDICINE 中醫學					
188	中醫內科學深造文憑 (尚待批核)	✓			
	中醫美容保健基礎證書 (尚待批核)	✓			
189	中醫藥學基礎證書(西醫專業人士課程)				
	Foundation Certificate in Chinese Medicine (Subject to approval)	✓			
190	中醫學文憑(尚待批核)	✓			
	中醫基礎理論				
	中藥學				
191	中醫診斷學				
	解剖學、組織學及胚胎學				
	中醫美容基礎	✓			
	中醫體質學說與疾病的防治	✓			
192	中醫藥與心身疾病的防治	✓			
	中醫藥常識入門	✓			
	An Introduction to Chinese Medicine				
CHINESE MEDICINE PHARMACEUTICS 中藥學					
193	中藥深造證書				
	中藥藥劑學學士				
194	中藥管理學文憑				
	中藥配劑高級文憑(尚待批核)	✓			
	中藥配劑文憑				
	中藥配劑證書				
195	中藥營養學證書				✓
196	中藥有效物質的提取與分離簡介				
	中藥材的鑒定概要				
	養生中藥簡介				
197	中藥材與中藥習用品介紹				
	中藥炮製理論簡介				
ACUPUNCTURE AND TUI-NA 針灸學及推拿學					
198	針灸學文憑				
	Diploma in Clinical Acupuncture				
199	Certificate in Acupuncture				

		NEW			
199	推拿學高級文憑(尚待批核)	✓			
200	推拿學文憑				
	中醫骨傷科學文憑				
201	推拿保健知識	✓			
	小兒推拿簡介	✓			
	中醫養生保健方法簡介	✓			
	氣功基礎原理	✓			

HEALTH AND APPLIED SCIENCES, DIVISION OF 健康及應用科學學部

BUILT ENVIRONMENT 建造環境

206	M.Sc. in Construction Management		✓		
207	University of Greenwich Master's Programmes				
	Master of Science in Construction Project Management		✓		
	Master of Science in Real Estate		✓		
	Master of Science in Facilities Management		✓		
209	Postgraduate Diploma in Construction Law and Arbitration/				
	Postgraduate Diploma in Construction Law, Mediation and Arbitration				
210	Postgraduate Diploma in Facilities Management				
	Bachelor of Science (Honours) in Work Based Learning Studies (Construction Project Management) /	✓			
	Bachelor of Science (Honours) in Work Based Learning Studies (Facilities Management)	✓			
211	Certificate in Construction Project Management /				
	Professional Diploma in Construction Project Management /				
	Professional Diploma in Facilities Management				
212	Advanced Diploma in Construction Management				
	Advanced Diploma in Property Development				
	Occupational Safety and Health 職業安全及健康				
213	University of Greenwich Postgraduate Certificate / Postgraduate Diploma / Master's Programmes				
	Postgraduate Certificate (PGCert) / Postgraduate Diploma (PGDip) /				
	Master of Science (MSc) in Occupational Safety and Health		✓		
	Postgraduate Certificate (PGCert) / Postgraduate Diploma (PGDip) /		✓		
	Master of Science (MSc) in Occupational Hygiene				
214	Advanced Diploma in Occupational Safety and Environmental Management	✓			

LIFE, BIOMEDICAL AND MEDICAL LABORATORY SCIENCES 生命、生物醫學及醫務化驗科學

215	M.Sc. in Medical Science		✓		
	Postgraduate Diploma in Medical Science		✓		
216	B.Sc. in Biological Sciences				
	BSc (Hons) in Biological Sciences (Subject to approval)	✓			
217	Diploma in Medical Ultrasound				
	Diploma in HIV Management	✓			
	Certificate in HIV Management	✓			
218	Higher Certificate in Medical Laboratory Science				
219	Professional Certificate in Diagnostic Cytopathology				
	Specialist Courses in Medical Laboratory Sciences				
	Certificate in Microbiology Testing				
221	ISO 15189 Quality Management Standard for Medical Laboratory Accreditations	✓			
	ISO / IEC 17025: 1999 Quality Management System for Clinical and Related Laboratories				
222	ISO GUM and ISO 10012: Workshop in Laboratory Equipment Calibration and Measurement				
	ISO 9001:2000 Quality Management System (QMS) for Health Service Organisations				
223	Workshop on Laboratory Identification of Cryptosporidium and Giardia				
	Fundamental Venipuncture Techniques for Phlebotomists				
	Applications of Molecular Techniques in Medical Sciences	✓			
224	Principles, Safety and Applications of Diagnostic Imaging Techniques	✓			
	Holistic Chiropractic Series 骨肌神經系統整全醫學課程系列				
	How to Prevent Pneumonia by Improving the Body's Self Immunity 如何加強抵抗力以預防肺炎	✓			
	Chronic Fatique 慢性疲勞都市病	✓			

		NEW			
225	Palpation 椎骨觸診法入門	✓			
	Chiropractic Health Care Series				
	Understanding Chiropractic and Spinal Disorders	✓			
	Spinal and Related Disorders and their Preventions	✓			
FOOD AND NUTRITIONAL SCIENCES / DIETETICS 食品及營養學					
226	Postgraduate Diploma in Human Nutrition				
	Postgraduate Diploma in Dietetics				
	Master of Science in Human Nutrition				
	Master of Science in Human Nutrition and Dietetics (presently under revalidation)				
227	Diploma in Nutrition/ Diploma in Child and Adolescent Nutrition	✓			
228	Certificate in Human Biochemistry and Physiology	✓			
229	Diploma in Food Business Management	✓			
	Short Courses 短期課程				
230	長者營養學基礎證書 Foundation Certificate in Elderly Nutrition	✓			
231	精神病營養治療基礎證書 Foundation Certificate in Nutritional Management in Psychiatric Disorders	✓			
	視覺健康簡介				
	控制體重基本法			✓	
	糖尿病飲食治療				
	耆年健康飲食			✓	
232	產前飲食及營養				
	食物衛生安全課程—飲食業經理基本課程				
	Advanced Course in Food Hygiene Management				
233	營養補充品簡介			✓	
	Food and Nutrition for Infants and Young Children				
	嬰兒及幼兒營養飲食				
	Food and Nutrition for School Age Children				
234	學童營養飲食				
	普通話醫療會話(基本階段)				
	普通話醫療會話(應用階段)				
	體育及運動營養學入門課程				
235	流行食品補充劑及健康	✓			
	食品及營養學				
PHARMACEUTICAL STUDIES 藥物科學					
	B.Sc. in Pharmaceutical Studies				
236	Diploma in Pharmaceutical Science				
237	Certificate in Pharmacology and Pharmaceutical Management				
GENERAL AND ENVIRONMENTAL SCIENCES 普及與環境科學					
	M.Sc. in Environmental Risk Management (Food Safety Management)	✓			
238	Foundation Certificate in Meat Science and Meat Safety	✓			
	Certificate in Statistics: Practical Survey Sampling				
239	Diploma in Statistics: Theory and Business Applications				
240	Advanced Certificate in Statistics: Statistical Theory and Methods	✓			
241	Quantitative Analysis I				
	GMAT Mathematics and Logic				
	Pest Control and Pesticide Safety Core Course				
242	Auditing Food Management Systems in the 21st Century	✓			
	Laws on Biotechnology	✓			
	野外觀鳥				
243	私人直升機機師執照理論課程 FAA Helicopter PPL Ground Course				
	私人機師執照筆試理論課程				
244	四季星空巡禮				
	宇宙之奧秘				
	音響室的設計				
245	Introduction to TQM and ISO 9000				
	ISO 9000 Documentation System				

246	Workshop on Calibration			
	Fire Protection Systems			
	Laws for Engineers			
247	From Basics to Broadband			
	Environmental Life Cycle Analysis – ISO 14040			
NURSING STUDIES AND HEALTH CARE 護理學及健康護理				
248	Bachelor of Science (Honours) in Work Based Learning Studies (Nursing)			
249	Professional Certificate in Endoscopy Nursing			
	Professional Diploma in Gastroenterology Nursing			
250	Diploma in Surgical Nursing			
	Diploma in Medical Nursing			
251	Diploma in Enterostomal Therapy Nursing			
252	Certificate in Intensive Care Nursing			
	Diploma in Intensive Care Nursing			
253	Diploma in Health Services Management for Healthcare Professionals			
	Professional Diploma in Psychiatric Rehabilitation			
254	Certificate in Sex Education			
255	Certificate in Basic Counselling Skills for Enrolled Nurses			
256	Certificate in Mental Health and Ageing			
257	Certificate in Renal Nursing			
	Certificate in Gerontologic Nursing for Enrolled Nurses			
258	Certificate in Effective Counselling for Nurses			
259	Certificate in Research for Health Care Professionals			
	Certificate in Understanding Mental Health for Healthcare Professionals			
260	Certificate in Anaesthesiology for Healthcare Professionals (Module I)			
	Competency in Taking Cervical Smear	✓		
261	Respiratory Nursing for Enrolled Nurses			
262	Renal Nursing for Enrolled Nurses			
	Health and Illness of School-Age Children and Adolescents	✓		
263	長者照顧綜合技巧訓練課程 -初級班			✓
	基本物理治療技巧入門訓練課程			
264	長者全人復康護理訓練課程			
RECREATION AND SPORTS MANAGEMENT 康樂及體育管理				
265	Master of Arts / Graduate Diploma / Graduate Certificates in Sport and Recreation Management			
266	Bachelor of Arts (Honours) in Work Based Learning Studies (Recreation and Sports Management)			
267	Diploma / Certificate in Recreation and Sports Management			
268	體育及康樂業務基礎證書 Foundation Certificate in Sport and Recreation Studies			
	Postgraduate Diploma / Master of Science in Sport and Exercise Medicine (For Doctors by Distance Learning)			
269	Diploma in Fitness and Exercise Studies			
270	Certificate in the Foundation Skills of Fitness and Wellness 健體與康健基本功證書			
271	Sport and Recreation Strategic Marketing			
	Sport and Recreation Resource Management			
	Sport and Recreation Planning			
	Sport and Recreation Management Business Context			
	Other Short Courses			
272	Outdoor Adventure Education			
274	運動攀登教練初級課程 Sport Climbing Instructors' Course - Level I			
	Level I - Rope Access and Rescue Training Course (Abseiling Supervisor) [Subject to approval]	✓		
	一級繩索技術及拯救課程(尚待批核)			
275	Learn to Play Golf	✓		
	Beginners Golf - I	✓		
	團體康樂活動領導技巧訓練 Group Recreational Activities			
276	一級山藝訓練課程(尚待批核)Mountain Craft - Level I	✓		
	綜論香港的健康意識 Wellness in the Community: An Overview			

INFORMATION TECHNOLOGY, DIVISION OF 資訊科技學部

	COMPUTER STUDIES AND INFORMATION TECHNOLOGY 電腦科學及資訊科技				
280	Master of Information Technology				
281	Master of Business Systems		✓		
	Bachelor of Computing		✓		
283	Postgraduate Diploma in Information Technology				
	NIIT Certified Basic Diploma in Computer Application	✓			
	NIIT Certified Diploma in Computer Application	✓			
	NIIT Certified Advanced Diploma in Computer Application	✓			
	NIIT Certified Professional Diploma in Computer Application	✓			
284	Certificate in Information Technology Literacy				
285	Certificate in Advanced Digital Computer Programming				
286	微型電腦及網絡管理證書				
	Application Software				
287	Introduction to Microsoft Windows CE.NET				
	Building Applications for Microsoft Windows CE with Visual Basic				
288	Innovation Management and Mobile Computing				
	Advanced MS Excel				
289	PowerPoint 2000 多媒體製作				
	Introduction to Microsoft Access				
290	Practical Techniques for Windows and Internet Applications				
	Building Web-based Applications with Perl				
291	倉頡輸入法與中文WORD 2000文書處理				
	應用電腦中文商業書信編寫				✓
	Internet and World Wide Web (www)				
	Internet Web Page Design and Setup Workshop				
292	Flash And Dreamweaver 動畫網頁製作				
	Developing Web Pages Using HTML and JavaScript				
293	Advanced Web Pages Development with Dynamic HTML and XML	✓			
	Computer Networking / Telecommunication				
	Cisco Networking Academy Programmes				
295	網路系統安裝與管理				
	Digital Video Production and Editing				
	數碼影像剪接與VCD製作				
296	Introduction to Interactive 3D Graphics Online				
	Computer Aided Drafting				
	AutoCAD Basic Drafting				✓
297	AutoCAD Advanced Drafting				✓
	AutoCAD 3D				✓
	Computer Game Programming				
298	Introduction to Game Development	✓			
	Introduction to Computer Game Programming	✓			
	Programming Languages				
299	Introduction to C and C++				
	IT Seminars and Workshops				
	Extensible Markup Language (XML)				
300	XML and XSL Workshop				
	XML and Multimedia Workshop				
	Practical Software Measurement	✓			
	INFORMATION SYSTEMS, E-COMMERCE AND INFORMATION SECURITY 資訊系統、電子商貿及資訊保安				
301	Master of Science in Business Information Technology				
302	Master of Science in Electronic Commerce				
303	Postgraduate Diploma in Information Security				
	Bachelor of Science (Honours) Computer Networks	✓			
305	BSc in Computing and Information Systems for External Students				
306	Diploma in Computing and Information Systems for External Students				

307	Certificate in Information Systems Security				
308	Diploma in e-Commerce (Applications and Technology)				
309	Certificate in Information and Communication Technology				
	HP-UX Training Programmes				
310	Postgraduate Diploma in Information Technology (Streams)	✓			
311	HP-UX System and Network Administration	✓			
	HP-UX System and Network Administration for Experienced Administrators	✓			
	HP-UX Advanced System and Network Administration	✓			
312	HP-UX Networking	✓			
	HP-UX Operations	✓			
	HP-UX Performance	✓			
313	HP-UX High Security	✓			
	HP-UX High Availability	✓			
LIBRARY AND INFORMATION SCIENCE 圖書館學及資訊科學					
314	Master of Applied Science (Library and Information Management)		✓		
315	Diploma in Librarianship		✓		
	Diploma in Library and Information Science		✓		
316	Certificate for Library Assistants				
	Certificate for Library Assistants (Chinese)				
317	Certificate in Archives and Records Management				

LAW, DIVISION OF 法律學部

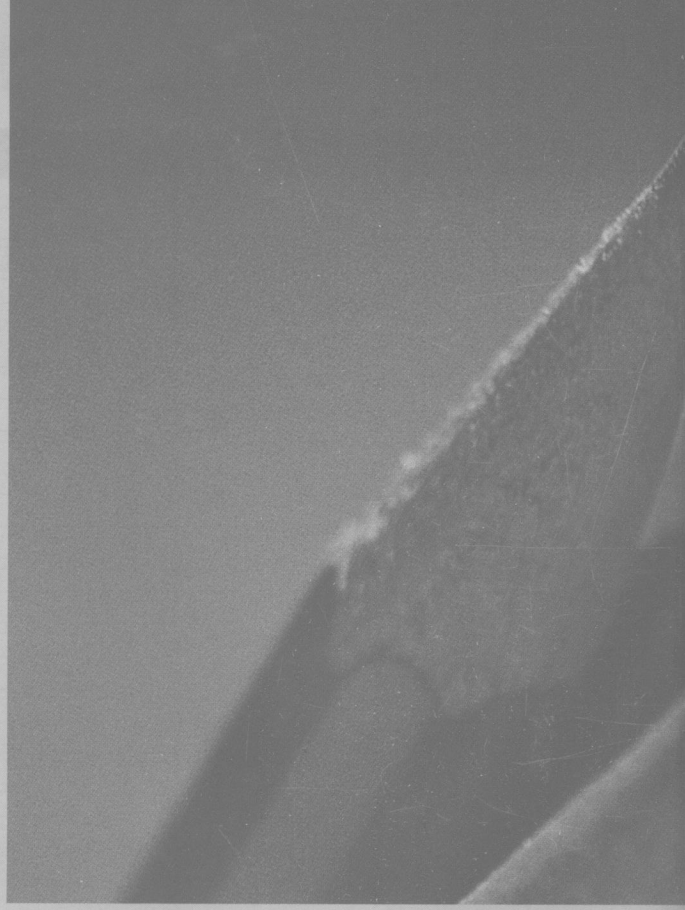
COMMON LAW STUDIES 普通法					
321	Diploma in Legal Studies (Degree Access Programme)			✓	
322	Bachelor of Laws (LL.B.) Preparation Courses				
	Bachelor of Laws (LL.B.) (For C.P.E. / C.P.E.C. Holders)				
323	Master of Laws (LL.M.) Preparation Courses				
324	Common Professional Examination (C.P.E.) of England and Wales				
	Postgraduate Diploma in English and Hong Kong Law				
CHINA LAW STUDIES 中國法律					
325	中國法學專業第二學士學位				
326	中國民商法專業課程進修結業證書				
PROFESSIONAL LEGAL STUDIES 專業法律課程					
	Diploma in Hong Kong Trade Mark Law and Practice				
327	Special Introductory Courses in Business Associations				
	Special Introductory Courses in Evidence				
	CPD Programmes				
	中國商事法實務基礎證書				✓

SOCIAL SCIENCES, URBAN STUDIES AND EDUCATION, DIVISION OF 社會科學、城市研究及教育學部

CRIMINAL JUSTICE, PUBLIC ORDER AND PUBLIC ADMINISTRATION 刑事執法、公安及公共行政					
330	Higher Diploma in Criminal Justice				
332	Postgraduate Diploma in Corruption Studies				
	Public Administration 公共行政				
333	Introduction to Public Administration	✓			
	Understanding Hong Kong Political Issues				
EDUCATION 教育					
	Adult Education 成人教育				
334	MSc Applied Professional Studies in Lifelong Learning		✓		
335	Diploma in Adult Education and Training				
	Certificate in the Foundation of Experiential Learning				
	Education 教育				
337	Doctor of Education (Lifelong Education)		✓		
	Master of Education in Information Technology		✓		
	Graduate Certificate in Computer-Based Learning		✓		

		NEW			
337	Master of Arts (Information Technology in Education and Training)		✓		
338	Master of Educational Administration				
339	Postgraduate Certificate in Tertiary Educational Administration and Management				
340	Bachelor of Arts (Honours) in Work Based Learning Studies (Education)				
	Certificate in School Self Evaluation: The Basis for School Management and Improvement				
HOUSING MANAGEMENT 房屋管理					
341	Master of Housing Management				
342	Bachelor of Housing Management / Diploma in Housing Management				
	Bachelor of Housing Management				
	Diploma in Housing Management				
343	Diploma in Quality Living Management				
344	Certificate in Housing Practice				
	Certificate in Shopping Centre Management				
	Diploma in Shopping Centre Management				
345	Certificate in Building Fire Safety				
346	Foundation Certificate for Trainers in Security Services				
347	Foundation Certificate in Property Management				
348	Professional Diploma in Real Estate Administration				
	Diploma in Real Estate Administration				
	Certificate in Real Estate Administration				
349	地產代理發牌考試精修課程				
JOURNALISM AND COMMUNICATION 新聞及傳播學					
	Public Relations and Advertising Courses 公關及廣告課程				
350	Master of Arts in Communications (with concentration in Public Relations and Advertising)				
	Postgraduate Diploma in Integrated Marketing Communications (IMC)				
352	Postgraduate Diploma in Public Relations				
	Certificate in Corporate Communications				
353	Foundation Certificate in Marketing Communications		✓		
354	Foundation Certificate in Advertising				
	財經公關入門				
355	Internet Marketing Communications		✓		
	廣告創作心法 The Secret of Creating an Advertisement		✓		
	Journalism Courses 新聞課程				
	新聞學證書				
356	News Translation				
357	小型刊物的編輯與出版 Newsletter Editing		✓		
	Presentation and Communication Skills 演講及溝通技巧課程				
	Foundation Certificate in English PR Writing Techniques & Presentation Skills		✓		
	English Public Relations Writing				
	聲藝與口才				
358	表演語言工作坊—溝通技巧訓練班				
	Enhancing Non-verbal Communication in a Competitive World				
	Communication Skills with an Autistic Individual				
	Photography, Video-production and Others 攝影、錄影及其他				
359	專業及廣告攝影證書				
	專業及廣告攝影課程(初級班)				
	專業及廣告攝影課程(中級班)				
360	專業廣告人像、時裝及婚紗攝影課程				
	錄影製作初階				
	錄影製作進階				
	Concept Mapping Applications in the 21st Century				
SOCIOLOGY, SOCIAL WORK AND PSYCHOLOGY 社會學、社會工作及心理學					
	Psychology 心理學				
361	Foundation Certificate in Applied Psychology for Executives				
	Foundation Certificate in Applied Health Psychology for Health and Social Service Professionals				

		NEW			
362	心理學導論(一)			✓	
	心理學導論(二)			✓	
363	認識及培養工作間的情緒智能				
	性格的透視與發展				
	異常心理學導論			✓	
	Introduction to Dream Analysis				
364	Effective EQ Programmes for Adolescents and Youth				
	Understanding and Handling Specific Learning Difficulties				
	Gestalt Art Therapy with Children				
365	Gestalt Family Therapy	✓			
	舞蹈治療工作坊				
	活得豐盛				
366	創意解難	✓			
	人人都有型 - 九型性格學	✓			
	Social Work and Sociology 社會工作及社會學				
	Postgraduate Diploma in Family Mediation				
368	Higher Diploma in Social Security				
	Certificate in the Foundations of Art Therapy				
369	Certificate in Play Therapy				
370	音樂治療入門			✓	
	「兒童為本」遊戲治療法			✓	
	認識及協助兒童語言之發展			✓	
	如何建立及提高特殊兒童的溝通能力			✓	
371	兒童成長問題專探			✓	
	家庭輔導基礎工作坊				
	Introduction to Counselling				
372	不一樣家長教子法				
	情緒智能(EQ)與舒緩壓力				
	專題研習：都市精神病的認識及預防—附錄影帶示範				
	Introduction to Art Therapy				
373	Cognitive-behavioral Group Therapy: Theory and Practice				
	音樂與智能				
	演說領導技巧				
374	The Art of Interactive Communication for Executives				
	家庭暴力 — 男性施虐者輔導工作：理論與實務	✓			
	電影與社會學	✓			
TRAINING AND HUMAN RESOURCE MANAGEMENT 培訓及人力資源管理					
376	Doctor of Social Sciences (Human Resource Development) (Subject to approval)	✓			
377	MSc in Training		✓		
	MSc in Training and Human Resource Management		✓		
	MSc in Training and Performance Management		✓		
	Diploma in Human Resource Management				
378	Certificate in Training Practice and Human Resource Management				
	Short Courses 短期課程				
379	Recruitment and Staff Selection in China				
	Industrial Relations at Work: a China Perspective				
	A Practical Approach to the Implementation of a Training and Development Program in China				
380	Managing Compensations and Benefits for China Employees				
	High Impact Presentations for HR Professionals	✓			
	Management of Change	✓			
TRANSPORT, LOGISTICS AND URBAN STUDIES 運輸、物流及城市研究					
381	Professional Certificate in Logistics Studies				✓
	Professional Diploma in Global Logistics Management				✓
382	Professional Diploma in Logistics and Transport Management				✓
383	Certificate in Transport Studies				✓



Acting Head of Division 署理學部主任
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Cheung, Ashley Y.C. 張友箴

Divisional Affairs Executive 學部事務主任
Ip, Agnes W.Y. 葉穎怡

Architectural Studies and Interior Design
建築學及室內設計
Art and Design 藝術及設計
English Language and English Language Teaching
英語及英語教學
European Languages 歐洲語言
Putonghua and Chinese Dialects 普通話及中國方言
Japanese and Other Oriental Languages 日語及其他東方語言
Translation 翻譯
Performing Arts 表演藝術
Literary, Cultural and Historical Studies 文學、文化及歷史研究

9/F., T.T. Tsui Building, The University of Hong Kong,
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Fax 傳真: 2858 3404

Arts and Humanities

文學及人文學科

文學及人文學科學部提供多元化課程，遍及不同學術範疇，包括：語言(中文、日語、英語以及四種歐洲語言)、文學、音樂及舞蹈、歷史、哲學、戲劇研究、博物館學、翻譯、藝術及設計、建築學。

學部一些課程是入門短期課程，適合初學者修讀；其他則是進階課程，修畢可獲頒發證書、文憑或學位等學歷。某些課程可助您發展事業；另一些則屬滿足個人需要的興趣課程。

學部所開辦的學科歷史最為悠久，亦最具傳統色彩；但它們仍廣受大眾歡迎，並繼續為社會所需。本學部將確保文學及人文學科學部所提供的課程，切合時代的要求，並能不斷以創新的方式講授。

The Division of Arts and Humanities offers a wide variety of courses in several different areas of study: Languages (including Chinese, Japanese, English and 4 other European Languages); Literature; Music and Dance; History; Philosophy; Theatre Studies; Museum Studies; Translation; Art and Design; Architectural Studies.

Some of our courses are short introductions to the subject that are suitable for beginners; others are for more advanced students and lead to diplomas or postgraduate degrees. Some will help you in your career; others can be studied just for interest.

The subjects that belong to the Arts and Humanities Division are among the oldest and most traditional of academic subjects. However, their popularity and relevance remain as great as ever. We will do our best to ensure that the Arts and Humanities courses we provide continue to meet the needs of people in the modern world and are taught in an innovative and modern way.

www.hku.hk/space/div_ah

Architectural Studies and Interior Design
建築學及室內設計

TEL 電話 : 2809 9876/874 FAX 傳真 : 2214 1870

AH 45-801-00 (31)
Bachelor of Arts (Architecture)*

Deakin University, Australia

Enquiries: 2809 9874 Fax: 2214 1870

We offer this programme with Deakin University to holders of approved diplomas in architectural studies who wish to upgrade to a higher architecture qualification.

Successful applicants will enrol as students of the final part of Deakin University's Bachelor of Arts (Architecture) programme, but will complete this as off-campus students in Hong Kong. On completion of the programme, students will be eligible for entry to Deakin University's Bachelor of Architecture programme.

Professional Recognition

The two-tier programme [i.e. BA(Arch)+BArch] is accredited by the Royal Australian Institute of Architects (RAIA) and the Architects Registration Board of Victoria (ARBV) as meeting the academic requirements for registration.

The units of the programme will be distributed over 4 nominal semesters so that 8 credit points can be completed in 2 academic years of part-time study.

		Code	Unit Name	Credits
Year 1	Semester 1	SRA143	Art and Society	1
		SRT257	Building Environmental Studies 2	1
	Semester 2	SRA144	Emergence of Modernism	1
		SRT359	Technology Projects 3	1
Year 2	Semester 1	SRD361	Architecture 3 Part 1	1
		SRA341	The City	1
	Semester 2	SRD361	Architecture 3 Part 2	1
		SRA442	Urban Perspectives	1
			Total	**8**

Entry Requirements	Applicants should have: • **either,** the HKU SPACE Professional Diploma in Architectural Studies; • **or,** an equivalent qualification, which will be considered on a case-by-case basis. All applicants should be proficient in English, as shown by: • **either,** IELTS - an overall score of 6, with no band score less than 6; • **or,** TOEFL - a score of 213 in the computer based test, or 550 in the paper based test and an Essay rating of 5; • **or,** a grade C in the General Paper (English) in the GCE A-level examination; • **or,** a grade C in the Use of English examination in the HK Advanced level examination; • **or,** an equivalent qualification.
Fee(s)	Course Fee: AUD$11,200 per year. Application Fee: AUD$55, non-refundable. All fees are subject to annual review.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Ada Yeung, 23/F, 494 King's Road, North Point, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 15 August 2003.

This course is exempted from registration under the NLHPE Ordinance.

* Final year only.

AH 45-101-00 (31)
Professional Diploma in Architectural Studies (PDAS)
CD 85-212-00 (31)
Advanced Certificate in Architectural Studies (ACAS)
CD 85-112-00 (31)
Certificate in Architectural Studies (CAS)

Enquiries: 2809 9876 Fax: 2214 1870

This programme has 3 stages: Certificate in Architectural Studies → Advanced Certificate in Architectural Studies → Professional Diploma in Architectural Studies. It is designed to:

- give students essential knowledge and skills related to design, building technology and professional practice;
- produce pre-professional graduates capable of supporting the building industry and other allied professions, and of proceeding to further study in other related fields in the Building disciplines.

It is offered in 2 modes:
- **A 2- or 3-year,** full-time mode. Depending on their qualifications, students start either in Year 1 (Certificate in Architectural Studies), which includes compulsory generic modules, or in Year 2 (Advanced Certificate in Architectural Studies).
- **A 3-year,** part-time mode. This is suitable for those with daytime commitments. Students start with the Advanced Certificate in Architectural Studies.

Upon successful application, graduates of the Professional Diploma in Architectural Studies are eligible for enrolling as students of the BA (Arch) final year (part-time over 2 years) offered by HKU SPACE in collaboration with Deakin University.

Professional Recognition
The Hong Kong Institute of Clerks of Works (HKICW) has granted full exemption from Final Part I Examination for the graduates of the Professional Diploma in Architectural Studies.

A number of scholarships are available to offset the course fees.

Exemptions from modules of the programme may be granted by request to applicants who have completed studies considered equivalent to those offered in the programme.

Entry Requirements	**Certificate in Architectural Studies (full-time mode)** Applicants should normally: • **either,** have 5 HKCEE passes, including Maths, Chinese and English (Syllabus B), or equivalent; • **or,** have completed the Project Yi Jin (毅進計劃) with satisfactory results; • **or,** be aged 21 or above. **Advanced Certificate in Architectural Studies (full-time mode and part-time mode)** Applicants should normally: • **either,** have 5 HKCEE passes, including Maths, Chinese and English (Syllabus B), or equivalent, with one year's relevant work experience; • **or,** have 2 passes at "A" level, including Use of English, or equivalent; • **or,** have a recognised post-secondary certificate or diploma; • **or,** have a recognised degree; • **or,** be aged 25 or above, with one year's relevant work experience. Applicants may also be required to attend for an interview, take a test, or present previous art or design work to the admissions panel.
Fee(s)	• Full-time Mode Course Fee: $39,000 (Year 1), $45,000 (Year 2), $48,000 (Year 3). Application Fee: $200, non-refundable. • Part-time Mode Course Fee: $35,000 per year. Application Fee: $200, non-refundable. a. Annual course fees are payable in 2 instalments. b. Full course fees are paid even by students granted exemptions. c. All fees are subject to annual review.
Medium of Instruction	English, supplemented by Cantonese where necessary.

Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Ivy Chan, Architectural Studies Office, 23/F, 494 King's Road, North Point, Hong Kong. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of the programme. The closing date for application is 15 August 2003.

The following modules of the programme have been included in the list of reimbursable courses for CEF purposes:

Full-time PDAS:	Part-time PDAS:
Year 1 - Basic Design; English 1*	Year 1 – Visual Studies 1; English 2a**
Year 2 – Visual Studies 1; English 2*	Year 2 – Visual Studies 2a; English 2b**
Year 3 – Visual Studies 2	Year 3 – Visual Studies 2b

* Students who take "English 1" and "English 2" are required to pass the Business English Certificate 1 (BEC1) and Business English Certificate 2 (BEC 2) respectively in order to be eligible for fee reimbursement.

** Students must complete both "English 2a" and "English 2b", and pass the BEC 2 in order to be eligible for fee reimbursement.

AH 45-802-00 (31)
中國建築業務及建設程序研究生證書 (尚待批核)

NEW

清華大學

查詢電話: 2809 9876　傳真: 2214 1870　電郵: ivychan@hkuspace.hku.hk

自九十年代開始，中國建築業邁進入一個新的階段。香港和內地的建築專業人員之間的交流和合作持續增加。二〇〇一年，中國正式加入世界貿易組織 (WTO) 之後，兩地在專業上的聯繫將會更加密切。

本課程的目的是為了讓從事或關心中國建築專業的學員瞭解最新情況，從而掌握業內有關建築法規和建設程序等的基本知識，以作日後在工作中應用的準備。

課程內容

- 中國職業建築師
- 中國建築法律、法規與規範
- 建築設計機構的體制、管理與發展趨勢
- 場地設計
- 中國基本建設程序
- 建設項目可行性研究
- 建築設計文件編制深度與面積計算規則
- 利用外資項目的建設程序
- 建設工程招標、投標與建設監理
- 建設工程造價與合理工期

教學模式

本課程是兼讀式，為期十五個星期。大約每兩或三個星期上課一次，每次上課時間一般安排在週六下午和黃昏及週日早上和下午。所有科目以面授為主，由清華大學建築學院具有豐富建築工程及設計經驗的資深教授任教。教學語言為中文 (漢語 / 普通話)。

結業證書

課程結束後學員若能符合下列條件，可獲頒發「中國建築業務及建設程序研究生課程結業證書」(Postgraduate Certificate in Architecture and Construction Practice in China)。

(1) 出席率不少於百分之八十(2) 課程習作合格 及 (3) 考試合格。

入學資格	申請者必須符合以下學歷要求： (1) 持有學位或文憑 (學歷與建築或環境設計科目相關者優先取錄)；或 (2) 持有與建築或環境設計行業相關的專業資格
學費	$28,000
報名手續	如欲索取本課程的詳細資料或報名，請: ・親臨任何一間香港大學專業進修學院報名處; 或 ・來信本院，地址_香港北角英皇道494號23樓建築學辦公室，註名:索取「中國建築業務及建設程序研究生課程」資料，並附上貼妥$1.40郵票的回郵信封。 截止報名日期: 2003年9月13日

AH 45-102-00 (31)
Certificate in Healthy Building Planning, Design and Management (Subject to approval)

Enquiry: 2809 9874 Fax: 2214 1870 Email: awsyeung@hkuspace.hku.hk

The SARS outbreak at Amoy Gardens in 2003 re-assured the importance of a healthy environment. This program provides an opportunity for building design and housing professionals to acquire the latest knowledge in how we can plan and manage healthy buildings. It also introduces technical expertise in the context of local statutory control framework that will help enhance in the planning and management of a healthy environment. Site visits and case studies will form an integral part of the program.

It covers:

- Global and Local Environmental Issues
- Internal Environment and Human Comfort
- Statutory Control Framework for Healthy Built Environment: Past, Present and the Future
- Healthy Building's Construction and Refurbishment
- Building Services: the Systems to Maintain the Health of Building Users
- Healthy Building Management and Maintenance

Assessment is based on coursework and examination

E Block, the centre of the SARS outbreak in Amoy Gardens in March 2003
淘大花園E座於二零零三年三月爆發非典型肺炎疫潮。

Entry Requirements	Applicants should normally: • **either**, have 5 HKCEE passes in the HKCEE, or equivalent, with three year's relevant work experience; • **or**, have 2 passes at "A" level, or equivalent; • **or**, have a recognized post-secondary diploma or certificate; • **or**, have a recognized degree; • **or**, be members of recognized professional bodies; • **or**; have 5 years' relevant work experience, including 2 years at managerial level, and an acceptable general education background.
Day(s)/Time	2 evenings a week
Duration	15 weeks
Fee(s)	$14,000
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Ms. Ada YEUNG, Architectural Studies Office, 23/F, 494 King's Road, North Point, Hong Kong. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of the program. The closing date for application is 15 August 2003.

AH 45-803-00 (31)
Certificate in Photovoltaic System Design in Buildings (Subject to approval)

The University of Hong Kong

Enquiry: 2809 9874 Fax: 2214 1870 Email: awsyeung@hkuspace.hku.hk

Technology responding to the needs of environmental protection is essential in nowadays building design and construction processes. We offer this program with the Department of Architecture of HKU aiming at students from architecture, planning, design, engineering, QS, contractor and development sectors. It provides the essential information for understanding Photovoltaic (PV) technology, its present and future potential for building integration, the local considerations, plus experience in designing installations and assessing their annual electricity output.

The program will combine lectures from industry specialists, local and overseas practitioners together with experience of introduction to appropriate software programs, design workshops, assessment procedures and include visits to PV installations.

Assessment is based on coursework and examination

Entry Requirements	Applicants should normally: • **either**, have 5 HKCEE passes, or equivalent, and 2 years' relevant work experience in an architectural practice or in the construction industry; • **or**, have 2 passes at "A" level, or equivalent; • **or**, have a recognized post-secondary diploma or certificate; • **or**, have a recognized degree; • **or**, be members of recognized professional bodies; • **or**; be aged 25 and have one year's relevant work experience. Evidence of proficiency in English may be required or applicants may be required to take a qualifying English test.
Day(s)/Time	2 evenings a week
Duration	15 weeks
Fee(s)	$25,000
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Ms. Ada YEUNG, Architectural Studies Office, 23/F, 494 King's Road, North Point, Hong Kong. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of the program. The closing date for application is 1 September 2003.

AH 45-078-01 (31)
Hong Kong Architecture Practice

Enquiries: 2809 9876 Fax: 2214 1870

This course covers the statutory and non-statutory controls affecting land use, density, form and design of the city and its buildings. Building contracts and ethical obligations will also be introduced.

It will consist of 28 lectures and 2 written examinations.

A Statement of Achievement will be issued to participants who meet all the assessment and attendance requirements.

Entry Requirements	Applicants should normally: • **either,** have 5 HKCEE passes, or equivalent, and 2 years' relevant working experience in an architectural practice or in the construction industry; • **or,** have 2 passes at "A" level, or equivalent; • **or,** have a recognised post-secondary certificate or diploma; • **or,** have a recognised degree; • **or,** aged 25 and have one year's relevant work experience.

Course Coordinator : Mr. Vincent NG
BA(AS)(Hon) B Arch(Dist.) *M Urban Design HK*, HKIA RIBA RAIA, Registered Architect, Authorised Person (List of Architects)
Venue : Rm 1702 and 1301, 494 King's Road
Day(s)/Times : Mondays, 6:45-10:00p.m. starting Sept 03 (28 meetings)
Fee : $6,000

AH 45-078-02 (31)
An Introduction to the Design of the Man-made Environment

Enquiries: 2809 9876 Fax: 2214 1870

This course provides a survey of various aspects of the man-made environment that have stood the test of time. It has 2 parts:

- Part 1: **Contemporary Architecture and Our Cities** – Looks at the seminal work and influence of various schools of architecture and individual architects.
- Part 2: **Appreciation of Landscape Architecture** – Includes an appreciation of the world's great landscape design traditions, leading to a discussion of the meaning, scope, issues an d significance of landscape architecture in today's urban and ecological contexts.

A Statement of Achievement will be issued to participants who meet all the assessment and attendance requirements.

Tutor : *Professor Eric K C Lye OBE* BArch MFA *Princeton* FRAIC FHKIA RIBA HonRICS HonAIA *HK China* ARB Authorised Person (List of Architects)
Venue : Rm 501 and 502, 494 King's Road
Day(s)/Times : Thursdays, 6:15-10:00p.m. starting Feb 04 (28 meetings)
Fee : $6,000

Entry Requirements	Applicants should normally: • **either,** have 2 passes at A level or equivalent; • **or,** have a recognised post-secondary certificate or diploma; • **or,** have a recognised degree; • **or,** aged 25 or above.

AH 45-078-03 (31)
Experiencing Marble Architecture in Italy

Enquiry: 2809 9874 Fax: 2214 1870 Email: awsyeung@hkuspace.hku.hk

This course introduces students to the use of marble in ancient and modern architecture, as well as to historical and contemporary sculpture. It includes visits to marble quarries, and also to factories and studios where sculptures are carved using either modern technology or traditional methods. Participants will meet and talk to sculptors from all over the world. There is also the opportunity to spend one or 2 days in the studio practising marble carving. Visits to cities like Lucca, Florence, Siena and Rome will be arranged in the latter part of the course .

Places to be studied:
Tuscany and Rome

Please note:
- The course includes workshop(s) and seminar(s).
- HKU SPACE reserves the right to cancel the course if there is insufficient enrolment or if unforeseen difficulties arise from mounting the course.

Day(s) / Times	2 August to 12 August 2003 (subject to final confirmation)
Fee(s)	$18,800 (non-refundable), including workshop(s), seminar(s), local transport, breakfasts, dinners, accommodation and admission, but excluding air fares, lunch, insurance and visa (if required).
Application and Information	Application should be made on the regular HKU SPACE application form. Detailed information is available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms. Ada Yeung, Architectural Studies Office, 23/F, 494 King's Road, North Point, Hong Kong. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

AH 45-078-07 (31)
A Study of Architecture in the Netherlands and Germany

Enquiry: 2809 9874 Fax: 2214 1870 Email: awsyeung@hkuspace.hku.hk

In the 1990s, Dutch architecture went through significant changes. It began with Rem Koolhaas, who advanced a series of innovative designs and theories that represented a radical breakthrough with the prevailing wisdom about architecture. Berlin, the re-born German capital, is also experiencing a drastic change in its urban form and architecture. For those who are interested in modern architecture, a study of the important role of Germany and the Netherlands is essential.

In the Netherlands, participants will see examples of modern architecture designed by architects like Rem Koolhaas, MVRDV, H.J. Mecanoo, and Jo Coenen. In Berlin, the Reichstag, the Potsdamer Platz Redevelopment and "Hackesche Höfe", an urban renewal project, will be studied.

Please note:
- The course includes workshop(s) and seminar(s).
- HKU SPACE reserves the right to cancel the course if there is insufficient enrolment or if unforeseen difficulties arise from mounting the course.

Day(s) / Times	16 August to 26 August 2003 (subject to final confirmation)
Fee(s)	$18,800 (non-refundable), including workshop(s), seminar(s), air fares, local transport, meals, accommodation and admission, but excluding insurance and visa (if required).
Application and Information	Application should be made on the regular HKU SPACE application form. Detailed information is available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms. Ada Yeung, Architectural Studies Office, 23/F, 494 King's Road, North Point, Hong Kong. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

AH 45-078-04 (31)
Experiencing the "Hui" Vernacular Architecture
皖南民居建築行

Enquiry: 2809 9874 Fax: 2214 1870 Email: awsyeung@hkuspace.hku.hk

Southern Anhui Province is one of the regions with the highest concentration of Ming and Qing vernacular architecture in China. The "Hui" culture produced many old villages with humble but elegant houses, halls, studies, memorial arches and landscaped gardens. These villages were once clusters of scholars and wealthy merchants. Their residences mingle harmoniously with lanes, ponds and walls. It is the rhythmic gable wall skyline that glorifies them and makes "Hui" vernacular architecture remarkable. The United Nations Educational, Scientific and Cultural Organization (UNESCO) included this type of property on the World Heritage List in 2000.

Participants will experience beautiful villages in a scenic rural setting, and will also have an opportunity to climb Huang Shan (Yellow Mountain), one of the most spectacular mountains in China.

Places to be studied:
Tunxi (屯溪), Shexian (歙縣), Yixian (黟縣) and Huang Shan (黃山) in Anhui Province (安徽省)

Please note:
- The course includes seminar(s).
- HKU SPACE reserves the right to cancel the course if there is insufficient enrolment or if unforeseen difficulties arise from mounting the course .

Day(s) / Times	To be advised
Fee(s)	$5,900 (non-refundable), including seminar(s), air fares, local transport, meals, accommodation and admission, but excluding insurance and visa (if required).
Application and Information	Application should be made on the regular HKU SPACE application form. Detailed information is available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms. Ada Yeung, Architectural Studies Office, 23/F, 494 King's Road, North Point, Hong Kong. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

AH 45-078-05 (31)
Experiencing the Hakka "Earth Buildings"
客家土樓行

Enquiry: 2809 9874 Fax: 2214 1870 Email: awsyeung@hkuspace.hku.hk

Hakkas, literally translated as "guests", have their roots in western Fujian Province. As long ago as the Tang Dynasty. they fled northern China and settled in less fertile valleys to the south. In their 1,000 years of settlement history, the Hakka people have developed a unique type of vernacular architecture, the "Earth Buildings" (tulou, 土樓). Most of these "Earth Buildings", which were initially designed for defensive purposes, are still inhabited today.

"Earth Buildings" are like fortresses, with distinctively circular or rectangular forms, and high earthen walls. Clans living inside utilise every square inch of space for their domestic use, so that they do not have to leave the buildings.

This tour will let participants experience the wonders of "Earth Buildings". A visit to Xiamen and colonial Gulang Yu is also included.

Places to be studied:
Xiamen (廈門) and Yongding (永定縣) in Fujian Province (福建省)

Please note:
- The course includes seminar(s).
- HKU SPACE reserves the right to cancel the course if there is insufficient enrolment or if unforeseen difficulties arise from mounting the course.

Day(s) / Times	To be advised
Fee(s)	$5,700 (non-refundable), including seminar(s), air fares, local transport, meals, accommodation, admission, but excluding insurance and visa (if required).
Application and Information	Application should be made on the regular HKU SPACE application form. Detailed information is available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms. Ada Yeung, Architectural Studies Office, 23/F, 494 King's Road, North Point, Hong Kong. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

AH 45-078-06 (31)
Experiencing the Architecture of Minority Races in Yunnan Province
雲南少數民族建築行

Enquiry: 2809 9874 Fax: 2214 1870 Email: awsyeung@hkuspace.hku.hk

Home to many of China's minority races, Yunnan Province is an excellent place to experience the great diversity of Chinese vernacular dwellings. The most interesting examples can be found in the Naxi (納西族) people's Lijiang and the Bai (白族) people's Dali, both of which are visited on this tour.

In 1997, the United Nations Educational, Scientific and Cultural Organization (UNESCO) included Lijiang old city on the World Heritage List. It was described as "an exceptional ancient town set in a dramatic landscape which represents the harmonious fusion of different cultural traditions to produce an urban landscape of outstanding quality".

Dali's Bai residences and gridiron town layout are other highlights of the region.

Places to be studied:
Lijiang (麗江) and Dali (大理) in Yunnan Province (雲南省)

Please note:
- The course includes seminar(s).
- HKU SPACE reserves the right to cancel the course if there is insufficient enrolment or if unforeseen difficulties arise from mounting the course.

Day(s) / Times	To be advised
Fee(s)	$6,200 (non-refundable), including seminar(s), air fares, local transport, meals, accommodation and admission, but excluding insurance and visa (if required).
Application and Information	Application should be made on the regular HKU SPACE application form. Detailed information is available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms. Ada Yeung, Architectural Studies Office, 23/F, 494 King's Road, North Point, Hong Kong. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

AH 45-078-09 (31)
English for Architecture Practice

Enquiry: 2809 9874 Fax: 2214 1870 Email: awsyeung@hkuspace.hku.hk

This course covers the technical writing and speaking skills necessary for working effectively in architecture and related fields. It includes actual examples of written and oral communication used in local firms. Among the topics covered are:

- Writing skills: letters, memos, reports, proposals;
- Oral skills: negotiation skills, presentation skills.

Applicants should normally:

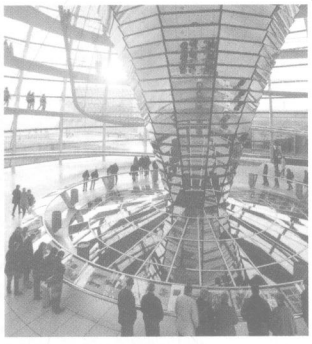
- be practising assistants or technicians in architecture or design related fields;
- have a grade E or higher in HKCEE English (Syllabus B).

A **Statement of Achievement** will be awarded to students who meet the attendance requirement, complete all assignments and pass the examinations.

Tutors	:	To be advised
Course Coordinator	:	Ms. Karen Ngeow BA, MA *Malaysia*; MA, MSc *Indiana*
Venue	:	Rm 1303, 494 King's Road
Day(s)/Times	:	Wednesdays, 6:45-10:00p.m. starting Feb 04 (15 sessions)
Fee	:	$3,000

AH 45-078-10 (31)
世界建築之旅

查詢電話 : 2809 9874 傳真 : 2214 1870 電郵 : awsyeung@hkuspace.hku.hk



Reichstag in Berlin, Germany.
德國柏林國會大廈。

建築是人類文明的產物。各個民族因應不同的氣候、土地、宗教、歷史、政治和經濟狀況發展出很多建築類別和風格。千百年來，地球雖然歷經天災、戰禍，但是很多優秀建築依然倖存。二十世紀開始，現代建築更推陳出新，跟遠古和中古時代的古典建築互相輝映。

本課程的講者是建築師，為考察建築而到訪過七十多個國家和地區。這六講是講者探索建築旅程的小結。除分析和探討各地建築外，並會分享到世界各地漫遊的體驗和心得。

導　師	:	姚展鵬 BA(AS), MArch HK; RA; HKIA; RIBA; RAIA
地　點	:	英皇道 494 號 801, 802, 及 1802 室
開課日期	:	2003 年 9 月 9,10,16,18,23 及 25 日
及時間		7:00-9:00p.m. (共 6 講)
學　費	:	$600

AH 45-078-08 (31)
從電影美學探討創作的根源

查詢電話 : 2809 9874 傳真 : 2214 1870 電郵 : awsyeung@hkuspace.hku.hk

藝術及設計的各個領域，有其相互的共通點，就是創作的意念、色彩的調配、光與影的表達，以及選用的質感。電影是藝術創作的「重工業」，集結不同的藝術媒介以及設計行業。這四講以電影美術的創作過程、探討意念/色彩/光影/質感在藝術設計上的運用。本課程適合從事各種設計行業人士。

雷楚雄先生，於英國 Berkshire College of Art and Design 畢業，主修影視平面設計。在英國廣播公司電視台任職兩年後回港。一九八八年，加入電影美術指導行列。於一九九八至二〇〇〇年出任香港電影美術學會會長期間，搜集及整理二十五年來香港電影美術資料，編製香港電影美術光碟一輯共十集。過去十多年，雷楚雄擔任美術或服裝造型指導的電影超過五十部，包括地久天長(2001)、月亮的秘密(2000)、南海十三郎(1999)、人間有情(1995) 和青蛇(1993)。

報名手續

請填妥香港大港專業進修學院一般課程報名表，並寄回或親身交回香港北角英皇道 494 號 23 樓，建築學辦公室，楊小姐收。

導　師	:	雷楚雄先生
地　點	:	英皇道 494 號 22 樓
開課日期	:	To be advised (共 4 講)
及時間		
學　費	:	$500

AH 45-078-12 (31)
城市設計及發展概論

查詢電話：2809 9874　傳真：2214 1870　電郵：awsyeung@hkuspace.hku.hk

城市及建築是社會文化衍生的成果。城市集結、代表及顯現着的元素涉及多個領域，包括權力、政治、財富、商貿、藝術和人類的發明與創意。

本課程藉着以上主題加深學員對城市的了解。其中須要回應的問題包括：城市的起源及演進、甚麼是推動及改變城市的力量、傑出城市空間和形態的定義。最後將討論城市的發展怎樣促進優美的居住環境及整體文化的進步。

本課程的講者是建築師，肄業於美國哈佛大學都市設計碩士課程。現任教港大附屬學院建築學課程。

導　師　：吳啟聰
BArch Notre Dame;
MLAUD Harvard; RA; HKIA; RIBA
地　點　：香港北角英皇道 494 號 22 樓
開課日期及時間　：容後公佈
學　費　：7:00p.m.-8:30p.m. (共 6 講)
　　：$600

Interior Design
室內設計

室內設計初階
Introduction to Interior Design

查詢電話：2867 8339

普羅大眾日益喜歡參與家居設計工作，而行政人員偶然亦需要與室內設計師及施工人員溝通，本課程正針對這類需求而設，適合任何對室內設計有興趣的人士修讀。內容介紹基本室內設計知識及工程進行過程中所需注意的細節及事項，包括：色彩配搭、物料選擇、閱讀施工圖及室內設計詞彙等。

導　師　：容後公佈
地　點　：統一中心三十四樓 UC-3406 室
學　費　：$1,100
名　額　：30 人

課程編號	AH 02-023-01-01 (31) 一般學員用 AH 02-105-12-01 (31)「藝術及設計基礎證書」學員用	AH 02-023-01-02 (31) 一般學員用 AH 02-105-12-02 (31)「藝術及設計基礎證書」學員用
開課日期及時間	2003 年 9 月 5 日起逢星期五 8:00-10:00 p.m. (共 12 講)	2003 年 12 月 12 日起逢星期五 8:00-10:00 p.m. (共 12 講)

AH 02-023-03-01 (31)
室內設計繪圖
Drafting and Rendering for Interior Design

查詢電話：2867 8338

入學資格：完成本學院主辦之「室內設計初階」或同等程度課程。

室內設計繪圖乃建築師、承建商、室內設計者相互溝通的「共同語言」。本課程介紹室內設計繪圖的基本知識，訓練學員有足夠能力繪畫簡單和有效的圖則。課程以實習為主，並輔以理論來說明。研習題目包括器材運用、平面圖、立面圖、剖面圖、三向圖、簡單投影圖及等角投影圖等。學員必須利用課外時間做習作。

導　師　：容後公佈
地　點　：統一中心三十四樓 UC-3406 室
開課日期及時間　：2003 年 7 月 28 日起逢星期一
　　8:00-10:00 p.m. (共 12 講)
學　費　：$1,150
名　額　：30 人

AH 02-023-07-01 (31)
室內設計物料與施工細節
Materials and Detailing for Interior Design

查詢電話：2867 8337

本課程介紹室內設計工程使用的物料種類及其特性，及有關配件之裝嵌及修飾。透過課堂實習，學員可認識到技術繪圖之圖示常規及對建築物之勘查及記錄。

導　師　：容後公佈
地　點　：統一中心三十四樓 UC-3406 室
開課日期　：2003 年 9 月 20 日起逢星期六
及時間　2:30-4:30 p.m. (共 12 講)
學　費　：$1,260
名　額　：30 人

AH 02-010-01-01 (31)
Computer-aided Design for Interiors I

Enquiries: 2867 8338

This course is for interior design students who would like to use AutoCAD to produce fast and accurate 2D drawings. Each lesson will cover various AutoCAD commands followed by graded exercises, to enable students to understand the fundamental concepts and operations of computer-aided drafting. Students with no experience in AutoCAD will find the course an ideal introduction.

Tutor : Ho, A.K.W.
BSc, *Chu Hai College*
Venue : Room KIN-1801, 494 King's Road
Day(s)/Times : Wednesdays, 6:30-9:30 p.m., starting 3 Sep 03 (8 meetings)
Fee : $2,580
Enrolment : 24

AH 02-010-02-01 (31)
Computer-aided Design for Interiors II

Enquiries: 2867 8338

This course provides a more in-depth study of AutoCAD tools, including advanced tools like 3D drawing and rendering.

Entry Requirements	Completion of "Computer-aided Design for Interiors I" or equivalent.

Tutor : Ho, A.K.W.
BSc, *Chu Hai College*
Venue : Room KIN-1801, 494 King's Road
Day(s)/Times : Wednesdays, 6:30-9:30 p.m., starting 12 Nov 03 (8 meetings) (N.B. No class on 24 & 31 Dec 03)
Fee : $2,580
Enrolment : 24

Landscape Design
園藝設計

AS 27-103-00 (31)
Certificate in Landscape Design

Enquiries: 2975 5683 Fax: 2858 3404

This course will be of interest both to those whose work involves landscape design and to those who take a cultural interest in landscape design. It covers:

- The Scope and Practice of the Landscape Profession
- The History and Theory of Landscape Architecture
- Ecological Planning and Design
- Landscape Graphics and Planning
- Planting Practice
- Landscape Technology
- Landscape Practice
- Computer-aided Designs

a. The teaching involves lectures, site visits, computer workshops, and case studies.
b. Assessment is based on coursework and/or examination.

Entry Requirements	Applicants should: • have 3 passes in HKCEE or equivalent, including a natural science subject, or a diploma from a recognised post-secondary institute; • be proficient in English.
Day(s) / Times	Saturdays, 9:30 a.m. - 12:30 p.m., starting 7 February 2004.
Duration	100 hours.
Venue	Room S207, 2/F, Admiralty Learning Centre.
Fee(s)	$15,000 plus expenses incurred in optional field trips/ site visits.
Information and Application	Application forms are available: • **in person,** at any SPACE Enrolment Centre. • **by post,** from Ms S.F.Tam, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 17 January 2004.

Art and Design
藝術及設計

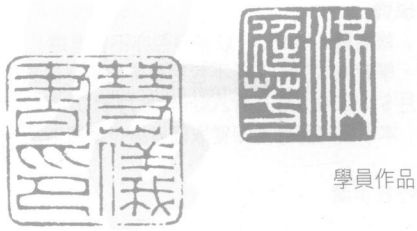
TEL 電話 : 2867 8336/ 8337/ 8338/ 8339/ 8340 FAX 傳真 : 2151 0720

Diploma Courses
文憑課程

中國書法文憑
Diploma in Chinese Calligraphy

查詢電話 : 2867 8338

本學院第五屆「中國書法文憑」課程將於 2004 年春季舉行。
詳情請留意 2004 年春季課程手冊。



學員作品

AH 02-119-01-01 (31)
中國繪畫文憑（尚待批核）
Diploma in Chinese Painting (Subject to approval)

香港藝術館協助 Organised with the assistance of the Hong Kong Museum of Art

查詢電話 : 2867 8338

本課程為中國畫理論、審美及技巧實習全面並舉之文憑課程，研習中國畫的承傳與創新，培養學員古為今用，推陳出新的創作精神。

課程大綱

課程內容大致分成三部分：

- 中國繪畫簡史、畫論簡史及審美觀念探索，配合歷代重要畫家作品析賞（約佔 20%）；
- 繪畫實習，包括古今山水、花鳥、人物畫的臨摹、仿作及創作（約佔 75%）；
- 書法研習及款識鈐印的配合（約佔 5%）。

此外，課程亦包括以下活動：

- 戶外寫生
- 前往香港藝術館等藝術機構參觀藏品
- 籌備畢業學員作品展

學員作品

入學資格
申請者須具備繪畫基礎，經面試及格者始獲取錄，入學面試暫定於2003年9月下旬舉行。

評核方法
課程期間學員須定期完成指定作業，及參與測驗和作業評議。學期結束前學員須完成畢業作品一輯，以供導師作最後評分及展覽之用。

結業文憑
符合下列所有要求的學員，可獲本學院頒發文憑：
・出席率達百分之八十或以上；與
・於指定時間內完成所有作業（包括論文及結業作品集），並取得及格成績。

上課日期
課程為期兩年，共約 210 小時。開課日期暫定為 2003 年 10 月 25 日，基本每週上一課，每課3小時。大部分堂課於星期六下午2:30-5:30舉行，其他須配合香港藝術館的堂課或活動則會另定日期和時間。

上課地點
大部分堂課於金鐘統一中心三十四樓舉行，導師亦會帶領學員作戶外寫生和前往香港藝術館等機構參觀。

課程統籌
熊海先生、葉民任先生

名譽顧問
萬青力博士（香港大學藝術系教授）
朱錦鸞博士（香港藝術館總館長）

學費
・報名費：$ 150（取錄與否亦不會退還）
・學費為 $ 28,000（不包括畢業作品展覽的費用），分兩期繳交：第一期 2003 年 10 月 $18,000；第二期 2004 年 6 月 $10,000
　本學院將另行通知獲取錄者繳付學費辦法。

報名手續
請填妥特別報名表格，連同$150報名費（請以支票付款，抬頭請書「香港大學專業進修學院」）寄交本學院。特別報名表格可向香港藝術館及本學院各報名中心索取。

截止報名日期
2003 年 9 月 13 日（星期六）
名額：24 人

學院將盡可能依照所列的時間及地點安排原定的講師授課。惟學院保留更改細節的權利。

Certificate Courses

證書課程

AH 02-105-00 (31)
藝術及設計基礎證書
Certificate in Foundation Art and Design

Enquiries: 2867 8339

This programme provides:
- a basic understanding of art and design for beginners, even if they think they have no "talent";
- a chance for those who have some knowledge of art to develop their artistic skills and creative ability.

To qualify for the Certificate, students choose 6 courses from our regular programme of courses and complete special assignments.

Compulsory Courses - 3 courses	
• Drawing I or Drawing II	See page 15-17
• Painting I or Painting II	See page 18-19
• History of Western Art: The Renaissance to Realism, or	See page 34
History of Western Art: Impressionism to Post-Modernism	See page 34

Elective Courses - Any 3 courses	
• Figure Drawing I or Figure Drawing II	See page 17
• Basic Watercolour Painting or Intermediate Watercolour Painting	See page 19-20
• Introduction to Graphic Design (Cantonese only)	See page 30
• Introduction to Interior Design	See page 11
• Basic Photography or Introduction to Photography	See page 33

a. Students can study at their own pace, according to the availability of courses, but must complete 6 courses in 3 years from the date of registration.
b. Beginners are advised to take Drawing I before other studio courses.
c. As special assignments count towards the award of the Certificate, no exemptions will be granted to students who have previously taken any of these courses.
d. Besides passing the special assignments, students must also attend 80% of the classes in each course.

Fee(s)	$4,500, payable at the time of registration, plus the fees for the individual courses.
Medium of Instruction	English or Cantonese. There is no guarantee that all courses will be offered in both languages.
Application	Use the normal HKU SPACE application form to register in this programme. Use separate application forms for each of the 6 courses taken. **Please be careful to put the correct course number on your application form.**

Western Art

西洋美術

AH 02-020-36-01 (31)
AH 02-105-01-01 (31) – For Students of "Certificate in Foundation Art & Design"
Drawing I

Enquiries: 2867 8339

This course is designed both for those who have some experience and for those who want to draw but feel that they have no talent for art. It will help students see as artists see, engage all their senses, and draw expressively. In a step-by-step approach, students will build essential drawing skills. Among the topics to be covered are: pure, modified and cross contours; positive and negative space; proportion and composition. Participants are urged to set time aside for practice outside class meetings.

Tutor : Lo, Y.L.
BA *Goldsmiths'*, MFA *Hunter*
Venue : Rm UC-3405, 34/F, United Centre
Day(s)/Times : Thursdays, 6:45-9:45 p.m.,
starting 7 Aug 03 (8 meetings)
(N.B. No class on 11 Sep 03)
Fee : $1,180
Enrolment : 20

素描 (一)
Drawing I

查詢電話：2867 8339

素描是藝術創作中重要的思想過程，導師將指導學員利用素描去記錄眼前或腦海中的景象、意念、甚至情緒。討論範圍包括美學及構圖概念、視覺元素、空間處理及材料運用等，學員將嘗試以木炭、木顏色筆及粉彩作基本練習及實驗。課程包括一次戶外寫生活動，於星期六、日或公眾假期舉行。

地　點　：統一中心三十四樓 UC-3405 室
學　費　：$1,180
名　額　：20 人

課程編號	AH 02-020-36-02 (31) 一般學員用 AH 02-105-01-02 (31) 「藝術及設計基礎證書」學員用	AH 02-020-36-03 (31) 一般學員用 AH 02-105-01-03 (31) 「藝術及設計基礎證書」學員用	AH 02-020-36-04 (31) (日間課程)	AH 02-020-36-05 (31) (日間課程)
導　師	谷敏昭 BA *Robert Gordon's Institute of Technology,* MA *Royal College of Art*	谷敏昭 BA *Robert Gordon's Institute of Technology,* MA *Royal College of Art*	廖井梅 MFA *Moscow State Academic Art Institute*	沈平 香港水彩畫研究會會長
開課日期及時間	2003 年 7 月 16 日起 逢星期三 6:45-9:45 p.m. (共 8 講)	2003 年 11 月 26 日起 逢星期三 6:45-9:45 p.m. (共 8 講) (2003 年 12 月 24 、31 日及 2004 年 1 月 21 日不用上課)	2003 年 9 月 25 日起 逢星期四 2:30-5:30 p.m. (共 8 講)	2003 年 11 月 27 日起 逢星期四 2:30-5:30 p.m. (共 8 講)

AH 02-020-32-01 (31)
AH 02-105-02-01 (31) – For Students of "Certificate in Foundation Art & Design"
Drawing II

Enquiries: 2867 8339

This course will be structured as a series of media explorations (charcoal/ink & brushes/colour pencil etc.) emphasising the role of colour as a descriptive as well as an expressive element in drawing. Various issues and approaches pertaining to contemporary forms of expression will be dealt with. Attention will be given to practical problem solving using the medium as a focus for the realisation of the idea. Different modes of perception will be explored through a thematic approach to subject matter and stylistic variations, and special consideration will be given to the relationship of the medium to the meaning of a work.

Tutor : Lo, Y.L.
BA *Goldsmiths'*, MFA *Hunter*
Venue : Rm UC-3405, 34/F, United Centre
Day(s)/Times : Thursdays, 6:45-9:45 p.m., starting 16 Oct 03 (8 meetings)
Fee : $1,300
Enrolment : 20

Entry Requirements	Completion of "Drawing I" or equivalent.

素描 (二)
Drawing II

查詢電話：2867 8339

入學資格：完成本學院主辦之「素描 (一)」或同等程度課程。

本課程為「素描 (一)」之延續，加深學員對形態、比例、體積、質感、空間感及透視等的理解。

地　點　：統一中心三十四樓 UC-3405 室
學　費　：$1,300
名　額　：20 人

課程及編號	AH 02-020-32-02 (31) 一般學員用 AH 02-105-02-02 (31) 「藝術及設計基礎證書」學員用	AH 02-020-32-03 (31) (日間課程)
導　師	谷敏昭 BA *Robert Gordon's Institute of Technology,* MA *Royal College of Art*	沈平 香港水彩畫研究會會長
開課日期及時間	2003 年 9 月 17 日起逢星期三 6:45-9:45 p.m. (共 8 講)	2003 年 7 月 17 日起逢星期四 2:30-5:30 p.m. (共 8 講)

AH 02-020-37-01 (31)
AH 02-105-07-01 (31) – For Students of "Certificate in Foundation Art & Design"
Figure Drawing I

Enquiries: 2867 8339

The human figure, with its infinite variety of shapes, forms and movements, is probably the most ideal subject for developing visual perception and correlation of the hand and eye. The human figure will be studied through exercises in various gesture and contour drawings of nude and clothed models, leading to detailed and finished work. A variety of media, including pencil, conte crayon, charcoal and pastel will be used. Reference will be made to artists' works.

Tutor : To be advised
Venue : Rm UC-3405, 34/F, United Centre
Day(s)/Times : Fridays, 6:45-9:45 p.m., starting 8 Aug 03 (8 meetings)
Fee : $1,480 (Model fee included)
Enrolment : 20

Entry Requirements	Completion of "Drawing I" or equivalent.

人體素描(一)及(二)
Figure Drawing I & II

查詢電話 : 2867 8339

人體流暢的線條，靈活的動態，明暗的輪廓，以及皮膚的質感，著實是捕捉美感的理想對象及學習素描的好題材。「人體素描(一)」從人體比例、線條、造形、透視及動態，利用鉛筆、炭枝、蠟筆及粉彩等各種物料，去進行速寫。「人體素描(二)」著重提高學員創作意念。

導　師 : 廖井梅
MFA *Moscow State Academic Art Institute*
地　點 : 統一中心三十四樓 UC-3405 室
名　額 : 20 人

課程及編號	AH 02-020-37-02 (31) — 一般學員用 AH 02-105-07-02 (31) — 「藝術及設計基礎證書」學員用 人體素描(一)	AH 02-020-35-01 (31) — 一般學員用 AH 02-105-08-01 (31) — 「藝術及設計基礎證書」學員用 人體素描(二)
入學資格	完成本學院主辦之「素描(一)」或同等程度課程	完成「人體素描(一)」或同等程度課程
學費	$1,480 (包括模特兒費)	$1,630 (包括模特兒費)
開課日期及時間	2003 年 10 月 17 日起逢星期五 6:45-9:45 p.m. (共 8 講)	2003 年 12 月 19 日起逢星期五 6:45-9:45 p.m. (共 8 講)

AH 02-020-38-01 (31)
AH 02-105-03-01 (31) – For Students of "Certificate in Foundation Art & Design"
Painting I

Enquiries: 2867 8339

This course is designed for those who have some experience in drawing and wish to develop their skills in acrylic painting. Students will be introduced to various materials, traditional and contemporary techniques, and the application of visual elements. In addition to demonstration and studio practice, students will see slide presentations of artists' works and participate in class critiques.

Entry Requirements	Completion of "Drawing I" or equivalent.

Tutor : Ko, T.Y.
BFA *CSULB*
Venue : Rm UC-3405, 34/F, United Centre
Day(s)/Times : Tuesdays, 6:45-9:45 p.m.,
starting 9 Sep 03 (8 meetings)
Fee : $1,180
Enrolment : 20

AH 02-020-38-02 (31) — 一般學員用
AH 02-105-03-02 (31) —「藝術及設計基礎證書」學員用
繪畫 (一)
Painting I

查詢電話 : 2867 8339

入學資格：完成本學院主辦之「素描(一)」或同等程度課程。

本課程介紹塑膠彩繪畫基本技巧，適合初學人士報讀。內容包括：傳統與現代繪畫技法、繪畫元素、色彩的運用、空間的處理和構圖等。導師亦會介紹名家作品及鼓勵學員發揮個人風格及創作意念。

導　師 : 盧壹麟
BA *Goldsmiths'*, MFA *Hunter*
地　點 : 統一中心三十四樓 UC-3405 室
開課日期 : 2003 年 8 月 25 日起逢星期一
及時間 6:45-9:45 p.m. (共 8 講)
學　費 : $1,180
名　額 : 20 人

AH 02-020-33-01 (31)
AH 02-105-04-01 (31) – For Students of "Certificate in Foundation Art & Design"
Painting II

Enquiries: 2867 8339

This course will be run as a workshop to help participants develop their ability and personal styles in acrylic painting. Course topics will include:

- the use of colour;
- the relationship between still life and figures;
- the use of imagery;
- new materials and techniques.

At all times the tutor will help students to develop their own portfolio.

Entry Requirements	Completion of "Painting I" or equivalent.

Tutor : Ko, T.Y.
BFA *CSULB*
Venue : Rm UC-3405, 34/F, United Centre
Day(s)/Times : Tuesdays, 6:45-9:45 p.m.,
starting 11 Nov 03 (8 meetings)
Fee : $1,300
Enrolment : 20

AH 02-020-33-02 (31) — 一般學員用
AH 02-105-04-02 (31) — 「藝術及設計基礎證書」學員用
繪畫(二)
Painting II

查詢電話: 2867 8339

入學資格：完成本學院主辦之「繪畫（一）」或同等程度課程。

本課程為「繪畫（一）」之延續，除了技巧訓練之外，更幫助學員建立個人風格。

導　師　：盧壹麟
BA *Goldsmiths'*; MFA *Hunter*
地　點　：統一中心三十四樓 UC-3405 室
開課日期及時間　：2003 年 10 月 27 日起逢星期一 6:45-9:45 p.m. (共 8 講)
學　費　：$1,300
名　額　：20 人

AH 02-020-17-01 (31)
繪畫工作坊
Painting Workshop

查詢電話: 2867 8339

入學資格：完成本學院主辦之「繪畫（一）」及「繪畫（二）」或同等程度課程。

本課程重視自發性創作。通過探索線條、形狀、空間等的可能性，體會繪畫藝術的表現性。學員在實踐中探索視覺實驗與生活的關係。期望學員尋找一個獨特的、自發自主的看事物和表達事物的創作方向。

導　師　：盧壹麟
BA *Goldsmiths'*; MFA *Hunter*
地　點　：統一中心三十四樓 UC-3405 室
開課日期及時間　：2003 年 12 月 29 日起逢星期一 6:45 - 9:45 p.m.（共 8 講）
學　費　：$1,300
名　額　：20 人

AH 02-020-10-01 (31)
AH 02-105-09-01 (31) – For Students of "Certificate in Foundation Art & Design"
Basic Watercolour Painting

Enquiries: 2867 8339

This is an introduction to the techniques, materials, composition, colour theory and vocabulary of visual presentation in the medium of watercolour painting. The still life and landscape will be the main subjects for exploration. There will be 2 outdoor painting sessions (usually on Saturdays). Weekly home assignments will be given.

Entry Requirements	Completion of "Drawing I" or equivalent.

Tutor : Stephen Thomas
Dip Member of *SIAD*
Venue : Rm UC-3403, 34/F, United Centre
Day(s)/Times : Thursdays, 6:30-9:30 p.m., starting 4 Sep 03 (8 meetings) (N.B. No class on 11 Sep 03)
Fee : $1,180
Enrolment : 24

Full-time Commitment to Part-time Education

AH 02-020-10-02 (31) — 一般學員用
AH 02-105-09-02 (31) — 「藝術及設計基礎證書」學員用
水彩畫初階
Basic Watercolour Painting

查詢電話：2867 8339

入學資格：完成本學院主辦之「素描(一)」或同等程度課程。

導師通過理論闡述和實踐示範，幫助學員認識水彩畫的特點以及工具的使用方法，而學員亦可透過對靜物和風景的寫生練習，學習掌握水份、色彩和筆觸的運用，以及如何表達物體的形態、體積、質感和色彩。課程包括一次戶外寫生活動，於星期日或公眾假期舉行。

導　師　：高天恩
　　BFA *CSULB*
地　點　：統一中心三十四樓 UC-3404 室
開課日期　：2003 年 9 月 3 日起逢星期三
及時間　　6:45-9:45 p.m. (共 8 講)
學　費　：$1,180
名　額　：24 人

AH 02-020-11-01 (31)
AH 02-105-10-01 (31) – For Students of "Certificate in Foundation Art & Design"
Intermediate Watercolour Painting

Enquiries: 2867 8339

This course is designed to enhance students' creativity and technical competence in watercolour painting. It provides an in-depth study of the visual elements of the media and explores both realistic and abstract approaches to watercolour painting. Students will be encouraged to start and complete their own paintings. There will be 2 outdoor painting sessions (usually on Saturdays). In-class critiques will be conducted on a regular basis.

Entry Requirements	Completion of "Basic Watercolour Painting" or equivalent.

Tutor　: Stephen Thomas
　　Dip Member of *SIAD*
Venue　: Rm UC-3403, 34/F, United Centre
Day(s)/Times　: Thursdays, 6:30-9:30 p.m.,
　　starting 6 Nov 03 (8 meetings)
Fee　: $1,300
Enrolment　: 24

AH 02-020-11-02 (31) — 一般學員用
AH 02-105-10-02 (31) — 「藝術及設計基礎證書」學員用
水彩畫進階
Intermediate Watercolour Painting

查詢電話：2867 8339

入學資格：完成本學院主辦之「水彩畫初階」或同等程度課程。

本課程引導有水彩繪畫基礎人士進一步探討和實驗水彩畫創作，以表達個人意念和感情。

內容包括：視覺元素的組合和運用；靜物、人物、風景等題材的描繪和技巧實驗。

導　師　：高天恩
　　BFA *CSULB*
地　點　：統一中心三十四樓 UC-3404 室
開課日期　：2003 年 11 月 12 日起逢星期三
及時間　　6:45-9:45 p.m. (共 8 講)
　　(2003年12月24日及31日不用上課)
學　費　：$1,300
名　額　：24 人

AH 02-020-47-01 (31)
兒童刊物插畫
Illustrating Children's Books

查詢電話：2867 8337

本課程適合初學者報讀。導師會介紹有關兒童刊物插畫的歷史，並以水彩及塑膠彩為媒介，教授學員如何從色彩運用，人物設計及畫面構圖等各個層面去創作兒童插畫。

導　師　：鄺志文
BFA *The Columbus College of Art and Design*
地　點　：統一中心三十四樓 UC-3404 室
開課日期及時間　：2003 年 10 月 13 日起逢星期一 8:00-10:00 p.m. (共 12 講)
(2003 年 12 月 22 日不用上課)
學　費　：$1,150
名　額　：24 人

Oriental Art
中國美術

如何選讀中國書畫課程

本學院將五種書體（篆、隸、楷、行、草）分別編入兩類課程：楷行、行草為一類；篆隸為一類。初學者可選楷行或篆隸，而行草書則宜於學習楷行書後再修讀。具備書法基礎人士可修讀「書法創作探索」，或「中國書法文憑」(後者需接受面試)。

中國繪畫分科細緻，包括山水、花卉、蟲魚、鳥獸、人物等。本學院設有山水、花鳥、人物繪畫課程，相互無主次分別，只是每類宜按初階、進階修讀。繪畫學員宜修讀書法課程，以增加繪畫中的線條演譯能力。具備繪畫基礎人士可修讀「中國繪畫文憑」，申請人需接受面試。

山水畫研習班
Intermediate Chinese Landscape Painting

查詢電話：2867 8338

入學資格：對山水畫有基礎認識人士。

本課程讓具備山水畫基礎人士以較自由的學習模式，對山水畫作更深廣的研習。導師會引導學員把基礎技法推進至結構完整的作品，及將個人獨特意念融會於藝術創作中。課程包括一次戶外寫生活動，於星期六、日或公眾假期舉行。

導　師　：熊海
地　點　：統一中心三十四樓 UC-3403 室
學　費　：$1,320
名　額　：24 人

AH 02-021-02-01 (31)
開課日期及時間　：2003 年 9 月 16 日起逢星期二 5:50-7:50 p.m. (共 12 講)

AH 02-021-02-02 (31)
開課日期及時間　：2003 年 12 月 16 日起逢星期二 5:50-7:50 p.m. (共 12 講)

山水畫(一)及(二)
Chinese Landscape Painting I & II

查詢電話：2867 8336

「山水畫（一）」以中國傳統山水畫技法為基礎，由簡入繁，學習各種筆墨要點，樹法、山石皴法的運用及變化，導師通過畫理分析及即堂示範，使學員認識和掌握基本山水技法。

「山水畫（二）」著重作畫構圖、透視法則、山脈之展佈及雲霞陰陽編排。學員運用水墨在各種不同紙上所產生的微妙變化，融會於藝術探索，從傳統法度中尋找新突破。

導　師　：何才安
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

課程及編號	AH 02-021-72-52 (21) 山水畫 (一)	AH 02-021-72-01 (31) 山水畫 (一) (日間課程)	AH 02-079-01-01 (31) 山水畫 (二) (日間課程)
入學資格	適合初學者	適合初學者	完成「山水畫(一)」或同等程度課程
學費	$950	$950	$950
開課日期及時間	2003年6月17日起逢星期二 5:50-7:50 p.m. (共10講)	2003年9月2日起逢星期二 2:30-4:30 p.m. (共10講)	2003年11月18日起逢星期二 2:30-4:30 p.m. (共10講)

水墨技法實驗(一)及(二)
Contemporary Ink Painting I & II

查詢電話: 2867 8337

「水墨技法實驗 (一)」結合中西繪畫理論，利用傳統畫法中的運筆、用墨，發展出來的水拓、紙拓，以及點、流、噴、染等實驗性方法，配合寫生、透視及色彩學等作輔助基礎，鼓勵學員自選題材作嶄新嘗試，以幫助學員培養個人表達之能力。

導　師　：吳觀麟
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

「水墨技法實驗 (二)」著重創作觀念的拓展和繪畫技巧的運用，啟導學員根據個人經驗、思考與判斷，去尋找繪畫的題材，以表達個人觀感及立場。

課程及編號	AH 02-021-75-01 (31) 水墨技法實驗 (一)	AH 02-079-14-01 (31) 水墨技法實驗 (二)
入學資格	適合初學者	完成「水墨技法實驗 (一)」或同等程度課程
學費	$1,150	$1,150
開課日期及時間	2003年9月1日起逢星期一 8:00-10:00 p.m. (共12講)	2003年12月1日起逢星期一 8:00-10:00 p.m (共12講) (2003年12月22日不用上課)

水墨寫意畫研習(一)及(二) (日間課程)
Free Style Chinese Ink Painting I & II

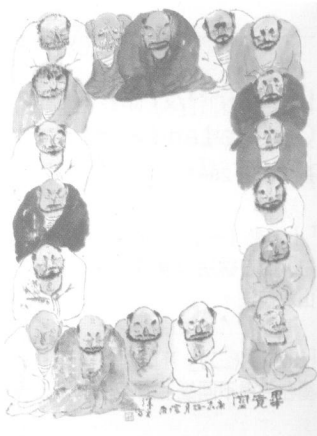
查詢電話: 2867 8336

「水墨寫意畫研習(一)」: 介紹文房四寶的常識及意筆畫之特點。導師堂上示範，說明筆與墨的關係，學員藉練習掌握基本筆墨技巧。故學員須每堂提交作業。

導師　：李澤文
地點　：統一中心三十四樓 UC-3403 室
名額　：24 人

「水墨寫意畫研習(二)」: 提高對筆墨的認識，從花鳥、山水、人物等題材，探討章法、畫理、意境等各方面，使學員在水墨世界中找到新天地。導師堂上示範，評改作業。

課程及編號	AH 02-079-11-01 (31) 水墨寫意畫研習(一)	AH 02-079-12-01 (31) 水墨寫意畫研習(二)
入學資格	適合初學者	完成「水墨寫意畫研習(一)」或同等程度課程
學費	$1,150	$1,150
開課日期及時間	2003年9月6日起逢星期六 10:00 a.m.-12:00 noon (共12講)	2003年12月13日起逢星期六 10:00 a.m.-12:00 noon (共12講)



當代中國花鳥畫研習(一)及(二) (日間課程)
Contemporary Chinese Painting of Birds and Flowers I & II

查詢電話 : 2867 8338

「當代中國花鳥畫研習(一)」：導師分析及示範"物我相融"的傳統造型法則，結合由主線、副線、破線所構成的現代構圖規律，參考西畫的"黃金定律"方法，務求從整體上先把握花鳥畫的造型和構圖要領。學員即堂練習，藉此清楚理解及掌握箇中技法。

導　師　：李頌翔
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

「當代中國花鳥畫研習(二)」：研習古今佳作並運用"移位法"、"變體法"反復練習，以鞏固「當代中國花鳥畫研習(一)」所學要領，再結合生活現況作新探索。

課程及編號	AH 02-079-03-01 (31) **當代中國花鳥畫研習(一)**	AH 02-079-04-51 (21) **當代中國花鳥畫研習(二)**	AH 02-079-04-51 (31) **當代中國花鳥畫研習(二)**
入學資格	對中國花鳥畫有興趣者均可報名	完成「當代中國花鳥畫研習(一)」或同等程度課程	完成「當代中國花鳥畫研習(一)」或同等程度課程
學費	$1,150	$1,150	$1,150
開課日期及時間	2003 年 10 月 27 日起逢星期一 2:30-4:30 p.m. (共 12 講) (2003 年 12 月 22 日不用上課)	2003 年 7 月 21 日起逢星期一 2:30-4:30 p.m. (共 12 講)	2004 年 2 月 9 日起逢星期一 2:30-4:30 p.m. (共 12 講)

寫意花鳥畫(一)及(二)
Chinese Painting of Birds and Flowers I & II

查詢電話 : 2867 8337

花鳥畫是國畫中重要的獨立畫科，而「寫意」是國畫的一種畫法，用筆不求工細，注重神態的表現，以簡練的筆墨達到寄意抒懷的目的。導師會示範及講授寫意花鳥畫的特點、筆法、墨法、色彩、章法和形象塑造等。

導　師　：鍾育淳
　　浙江美術學院
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

「寫意花鳥畫(一)」介紹簡單的蔬果及花卉之畫法，而禽鳥只會在「寫意花鳥畫(二)」教授。學員藉堂上練習及導師的個別輔導，自能習畫簡單構圖的作品。

「寫意花鳥畫(二)」進一步教授常見之花卉、禽鳥(包括麻雀、八哥、雞、鷺、鷺、鶴、鴛鴦和鷹等)、蟲及魚之畫法，幫助學員掌握意境形態的構圖及作畫技巧，從而創作具有濃郁意趣之寫意花鳥畫作品。

課程及編號	AH 02-021-03-01(31) **寫意花鳥畫 (一)**(日間課程)	AH 02-021-03-02(31) **寫意花鳥畫 (一)**	AH 02-021-17-01 (31) **寫意花鳥畫 (二)**(日間課程)
入學資格	適合初學者	適合初學者	完成「寫意花鳥畫(一)」或同等程度課程
學費	$1,150	$1,150	$1,150
開課日期及時間	2003 年 9 月 4 日起逢星期四 2:30-4:30 p.m. (共 12 講)	2003年12月5日起逢星期五 8:00-10:00 p.m. (共 12 講)	2003 年 12 月 4 日起逢星期四 2:30-4:30 p.m. (共 10 講)

中國書法系列：楷書與行書 (一) 及 (二)
Chinese Calligraphy Series: Standard and Running Script I & II

查詢電話：2867 8338

楷書及行書為行草書、草書之二種基礎書體，二者既各有獨自之法度，同時又具有相呼相承之聯繫。

課程（一）由楷書之執筆、運筆、構字及文房四寶之適當選用為始，經示範講解字帖之臨摹要旨。

課程（二）教授行書之基本筆法、臨摹意識，分析楷、行書相關聯之演進與書寫技法，行氣、章法及款識處理要則，並適當加入基本書論之教育，最後輔導學員嘗試此二種書體之創作。

導　師　：葉民任
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

課程及編號	AH 02-021-05-51 (21) 中國書法系列：楷書與行書(一)	AH 02-021-05-51 (31) 中國書法系列：楷書與行書(一)	AH 02-021-06-01 (31) 中國書法系列：楷書與行書(二)
入學資格	適合初學者	適合初學者	完成「楷書與行書(一)」或對楷行書有基礎認識人士
學費	$860	$860	$860
開課日期及時間	2003 年 6 月 18 日起逢星期三 6:00-7:30 p.m. (共 12 講)	2004 年 1 月 7 日起逢星期三 6:00-7:30 p.m. (共 12 講) (2004 年 1 月 21 日不用上課)	2003 年 9 月 24 日起逢星期三 6:00-7:30 p.m. (共 12 講)

中國書法系列：行草與草書 (一) 及 (二) (日間課程)
Chinese Calligraphy Series: Running and Cursive Script I & II

查詢電話：2867 8338

行草與草書乃書法藝術中最富變化之書體，也特別受人喜愛。

課程(一)研習此二種書體之基本技巧，討論線條之動感、構字之虛實及章法之氣韻。

課程(二)講解款識、鈐印之配合，令作品完整化。同時通過對歷代重要書家作品之賞析，加強個人性情于書法中之演繹能力，提高作品創作之質素。

導　師　：葉民任
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

課程及編號	AH 02-021-07-51 (21) 中國書法系列：行草與草書(一)	AH 02-021-07-01 (31) 中國書法系列：行草與草書(一)	AH 02-021-08-01 (31) 中國書法系列：行草與草書(二)
入學資格	對楷行書有基礎認識人士	對楷行書有基礎認識人士	完成「行草與草書(一)」或同等程度課程
學費	$860	$860	$860
開課日期及時間	2003 年 6 月 22 日起逢星期日 11:15 a.m.-12:45 p.m. (共 12 講)	2003 年 12 月 21 日起逢星期日 11:15 a.m.-12:45 p.m. (共 12 講)	2003 年 9 月 21 日起逢星期日 11:15 a.m.-12:45 p.m. (共 12 講)

中國書法系列：篆隸書 (一) 及 (二) (日間課程)
Chinese Calligraphy Series: Seal Script and Clerical Style I & II

查詢電話：2867 8338

篆書與隸書是二種淵源相接的古代書體，小篆流暢優美，大篆雄渾古樸；漢碑之風格有典雅方正，亦有古拙凝重。

課程（一）研習篆隸書之運筆、構字和碑帖臨摹。

課程（二）討論清代書家之作品，汲取書寫意念，加上對章法、款識及鈐印之講解，幫助學員掌握創作一件完整作品的方法。

導　師　：葉民任
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

課程及編號	AH 02-021-09-51 (21) 中國書法系列：篆隸書(一)	AH 02-021-09-01 (31) 中國書法系列：篆隸書(一)	AH 02-021-11-01 (31) 中國書法系列：篆隸書(二)
入學資格	適合初學者	適合初學者	完成「篆隸書(一)」或同等程度課程
學費	$860	$860	$860
開課日期及時間	2003 年 6 月 22 日起逢星期日 9:30-11:00 a.m. (共 12 講)	2003 年 12 月 21 日起逢星期日 9:30-11:00 a.m. (共 12 講)	2003 年 9 月 21 日起逢星期日 9:30-11:00 a.m. (共 12 講)

AH 02-021-20-52 (21)
書法創作探索
Creative Chinese Calligraphy

查詢電話：2867 8338

篆、隸、真、行、草各類書體的不同款式，各具不同的行氣、章法、款識經營法度，品種繁多的書法用紙與變化多端的墨色處理，直接關乎書法情趣。本課程將借鑑歷代重要書家作品，不限書體地研習仿作及創作，並嘗試不同紙質的書寫與款識印章的應用，以提高學員的全面創作能力。本課程適合有書法基礎者修讀。

導　師　：葉民任
地　點　：統一中心三十四樓 UC-3403 室
開課日期及時間　：2003 年 6 月 23 日起逢星期一 5:50-7:50 p.m. (共 18 講)
學　費　：$1,700
名　額　：24 人

楷書 (一) 及 (二) (日間課程)
Standard Script I & II

查詢電話：2867 8336

「楷書(一)」：課程以唐楷為範本，由點劃到構字特徵，輔導學員掌握楷書的基本原理，豐富學員的楷書知識。導師堂上示範及分析學員作業，糾正易犯之錯誤。

「楷書(二)」：對楷書進一步深入研習，並講解章法、款式等。學習表現較佳學員可獲小楷研習輔導。

導　師　：容浩然
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

課程及編號	AH 02-021-78-01 (31) 楷書(一)	AH 02-021-79-01 (31) 楷書(二)
入學資格	適合初學者	完成「楷書(一)」或同等程度課程
學費	$950	$950
開課日期及時間	2003 年 9 月 3 日起逢星期三 2:30-4:30 p.m. (共 10 講)	2003 年 11 月 26 日起逢星期三 2:30-4:30 p.m. (共 10 講) (2003 年 12 月 24、31 日及 2004 年 1 月 21 日不用上課)

AH 02-021-89-51 (21)
小楷與魏楷

查詢電話：2867 8336

本課程適合初學者報讀。

優雅的魏晉小楷，為殿堂級書法之一。本課程先以北魏楷書入手，在質樸雄強、勁健奇肆的北碑中吸取營養。再作相關的小楷研習，並溶入北碑素養，進一步提昇小楷水準。

導　師　：容浩然
地　點　：統一中心三十四樓 UC-3403 室
開課日期及時間　：2003 年 7 月 9 日起逢星期三 8:00-10:00 p.m. (共 10 講)
學　費　：$1,060
名　額　：24 人

行書(一)及(二)
Running Script I & II

查詢電話：2867 8336

「行書(一)」：行書為中國書法藝術中受人喜愛的書體。課程將介紹歷代名家之行書作品，並透過導師示範，堂上練習，基本筆法的講解，輔導學員掌握行書之基本原理，掌握正確的書寫方法。

「行書(二)」：指導學員深入臨寫範帖，進而探求仿作創作，並講解章法、題款，使學員掌握初步的創作知識。

導　師　：容浩然
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

課程及編號	AH 02-021-94-01 (31) 行書(一)	AH 02-021-95-01 (31) 行書(二)
入學資格	完成「楷書(二)」或同等程度課程	完成「行書(一)」或同等程度課程
學費	$950	$950
開課日期及時間	2003 年 9 月 19 日起逢星期五 5:50-7:50 p.m. (共 10 講)	2003 年 12 月 5 日起逢星期五 5:50-7:50 p.m. (共 10 講)

隸書(一)及(二) (日間課程)
Clerical Script I & II

查詢電話：2867 8338

「隸書(一)」研習漢代經典名碑，從基本筆劃和結構開始，認識隸書的書寫特點。

「隸書(二)」承接「隸書(一)」課程作進一步探討，其中有大字的研習和對聯的書寫。

導　師　：區大為
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

課程及編號	AH 02-079-06-01 (31) 隸書(一)	AH 02-079-07-01 (31) 隸書(二)
入學資格	適合初學者	完成「隸書(一)」或同等程度課程
學費	$950	$950
開課日期及時間	2003 年 9 月 18 日起逢星期四 9:30-11:30 a.m. (共 10 講)	2003 年 12 月 4 日起逢星期四 9:30-11:30 a.m. (共 10 講)

行草書(一)及(二) (日間課程)
Running & Cursive Script I & II

查詢電話 : 2867 8336

千變萬化的行草書是由最基本的運筆技巧而來；創作是從千錘百鍊的實踐中領悟。

「行草書(一)」介紹行草書必知的筆法及運筆技巧，試臨單字、句、詩。認識行草書的概況。導師會堂上分析學員作品並示範書法。

「行草書(二)」臨習古代書法家各帖，分析作品。繼而嘗試創作。掌握章法、落款、蓋印，直至完成作品。

導　師　：戚谷華
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

課程及編號	AH 02-021-87-01 (31) 行草書(一)	AH 02-021-81-01 (31) 行草書(二)
入學資格	適合具備書法基礎人士	完成「行草書(一)」或同等程度課程
學費	$950	$950
開課日期及時間	2003 年 9 月 1 日起逢星期一 9:30-11:30 a.m. (共 10 講)	2003 年 11 月 17 日起逢星期一 9:30-11:30 a.m. (共10講) (2003年12月22日不用上課)

書法基礎(一)及(二) (日間課程)
Basic Chinese Calligraphy I & II

查詢電話 : 2867 8337

「書法基礎 (一)」導師將講解如何執筆、運筆及分析楷書的基本知識及特色，繼而追溯魏碑，並分析其中之技法與特色，並與楷書作相互比較，讓學員了解兩者之關係，課堂中導師將作詳細之示範及批改習作。

「書法基礎 (二)」將深入鑽研唐代顏、柳、歐、虞、褚之法帖，分析其筆法與風格；除此更上溯魏碑中之名碑，同時旁及宋徽宗之瘦金書及其他楷書名作，學員通過臨摹去了解其中之藝術性。

導　師　：鄭明
　　BA *Taiwan Normal*
地　點　：統一中心三十四樓 UC-3403 室
名　額　：25 人

課程及編號	AH 02-021-10-01 (31) 書法基礎 (一)	AH 02-021-33-01 (31) 書法基礎 (二)
入學資格	適合初學者	完成「書法基礎(一)」或同等程度課程
學費	$950	$950
開課日期及時間	2003 年 9 月 2 日起逢星期二 9:30-11:30 a.m. (共 10 講)	2003 年 11 月 18 日起逢星期二 9:30-11:30 a.m. (共 10 講)

書法研習(一)及(二) (日間課程)
Seminar in Chinese Calligraphy I & II

查詢電話: 2867 8337

「書法研習 (一)」將教授各種不同之字體，除楷之外，尚會介紹隸、行及篆，從中分析其中之基本筆法與特色，學員可嘗試選擇自己所喜愛之書體學習，課堂上將作詳盡之示範及批改習作。

「書法研習 (二)」學員除選擇自己喜愛之名碑帖學習外，更進一步以唐詩為題，嘗試設計字體及作整體佈局，書寫一篇自我創造的藝術作品。導師將作個別指導，並發掘學員之潛能。

導　師　：鄭明
　　BA *Taiwan Normal*
地　點　：統一中心三十四樓 UC-3403 室
名　額　：25 人

課程及編號	AH 02-021-97-01 (31) 書法研習 (一)	AH 02-021-98-01 (31) 書法研習 (二)
入學資格	完成「書法基礎(二)」或同等程度課程	完成「書法研習 (一)」或同等程度課程
學費	$950	$950
開課日期及時間	2003 年 9 月 3 日起逢星期三 9:30-11:30 a.m. (共 10 講)	2003 年 11 月 26 日起逢星期三 9:30-11:30 a.m.(共 10 講) (2003年12月24日、31日及2004年1月21日不用上課)

書法講座 (日間課程)

查詢電話: 2867 8337

目標：(一)引起學員對書法藝術的興趣，進而學習傳統書法的基本理論和實踐，以建立書法研習的基礎；(二)為了推廣書法教育，特別歡迎現職教師來學；希望教師們於研習中，掌握了書法藝術學習上循序漸進的基本理論與方法，即可在學校教學中，指導學生們進行學習。

導　師　：王齊樂
地　點　：統一中心三十四樓 UC-3404 室
名　額　：20 人

課程及編號	AH 02-021-83-01 (31) 書法講座(中級) Intermediate Chinese Calligraphy Workshop	AH 02-021-84-01 (31) 書法講座(高級) Advanced Chinese Calligraphy Workshop I	AH 02-021-99-01 (31) 書法講座(深造班) Advanced Chinese Calligraphy Workshop II
主要內容	利用集體切磋，提高對書法的認識	重視章法的研習	重視書法發展史及書學理論之研討
入學資格	完成本學院主辦之「書法講座(初級)」或同等程度課程	完成「書法講座(中級)」或同等程度課程	完成「書法講座(高級)」或同等程度課程
研習書體	隸書及楷書	行書及行草書	配合書法史之研究，深究各種書體
學費	$1,650	$1,650	$1,650
開課日期及時間	2003 年 9 月 2 日起逢星期二 9:00-11:00 a.m. (共 14 講)	2003 年 9 月 3 日起逢星期三 9:00-11:00 a.m. (共 14 講)	2003 年 9 月 4 日起逢星期四 9:00-11:00 a.m. (共 14 講)

基礎篆刻(一)及(二)
Basic Seal Engraving I & II

查詢電話：2867 8338

「基礎篆刻(一)」：內容主要包括刻印材料、工具介紹、執刀、運刀、印稿上石的方法詳述。導師示範研習線條、朱白文字的刻製。

「基礎篆刻(二)」教授簡易的印章臨摹，輔導學員掌握篆刻的基本技巧及淺簡的章法設計。

導　師　：禤紹燦
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

課程及編號	AH 02-021-96-01 (31) 基礎篆刻(一)	AH 02-079 -13 -01 (31) 基礎篆刻(二) NEW
入學資格	適合初學者	完成「基礎篆刻(一)」或同等程度課程
學費	$950	$950
開課日期及時間	2003 年 9 月 14 日起逢星期日 2:30-4:30 p.m. (共 10 講)	2003 年 11 月 30 日起逢星期日 2:30-4:30 p.m. (共 10 講)

篆刻(一)及(二)
Seal Engraving I & II

查詢電話：2867 8338

「篆刻(一)」：介紹中國篆刻藝術簡史、名家作品、治印工具，淺談及示範篆刻的刀法、章法和書法。學員藉堂上刻印實習，獲得對篆刻的基礎認識。

「篆刻(二)」：導師指導學員印章之創作，並在理論上分析創作的要素，從而提高學習篆刻藝術的興趣與水平。

導　師　：區大為
地　點　：統一中心三十四樓 UC-3403 室
名　額　：24 人

課程及編號	AH 02-021-12-01 (31) 篆刻(一)	AH 02-021-13-01 (31) 篆刻(二)
入學資格	適合初學者	完成「篆刻(一)」或同等程度課程
學費	$950	$950
開課日期及時間	2003 年 9 月 9 日起逢星期二 8:00-10:00 p.m. (共 10 講)	2003 年 11 月 25 日起逢星期二 8:00-10:00 p.m. (共 10 講)

Graphic Design
平面設計

AH 02-022-04-01 (31)— 一般學員用
AH 02-105-11-01 (31)— 「藝術及設計基礎證書」學員用
平面設計初階
Introduction to Graphic Design

查詢電話：2867 8339

設計是有效地把意念形象化，解決設計難題的第一步，就是訂定設計目標和發掘「意念」，然後經過搜集和分析資料，將意念應用在設計工作上。本課程將集中討論此設計過程(concept development)，然後透過習作(如商標、刊物和包裝設計)學習平面設計原理。

導　師　：容後公佈
地　點　：統一中心三十四樓 UC-3406 室
開課日期及時間　：2003 年 10 月 27 日起逢星期一 8:00-10:00 p.m. (共 12 講)
(2003 年 12 月 22 日不用上課)
學　費　：$1,100
名　額　：24 人

AH 02-022-08-01 (31)
平面設計實務
Graphic Design Practice

查詢電話：2867 8340

本課程特別為希望瞭解或加入平面設計行業之人士而設。內容從探討平面設計之歷史及演進開始，經過理論學習和參考成功的實例，學員可有效地把思維意念形象化。課堂上，導師將會為學員介紹文字、圖像、包裝、印刷品等設計之創作方法。

導　師　：容後公佈
地　點　：統一中心三十四樓 UC-3403 室
開課日期及時間　：2003 年 9 月 24 日起逢星期三 8:00-10:00 p.m. (共 15 講)
(2003 年 12 月 24 、31 日及 2004 年 1 月 21 日不用上課)
學　費　：$1,450
名　額　：28 人

Product Design
產品設計

AH 02-025-01-01 (31)
產品設計初階
Introduction to Product Design

查詢電話：2867 8338

本課程介紹產品設計的基本知識和技術，產品設計師的工作及其與社會和工商業的關係。通過資料搜集及產品探討和介紹等，學員可深入了解產品創作的過程。本課程適合準備投入產品設計行業的人士報讀。

導　師　：韋耀興
MEd *UWA*
地　點　：統一中心三十四樓 UC-3406 室
開課日期及時間　：2003 年 10 月 25 日起逢星期六 6:00-8:00 p.m. (共 12 講)
學　費　：$1,150
名　額　：24 人

Prestigious Prize for Fashion Design Student
設計畢業生揚名時裝節

HKU SPACE Fashion Design Diploma graduate Yeung Chin recently stole the limelight at the annual "Hong Kong Fashion Festival - Fall and Winter Collection 2003" by reaping the coveted "Hong Kong Fashion Designers Association "(HKFDA) Award.

"Of course I have worked hard on this, and I am lucky that the judges prefer my designs over others !" said the modest 21-year-old. Yeung's design theme was "Tailored Raincoat", where shiny and gossamar raincoat materials are given a "business suit" treatment with use of executive-look fabrics like pinstripes to create a range of lively and wearable fashion. The idea came about when Yeung visited the London Fashion Week in the British capital in 2001. There, on a rainy day, he saw raincoats being ruffled in the wind and rain. He realized how a raincoat can be "deconstructed", giving rise to his "Tailored Raincoat" collection.

Yeung took up design as an interest inspired by secondary school friends. Having completed the diploma programme, Yeung is now working at a studio that produces several fashion shows each season. His ambition is to study fashion design at London's famed St. Martins College in 2005.

HKU SPACE now offers Diploma in Fashion Design, Introduction to Fashion and Introduction to Fashion Design Drawing programmes. Over 150 programmes art and design programmes are offered every year.

學院時裝設計文憑畢業生楊展在今年的香港時裝節揚名，他的作品獲「香港時裝設計師協會獎」。對於才二十一歲的楊展來說，這是一項相當高的鼓勵，不過他仍很謙虛地說：「相當幸運評判欣賞我的設計。」

楊展作品的意念來自雨衣。兩年前當他在倫敦時，剛巧下雨，看著路人身上雨衣隨著風雨抖動，引發他將平常不過的雨衣再解構，採用雨衣的光滑質料，配合西服剪裁，設計了一系列活潑及實用的便服。

楊展對時裝設計的喜愛是受中學同學啟發，於是修讀學院的時裝設計文憑課程。現時他加入了這個行業，最大的希望是到著名倫敦聖馬田學院再進修時裝設計。

香港大學專業進修學院提供時裝設計文憑、時裝設計入門及時裝設計繪圖。每年學院開辦逾一百五十個藝術及設計課程。

An exuberant Yeung (left)
得獎設計學生楊展（左）

時裝設計初階
Introduction to Fashion Design

查詢電話：2867 8339

本課程特別為對時裝設計有興趣或希望從事時裝設計之初學者而設。內容主要探討時裝設計之元素及原理，如輪廓、比例、布料配搭、顏色運用等。透過課堂講解及錄影帶介紹名家作品，學員可了解如何運用這些元素，並從課堂及課外習作體會設計過程，和如何順應市場、對象及季節的需求。

導　師　：吳青海
MA *Poly UHK*
地　點　：統一中心三十四樓 UC-3406 室
學　費　：$1,150
名　額　：24 人

AH 02-024-01-01 (31)

開課日期及時間　：2003 年 7 月 30 日起逢星期三 8:00-10:00 p.m. (共 12 講)

AH 02-024-01-02 (31)

開課日期及時間　：2003 年 11 月 5 日起逢星期三 8:00-10:00 p.m. (共 12 講)
(2003 年 12 月 24 、 31 日及 2004 年 1 月 21 日不用上課)

AH 02-024-04-01 (31)
Introduction to Fashion Drawing
Enquiries: 2867 8339

Drawing the human figure is an essential skill for fashion designers, since they not only have to design clothes, but also have to be able to show what they would look like when actually worn. Students will learn to draw well-proportioned male and female figures suitable for expressing fashion design ideas.

Tutor : To be advised
Venue : Rm UC-3403, 34/F United Centre
Day(s)/Times : Fridays, 8:00-10:00 p.m., starting 19 Sep 03 (10 meetings)
Fee : $990
Enrolment : 24

Computer Graphics
電腦美術設計

電腦美術設計初階
Basic Computer Graphics
查詢電話：2867 8339

軟件：1. FreeHand；2. PageMaker；及 3. Photoshop。

本課程為初學者而設。內容包括：
1. 講授平面設計原理；
2. 介紹 FreeHand 及 PageMaker 的功能如繪圖、字體運用、排字及版面構圖；
3. 介紹 Photoshop 的功能如處理圖像及製造特別效果；
4. 將所學技巧應用於圖案設計、書版設計、名片卡及賀卡設計等習作上。

地　點　：英皇道 494 號 KIN-1001 室
學　費　：$2,580
名　額　：24 人

AH 02-026-01-01 (31)
導　師　：黎寶玲
BFA *Savannah College of Art & Design*
開課日期及時間：2003 年 7 月 25 日起逢星期五 8:00-10:00 p.m. (共 12 講)

AH 02-026-01-02 (31)
導　師　：容後公佈
開課日期及時間：2003 年 11 月 7 日起逢星期五 8:00-10:00 p.m. (共 12 講)

AH 02-026-12-01 (31)
電腦及網上遊戲設計
Computer and Online Game Design
查詢電話：2867 8339

軟件：Flash 及 Director

隨著電腦遊戲行業不斷發展，各類型的網站及宣傳用光碟都加進不少遊戲元素，是以對遊戲設計人材方面的需求陸續增加。本課程針對此行業的發展而設計，讓現職及有興趣投身此行業的人士學習電腦遊戲設計的基本知識。

本課程以工作坊形式進行，內容包括：
1. 遊戲設計及基本概念；
2. 設計規格；
3. 前期製作 - 遊戲設計及編寫 Storyboard；
4. 後期製作；
5. 使用 Flash 製作遊戲；
6. 使用 Director 製作遊戲；
7. 製作多人網上遊戲；
8. 製作跨平台遊戲須知。

導　師　：許迅
BA *York*
黃一樂
BBA *HKUST*
地　點　：英皇道 494 號 KIN-1001 室
開課日期及時間：2003 年 12 月 8 日起逢星期一 8:00-10:00 p.m. (共 25 講)
(2003 年 12 月 22 日不用上課)
學　費　：$5,150
名　額　：24 人

Photography
攝影

AH 02-027-09-01 (31)
AH 02-105-14-01 (31) – For Students of "Certificate in Foundation Art & Design"
Introduction to Photography
Enquiries: 2867 8339

This course will cover the basic concepts of photography. Topics will include: cameras, films, composition, subject matter, exposure and colour and black and white photographs. Students will learn to use their cameras properly and to create images that are both technically proficient and aesthetically pleasing. Students are required to bring their own cameras and film. Details will be discussed at the first meeting.

Tutor : Wong, C.M.
BA *San Francisco,*
MFA *Academy of Art College*
Venue : Room UC-3404, 34/F, United Centre
Day(s)/Times : Mondays, 5:50-7:50 p.m.,
starting 3 Nov 03 (12 meetings)
(N.B. No class on 22 Dec 03)
Fee : $1,180
Enrolment : 24

AH 02-027-01-01 (31) — 一般學員用
AH 02-105-13-01 (31) —「藝術及設計基礎證書」學員用
基礎攝影
Basic Photography
查詢電話：2867 8339

本課程為初學者提供基礎攝影訓練，內容包括黑白和彩色攝影原理、照相機和攝影器材的運用、菲林與光源處理，反差與曝光控制等。學員須自備器材和菲林作實習用途，詳情會在第一講討論。本課程的講義及部份攝影術語均採用英語。

導　師　：容後公佈
地　點　：統一中心三十四樓 UC-3404 室
開課日期　：2003 年 9 月 2 日起逢星期二
及時間　8:00-10:00 p.m. (共 12 講)
學　費　：$1,180
名　額　：24 人

AH 02-027-02-01 (31)
攝影進階
A Guide to Better Photography
查詢電話：2867 8339

入學資格：完成本學院主辦之「基礎攝影」或同等程度課程。

本課程為學員提供進一步的攝影技巧訓練。內容包括光源控制，特殊攝影技巧及人物攝影入門等。課程包括一次夜景實習，及一次戶外人像攝影(於星期六、日或公眾假期舉行)。學員須於課程完結時呈交個人作品集。本課程的講義及部份攝影術語均採用英語。

導　師　：容後公佈
地　點　：統一中心三十四樓 UC-3404 室
開課日期　：2003 年 12 月 2 日起逢星期二
及時間　8:00-10:00 p.m. (共 12 講)
學　費　：$1,180
名　額　：24 人

Critical Studies
美術賞析

AH 02-028-10-01 (31)
AH 02-105-06-01 (31) – For Students of "Certificate in Foundation Art & Design"
History of Western Art: Impressionism to Post-Modernism

Enquiries: 2867 8339

The latter part of the nineteenth century was a time of economic, technological and social change when traditional values were challenged. This revolutionary period marked the beginning of the modern age. Its spirit is reflected in the art of the time, which overturned traditional rules and values. This course explores the characteristics of modern art through an in-depth study of various styles and trends such as Fauvism, Cubism, Dadaism, Constructivism, Surrealism, Abstract Expressionism and Pop Art.

Tutor	:	Vigneron, F. BA, MA *INALCO*, DEA *Bourgogne*, PhD *LCAO*
Venue	:	Rm UC-3404, 34/F, United Centre
Day(s)/Times	:	Fridays, 8:00-10:00 p.m. starting 3 Oct 03 (12 meetings)
Fee	:	$1,100
Enrolment	:	30

AH 02-028-09-51 (31)
AH 02-105-05-51 (32) – For Students of "Certificate in Foundation Art & Design"
History of Western Art: The Renaissance to Realism

Enquiries: 2867 8339

The Renaissance is universally regarded as a fundamental period in the history of Western art. Subsequent periods such as Mannerism, Baroque, Neo-Classicism, Romanticism and Realism are either developments from art principles of the Renaissance or are reactions against the rules and bounds developed during this important period. This course examines the major works of art of each movement as well as important historical events which have influenced the evolution of Western art. Through an in-depth study students will learn to appreciate the development of Western art and its underlying theories up to Realism – the beginning of modern art.

Tutor	:	Vigneron, F. BA, MA *INALCO*, DEA *Bourgogne*, PhD *LCAO*
Venue	:	Rm UC-3404, 34/F, United Centre
Day(s)/Times	:	Fridays, 8:00-10:00 p.m., starting 9 Jan 04 (12 meetings)
Fee	:	$1,100
Enrolment	:	30

AH 02-028-09-52 (31) — 一般學員用
AH 02-105-05-52 (32) — 「藝術及設計基礎證書」學員用
西洋美術史導論：文藝復興至寫實主義
History of Western Art : The Renaissance to Realism

查詢電話：2867 8339

文藝復興時期西方藝術經歷急劇轉變，無數優秀藝術家冒現，如達文西、米開蘭基羅及拉菲爾等。不少西方藝術的傳統及觀念，亦由此起源。隨後的藝術流派如風格主義，巴羅克藝術，浪漫主義，新古典主義，寫實主義以至印象主義，雖然在思想及風格上各有不同，但仍然繼承不少文藝復興時期所建立的傳統。現代藝術也是由這個重要傳統中產生。本課程將介紹由文藝復興至十九世紀初的藝術發展。

導　師	:	楊靜儀 BA *York*
地　點	:	統一中心三十四樓 UC-3404 室
開課日期及時間	:	2004 年 1 月 19 日起逢星期一 8:00-10:00 p.m. (共 12 講)
學　費	:	$1,100
名　額	:	30 人

中國藝術發展概談
A Survey of the Development of the Arts in China

查詢電話：2867 8338

中國藝術源遠流長，具有獨特色彩。本課程將用幻燈片介紹藝術作品，讓學員了解自新石器時代到清末期間中國藝術的發展歷程。

課程研究的內容包括不同時期而具代表性的藝術品，例如新石器時代陶器、商周青銅器、宋朝瓷器等。在書畫方面，除了追溯其根源，探討其發展之外，亦將介紹歷史上每段時期的代表人物和重要作品。

對中國古代文物書畫有鑒賞興趣的人士，可以由此入門。

導　師　：林亦英
BA, MPhil *HK*
地　點　：統一中心三十四樓 UC-3404 室
學　費　：$1,150
名　額　：30 人

AH 02-028-03-51 (21)
開課日期及時間　：2003 年 7 月 3 日起逢星期四 5:50-7:50 p.m. (共 12 講)
(2003 年 9 月 11 日不用上課)

AH 02-028-03-01 (31)
開課日期及時間　：2003 年 12 月 5 日起逢星期五 5:50-7:50 p.m. (共 12 講)

Skin Care and Image Design
護膚及形象設計

個人護膚班
Personal Skin Care

查詢電話：2867 8340

本課程討論有關皮膚的各種問題，幫助學員認識自我皮膚的現狀，了解皮膚演變的原因和掌握護膚心得。內容包括：皮膚分析、暗瘡、粉刺、皺紋形成的原因、護膚品的認識、護膚的程序與方法、脫屑、面膜的選擇、面部按摩的原理和技巧、手部護理、天然香氛學、頭髮的護理和國際標準的修甲技巧。

課程編號	AH 02-030-01-01 (31)	AH 02-030-01-02 (31)
開課日期及時間	2003 年 8 月 30 日起逢星期六 3:50-5:50 p.m. (共 8 講)	2003 年 11 月 1 日起逢星期六 1:30-3:30 p.m. (共 8 講)

導　師　：何芷瑩
INFA 香港分會主席，CIDESCO，CIBTAC 及 IFA 香港考試學校負責人及其他導師
地　點　：香港銅鑼灣軒尼詩道 505 號電業城 6 字樓
學　費　：$830 (學員須於第一講繳交工具費 $40，包括修甲、洗面用之工具)
名　額　：20 人

時尚化妝班
Contemporary Make-up

查詢電話：2867 8340

本課程重點包括：行政化妝、晚宴妝、日妝、新潮化妝、標準臉型的認識、化妝品的選擇和正確使用方法、修眉和畫眉的技巧、不同眼形和唇形的畫法、流行色彩的配搭和應用、自然的輪廓修飾技巧等。

導　師　：何芷瑩
INFA 香港分會主席，CIDESCO，CIBTAC 及 IFA 香港考試學校負責人及其他導師
地　點　：香港銅鑼灣軒尼詩道 505 號電業城 6 字樓
學　費　：$830 (學員須於第一講繳交工具費 $90，包括掃、粉撲、海棉等)
名　額　：20 人

課程編號	AH 02-030-05-01(31)	AH 02-030-05-02 (31)	AH 02-030-05-03 (31)
開課日期及時間	2003 年 8 月 30 日起逢星期六 1:30-3:30 p.m.(共 8 講)	2003 年 9 月 18 日起逢星期四 6:20-8:20 p.m. (共 8 講)	2003 年 11 月 1 日起逢星期六 3:50-5:50 p.m. (共 8 講)

English Language and English Language Teaching
英語及英語教學

General English

ENGLISH LANGUAGE COURSES

- Certificate in English Speech
- The SPACE English Course
- Developing General English Skills
- English in Use
- Essential English
- Active Grammar
- Effective Writing Skills
- Academic Writing Skills
- Advanced Speaking and Listening
- IELTS Preparation
- Pronunciation & Fluency 1
- Pronunciation & Fluency 2
- Phonetics and Speaking Skills for Beginners

BUSINESS ENGLISH

- Certificate in Business English
- Diploma in Business English

WORKPLACE ENGLISH CAMPAIGN:

Courses Leading to University of Cambridge BULATS Test

- Spoken English for the Workplace
- Written English for the Workplace
- Effective Presentations

ENGLISH FOR SECONDARY SCHOOL TEACHERS

- Diploma in English Language Teaching
- Certificate in English Language Teaching (Secondary)

ENGLISH FOR PRIMARY SCHOOL TEACHERS

- Speech Festivals: A Practical Approach for Primary School Teachers

DAYTIME ENGLISH COURSES IN SUMMER 2003

- Intensive English
- Speaking and Grammar
- Advanced Speaking and Listening
- Academic Writing Skills

General English

Certificate in English Speech

Enquiries: 2975 5689

This course provides advanced level tuition in spoken English to people who need a high standard of proficiency in a range of social situations. It is not a general English course, but provides comprehensive coverage of:

- pronunciation, including the phonetic symbols
- word and sentence stress
- intonation
- interpersonal communication, with the emphasis being on what is said and how it is said

Assessment is based on coursework, final examination and attendance (75%).

Entry Requirements	Applicants must: • have Grade D in English in HKCEE (Syllabus B), or equivalent (e.g. Grade B in Syllabus A); • produce evidence of further study at post-secondary level; • take an entrance test.		
Entrance Test	This consists of a listening test, lasting for about an hour, and an interview. Applicants who pass the listening test will be given a time to attend for interview. The listening test will be held at Room S206, 2/F, Admiralty Centre, HK at 6:30 p.m. on 4 and 9 September 2003.		
Classes	**AH 11-105-01 (31)** Causeway Centre, Wanchai Mondays, 6:30 - 9:30 p.m. starting 6 October 2003	**AH 11-105-02 (31)** Causeway Centre, Wanchai Tuesdays, 6:30 - 9:30 p.m. starting 7 October 2003	**AH 11-105-03 (31)** Causeway Centre, Wanchai Thursdays, 6:30 - 9:30 p.m. starting 9 October 2003
Duration	33 meetings, 99 hours.		

Fee(s)	• Entrance Test Fee: $100. • Course Fee: $4,400.
Information and Application	Detailed course information and an entrance test application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Ms Gladis Lee, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp. • **from the HKU SPACE Website**, http://www.hku.hk/space/. The closing date for application is 2 September 2003.

The SPACE English Course

Enquiries: 2975 5764 (SEC 1)
2975 5765 (SEC 2 & SEC 3)
2975 5681 (SEC 4 & SEC 5)

The SPACE English Course (SEC) is a 5-level general English course with the following features:

- Each of the 4 language skills - reading, writing, speaking and listening - are covered, with the Levels becoming progressively more difficult.
- All applicants are tested to assess which Level they should enter. There is no need for stronger students to start at Level 1.
- At the end of Level 1, Level 2, and Level 4 successful students are given a Statement of Achievement.
- At the end of Level 3, successful students are awarded a Foundation Certificate.
- At the end of Level 5, successful students are awarded the SPACE Certificate in General English.

Entry to the Course

All applicants take an entry test lasting about 90 minutes. Tests will be held as follows:

Date		Venue	Times
21	June	Rm S206, 2/F, Admiralty Centre	10:00 a.m., 2:00 p.m., 4:00 p.m.
28	June	Rm S13, 3/F, Admiralty Centre	10:00 a.m., 2:00 p.m., 4:00 p.m.
5	July	Rm CW313, 3/F, Causeway Centre	10:00 a.m., 2:00 p.m., 4:00 p.m.
12	July	Rm UC1201, 12/F, Unit B, United Centre	10:00 a.m., 2:00 p.m., 4:00 p.m.
19, 26	July	Rm S22, 3/F, Admiralty Centre	10:00 a.m., 2:00 p.m., 4:00 p.m.
2	August	Rm S205, 2/F, Admiralty Centre	10:00 a.m., 2:00 p.m., 4:00 p.m.
9	August	Rm NP407, 4/F, Fortress Tower	10:00 a.m., 2:00 p.m., 4:00 p.m.
16, 23, 30	August	Rm S22, 3/F, Admiralty Centre	10:00 a.m., 2:00 p.m., 4:00 p.m.

A non-refundable fee of $90 is made for taking this test. Applicants for the test should fill out a special application form to take the test on a date that suits them. This form is available:

- in person, from any HKU SPACE enrolment centre;
- from the HKU SPACE Website, http://www.hku.hk/space

We will send out letters offering places soon after the testing sessions, starting in late July. Applicants who take an early test will have a better chance of getting a place at a centre and time of their choosing. Applicants who take a later test will have a limited choice of classes.

We set the test to find out which level of the course is most suitable for applicants. It is particularly suitable for applicants with Grades E, D or C in HKCEE (Syllabus B), who are more likely to get direct entry into one of the higher levels. However, applicants with lower grades can also apply, but are more likely to be offered a place in one of the lower levels of the course.

Continuing Education Fund: Refund of Fees

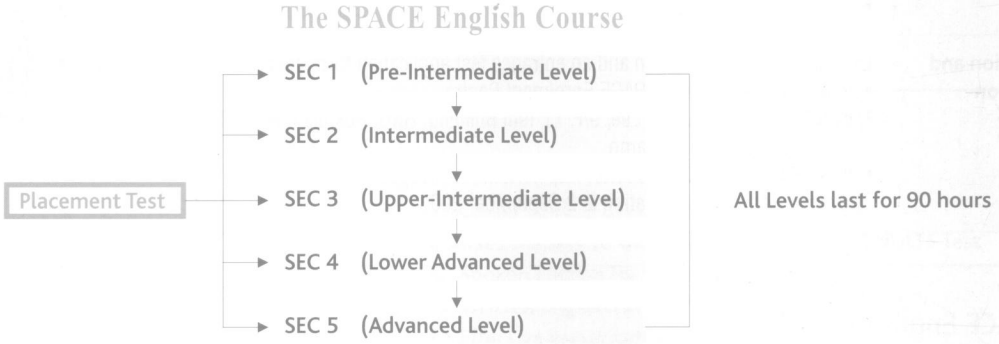
The different levels of the SPACE English Course are registered as courses that allow qualified students to claim a refund from the Continuing Education Fund (CEF). Eligible applicants can claim a refund of 80% of their fees, up to a maximum of $10,000.

To be eligible for CEF reimbursement, students must:

- register with The Office of the Continuing Education Fund before the start of the course;
- successfully complete the course;
- take a recognised English language examination on completion of the course.

Application forms and full details of the reimbursement requirements can be found on:
http//www.gov.hk/sfaa/cef

Students will be given further information about the CEF in the entry test results letter that we send them.



There is no guarantee that everyone who takes the Placement Test will be offered a place in any of the levels of the SPACE English Course. Candidates whose performance indicates that they are below the level of SEC 1 may either be offered a place in Developing General English Skills (page 40-41) or advised to take a lower level course at a different institution before taking the SPACE Test again next year.

Teachers
The teachers of the courses are drawn from our panel of qualified and experienced English language teachers. Some of them are native speakers; some of them are local teachers with native speaker competence.

The SPACE English Course Level 1

Enquiries : 2975 5764

Course No.	Day(s) / Times	Venue
AH 11-032-23-01 (31)	Mondays, 6:30 - 9:30 p.m., starting 29 September 2003	Rm 207, 2/F, Causeway Centre, Wanchai
AH 11-032-23-02 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 30 September 2003	Rm 207, 2/F, Causeway Centre, Wanchai
AH 11-032-23-03 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 8 October 2003	Rm 207, 2/F Causeway Centre, Wanchai
AH 11-032-23-04 (31)	Thursdays, 6:30 - 9:30 p.m., starting 9 October 2003	Rm 207, 2/F Causeway Centre, Wanchai
AH 11-032-23-05 (31)	Fridays, 6:30 - 9:30 p.m., starting 3 October 2003	Rm 207, 2/F Causeway Centre, Wanchai
AH 11-032-23-06 (31)	Saturdays, 2:30 - 5:30 p.m., starting 11 October 2003	Rm 208, 2/F Causeway Centre, Wanchai
AH 11-032-23-07 (31)	Sundays, 10:00a.m. - 1:00 p.m., starting 28 September 2003	Rm 1107, 11/F, Fortress Tower, North Point
AH 11-032-23-08 (31)	Sundays, 2:30 - 5:30 p.m., starting 28 September 2003	Rm 1107, 11/F, Fortress Tower, North Point
AH 11-032-23-09 (31)	Saturdays, 9:30a.m. - 12:30 p.m., starting 27 September 2003	Rm S15, 3/F, Admiralty Centre
AH 11-032-23-10 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 7 October 2003	Rm 102, 1/F, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-23-11 (31)	Sundays, 10:00a.m. - 1:00 p.m., starting 5 October 2003	Rm S15, 3/F, Admiralty Centre
AH 11-032-23-12 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 24 September 2003	Rm 109, Wah Yan College, Kowloon
AH 11-032-23-13 (31)	Thursdays, 6:30 - 9:30 p.m., starting 25 September 2003	Rm 109, Wah Yan College, Kowloon
AH 11-032-23-14 (31)	Fridays, 6:30 - 9:30 p.m., starting 26 September 2003	Rm 109, Wah Yan College, Kowloon
AH 11-032-23-15 (31)	Mondays, 6:30 - 9:30 p.m., starting 29 September 2003	Rm 216, Delia Memorial School, Broadway, Mei Foo
AH 11-032-23-16 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 30 September 2003	Rm 216, Delia Memorial School, Broadway, Mei Foo
AH 11-032-23-17 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 8 October 2003	Rm 216, Delia Memorial School, Broadway, Mei Foo
AH 11-032-23-18 (31)	Thursdays, 6:30 - 9:30 p.m., starting 2 October 2003	Rm 216, Delia Memorial School, Broadway, Mei Foo
AH 11-032-23-19 (31)	Fridays, 6:30 - 9:30 p.m., starting 3 October 2003	Rm 216, Delia Memorial School, Broadway, Mei Foo
AH 11-032-23-20 (31)	Saturdays, 2:30 - 5:30 p.m., starting 27 September 2003	Rm 210A, 1/F, Austin Tower, Tsui Sha Tsui

30 meetings (90 hours)

Fee: $3,900 (including textbooks)

Unless any change is made to the advertised details, we will not issue joining instructions. If your application has been accepted, you should go to the first session of the class at the time and place shown.

The SPACE English Course Level 2

Enquiries : 2975 5765

Course No.	Day(s) / Times	Venue
AH 11-032-24-01 (31)	Saturdays, 9:30 a.m. - 12:30 p.m., starting 11 October 2003	Rm S19, 3/F Admiralty Centre
AH 11-032-24-02 (31)	Sundays, 2:00 - 5:00 p.m., starting 28 September 2003	Rm S15, 3/F Admiralty Centre
AH 11-032-24-03 (31)	Mondays, 6:30 - 9:30 p.m., starting 6 October 2003	Rm 801, 8/F 494 King's Road, North Point
AH 11-032-24-04 (31)	Thursdays, 6:30 - 9:30 p.m., starting 2 October 2003	Rm 801, 8/F 494 King's Road, North Point
AH 11-032-24-05 (31)	Sundays, 10:00 a.m. - 1:00 p.m., starting 28 September 2003	Rm 1002, 10/F, 494 King's Road, North Point
AH 11-032-24-06 (31)	Sundays, 2:00 - 5:00 p.m., starting 28 September 2003	Rm 1201, 12/F, 494 King's Road, North Point
AH 11-032-24-07 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 8 October 2003	Rm 208, 2/F Causeway Centre, Wanchai
AH 11-032-24-08 (31)	Fridays, 6:30 - 9:30 p.m., starting 3 October 2003	Rm 208, 2/F Causeway Centre, Wanchai
AH 11-032-24-09 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 30 September 2003	Rm 101, 1/F Tang Shiu Kin Secondary School, Wanchai
AH 11-032-24-10 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 24 September 2003	Rm 110, Wah Yan College, Kowloon
AH 11-032-24-11 (31)	Thursdays, 6:30 - 9:30 p.m., starting 25 September 2003	Rm 110, Wah Yan College, Kowloon
AH 11-032-24-12 (31)	Fridays, 6:30 - 9:30 p.m., starting 26 September 2003	Rm 110, Wah Yan College, Kowloon
AH 11-032-24-13 (31)	Mondays, 6:30 - 9:30 p.m., starting 29 September 2003	Rm 215, 1/F, Delia Memorial School, Broadway, Mei Foo
AH 11-032-24-14 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 30 September 2003	Rm 215, 1/F, Delia Memorial School, Broadway, Mei Foo
AH 11-032-24-15 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 8 October 2003	Rm 215, 1/F, Delia Memorial School, Broadway, Mei Foo
AH 11-032-24-16 (31)	Thursdays, 6:30 - 9:30 p.m., starting 2 October 2003	Rm 215, 1/F, Delia Memorial School, Broadway, Mei Foo
AH 11-032-24-17 (31)	Fridays, 6:30 - 9:30 p.m., starting 3 October 2003	Rm 215, 1/F, Delia Memorial School, Broadway, Mei Foo
AH 11-032-24-18 (31)	Saturdays, 2:30 - 5:30 p.m., starting 27 September 2003	Rm 215, 1/F, Delia Memorial School, Broadway, Mei Foo
AH 11-032-24-19 (31)	Fridays, 6:30 - 9:30 p.m., starting 3 October 2003	Rm 305, 3/F, Ka Chi School, Shek Kip Mei

30 meetings (90 hours)

Fee: $3,900 (including textbooks)

The SPACE English Course Level 3

Enquiries : 2975 5765

Course No.	Day(s) / Times	Venue
AH 11-032-25-01 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 8 October 2003	Rm 1805, 18/F, AIA Tower, North Point
AH 11-032-25-02 (31)	Fridays, 6:30 - 9:30 p.m., starting 10 October 2003	Rm 1805, 18/F, AIA Tower, North Point
AH 11-032-25-03 (31)	Mondays, 6:30 - 9:30 p.m., starting 6 October 2003	Rm 901, 9/F, 494 King's Road, North Point
AH 11-032-25-04 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 7 October 2003	Rm 801, 8/F, 494 King's Road, North Point
AH 11-032-25-05 (31)	Sundays, 10:00 a.m. - 1:00 p.m., starting 28 September 2003	Rm 1201, 12/F, 494 King's Road, North Point
AH 11-032-25-06 (31)	Sundays, 2:00 - 5:00 p.m., starting 28 September 2003	Rm 1202, 12/F, 494 King's Road, North Point
AH 11-032-25-07 (31)	Sundays, 2:00 - 5:00 p.m., starting 5 October 2003	Rm 1302, 13/F, 494 King's Road, North Point
AH 11-032-25-08 (31)	Mondays, 6:30 - 9:30 p.m., starting 29 September 2003	Rm 208, 2/F Causeway Centre, Wanchai
AH 11-032-25-09 (31)	Saturdays, 2:30 - 5:30 p.m., starting 11 October 2003	Rm 218, 2/F, Causeway Centre, Wanchai
AH 11-032-25-10 (31)	Sundays, 10:00 a.m. - 1:00 p.m., starting 28 September 2003	Rm 210A, 1/F, Austin Tower, Tsim Sha Tsui
AH 11-032-25-11 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 24 September 2003	Rm 111, Wah Yan College, Kowloon
AH 11-032-25-12 (31)	Thursdays, 6:30 - 9:30 p.m., starting 25 September 2003	Rm 111, Wah Yan College, Kowloon
AH 11-032-25-13 (31)	Fridays, 6:30 - 9:30 p.m., starting 26 September 2003	Rm 111, Wah Yan College, Kowloon
AH 11-032-25-14 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 30 September 2003	Rm 214, 1/F, Delia Memorial School, Broadway, Mei Foo
AH 11-032-25-15 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 8 October 2003	Rm 214, 1/F, Delia Memorial School, Broadway, Mei Foo
AH 11-032-25-16 (31)	Thursdays, 6:30 - 9:30 p.m., starting 2 October 2003	Rm 214, 1/F, Delia Memorial School, Broadway, Mei Foo
AH 11-032-25-17 (31)	Mondays, 6:30 - 9:30 p.m., starting 6 October 2003	Rm 304, 3/F, Ka Chi School, Shek Kip Mei

30 meetings (90 hours)

Fee: $3,900 (including textbooks)

Unless any change is made to the advertised details, we will not issue joining instructions. If your application has been accepted, you should go to the first session of the class at the time and place shown.

The SPACE English Course Level 4

Enquiries : 2975 5681

Course No.	Day(s) / Times	Venue
AH 11-032-26-01 (31)	Sundays, 10:00 a.m. - 1:00 p.m., starting 5 October 2003	Rm 1102, 11/F, Fortress Tower, North Point
AH 11-032-26-02 (31)	Sundays, 2:00 - 5:00 p.m., starting 5 October 2003	Rm 1102, 11/F, Fortress Tower, North Point
AH 11-032-26-03 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 30 September 2003	Rm 1701, 17/F, 494 King's Road, North Point
AH 11-032-26-04 (31)	Thursdays, 6:30 - 9:30 p.m., starting 2 October 2003	Rm 1604, 16/F, MLC Millennia Plaza, Quarry Bay
AH 11-032-26-05 (31)	Mondays, 6:30 - 9:30 p.m., starting 29 September 2003	Rm 101, 1/F, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-26-06 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 8 October 2003	Rm 102, 1/F, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-26-07 (31)	Sundays, 10:00 a.m. - 1:00 p.m., starting 28 September 2003	Rm 212, 1/F, Austin Tower, Tsim Sha Tsui
AH 11-032-26-08 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 24 September 2003	Rm 112, 1/F, Wah Yan College, Kowloon
AH 11-032-26-09 (31)	Thursdays, 6:30 - 9:30 p.m., starting 25 September 2003	Rm 112, 1/F, Wah Yan College, Kowloon
AH 11-032-26-10 (31)	Fridays, 6:30 - 9:30 p.m., starting 26 September 2003	Rm 112, 1/F, Wah Yan College, Kowloon
AH 11-032-26-11 (31)	Mondays, 6:30 - 9:30 p.m., starting 6 October 2003	Rm 305, 3/F, Ka Chi School, Shek Kip Mei
AH 11-032-26-12 (31)	Tuesday, 6:30 - 9:30 p.m., starting 30 September 2003	Rm 304, 3/F, Ka Chi School, Shek Kip Mei

30 meetings (90 hours)

Fee: $3,900 (including textbooks)

The SPACE English Course Level 5

Enquiries : 2975 5681

Course No.	Day(s) / Times	Venue
AH 11-032-27-01 (31)	Sundays, 10:00 a.m. - 1:00 p.m., starting 28 September 2003	Rm 1303, 13/F, 494 King's Road, North Point
AH 11-032-27-02 (31)	Sundays, 2:00 - 5:00 p.m., starting 28 September 2003	Rm 1303, 13/F, 494 King's Road, North Point
AH 11-032-27-03 (31)	Mondays, 6:30 - 9:30 p.m., starting 29 September 2003	Rm 102, 1/F, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-27-04 (31)	Fridays, 6:30 - 9:30 p.m., starting 3 October 2003	Rm 304, 3/F, Causeway Centre, Wanchai
AH 11-032-27-05 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 24 September 2003	Rm 114, 1/F, Wah Yan College, Kowloon
AH 11-032-27-06 (31)	Fridays, 6:30 - 9:30 p.m., starting 26 September 2003	Rm 114, 1/F, Wah Yan College, Kowloon
AH 11-032-27-07 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 30 September 2003	Rm 303, 3/F, Ka Chi School, Shek Kip Mei
AH 11-032-27-08 (31)	Thursdays, 6:30 - 9:30 p.m., starting 2 October 2003	Rm 3040, 3/F, Ka Chi School, Shek Kip Mei

30 meetings (90 hours)

Fee: $3,900 (including textbooks)

Unless any change is made to the advertised details, we will not issue joining instructions. If your application has been accepted, you should go to the first session of the class at the time and place shown.

Developing General English Skills

Enquiries: 2975 5764

This is a low level practical course that covers the 4 English skills of speaking, listening, reading and writing. Its aim is to help students:

- develop their existing English skills;
- increase their vocabulary;
- improve the accuracy of their grammar;
- gain confidence in holding a conversation in English;
- prepare for entry to the SPACE English Course in Autumn 2004.

Entry to the Course

All applicants are required to take the same entry test that we set to applicants for the SPACE English Course. See page 37 for details of this test.

Students can apply for the entry test even if they do not have a pass in HKCEE. If their performance is good enough for acceptance into the SPACE English Course, they will be offered a place on it. However, if their performance is just below that required for the SPACE English Course, they will be offered a place in Developing General English Skills.

Continuing Education Fund: Refund of Fees

Developing General English Skills is registered as a course that allow qualified students to claim a refund from the Continuing Education Fund (CEF). Eligible applicants can claim a refund of 80% of their fees, up to a maximum of $10,000.

To be eligible for CEF reimbursement, students must:
- register with The Office of the Continuing Education Fund before the start of the course;
- successfully complete the course;
- take a recognised English language examination on completion of the course.

Application forms and full details of the reimbursement requirements can be found on:
http//www.gov.hk/sfaa/cef

Students will be given further information about the CEF in the entry test results letter that we send them.

Teachers
The teachers of the courses are drawn from our panel of qualified and experienced English language teachers. Some of them are native speakers; some of them are local teachers with native speaker competence.

Course No.	Day(s) / Times	Venue
AH 11-032-05-01 (31)	Sundays, 10:00 a.m. - 1:00 p.m., starting 28 September 2003	Rm 803, 8/F, 494 King's Road, North Point
AH 11-032-05-02 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 8 October 2003	Rm101, 1/F, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-05-03 (31)	Thursdays, 6:30 - 9:30 p.m., starting 2 October 2003	Rm101, 1/F, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-05-04 (31)	Thursdays, 6:30 - 9:30 p.m., starting 25 September 2003	Rm 113, Wah Yan College, Kowloon
AH 11-032-05-05 (31)	Fridays, 6:30 - 9:30 p.m., starting 26 September 2003	Rm 113, Wah Yan College, Kowloon
AH 11-032-05-06 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 30 September 2003	Rm 217, Delia Memorial School, Broadway, Mei Foo
AH 11-032-05-07 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 8 October 2003	Rm 217, Delia Memorial School, Broadway, Mei Foo
AH 11-032-05-08 (31)	Saturdays, 2:30 - 5:30 p.m., starting 27 September 2003	Rm 217, Delia Memorial School, Broadway, Mei Foo

30 meetings (90 hours) **Fee: $3,900 (including textbooks)**

English in Use
Enquiries: 2975 5681

English in Use is a general English course that covers the 4 skills of English: speaking, listening, reading, and writing. Though at a higher level than Essential English, it has the same aims of:

- reviewing and consolidating your existing English skills;
- increasing your vocabulary;
- practising essential points of grammar;
- helping you recognise and correct common errors in English.

English in Use will be useful if you have not studied English recently and wish to improve your English skills. During the course, you will be given the Placement Test for the SPACE English Course for entry in Autumn 2003 and offered a place in the class that we feel is most appropriate to your level of ability.

Entry Requirement(s)	Grade 'D' in English language in HKCEE (Syllabus B). Please attach a copy of your HKCEE certificate to your application. Applicants with grade 'E' in HKCEE should apply for Essential English.

Course No.	Day(s) / Times	Venue
AH 11-032-31-55 (21)	Mondays & Thursdays, 6:30 - 9:30 p.m., starting 16 June 2003	Rm 103, Tang Shi Kin Secondary School, Wanchai
AH 11-032-31-56 (21)	Tuesdays & Fridays, 6:30 - 9:30 p.m., starting 13 June 2003	Rm 403, Ka Chi School, Shek Kip Mei

15 meetings (45 hours) **Fee: $2,200 (including textbook)**

Essential English

Enquiries: 2975 5764

Essential English is a general English course that covers the 4 skills of English: speaking, listening, reading and writing. It will:

- review and consolidate your existing English skills;
- increase your vocabulary;
- practise essential points of grammar;
- help you recognise and correct common errors in English.

Essential English will be useful if you have not studied English recently and wish to improve your English skills. During the course, you will be given the Placement Test for the SPACE English Course for entry in Autumn 2003 and offered a place in the class that we feel is most appropriate for your level of ability.

Entry Requirement(s)	Grade E in English Language (Syllabus B) in HKCEE. Please attach a copy of your HKCEE certificate to your application. Applicants with grade 'D' in HKCEE should apply for English in Use.

Course No.	Day(s) / Times	Venue
AH 11-032-08-54 (21)	Mondays & Thursdays, 6:30 p.m. - 9:30 p.m., starting 16 June 2003	Rm 801, 8/F, 494 King's Road, North Point

15 meetings (45 hours) **Fee: $2,200 (including textbook)**

Unless any change is made to the advertised details of our English courses, we do not usually issue joining instructions. If your application is accepted, you should go to the first session of the course at the time and place indicated.

No refunds or transfers to a different class will be approved.

Active Grammar

Enquiries: 2975 5681

This course will revise the basics of English grammar and develop your grammar skills to a more advanced level. The course will be practical and you will see grammar in use in typical, everyday situations.

The course tutors will focus on common grammatical errors and help you to recognise and correct them so that you use a greater variety of structures with confidence.

Entry Requirement(s)	Grade "E" in English Language in HKCEE (Syllabus B). Please attach a copy of your HKCEE certificate to your application.

Course No.	Day(s) / Times	Venue
AH 11-032-13-52 (21)	Sundays, 2:00 - 5:00 p.m., starting 22 June 2003	Rm 1408, Fortress Tower, North Point
AH 11-032-13-54 (21)	Wednesdays, 6:30 - 9:30 p.m., starting 25 June 2003	Rm 102, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-13-56 (21)	Saturdays, 2:00 - 5:00 p.m., starting 28 June 2003	Room 216, 2/F Causeway Centre, Wanchai
AH 11-032-13-57 (21)	Tuesdays, 6:30 - 9:30 p.m., starting 17 June 2003	Rm 304, Ka Chi School, Shek Kip Mei
AH 11-032-13-01 (31)	Sundays, 10:00 a.m.- 1:00 p.m., starting 5 October 2003	Rm 1101, Fortress Tower, North Point
AH 11-032-13-02 (31)	Sundays, 10:00 a.m.- 1:00 p.m., starting 4 January 2004	Rm 1101, Fortress Tower, North Point
AH 11-032-13-03 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 8 October 2003	Rm 103, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-13-04 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 7 January 2004	Rm 103, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-13-05 (31)	Saturdays, 2:00 - 5:00 p.m., starting 11 October 2003	Rm 207, 2/F Causeway Centre, Wanchai
AH 11-032-13-06 (31)	Saturdays, 2:00 - 5:00 p.m., starting 3 January 2004	Rm 207, 2/F Causeway Centre, Wanchai

10 meetings (30 hours) **Fee: $1,750 (including textbook)**

Effective Writing Skills

Enquiries: 2975 5764

This course will help you if you have problems getting your message across when writing English. The classes will be run as workshops that get you fully involved in identifying and correcting your personal errors.

Our aim is to get you to write well-structured English that is interesting, easy to understand and easy to read. All the materials have been specially designed for the workshops, so there will be no need to buy a textbook.

Entry Requirement(s)	Grade "D" in English Language in HKCEE (Syllabus B). Please attach a copy of your HKCEE certificate to your application.

Course No.	Day(s) / Times	Venue
AH 11-032-10-51 (21)	Tuesdays & Fridays, 6:30 - 9:30 p.m., starting 24 June 2003	Rm 101, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-10-01 (31)	Mondays, 6:30 - 9:30 p.m., starting 5 January 2004	Rm 103, Tang Shiu Kin Secondary School, Wanchai

15 meetings (45 hours)

Fee: $2,400 (including materials)

Academic Writing Skills

Enquiries: 2975 5764

This course will help you if you are taking a degree or diploma course that requires you to use English to write university essays. Its aim is to help you express yourself coherently in writing by providing you with examples of academic writing and practice materials. It will be very practical, with emphasis on guided writing tasks, and will take you from paragraph writing to essay writing.

You will learn such essentials as:

- planning before you write;
- organising your ideas;
- developing your ideas;
- revising your writing;
- using language with precision;
- avoiding common errors of grammar and sentence structure;
- editing your writing.

Entry Requirement(s)	You should either be already studying or about to study a diploma or degree programme that requires you to write English. You should attach to your application copies of certificates showing that you have been accepted into such a programme.

Course No.	Day(s) / Times	Venue
AH 11-032-09-52 (21)	Tuesdays, 6:30 - 9:30 p.m., starting 24 June 2003	Rm 102, 1/F, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-09-01 (31)	Monday to Friday, 9:30 a.m.-12:30 p.m., 11 August to 22 August 2003	Rm 314, 3/F, Causeway Centre, Wanchai
AH 11-032-09-02 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 7 October 2003	Rm 103, 1/F, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-09-03 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 6 January 2004	Rm 103, 1/F, Tang Shiu Kin Secondary School, Wanchai

10 meetings (30 hours)

Fee: $2,000 (including textbook)

Unless any change is made to the advertised details, we will not issue joining instructions. If your application has been accepted, you should go to the first session of the class at the time and place shown.

Advanced Speaking and Listening

Enquiries: 2975 5765

This course will help you expand your range of natural expression (including modern idiomatic expression) and examine the problems that foreign learners have in understanding native speakers when speaking at natural speeds. It will particularly suit those who find difficulty communicating with native speakers in less formal situations both at work and socially.

The instruction will help you overcome these difficulties by presenting you with a range of communication activities designed to improve your fluency as well as providing input on vocabulary and phonetics. Extensive use is made of audio and video material for comprehension.

Entry Requirement(s)	Grade "D" in English Language in HKCEE (Syllabus B). Please attach a copy of your HKCEE certificate to your application.

Course No.	Day(s) / Times	Venue
AH 11-032-20-01 (31)	Monday to Friday, 9:30 a.m. - 12:30 p.m., 14 July to 25 July 2003	Rm 314, 3/F Causeway Centre, Wanchai
AH 11-032-20-02 (31)	Saturdays, 10:00 a.m. - 1:00 p.m., starting 11 October 2003	Rm 202, 2/F, Causeway Centre, Wanchai
AH 11-032-20-03 (31)	Saturdays, 10:00 a.m. - 1:00 p.m., starting 10 January 2004	Rm 202, 2/F, Causeway Centre, Wanchai
AH 11-032-20-52 (21)	Saturdays and Sundays, 10:00 a.m. - 1:00 p.m., starting Sunday 29 June 2003	Rm 1107, 11/F, Fortress Tower, North Point

10 meetings (30 hours) **Fee: $1,750**

IELTS Preparation

Enquiries: 2975 5764

IELTS, the International English Language Testing System, assesses a candidate's skills in the 4 language areas of listening, reading, writing and speaking. It is widely recognised as a language requirement for higher education study throughout the world. It has also been chosen as the Common English Proficiency Assessment (CEPA) exam that students graduating from Hong Kong universities can take to show their proficiency in English, both in comparison with local students and also with students from other countries.

IELTS itself has 2 versions: Academic and General. The Listening and Speaking Modules are the same for both tests, but the Reading and Writing Modules are different. The HKU SPACE IELTS Preparation Course prepares students to take the IELTS Academic version. It is suitable for anyone who needs to use IELTS scores to indicate their English language proficiency, but particularly for:

- students graduating from Hong Kong universities
- students who would like to attend an overseas university

We offer 2 courses: one with 60 hours of instruction, and one with 45 hours of instruction for those who prefer a slightly shorter course. Applicants can choose the format that they think best suits their needs.

Entry Requirement(s)	Grade E in English at HKAL. Please attach a copy of your HKAL certificate to your application.

Course No.	Day(s) / Times	Venue
AH 11-032-35-01 (31)	Tuesdays, 6:30 to 9:30 p.m., starting 7 October 2003.	Rm 310, 3/F, Causeway Centre, Wanchai

20 meetings (60 hours) **Fee: $3,800 (including textbook, but excluding the test fee)**

Course No.	Day(s) / Times	Venue
AH 11-032-35-02 (31)	Wednesdays, 6:30 to 9:30 p.m., starting 8 October 2003.	Rm 215, 2/F, Causeway Centre, Wanchai
AH 11-032-35-03 (31)	Saturdays, 9:30a.m.-12:30p.m., starting 27 September 2003	Rm 217, 2/F, Causeway Centre, Wanchai

15 meetings (45 hours) **Fee: $3,000 (including textbook, but excluding the test fee)**

The following qualify for reimbursement of the test fee, if they take IELTS as their CEPA:

- UGC-funded undergraduates who graduate at the end of the 2002 - 2003 academic year.
- UGC-funded students who graduated at the end of the 2001 - 2002 academic year.

The procedure for them to follow is given at: **http://www.ugccepa.com**

The course does ***not*** include the IELTS exam. Exams can be arranged:

- For ordinary students, through the British Council.
- For UGC-funded students, through their university, in accordance with the procedure outlined at the web site given above.

Another useful web site for information about IELTS is: **http://www.ielts.org**

Pronunciation and Fluency 1

Enquiries: 2975 5765

This very practical course will give you lively and realistic discussion and conversation practice. It will:

- help you improve your English pronunciation;
- help you become a more fluent and confident speaker of English in different situations;
- increase your range of useful English vocabulary;
- introduce you to different native speaker accents.

The course tutors will pay very close attention to your individual pronunciation problems.

To benefit most from the course, you must be willing to take part in the full range of activities that the course will include.

Entry Requirement(s)	Grade "E" in English Language in HKCEE (Syllabus B). Please attach a copy of your HKCEE certificate to your application.

Course No.	Day(s) / Times	Venue
AH 11-032-12-52 (21)	Wednesdays, 6:00 – 9:00 p.m., starting 18 June 2003	Rm 207, 2/F, Causeway Centre, Wanchai
AH 11-032-12-54 (21)	Mondays, 6:30 – 9:30 p.m., starting 16 June 2003	Rm 101, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-12-57 (21)	Thursdays, 6:30 – 9:30 p.m., starting 17 July 2003	Rm 101, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-12-58 (21)	Tuesdays, 6:30 – 9:30 p.m., starting 10 June 2003	Rm 1504, 15/F, 238 Nathan Road, Jordan
AH 11-032-12-01 (31)	Thursdays, 6:30 – 9:30 p.m., starting 8 January 2004	Rm 1703, 17/F, 494 King's Road, North Point
AH 11-032-12-02 (31)	Saturdays, 9:30 a.m. – 12:30 p.m., starting 11 October 2003	Rm 206, 2/F, Causeway Centre, Wanchai
AH 11-032-12-03 (31)	Saturdays, 9:30 a.m. – 12:30 p.m., starting 10 January 2004	Rm 206, 2/F, Causeway Centre, Wanchai
AH 11-032-12-04 (31)	Saturdays, 2:00 – 5:00 p.m., starting 11 October 2003	Rm 206, 2/F, Causeway Centre, Wanchai
AH 11-032-12-05 (31)	Mondays, 9:30 a.m. – 12:30 p.m., starting 6 October 2003	Rm 210A, 1/F, Austin Tower, Tsim Sha Tsui
AH 11-032-12-06 (31)	Mondays, 9:30 a.m. – 12:30 p.m., starting 12 January 2004	Rm 210A, 1/F, Austin Tower, Tsim Sha Tsui
AH 11-032-12-07 (31)	Wednesdays, 6:30 – 9:30 p.m., starting 8 October 2003	Rm 404, 4/F, Ka Chi School, Shek Kip Mei
AH 11-032-12-08 (31)	Wednesdays, 6:30 – 9:30 p.m., starting 7 January 2004	Rm 404, 4/F, Ka Chi School, Shek Kip Mei

10 meetings (30 hours) **Fee: $1,750**

Unless any change is made to the advertised details, we will not issue joining instructions. If your application has been accepted, you should go to the first session of the class at the time and place shown.

Pronunciation and Fluency 2

Enquiries: 2975 5765

This course follows on from Pronunciation and Fluency 1, giving students further practice in the skills practised there. It will be suitable for students who have completed Pronunciation and Fluency 1, and also for new students as long as *they have a knowledge of the phonemic chart.*

Entry Requirement(s)	Grade "E" in English Language in HKCEE (Syllabus B). Please attach a copy of your HKCEE certificate to your application. *A knowledge of the phonemic chart is essential.*

Course No.	Day(s) / Times	Venue
AH 11-032-34-52 (21)	Saturdays, 2:00 - 5:00 p.m., starting 21 June 2003	Rm 210A, 1/F, Austin Tower, Tsim Sha Tsui
AH 11-032-34-01 (31)	Saturdays, 2:00 - 5:00 p.m., starting 10 January 2004	Rm 206, 2/F, Causeway Centre, Wanchai

10 meetings (30 hours) **Fee: $1,750**

Phonetics and Speaking Skills for Beginners

Enquiries: 2975 5689

This course is for adult learners and teachers of English who do not know the International Phonetic Alphabet (IPA) and wish to know how read it from a dictionary.

Session 1: What is phonetics? What can be learnt from the dictionary? The IPA: a brief history. The speech organs. Basic speaking techniques.
Session 2: The Vowels and the Cantonese equivalents. Speech practice.
Session 3: The Diphthongs and the Cantonese equivalents; the voiced and voiceless consonants. Speech practice.
Session 4: The nasals, semi-vowels and lateral sounds; speech problems of Cantonese speakers, tongue twisters; speaking skills practice.

Tutor : Lau, C.
BA *Macau*, PGCE *HK*, MIL, LTCL (TESOL), GSMD, Toastmaster (ATM-G)
Enrolment : 25

Entry Requirements	Grade "E" in English Language in HKCEE (Syllabus B).
Medium of Instruction	Mainly English, supplemented by Cantonese.

Course No.	Day(s) / Times	Venue
AH 11-032-30-53 (21)	Tuesdays and Thursdays, 7:00 - 9:30 p.m., starting 10 June 2003	HKU
AH 11-032-30-01 (31)	Tuesdays and Thursdays, 7:00 - 9:30 p.m., starting 7 October 2003	HKU
AH 11-032-30-02 (31)	Tuesdays and Thursdays, 7:00 - 9:30 p.m., starting 9 December 2003	HKU

4 meetings (10 hours) **Fee: $530**

Business English

Certificate in Business English
Diploma in Business English

Enquiries: 2975 5880 Fax: 2858 3404

HKU SPACE offers two award-bearing programmes in Business English:

- **Certificate in Business English**
  There is no requirement for students who complete the certificate to continue to the diploma.
- **Diploma in Business English**

These programmes are reimbursable courses under the Continuing Education Fund (CEF). Eligible applicants claim 80% of their fees, subject to a maximum sum of HK$10,000. To be eligible for CEF reimbursement, students must successfully complete either the Certificate or the Diploma in Business English programme, and take the University of Cambridge's BULATS tests. Students must apply for CEF reimbursement before the start of their programme. Application forms and reimbursement requirements can be found on: **http://www.gov.hk/sfaa/cef**

AH 11-101-00 (31)
Certificate in Business English

This programme will help working professionals communicate accurately and effectively in English in various business contexts, by enabling them to:

- present information and ideas accurately and effectively in English;
- write effective letters, memos, minutes and brief reports;
- speak English fluently and confidently.

It has 2 courses, which can be taken in any order but must be completed in a maximum of 2 years:

- Modern Business Writing Skills, 60 hours
- Modern Business Oral Skills, 30 hours

Modern Business Writing Skills

- Effective written communication: Style, tone, image, and impact
- Internal company communication: Memos and minutes
- External company communication: Applications, enquiries and complaints
- Brief business reports

Course No.	Day(s) / Times	Venue
AH 11-101-01-01 (31)	Wednesdays, 6:30 – 9:30 p.m., starting 10 September 2003	Rm 304, Ka Chi School, Shek Kip Mei
AH 11-101-01-02 (31)	Fridays, 6:30 – 9:30 p.m., starting 19 September 2003	Rm S19, 3/F, Admiralty Centre
AH 11-101-01-03 (31)	Saturdays, 2:30 – 5:30 p.m., starting 20 September 2003	Rm 202, Causeway Centre, Wanchai
AH 11-101-01-04 (31)	Saturdays, 2:30 – 5:30 p.m., starting 20 September 2003	Rm s15, Admiralty Centre
AH 11-101-01-05 (31)	Sundays, 10:00a.m. – 1:00 p.m., starting 21 September 2003	Rm 1202, 494 King's Road

20 meetings (60 hours) **Fee: $3,800 (including textbook)**

Modern Business Oral Skills

- Effective telephone skills
- Asking and handling questions
- Language of presentations
- Language of meetings

Course No.	Day(s) / Times	Venue
AH 11-101-21-01 (31)	Fridays, 6:30 – 9:30 p.m., starting 26 September 2003	Rm 304, Ka Chi School, Shek Kip Mei
AH 11-101-21-06 (31)	Fridays, 6:30 – 9:30 p.m., starting 2 January 2004	Rm 304, Ka Chi School, Shek Kip Mei
AH 11-101-21-02 (31)	Saturdays, 2:30 – 5:30 p.m., starting 27 September 2003	Rm s15, Admiralty Centre
AH 11-101-21-07 (31)	Saturdays, 2:30 – 5:30 p.m., starting 3 January 2004	Rm 3406, 34/F, United Centre
AH 11-101-21-03 (31)	Sundays, 10:00 a.m. – 1:00 p.m., starting 28 September 2003	Rm 1203, 494 King's Road
AH 11-101-21-04 (31)	Sundays, 2:00 – 5:00 p.m., starting 28 September 2003	Rm 1203, 494 King's Road
AH 11-101-21-08 (31)	Sundays, 10:00 a.m. – 1:00 p.m., starting 4 January 2004	Rm 1203, 494 King's Road
AH 11-101-21-05 (31)	Mondays, 6:30 – 9:30 p.m., starting 29 September 2003	Rm 203, Causeway Centre

10 meetings (30 hours) **Fee: $2,000 (including textbook)**

Entry Requirements

Applicants must:
- have **either,** Grade D in HKCEE English Language (Syllabus B), **or** the HKU SPACE Certificate in General English, **or** an equivalent qualification.
- pass Written Entry Test I.

Entry Test Procedure

All applicants take Written Entry Test I, which lasts for one hour. They will be informed of the result of their test as soon as possible afterwards to enable successful applicants to apply for the course of their choice. The schedule for tests is:

Date	Venue	Time
Monday, 14 July 2003	Room S22, 3/F, Admiralty Centre, 18 Harcourt Road, HK	7:00 p.m.
Saturday, 16 August 2003	Room S205, 2/F, Admiralty Centre, 18 Harcourt Road, HK	2:00 p.m., 3:30 p.m.
Tuesday, 14 October 2003	Room S208, 2/F, Admiralty Centre, 18 Harcourt Road, HK	7:00 p.m.
Saturday, 1 November 2003	Room UC1203, 12/F, United Centre, 95 Queensway, HK	2:00 p.m., 3:30 p.m.

Application forms for taking Written Entry Test I are available:
- **in person**, from any HKU SPACE enrolment centre;
- **from the HKU SPACE website**, http://www.hku.hk/space/div_ah

There is a non-refundable fee of $100 to cover the cost of processing the test.

AH 11-108-00(31)
Diploma in Business English

This diploma recognises the need for a high level of English proficiency and knowledge of intercultural communicaton strategies in the modern job market. It will help students:

- use accurate and appropriate English to communicate effectively in workplace situations;
- understand the language complexities found in international business situations;
- communicate effectively in different cultural settings.

It has 2 courses, which can be taken in any order but must be completed in a maximum of 2 years:

- Report Writing and Presentation Skills, 60 hours
- International Business Communication Skills, 60 hours

Report Writing and Presentation Skills

- Analysing professional reports and proposals
- Persuasive communication: Style, tone, image and impact
- Effective organising: Content and presentation
- Effective presentation skills

Course No.	Day(s) / Times	Venue
AH 11-108-01-01 (31)	Mondays, 6:30 – 9:30 p.m., starting 22 September 2003	Rm S15, 3/F, Admiralty Centre
AH 11-108-01-02 (31)	Tuesdays, 6:30 – 9:30 p.m., starting 23 September 2003	Rm 208 Causeway Centre, Wanchai
AH 11-108-01-03 (31)	Saturdays, 2:30 – 5:30 p.m., starting 13 September 2003	Rm 309 Causeway Centre, Wanchai

20 meetings (60 hours) **Fee: $4,000 (including textbook)**

International Business Communication Skills

- Intercultural differences in communication
- Profiling communicative styles across cultures
- Language for positive cross-cultural communication
- International communication dilemmas: Case studies

Course No.	Day(s) / Times	Venue
AH 11-108-11-01 (31)	Wednesdays, 6:30 – 9:30 p.m., starting 10 September 2003	Rm 1002, 494 King's Road
AH 11-108-11-02 (31)	Sundays, 2:00 –5:00 p.m. starting 21 September 2003	Rm S19, 3/F, Admiralty Centre

20 meetings (60 hours) **Fee: $4,000 (including textbook)**

Entry Requirements

Applicants must:

- have **either**, the HKU SPACE Certificate in Business English, **or** the HKU SPACE Certificate in General English with Credit **or** above, or Grade C in HKCEE English Language (Syllabus B), **or** a similar Professional English qualification, **or** an equivalent qualification.
- pass Written Entry Test II.

Entry Test Procedure

All applicants take Written Entry Test II, which lasts for 2 hours. They will be informed of the result of their test as soon as possible afterwards, to enable successful applicants to apply for the course of their choice. The schedule for tests is:

Date	Venue	Time
Monday, 7 July 2003	Room S22, 3/F, Admiralty Centre, 18 Harcourt Road, HK	7:00 p.m.
Saturday, 2 August 2003	Room S22, 3/F, Admiralty Centre, 18 Harcourt Road, HK	2:00 p.m.

Application forms for taking Written Entry Test II are available:

- **in person,** from any HKU SPACE enrolment centre;
- **from the HKU SPACE website,** http://www.hku.hk/space/div_ah

There is a non-refundable fee of $200 to cover the cost of processing the test.

Enquiries: 2975 5832

Courses leading to University of Cambridge BULATS Tests

In its Workplace English Campaign, the Government has taken 2 important initiatives:

- It has recommended the tests set by 4 international English language testing agencies.
- It has identified the proficiency levels (known as "benchmarks") that applicants should reach in these tests if they are to be suitable for different kinds of office jobs.

HKU SPACE has 3 courses preparing candidates for the following Business Language Testing Service (BULATS) tests offered by the University of Cambridge:

- BULATS Speaking Test
- BULATS Writing Test

These courses are:

- Spoken English for the Workplace
- Written English for the Workplace
- Effective Presentations

Students in all three courses may be eligible for a partial refund of fees as part of the Workplace English Campaign.

Students **must** submit refund applications **before** the start of their courses. Forms and requirements are available on: www.english.gov.hk

Spoken English for the Workplace

This course prepares students for the BULATS Speaking Test, which assesses speaking skills, particularly those that are required in the workplace. The test lasts for 12 minutes. It consists of an interview, a presentation, and a discussion with the examiner.

Candidates are assessed on organisation, fluency, accuracy, pronunciation and the degree to which they participate in the oral activities.

For Entry Requirements and Fee Reimbursement, see page 51.

Course No.	Day(s) / Times	Venue
AH 11-032-32-01 (31)	Mondays, 6:30 - 9:30 p.m., starting 22 September 2003	Room 214, Delia Memorial School, Broadway, Mei Foo
AH 11-032-32-02 (31)	Mondays, 6:30 - 9:30 p.m., starting 5 January 2004	Room 214, Delia Memorial School, Broadway, Mei Foo
AH 11-032-32-03 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 23 September 2003	Room 104, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-32-04 (31)	Tuesdays, 6:30 - 9:30 p.m., starting 6 January 2004	Room 104, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-32-05 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 17 September 2003	Room 1504, MLC Plaza, Quarry Bay
AH 11-032-32-06 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 7 January 2004	Room 1504, MLC Plaza, Quarry Bay

10 meetings (30 hours)

Fee: $2,000
(including textbook, but excluding the cost of the BULATS test, $450)

HKU SPACE Adds Value to Your Life

Written English for the Workplace

This course prepares students for the BULATS Writing Test, which assesses a candidate's writing skills in relation to the workplace. This test has 2 tasks:

- writing a short reply to a letter, memo or message
- writing a short report following brief instructions

Candidates are assessed on accurate language use, organisation, expression and the likely effectiveness of their writing.

For Entry Requirements and Fee Reimbursement, see page 51.

Course No.	Day(s) / Times	Venue
AH 11-032-33-01 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 24 September 2003	Room 213, Delia Memorial School, Broadway, Mei Foo
AH 11-032-33-02 (31)	Wednesdays, 6:30 - 9:30 p.m., starting 7 January 2004	Room 213, Delia Memorial School, Broadway, Mei Foo
AH 11-032-33-03 (31)	Thursdays, 6:30 - 9:30 p.m., starting 25 September 2003	Room 102, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-33-04 (31)	Thursdays, 6:30 - 9:30 p.m., starting 8 January 2004	Room 102, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-33-05 (31)	Fridays, 6:30 - 9:30 p.m., starting 26 September 2003	Room 101, Tang Shiu Kin Secondary School, Wanchai
AH 11-032-33-06 (31)	Fridays, 6:30 - 9:30 p.m., starting 9 January 2004	Room 101, Tang Shiu Kin Secondary School, Wanchai

10 meetings (30 hours)

Fee: $2,000
(including textbook, but excluding the cost of the BULATS test, $350)

Effective Presentations

This course will benefit you if you have to make presentations in English but feel uncomfortable about doing so and want to prepare yourself for giving presentations in the future. It covers language practice as well as the techniques of giving a good presentation.

Among the key presentation and language skills covered are:

- starting and concluding a presentation
- ways of making a transition from one part of a presentation to the next
- describing graphs, charts and trends
- using body language both to emphasise and to minimise your message
- preparing and using visual aids
- dealing with questions

On completion of the course, students will be able to take the BULATS Speaking Test, which assesses speaking skills, particularly those that are required in the workplace. The test lasts for 12 minutes. It consists of an interview, a presentation, and a discussion with the examiner.

Candidates are assessed on organisation, fluency, accuracy, pronunciation and the degree to which they participate in the oral activities.

Enrolment is limited to 20 to allow you to practise what you learn to the full.

For Entry Requirements and Fee Reimbursement, see page 51 .

Course No.	Day(s) / Times	Venue
AH 11-033-03-01 (31)	Thursdays, 6:30 - 9:30 p.m., starting 25 September 2003	Room 215, Causeway Centre, Wanchai
AH 11-033-03-02 (31)	Thursdays, 6:30 - 9:30 p.m., starting 8 January 2004	Room 215, Causeway Centre, Wanchai

10 meetings (30 hours)

Fee: $2,300
(including textbook, but excluding the cost of the BULATS test, $450)

Entry Requirements	**Spoken English for the Workplace and Written English for the Workplace**: Applicants should have a Grade E pass in HKCEE (Syllabus B), and should attach a copy of their HKCEE certificate to their application forms. **Effective Presentations**: Applicants should have a Grade D pass in HKCEE (Syllabus B), and should attach a copy of their HKCEE certificate to their application forms.
Fee Reimbursement	Students in Written English for the Workplace, Spoken English for the Workplace and Effective Presentations classes may be eligible for a **partial** refund of both the course fees and the BULATS examination fees as part of the Workplace English Campaign. Students **must** apply to the office of the Workplace English Campaign **before** the start of their courses. Application forms and reimbursement requirements can be found on the Workplace English Campaign Web site (see below).
Workplace English Campaign Web site	www.english.gov.hk
Closing Date for Application	The closing date for application for each class is 12 working days before the published start date of the course. **Because we have to send students information relating to the refund of fees, it is essential that applicants observe this deadline.**

English for Secondary School Teachers

AH 11-109-00 (31)
Diploma in English Language Teaching

Enquiries: 2975 5695

We offer this course with the English Centre, HKU, to provide graduate level study for those involved in English language teaching in schools. The Course Director is Professor David Nunan, Director of the English Centre and Chair Professor of Applied Linguistics, HKU.

The main aim of the course is to develop participants' skills and knowledge in the development, delivery and assessment of English language teaching programmes. The sessions will be experiential, interactive and task-based, with "lectures" kept to a minimum.

There are 6 modules:

- Exploring the English Language
- Language Teaching Methodology
- Classroom Management and Observation
- Information Technology for Language Teaching
- The English Language Teaching Curriculum
- Current Concepts in English Language Teaching

Entry Requirements	Applicants should have: • a first degree; • 2 years' experience of teaching English.
Day(s) / Times	• Wednesday evenings, 6:00 - 9:00 p.m., starting 17 September 2003. • 10 x full-day seminars on selected Saturdays.
Duration	One year, 200 hours. (30 x 3-hour sessions, plus 10 x 6-hour seminars, plus 50 hours of electronic communication.) The anticipated end date is 7 July 2004.
Venue	HKU Main Campus.
Fee(s)	$21,000.
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website**, http://hku.hk/space/ • **from the English Centre website**, http://ec.hku.hk/dipelt2003/ The closing date for application is 31 July 2003.

Certificate in English Language Teaching (Secondary)

Enquiries: 2975 5689

This programme is open to all secondary school English teachers, but will be of most benefit to newly-qualified teachers. The courses in the programme address the practical concerns of English teachers in Hong Kong and are taught by people with many years of experience in teaching and teacher education.

To obtain the certificate participants must complete 6 modules within 3 years. Two of the modules must be Core Modules A and B, while the other 4 modules are chosen from a list that varies from year to year.

Modules are free-standing, and can be taken as individual courses with no requirement to complete the whole certificate. Successful completion of a module is based on coursework assessment and attendance (at least 75%).

The schedule of courses for Autumn 2003 is:

Core Modules (20 hours)	
AH 11-102-01 (31): Language Systems and the English Syllabus for Secondary Schools (Forms 1 - 5) (Core A)	
Tutor	Wu, K.Y., BA, MPhil, MEd, CertEd *HK*
Day(s) / Times	Saturdays, 2:30-5:00p.m., starting 13 September 2003. 8 meetings.
Venue	To be advised.
Fee(s)	$1,400
AH 11-102-02 (31): English Language Teaching: Recent Trends and Current Classroom Practice (Core B)	
Day(s) / Times	The next intake is in Spring 2004.

Optional Modules (15 hours)	
AH 11-102-04 (31): Basic Linguistics for Language Learners	
Tutor	Bird, N., BA, MPhil, PhD, PGCE, DipEd *London*
Day(s) / Times	Sundays, 9:45 - 11:15 a.m., starting 28 September 2003. 10 meetings.
Venue	Room G01, James Lee Science Building, HKU
Fee(s)	$1,000
AH 11-102-41 (31): Using English to Learn Other Language NEW	
Tutor	Bird, N., BA, MPhil, PhD, PGCE, DipEd *London*
Day(s) / Times	Sundays, 11:30 a.m. - 1:00 p.m., starting 28 September 2003. 10 meetings.
Venue	Room G01, James Lee Science Building, HKU
Fee(s)	$1,000
AH 11-102-42 (31): Speaking and Giving Presentations in Class with Confidence NEW	
Tutor	Bird, N., BA, MPhil, PhD, PGCE, DipEd *London*
Day(s) / Times	Sundays, 2:00 - 3:30 p.m., starting 28 September 2003. 10 meetings.
Venue	Room G01, James Lee Science Building, HKU
Fee(s)	$1,000

AH 11-102-43 (31): Teaching English Pronunciation	
Tutor	Wu, K.Y., BA, MPhil, MEd, CertEd *HK*
Day(s) / Times	Saturdays, 2:30 - 5:30 p.m., starting 22 November 2003. 5 meetings.
Venue	To be advised.
Fee(s)	$1,000
AH 11-102-44 (31): Teaching Distracted Learners	
Tutor	MacKenzie, E.A., BEd (EFL), DipEdPsy, MA *Laval*; CertEdTech *McGill*
Day(s) / Times	Tuesdays, 6:30-9:30 p.m., starting 21 October 2003. 5 meetings.
Venue	HKU
Fee(s)	$1,000

Entry Requirements	Applicants should be currently involved in teaching English either in secondary schools or in other institutions. *Priority will be given to those working in secondary schools.*
Information and Application	Detailed information and application forms are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Gladis Lee, 9/F, TT Tsui Building, HKU, Pokfulam, HK. Please send a self-addressed envelope with a $3.00 stamp, specifying the name of this programme. • **from the HKU SPACE website,** http://www.hku.hk/space/
Closing date for application	• Secondary school teachers should apply before 15 August 2003, if they wish to be given priority. • After 15 August 2003, any remaining places in each module will be offered on a first-come, first-served basis to all applicants.

English for Primary School Teachers

AH 11-058-01-01 (31)
Speech Festivals: A Practical Approach for Primary School Teachers

Enquiries : 29755689

This course gives practical guidance to primary teachers who wish to prepare pupils for the Hong Kong Schools Speech Festival. By the end of the course teachers should:

- have a clear understanding of how the voice is produced
- be equipped with exercises to enhance vocal production
- understand and be able to apply the techniques associated with Choral and Solo Verse Speaking, Prose Reading, Words and Movement
- feel confident when preparing students for the Speech Festival and other performances

Syllabus

Session 1 - Voice and Speech: the production of speech, breath control and breathing exercises Solo Verse Speaking 1

Session 2 - Voice and Speech: articulation exercises Solo Verse Speaking 2

Session 3 - Voice and Speech: modulation exercises, facial expression Choral Speaking 1

Session 4 - Voice and Speech: remedying speech faults

Session 5 - Choral Speaking 2, Prose Reading I

Session 6 - Prose Reading 2, Words and Movement

Tutor : O'Brien, C., BEd *Carysfort Coll*, ALSM, ARIAM, LTCL (& guest speakers)
Venue : To be advised
Day(s)/Times : Saturdays, 2:30-5:00 p.m., starting 20 Sept 03 (6 meetings)
Fee : $1,000
Enrolment : 30

Note: Teachers get priority on this course. Those who are interested in this course, but not currently teaching English in Primary Schools, will only be considered if places are available.

Daytime English Courses in Summer 2003

Our Summer 2003 daytime English courses are mainly aimed at recent school-leavers who have just completed Form 6 or Form 7 but would like to continue developing their English language skills. However, they are also suitable for adults who can attend concentrated courses during the daytime.

The courses we are offering are:

- Intensive English - 45 hours
- Speaking and Grammar - 30 hours
- Advanced Speaking and Listening - 30 hours
- Academic Writing Skills - 30 hours

Classes in all these courses will meet each day for 3 hours a time.
The teachers are all members of HKU SPACE's regular team of qualified and experienced English language teachers.

Entry Requirements	Unless otherwise stated, entry to the courses is based on a grade "E" or grade "D" in English Language (Syllabus B) in HKCEE or a similar qualification. If you have obtained a higher grade than "D", you should not apply for these courses. Please attach a copy of your HKCEE certificate to your application.

Intensive English

Enquiries: 2975 5695

If you have recently left school, but feel that your overall level of English is still inadequate, this course will give you the opportunity to review and extend what you learned at school. The emphasis will be on improving your confidence in speaking, listening, reading and writing, but you will also increase your vocabulary and revise important points of grammar.

Course No.	Day(s) / Times	Venue
AH 11-032-17-01(31)	Monday - Friday, 9:30 a.m. – 12:30 p.m., 14 July to 1 August 2003	Room S202, Causeway Centre, Wanchai
AH 11-032-17-02(31)	Monday - Friday, 2:00 p.m. – 5:00 p.m., 14 July to 1 August 2003	Room S202, Causeway Centre, Wanchai
AH 11-032-17-03(31)	Monday - Friday, 2:00 p.m. – 5:00 p.m., 4 August to 22 August 2003	Room S202, Causeway Centre, Wanchai
15 meetings (45 hours)		**Fee: $2,200** (including all materials)

Speaking and Grammar

Enquiries: 2975 5695

This course will revise the basics of English grammar, but will not just require you to do a lot of repetitive exercises. Instead, you will be given a lot of realistic practice that builds up your knowledge of grammar, and helps you use it correctly, by making you speak English.

To get full benefit from the course, you must be willing to take part in the activities that you are given.

Course No.	Day(s) / Times	Venue
AH 11-032-18-01(31)	Monday - Friday, 2.00 p.m. – 5.00 p.m., 11 August to 22 August 2003	Room S201, Causeway Centre, Wanchai
10 meetings (30 hours)		**Fee: $1,750** (including all materials)

Advanced Speaking and Listening

Enquiries: 2975 5765

Please see page 44 for information about the content of this course

Course No.	Day(s) / Times	Venue
AH 11-032-20-01(31)	Monday to Friday, 9:30 a.m. – 12:30 p.m., 14 July to 25 July 2003	Room 314, 3/F, Causeway Centre, Wanchai
10 meetings (30 hours)		**Fee: $1,750**

Academic Writing Skills

Enquiries: 2975 5764

Please see page 43 for information about the content of this course

Course No.	Day(s) / Times	Venue
AH 11-032-09-01 (31)	Monday to Friday, 9:30 a.m. – 12:30 p.m., 11 August to 22 August 2003	Room 314, 3/F, Causeway Centre, Wanchai
10 meetings (30 hours)		**Fee: $2,000** (including all materials)

European Languages
歐洲語言

The HKU SPACE European Language Programme

HKU SPACE offers Certificate courses in the following European languages:
• French • Spanish • German • Italian

French & Spanish
The programmes we offer in French and Spanish lead to the award of 2 HKU SPACE Certificates in French and Spanish:

- The HKU SPACE Introductory Certificate.
- The HKU SPACE Intermediate Certificate.

There are 2 ways to these certificates : Route 1 and Route 2.

Route 1. Route 1 French and Spanish courses are organised in 4 Levels of 60 hours each, giving a total of 240 hours of instruction. The HKU SPACE Introductory Certificates are awarded at the end of Level 2. The HKU SPACE Intermediate Certificates are awarded at the end of Level 4. Each Level has 2 intakes a year, one in September and one in March.

Route 2. Route 2 French and Spanish courses are organised in 2 year-long courses of 114 hours each, giving a total of 228 hours of instruction. These courses are known as Combination Course Year 1 and Combination Course Year 2. The HKU SPACE Introductory Certificates are awarded at the end of Year 1. The HKU SPACE Intermediate Certificates are awarded at the end of Year 2. There is only one intake per year.

German & Italian
The HKU SPACE German and Italian programmes are organised in the same way as Route 2 French and Spanish courses, with 2 year-long courses of 114 hours each, giving a total of 228 hours of instruction and leading to the award of the same HKU SPACE Certificates.

Certificate in French Language (Route 1 Courses)
Enquiries: 2975 5681

French : Level 1

This course will suit you if you have not studied French before. You should only apply for this Level if you are a total beginner. If you have studied French before, please contact HKU SPACE to ask which Level is suitable for you. (Tel: 2975 5681)

Course No.	Day(s) / Times	Venue
AH 12-101-01 (31)	Tuesdays & Thursdays, 6:30-8:30 p.m., starting 23 September 2003	Rms 26/28, St Mary's Canossian College, Tsim Sha Tsui
30 meetings (60 hours)		**Fee: $2,700**

French : Level 2

This course will suit you if you have successfully completed Level 1, or have received about 60 hours of instruction in basic French at a different institution. It leads to the HKU SPACE Introductory Certificate in French.

Course No.	Day(s) / Times	Venue
AH 12-101-02 (31)	Mondays & Wednesdays, 6:30-8:30 p.m., starting 22 September 2003	Rm 29, St Mary's Canossian College, Tsim Sha Tsui
30 meetings (60 hours)		**Fee: $2,700**

French : Level 3

The Level 3 course will suit you if you have completed Level 2 or have received about 120 hours of French in a different institution.

Course No.	Day(s) / Times	Venue
AH 12-101-03 (31)	Tuesdays & Thursdays, 6:30-8:30 p.m., starting 23 September 2003	Rm 30, St Mary's Canossian College, Tsim Sha Tsui
30 meetings (60 hours)		**Fee: $2,800**

French : Level 4

The Level 4 course will suit you if you have completed Level 3 or have received about 180 hours of French in a different institution. It leads to the HKU SPACE Intermediate Certificate in French.

Course No.	Day(s) / Times	Venue
AH 12-101-04 (31)	Mondays & Wednesdays, 6:30-8:30 p.m., starting 22 September 2003	Rm 40, St Mary's Canossian College, Tsim Sha Tsui

30 meetings (60 hours) **Fee: $3,000**

Certificate in French Language (Route 2 Courses)

Enquiries: 2975 5681

French: Combination Course Year 1

This course consists of 114 hours of classroom tuition. It meets the needs of students who find it difficult to attend classes twice a week. Though it has a different format, it has the same content and aims as the separate Level 1 and Level 2 courses. It leads to the HKU SPACE Introductory Certificate in French.

You should only apply for this course if you are a total beginner. If you have studied French before, please contact HKU SPACE to ask which course is suitable for you.

Course No.	Day(s) / Times	Venue
AH 12-103-01-01 (31)	Sundays, 10:00 a.m.-1:00 p.m., starting 14 September 2003	Rm 1301, 494 King's Road, North Point
AH 12-103-01-02 (31)	Fridays, 6:30-9:30 p.m., starting 19 September 2003	Rm 206, 2/F, Causeway Centre, Wanchai

38 meetings (114 hours) **Fee: $5,000**

French: Combination Course Year 2

This course also consists of 114 hours of classroom tuition. It is mainly for students who have completed Year 1, but students who have studied 110 - 120 hours of French in a different institution can have direct entry. Though it has a different format, it has the same content and aims as the separate Level 3 and Level 4 courses. It leads to the HKU SPACE Intermediate Certificate in French.

Course No.	Day(s) / Times	Venue
AH 12-103-02 (31)	Sundays, 2:00 -5:00 p.m., starting 14 September 2003	Rm 1301, 494 King's Road, North Point

38 meetings (114 hours) **Fee: $5,200**

Certificate in Spanish Language (Route 1 Courses)

Enquiries: 2975 5832

Spanish: Level 1

This course will suit you if you have not studied Spanish before. You should only apply for this Level if you are a total beginner. If you have studied Spanish before, please contact HKU SPACE to ask which Level is suitable for you. (Tel : 2975 5832)

Course No.	Day(s) / Times	Venue
AH 12-102-01 (31)	Mondays & Wednesdays, 6:30-8:30 p.m., starting 22 September 2003	Rm 26/28/39, St Mary's Canossian College, Tsim Sha Tsui

30 meetings (60 hours) **Fee: $2,700**

Spanish: Level 2

This course will suit you if you have successfully completed Level 1, or have received about 60 hours of instruction in basic Spanish at a different institution. It leads to the HKU SPACE Introductory Certificate in Spanish.

Course No.	Day(s) / Times	Venue
AH 12-102-02 (31)	Tuesdays & Thurdays, 6:30-8:30 p.m., starting 23 September 2003	Rm 29, St Mary's Canossian College, Tsim Sha Tsui
30 meetings (60 hours)		**Fee: $2,700**

Spanish: Level 3

The Level 3 course will suit you if you have completed Level 2 or have received about 120 hours of Spanish in a different institution.

Course No.	Day(s) / Times	Venue
AH 12-102-03 (31)	Mondays & Wednesdays, 6:30-8:30 p.m., starting 22 September 2003	Rm 30, St Mary's Canossian College, Tsim Sha Tsui
30 meetings (60 hours)		**Fee: $2,800**

Spanish: Level 4

The Level 4 course will suit you if you have completed Level 3 or have received about 180 hours of Spanish in a different institution. It leads to the HKU SPACE Intermediate Certificate in Spanish.

Course No.	Day(s) / Times	Venue
AH 12-102-04 (31)	Tuesdays & Thurdays, 6:30-8:30 p.m., starting 23 September 2003	Rm 40, St Mary's Canossian College, Tsim Sha Tsui
30 meetings (60 hours)		**Fee: $3,000**

Certificate in Spanish Language (Route 2 Courses)

Enquiries: 2975 5832

Spanish: Combination Course Year 1

This course consists of 114 hours of classroom tuition. It meets the needs of students who find it difficult to attend classes twice a week. Though it has a different format, it has the same content and aims as the separate Level 1 and Level 2 courses. It leads to the HKU SPACE Introductory Certificate in Spanish.

You should only apply for this course if you are a total beginner. If you have studied Spanish before, please contact HKU SPACE to ask which course is suitable for you.

Course No.	Day(s) / Times	Venue
AH 12-104-01 (31)	Fridays, 6:30 p.m. – 9:30 p.m., starting 19 September 2003	Room 310, Causeway Centre, Wanchai
38 meetings (114 hours)		**Fee: $5,000**

Spanish: Combination Course Year 2

This course also consists of 114 hours of classroom tuition. It is mainly for students who have completed Year 1, but students who have studied 110 - 120 hours of Spanish in a different institution can have direct entry. Though it has a different format, it has the same content and aims as the separate Level 3 and Level 4 courses. It leads to the HKU SPACE Intermediate Certificate in Spanish.

Course No.	Day(s) / Times	Venue
AH 12-104-02 (31)	Saturdays, 2:00 p.m. – 5:00 p.m., starting 13 September 2003	Room 215, Causeway Centre, Wanchai
38 meetings (114 hours)		**Fee: $5,200**

Certificate in German Language

Enquiries: 2975 5695

German Year 1

This course will suit you if you are a complete beginner. It will take you to a level of competence in German where you can communicate confidently and clearly in a variety of situations. You will be taught basic grammar, but the emphasis at all times will be on effective communication. This course leads to the HKU SPACE Introductory Certificate in German.

You should only apply for this course if you are a total beginner. If you have studied German before, please contact HKU SPACE to ask which course is suitable for you. (Tel : 2975 5695)

Course No.	Day(s) / Times	Venue
AH 12-105-01-01 (31)	Thursdays, 6:30-9:30 p.m., starting 4 September 2003	Room 310, Causeway Centre, Wanchai
AH 12-105-01-02 (31)	Tuesdays, 6:30-9:30 p.m., starting 2 September 2003	Room 309, Causeway Centre, Wanchai

38 meetings (114 hours) **Fee: $5,000**

German Year 2

This course is mainly for students who have completed German Year 1, but students who have studied 100 - 120 hours of German in a different institution can have direct entry. It leads to the HKU SPACE Intermediate Certificate in German.

Course No.	Day(s) / Times	Venue
AH 12-105-02 (31)	Mondays, 6:30-9:30 p.m., starting 1 September 2003	Room 309, Causeway Centre, Wanchai

38 meetings (114 hours) **Fee: $5,200**

Certificate in Italian Language

Enquiries: 2975 5695

Italian Year 1

This course will suit you if you are a complete beginner. It will to take you to a level of competence in Italian where you can communicate confidently and clearly in a variety of situations. You will be taught basic grammar, but the emphasis at all times will be on effective communication. The course leads to the HKU SPACE Introductory Certificate in Italian.

You should only apply for this course if you are a total beginner. If you have studied Italian before, please contact HKU SPACE to ask which course is suitable for you. (Tel : 2975 5695)

Course No.	Day(s) / Times	Venue
AH 12-106-01 (31)	Thursdays, 6:30-9:30 p.m., starting 25 September 2003	Room 204, Causeway Centre, Wanchai

38 meetings (114 hours) **Fee: $5,000**

Italian Year 2

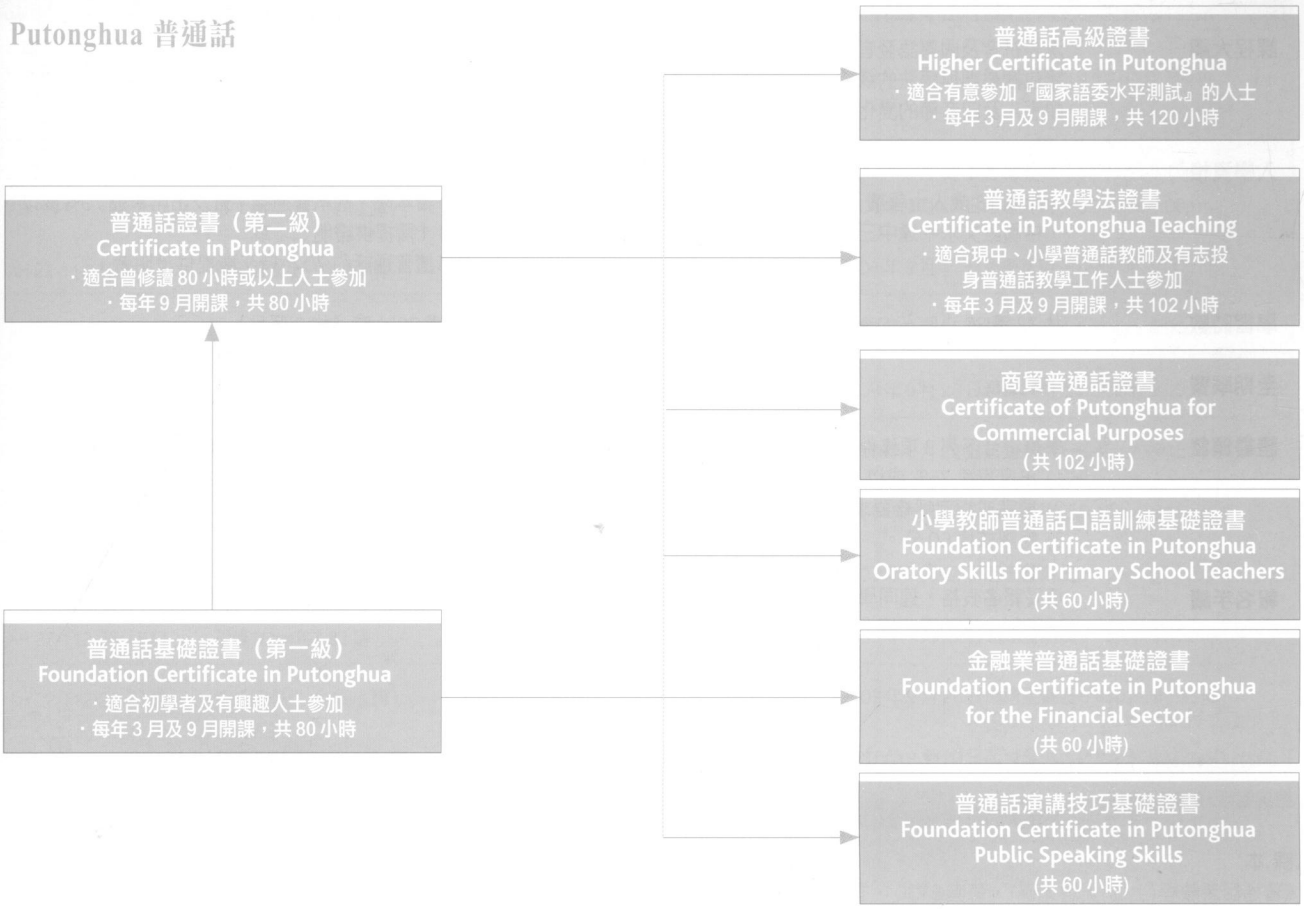
This course is mainly for students who have completed Italian Year 1, but students who have studied 100 - 120 hours of Italian in a different institution can have direct entry. The Year 2 course continues and develops the skills taught in Year 1. It leads to the HKU SPACE Intermediate Certificate in Italian.

Course No.	Day(s) / Times	Venue
AH 12-106-02 (31)	Tuesdays, 6:30-9:30 p.m., starting 23 September 2003	Room 215, Causeway Centre, Wanchai

38 meetings (114 hours) **Fee: $5,200**

Putonghua & Chinese Dialects
普通話及中國方言

Putonghua 普通話



持續進修基金 可發還款項課程

下列課程已列入持續進修基金可發還款項課程名單：

- 普通話基礎證書（第一級）
- 普通話證書（第二級）
- 金融業普通話基礎證書
- 商貿普通話證書
- 普通話高級證書

修讀上述課程之學員，必須在政府指定的普通話水平測試（見下表）中取得合格成績，方可申領發還款項。

測試組織 / 代理機構	測試
國家語言文字工作委員會	國家語委普通話水平測試
香港考試及評核局	普通話水平測試
	普通話高級水平測試
	香港中學會考

普通話 Putonghua

近年由於香港環境的轉變，普通話深受各界人士的重視，本學院特因應這方面的需求，重編『普通話新教程上冊及下冊』教材（附光碟），使普通話的教學更趨系統化。

	普通話基礎證書（第一級）	普通話證書（第二級）
課程大綱	漢語拼音及國粵語發音、語法和用詞的差異。此外，課程還包括聲調與語法的練習，特重高低聲調的調號、調值與類別，及四音節的變化，並輔以會話與文章的選讀。	文章選讀、會話、拼讀拼音文章為主，並運用按詞連寫拼音文章，以及教授較深的助語詞、感嘆詞、同字異音、同音異字、歇後語以及部份北京地方詞彙。
入學資格	・初學者；及 ・年滿 18 歲人士報讀；及 ・中國語文水平達中三程度者。	・修畢「普通話基礎證書」的學員可獲優先取錄；或 ・曾修讀本院「基本普通話」班及出席率達 70% 或以上者（需提供證明）；或 ・曾修讀普通話約 70 小時又能提供證明者。
學習時數	共 32 講 80 小時（約 9 個月）	共 32 講 80 小時（約 9 個月）
全期學費	HK$3,400	HK$3,700
證書頒發	學員符合下列 3 項條件可獲頒發『普通話基礎證書』： 1) 出席率達 75% 或以上； 2) 須完成指定評核要求； 3) 總評核達 60 分。	學員符合下列 3 項條件可獲頒發『普通話證書』： 1) 出席率達 75% 或以上； 2) 須完成指定評核要求； 3) 總評核達 60 分。
報名手續	填妥報名表格，連同學費交回本學院。為提高取錄機會，申請者須在表格上列明第 2 及第 3 選擇之班別編號。至於編排班別，請參閱收據上之課程編號。學員一經取錄，不得轉班。	

普通話基礎證書（第一級）
Foundation Certificate in Putonghua

查詢電話：2975 5692

課 本

《普通話新教程(上冊)》(附光碟)，每套 $130 ，香港大學專業進修學院編著。學員可到以下地點購買：
・三聯書店各分店，電話：2868 6844
・商務印書館圖書中心各分店，電話：2890 8028

全期學費:

$3,400（共 32 講 80 小時）

報名手續

填妥報名表格，連同學費交回本學院。本期開設「普通話基礎證書」28 班。為提高被取錄機會，申請者須在表格上列明第 2 及第 3 選擇之班別編號。至於被取錄之班別，請參閱收據上之課程編號。學員一經取錄，不得轉換班別。

課程編號	導師	地點	日期及時間
港島區			
AH 22-112-01（31）	丁國玲女士（共 32 講）	容後公佈	2003 年 9 月 26 日起逢星期五 9:00a.m. - 11:30a.m.
AH 22-112-02（31）	荀瑤女士（共 32 講）	金鐘海富中心 S20 室	2003 年 9 月 13 日起逢星期六 9:00a.m. - 11:30a.m.
AH 22-112-03（31）	羅珍女士（共 32 講）	金鐘海富中心 S26 室	2003 年 9 月 21 日起逢星期日 9:30a.m. - 12:00p.m.
AH 22-112-04（31）	劉同仁先生（共 32 講）	灣仔灣景中心 CW314 室	2003 年 9 月 13 日起逢星期六 2:30p.m. - 5:00p.m.
AH 22-112-05（31）	蔡艷霞女士（共 32 講）	灣仔灣景中心 CW208 室	2003 年 9 月 20 日起逢星期六 2:30p.m. - 5:00p.m.
AH 22-112-06（31）	蔡艷霞女士（共 32 講）	灣仔灣景中心 CW209 室	2003 年 9 月 15 日起逢星期一 6:45p.m. - 9:15p.m.
AH 22-112-07（31）	馬玉君女士（共 32 講）	灣仔灣景中心 CW314 室	2003 年 9 月 23 日起逢星期二 6:45p.m. - 9:15p.m.
AH 22-112-08（31）	張錦武先生（共 32 講）	灣仔灣景中心 CW314 室	2003 年 9 月 25 日起逢星期四 6:45p.m. - 9:15p.m.
AH 22-112-09（31）	楊惠民女士（共 32 講）	灣仔灣景中心 CW201 室	2003 年 9 月 26 日起逢星期五 6:45p.m. - 9:15p.m.
AH 22-112-10（31）	萬錚先生（共 32 講）	英皇道 494 號 1701 室（北角地鐵站 B3 出口）	2003 年 9 月 21 日起逢星期日 2:30p.m. - 5:00p.m.
AH 22-112-11（31）	周立先生（共 32 講）	英皇道 494 號 1601 室（北角地鐵站 B3 出口）	2003 年 9 月 28 日起逢星期日 2:30p.m. - 5:00p.m.

課程編號	導師	地點	日期及時間
AH 22-112-12（31）	吳寶榕先生（共 32 講）	英皇道 494 號 1301 室（北角地鐵站 B3 出口）	2003 年 9 月 17 日起逢星期三 6:45p.m.-9:15p.m.
AH 22-112-13（31）	傅佩瑛女士（共 32 講）	灣仔愛群道 9 號聖公會鄧肇堅中學 104 室	2003 年 9 月 24 日起逢星期三 6:45p.m.-9:15p.m.
AH 22-112-14（31）	軒新麗女士（共 32 講）	香港太古城地利亞修女紀念中學 421 室（中學部太豐道入口）	2003 年 9 月 22 日起逢星期一 6:45p.m.-9:15p.m.
AH 22-112-15（31）	胡蝶女士（共 32 講）	香港太古城地利亞修女紀念中學 421 室（中學部太豐道入口）	2003 年 9 月 16 日起逢星期二 6:45p.m.-9:15p.m.
AH 22-112-16（31）	吳寶榕先生（共 32 講）	香港太古城地利亞修女紀念中學 421 室（中學部太豐道入口）	2003 年 9 月 18 日起逢星期四 6:45p.m.-9:15p.m.
九龍區			
AH 22-112-17（31）	陶令昌先生（共 32 講）	九龍佐敦彌敦道 238 號 1504 室	2003 年 9 月 23 日起逢星期二 6:45p.m.-9:15p.m.
AH 22-112-18（31）	張文娟女士（共 32 講）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 35 室（金巴利道入口）	2003 年 9 月 15 日起逢星期一 6:30p.m.-9:00p.m.
AH 22-112-19（31）	馬玉君女士（共 32 講）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 35 室（金巴利道入口）	2003 年 9 月 17 日起逢星期三 6:30p.m.-9:00p.m.
AH 22-112-20（31）	劉同仁先生（共 32 講）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 35 室（金巴利道入口）	2003 年 9 月 18 日起逢星期四 6:30p.m.-9:00p.m.
AH 22-112-21（31）	徐麗燕女士（共 32 講）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 35 室（金巴利道入口）	2003 年 9 月 26 日起逢星期五 6:30p.m.-9:00p.m.
AH 22-112-22（31）	劉廣寧女士（共 32 講）	九龍美孚百老匯街 地利亞修女紀念預科夜校二樓 221 室	2003 年 9 月 22 日起逢星期一 6:45p.m.-9:15p.m.
AH 22-112-23（31）	劉廣寧女士（共 32 講）	九龍美孚百老匯街 地利亞修女紀念預科夜校二樓 221 室	2003 年 9 月 23 日起逢星期二 6:45p.m.-9:15p.m.
AH 22-112-24（31）	張澤玲女士（共 32 講）	九龍美孚百老匯街 地利亞修女紀念預科夜校二樓 221 室	2003 年 9 月 24 日起逢星期三 6:45p.m.-9:15p.m.
AH 22-112-25（31）	胡蝶女士（共 32 講）	九龍美孚百老匯街 地利亞修女紀念預科夜校二樓 221 室	2003 年 9 月 25 日起逢星期四 6:45p.m.-9:15p.m.
AH 22-112-26（31）	李安椿先生（共 32 講）	九龍美孚百老匯街 地利亞修女紀念預科夜校二樓 221 室	2003 年 9 月 26 日起逢星期五 6:45p.m.-9:15p.m.
AH 22-112-27（31）	萬錚先生（共 32 講）	九龍美孚百老匯街 地利亞修女紀念預科夜校二樓 221 室	2003 年 9 月 20 日起逢星期六 2:30p.m.-5:00p.m.
AH 22-112-28（31）	李安椿先生（共 32 講）	九龍美孚百老匯街 地利亞修女紀念預科夜校二樓 222 室	2003 年 9 月 27 日起逢星期六 2:30p.m.-5:00p.m.

普通話證書（第二級）
Certificate in Putonghua

查詢電話：2975 5692

課 本

《普通話新教程(下冊)》(附光碟)，每套 $140 ，香港大學專業進修學院編著。學員可到以下地點購買：

- 三聯書店各分店，電話：2868 6844
- 商務印書館圖書中心各分店，電話：2890 8028

全期學費:

$3,700（共 32 講 80 小時）

報名手續

填妥報名表格，連同學費交回本學院。本期開設「普通話證書」18 班。為提高被取錄機會，申請者須在表格上列明第 2 及第 3 選擇之班別編號。至於被取錄之班別，請參閱收據上之課程編號。學員一經取錄，不得轉換班別。

課程編號	導師	地點	日期及時間
港島區			
AH 22-115-01（31）	丁國玲女士（共 32 講）	容後公佈	2003 年 10 月 8 日起逢星期三 9:00a.m. - 11:30a.m.
AH 22-115-02（31）	羅珍女士（共 32 講）	金鐘海富中心 S26 室	2003 年 9 月 21 日起逢星期日 12:30p.m. - 3:00p.m.
AH 22-115-03（31）	胡蝶女士（共 32 講）	灣仔灣景中心 CW214 室	2003 年 9 月 20 日起逢星期六 2:30p.m. - 5:00p.m.
AH 22-115-04（31）	吳寶榕先生（共 32 講）	灣仔灣景中心 CW214 室	2003 年 9 月 22 日起逢星期一 6:45p.m. - 9:15p.m.

課程編號	導師	地點	日期及時間
港島區			
AH 22-115-05 (31)	李安椿先生 (共 32 講)	灣仔灣景中心 CW304 室	2003 年 9 月 18 日起逢星期四 6:45p.m. - 9:15p.m.
AH 22-115-06 (31)	劉同仁先生 (共 32 講)	灣仔灣景中心 CW204 室	2003 年 9 月 26 日起逢星期五 6:45p.m. - 9:15p.m.
AH 22-115-07 (31)	劉同仁先生 (共 32 講)	英皇道 494 號 1701 室 (北角地鐵站 B3 出口)	2003 年 9 月 21 日起逢星期日 9:00a.m. - 11:30a.m.
AH 22-115-08 (31)	蔡艷霞女士 (共 32 講)	香港太古城地利亞修女紀念中學 422 室 (中學部太豐道入口)	2003 年 9 月 23 日起逢星期二 6:45p.m. - 9:15p.m.
AH 22-115-09 (31)	胡蝶女士 (共 32 講)	香港太古城地利亞修女紀念中學 421 室 (中學部太豐道入口)	2003 年 9 月 17 日起逢星期三 6:45p.m. - 9:15p.m.
九龍區			
AH 22-115-10 (31)	馬玉君女士 (共 32 講)	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 37 室 (金巴利道入口)	2003 年 9 月 22 日起逢星期一 6:30p.m. - 9:00p.m.
AH 22-115-11 (31)	張文娟女士 (共 32 講)	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 37 室 (金巴利道入口)	2003 年 9 月 23 日起逢星期二 6:30p.m. - 9:00p.m.
AH 22-115-12 (31)	蔡艷霞女士 (共 32 講)	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 37 室 (金巴利道入口)	2003 年 9 月 17 日起逢星期三 6:30p.m. - 9:00p.m.
AH 22-115-13 (31)	馬玉君女士 (共 32 講)	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 37 室 (金巴利道入口)	2003 年 9 月 18 日起逢星期四 6:30p.m. - 9:00p.m.
AH 22-115-14 (31)	陶令昌先生 (共 32 講)	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院 37 室 (金巴利道入口)	2003 年 9 月 26 日起逢星期五 6:30p.m. - 9:00p.m.
AH 22-115-15 (31)	張錦武先生 (共 32 講)	九龍美孚百老匯街 地利亞修女紀念預科夜校二樓 222 室	2003 年 9 月 22 日起逢星期一 6:45p.m. - 9:15p.m.
AH 22-115-16 (31)	李安椿先生 (共 32 講)	九龍美孚百老匯街 地利亞修女紀念預科夜校二樓 222 室	2003 年 9 月 23 日起逢星期二 6:45p.m. - 9:15p.m.
AH 22-115-17 (31)	張錦武先生 (共 32 講)	九龍美孚百老匯街 地利亞修女紀念預科夜校二樓 222 室	2003 年 9 月 17 日起逢星期三 6:45p.m. - 9:15p.m.
AH 22-115-18 (31)	張澤玲女士 (共 32 講)	九龍美孚百老匯街 地利亞修女紀念預科夜校二樓 227 室	2003 年 9 月 20 日起逢星期六 2:30p.m. - 5:00p.m.

普通話高級證書
Higher Certificate in Putonghua

查詢電話 : 2975 5692

宗旨
本課程為有意參加「國家語委普通話水平測試」的人仕，提供系統及全面的備試課程，俾學員的普通話水平得以進一步提高，能掌握通過該考試的重點及方法。導師通過深入細緻的面對面講解、示範和指導，使學員對每道試題充分及熟練的預習準備，再經過嚴格的模擬測試，切實提高他們的普通話朗讀及口語能力，令學員掌握應試竅門及有充足心理準備，從而在測試中取得優異成績。

課程大綱
- 詳細講解普通話水平測試的由來、性質及內容；
- 指導同學掌握及熟讀測試大綱中要求的普通話常用詞語；
- 針對測試的判斷題，指導同學反覆操練；
- 幫助同學重温及強化語音基礎的訓練；
- 輔導同學掌握好部份規定的朗讀文章；
- 説明普通話和方言常見的語法差異。

入學資格
歡迎曾修讀普通話 150 小時及中國語文水平達中三程度者報讀。本院將安排申請人與任教導師面談，以確定申請人是否適合修讀該課程。

證書頒發
1. 出席率達 75%；及 2. 口試合格 (不設重考) ；及 3. 通過四次測驗；及 4. 總評核達 60% 或以上為合格，可獲「普通話高級證書」。

報名手續
申請人必須填妥 1) 指定之報名表格，連同報名費 HK$150 劃線支票 (抬頭寫「HKU SPACE」) ；2) 中三程度學歷證明文件及曾修讀普通話 150 小時證明之副本，一并寄回香港大學徐展堂樓 9 樓香港大學專業進修學院普通話課程陳小姐收。(注意：證明副本不足，本院有權拒絕申請。)

全期學費
HK$8,800 (於接獲本院通知後繳交)

報名費用
HK$150（取錄與否，恕不退還。）

截止報名日期
2003 年 8 月 9 日

名額
25 人（以普通話教授）

	AH 22-114-01 (31)	AH 22-114-02 (31)
上課地點	鰂魚涌萬誠保險千禧廣場 1604 室 （鰂魚涌地鐵站模範里 C 出口）	灣仔灣景中心 CW206 室(星期二)及 CW214 室(星期五)
開課日期及時間	2003 年 9 月 17 日起逢星期三 6:30-9:30p.m. 及 星期六 2:00-5:00pm（共 40 講 120 小時）	2003 年 9 月 23 日起逢星期二及星期五 6:30-9:30pm （共 40 講 120 小時）

AH 22-105-01 (31)
普通話教學法證書
Certificate in Putonghua Teaching

查詢電話 : 2975 5692

背景
中國經濟的蓬勃發展，掀起了全世界的學習中文熱潮，以普通話作為語言交際工具也越來越廣泛。尤其是香港，隨著中國的改革開放、申辦奧運的成功……，進入內地投資設廠、開拓市場、旅遊觀光、置業購物的港人日益增多。所以，對學習普通話的需求也日益增強。雖然目前香港推廣普通話的工作頗有成果，但是，普通話教師隊伍參差不齊，稱職教師數目與實際需要相差甚遠。因此，當務之急是培訓更多優秀的普通話教師，以滿足目前社會的需要。

課程宗旨
本課程旨在培訓現職及有志任職普通話教學工作的教師，增強他們的專業知識，提高他們的理論水平、語言能力和教學能力。

課程大綱
- 普通話語音學及語音教學；
- 普通話語法學及語法教學；
- 普通話朗讀技巧及朗讀教學；
- 普通話教學法及教學實習。
- 普通話詞匯語言學及詞語教學；
- 普通話聽力訓練及聽力教學；
- 普通話、廣州話對比；

上課形式
採用課堂講授及即席示範形式，並利用課室作實地模擬教學，讓學員能更有效地掌握教學技巧。

入學資格
- 現職中、小學普通話教師優先；
- 申請人於面試時須同時參與筆試，以決定取錄與否。
- 具大專程度者及具本院高級普通話程度者或具同等程度者；

證書頒發
- 出席率達 80% 或以上；
- 在指定時間完成所有作業，內容包括編寫教材、課堂模擬教學及專題報告等等；
- 學員必須在作業、模擬教學及筆試各部份均取得合格分數，方可通過整體評核及獲發「普通話教學法證書」，不設重考。

報名手續
申請人必須填妥：（1）指定報名表格，連同報名費 HK$150 劃線支票（抬頭寫「HKU SPACE」）；2) 大專程度學歷證明文件及曾修讀普通話課程證書之副本，一并寄回香港大學徐展堂樓 9 樓香港大學專業進修學院普通話課程陳小姐收。（注意：證明副本不足，本院有權拒絕申請。）

主講導師	丁國玲女士 （北京首都師範大學中文系畢業，香港大學專業進修學院資深導師）
開課日期及時間	2003 年 9 月 24 日起逢星期三 6:30-9:30pm 及星期六 2:00-5:00pm （共 34 講 102 小時）
上課地點	灣仔灣景中心 CW209 室
費用	全期學費：$8000 (於接獲本院通知後繳交) 報名費用：HK$150（取錄與否，恕不退還。）
截止報名日期	2003 年 8 月 9 日
名額	30 人（以普通話教授）

AH 22-110-01 (31)
金融業普通話基礎證書
Foundation Certificate in Putonghua for the Financial Sector

查詢電話：2975 5692

宗旨

隨著中國經濟改革開放的穩定及深入，香港和內地在各行各業的合作相應增加。中國加入世界貿易組織後，金融貿易必然日益頻繁，做為國際金融中心的香港，想在金融市場上爭取更多的中資公司加入，一口流利的行業普通話，成了此類職業從業者的必要技能之一。本課程以銀行業為中心，輔以證券、地產及保險等行業中的金融通用語，提供金融業普通話訓練，務求從業者及時提升工作技能，加強行業的競爭能力。

大綱

- 第一階段：學習語音，掌握漢語拼音，分析粵普語音差異，自覺達成正音。
- 第二階段：訓練術語及四個行業通用語，克服行業用語中的疑難問題。
- 第三階段：練習行業綜合性會話以及模擬功能會話（以行業分組，訓練場景功能自由會話）。

入學資格

1. 金融業在職人士及其他有興趣人士；及 2. 申請人之中國語文水平須達中五或同等程度。

證書頒發

1. 出席率達 75% 或以上；2. 在指定時間完成所有作業；及 3. 綜合平時成績及測驗比重，並達 60% 或以上者當合格論；達 75% 當成績良好論；達 85% 當成績優異論。

報名手續

請填妥報名表格，並連同學費 HK$3,500 劃線支票（抬頭寫「HKU SPACE」）及學歷證明副本，寄香港薄扶林道徐展堂樓 9 樓香港大學專業進修學院「普通話課程」陳小姐收。（注意：證明副本不足，本院有權拒絕申請。）

主講導師	軒新麗女士
開課日期及時間	2003 年 9 月 17 日起逢星期三 6:30-9:30p.m. 及星期六 2:00-5:00p.m.（共 20 講 60 小時）
上課地點	香港太古城地利亞修女紀念中學 512 室（中學部太豐道入口）
學費	$3,500
截止報名日期	2003 年 8 月 15 日
名額	35 人

AH 22-106-01 (31)
商貿普通話證書課程
Certificate of Putonghua for Commercial Purposes

查詢電話：2975 5692

本課程旨在協助從事商貿人士更全面了解不斷轉變和發展的中國市場，同時，並藉各種課堂活動練講普通話。語言與文化環境不可分割，要全面掌握普通話，不單要字正腔圓，還得對現代中國經濟、地理及國家發展策略等課題具充份了解，才能與國內人士交際及面談時表現自然，有共同話題。

入學資格

申請人之中國語文水平須達中五或同等程度；及

1. 已完成本院高級普通話課程者獲優先取錄，（毋須面試，免收申請報讀費）；或
2. 於其他院校修讀普通話 100 小時或以上者；或
3. 有公司推薦信急須學習本課程者。

＊ 2 及 3 須與任教導師簡單面談，以決定其入讀資格，申請報讀費用為 HK$100。

報名手續

請填妥報名表格，連同報名費 HK$100（須遞選者）或學費 HK$8,000（持本院高級普通話合格證明書者）劃線支票（抬頭寫「HKU SPACE」），並附上任何有關證明文件副本，寄回香港薄扶林道香港大學專業進修學院「普通話課程」陳小姐收。

證書頒發

- 出席率達 80% 或以上
- 在指定時間完成所有作業
- 考試成績合格
- 綜合平時成績及考試比重，並達 50% 或以上者當合格論；達 75% 當成績良好論；達 85% 當成績優異論。

學　費　：HK$8,000
　　報名費 HK$100
　　（如非本院高級普通話課程結業生）
導　師　：吳寶榕先生
　　（北京首都師範大學畢業）
地　點　：容後公佈
開課日期及時間　：2003 年 12 月 2 日起逢星期二及星期五 6:30-9:30p.m.
　　（共 34 講 102 小時）
教學語言　：普通話
截止報名日期　：2003 年 11 月 3 日
名　額　：30 人

課程大綱

第一部份	
中國經濟地理	自然地理、行政區劃、經濟區劃、生產布局、工業地理、交通地理、旅遊地理；
第二部份	
中國的改革開放	總方針、開放時間回顧及多種開放形式介紹、體制改革（外貿、金融外匯、稅制、二板市場、保險業、房地產、信息、科技現狀與展望）、生產布局、工業地理、交通地理、旅遊地理；
第三部份	
上海與香港	上海一般情況介紹、改革開放下的上海，上海浦東新區、港與滬合作前景；
第四部份	
中國西部大開發	西部一般情況介紹、地緣優勢、西部大開發討論包括：西部開發三步走、與香港的關係、西部大開發良策妙計摘要。

AH 22-036-08-01 (31)
香港考試及評核局普通話水平測試精修班
Intensive Course in Preparation for PSC Tests of HKEAA

查詢電話：2975 5692

導　師　：周立
地　點　：香港太古城地利亞修女紀念中學516室（中學部太豐道入口）
開課日期　：2003年11月5日起逢星期三6:30-9:30p.m. 及星期六2:00-5:00p.m.
學　費　：HK$3,000（共12講36小時）
教學語言　：普通話（或輔以粵、英語助記語音）
名　額　：30人

宗旨

本課程是為有中級或以上普通話基礎，並有意參加"香港考試及評核局普通話水平測試"的人士而設的應試訓練。課程將：針對現行測試的範圍、內容和風格特色提供指導性備考策略和應試技巧訓練；針對歷屆測試中考生失分率較高的難點做系統性的語音強化；通過強化普通話語言能力，使學員考獲理想的成績。

課程大綱

- 應試策略：介紹測試範圍、內容構成；分析失分典型、盲點誤區；講解備考原則及應試技巧；工具書和資源介紹。
- 正音訓練1：普通話語音概説；聲調、韻母、聲母發音辨正；拼寫規則。
- 正音訓練2：輕聲、兒化、變調、一四聲。
- 詞匯語法：粵普詞語對照、量名詞搭配、普通話語序表達方式。
- 聽力訓練：聽寫不同情境、功能的詞語。
- 朗讀訓練：吐字發聲、語感旋律；常用詞語、短文及口語對話的朗讀指導。
- 表達訓練1：按題説話、看圖説話；測試常用語句正音。
- 表達訓練2：分組練習對話；語音診斷、強化正音。
- 模擬測試：真題模擬測試；講解測試操作細節；心理準備；難點答疑。

入學資格

- 中三程度或以上中國語文水平；并取得本院《普通話証書》或以上資格；或
- 修讀普通話100小時以上資格（須相關証明文件）

修讀證明書頒發

凡出席率達70%或以上學員，可獲頒發免費簽發之修讀證明書，並在課程完結後3個月內寄出。

國家語委普通話水平測試應試技巧輔導班
Skills for PSC Examination

查詢電話：2975 5692

名　額　：30人
教學語言　：普通話（或輔以粵、英助記語音）
教　材　：《普通話水平測試大綱》及《PSC應試技巧》
學　費　：HK$3,800（共12講36小時）

宗旨

本課程是為有高級以上普通話基礎，並有意參加"國家語委普通話水平測試"(PSC)的人士而設的應試技巧訓練。本課程：針對現行測試的命題原則、內容構成和風格特色提供指導性預習備考策略；針對歷屆測試中港人失分率較高的難點做系統性的語音強化；針對評分標準和測試盲點誤區做應試技巧訓練，使學員考獲理想的等級証書。

課程大綱

- 應試策略：介紹PSC的命題原則、內容特色；分析評分標準和盲點誤區；講解針對性備考原則及應試技巧。
- 語音診斷：音節表測試，使學員了解自身問題所在，并據此強化正音。
- 單音節字詞。
- 雙音節詞語：一四聲；變調、輕聲、兒化強化正音。
- 判斷選擇：普通話詞語難點、量名詞搭配、普通話語序表達方式。
- 朗讀：朗讀技巧；50篇短文難詞難句指導。
- 説話：題目與素材處理；應試語言塑造。
- 串講答疑：普通話語音知識系統性串講复習，難點答疑。
- 模擬測試：仿真題限時訓練；講解測試流程操作細節；心理準備。

入學資格

・中三程度或以上中國語文水平；并取得本院《普通話証書》或以上資格；或
・修讀普通話 100 小時以上資格（需相關証明文件）

修讀證明書頒發

凡出席率達70%或以上學員，可獲頒發免費簽發之修讀證明書，並在課程完結後3個月內寄出。

	AH 22-036-07-01 (31)	AH 22-036-07-02 (31)
導師	周立	周立
地點	灣仔愛群道 9 號聖公會鄧肇堅中學 103 室	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 227 室
開課日期及時間	2003 年 9 月 15 日起逢星期一及星期四 6:45p.m.-9:15p.m.	2003 年 10 月 28 日起逢星期二及星期五 6:45p.m.-9:15p.m.

漢語拼音速成班
Intensive Course on Hanyu Pinyin

查詢電話：2975 5692

本課程旨在以密集形式詳細向學員介紹漢語拼音方案的語音結構。內容包括聲、韻、調、標音原則及漢語拼音的方法。

	AH 22-036-06-01 (31)	AH 22-036-06-02 (31)
地點	香港太古城地利亞修女紀念中學 513 室 （中學部太豐道入口）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 224 室
開課日期及時間	2003 年 10 月 20 日起逢星期一及星期三 6:30p.m. - 9:30p.m.	2003 年 11 月 25 日起逢星期二及星期五 6:30p.m. - 9:30p.m.
全期學費	HK$900（6 講 18 小時）	HK$900（6 講 18 小時）

基礎上海話
Basic Shanghai Dialect

查詢電話：2975 5692

內容

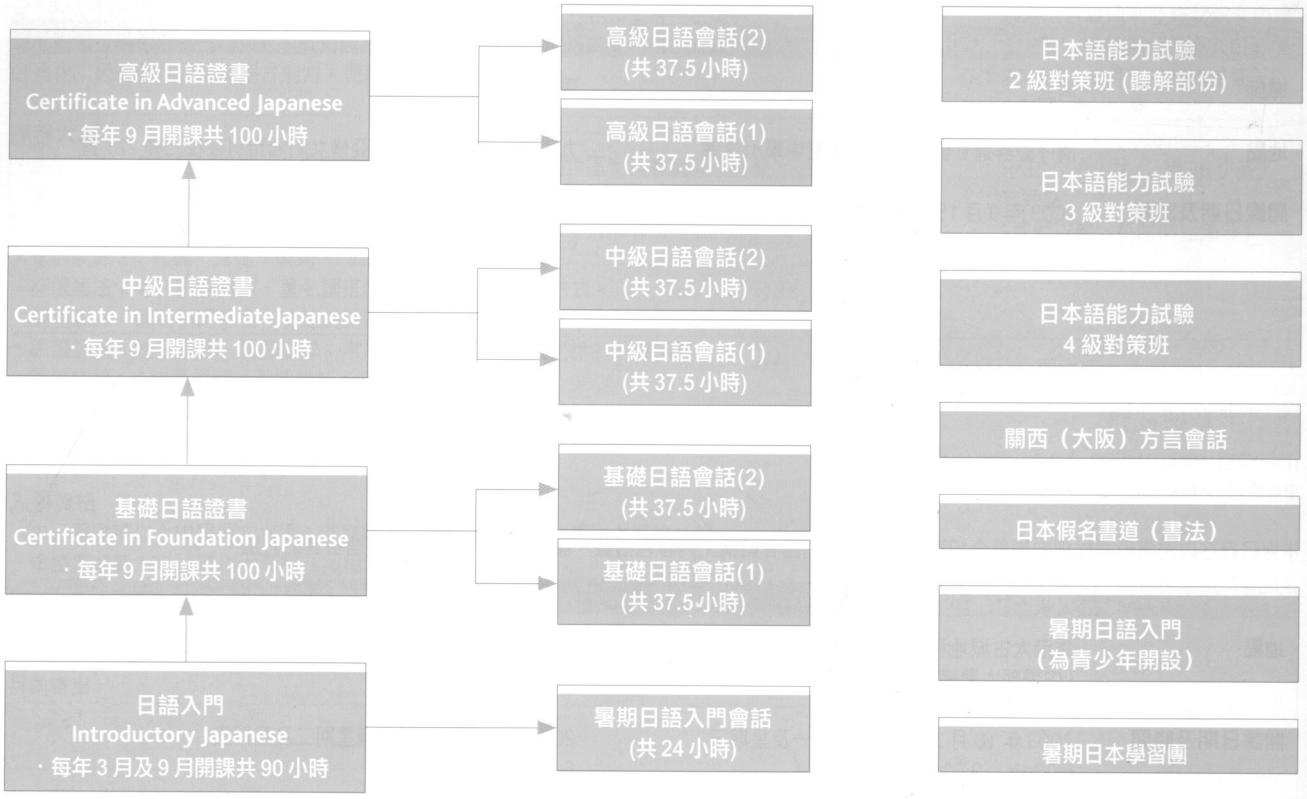
本課程系統地借助拼音學習滬語的發音與會話。不僅講授上海的各類生活、工作的常用詞_語句，而且通過種種情景對話，介紹和學習典型傳統的、現時流行的及各行各業的上海話。課程中還會介紹上海社會風土人情，配合俗語、諺語、慣用語及歇後語，並適度地介紹播放上海滑稽，滬劇台詞唱段及一些聆聽訓練，以活潑學習氣氛，提高學習興趣，並增進學員聆聽會話能力，以增加學習的深廣度。

學　費　：$3,200（20 講 50 小時）
課　本　：教材在課堂中由導師派發
教學語言　：普通話為主，輔以粵語及滬語，並逐步加大滬語比重。
名　額　：40 人

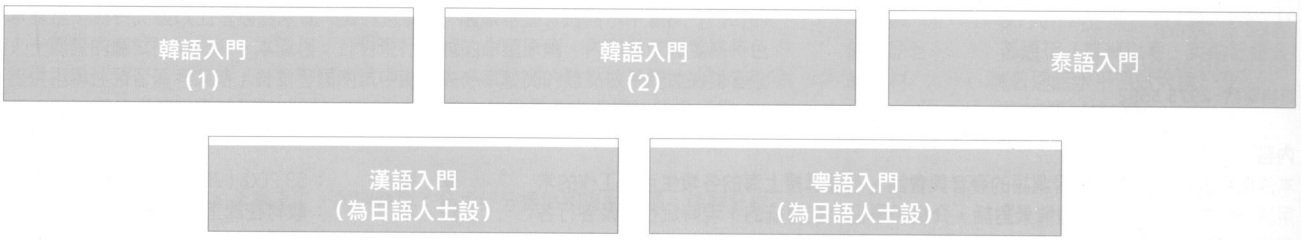
課程編號	導師	地點	日期及時間
港島區			
AH 22-037-01-01（31）	王寶瑾女士	北角英皇道 494 號 1601 室（北角地鐵站 B3 出口）	2003 年 9 月 19 日起逢星期五 6:45p.m.-9:15p.m.
九龍區			
AH 22-037-01-02（31）	張澤玲女士	九龍美孚百老匯街地利亞修女紀念預科夜校一樓 217 室	2003 年 9 月 22 日起逢星期一 6:45p.m.-9:15p.m.

Japanese and Other Oriental Languages
日語及其他東方語言

Japanese
日語



Other Oriental Languages
其他東方語言



日語證書

宗旨
日本是中國一衣帶水的鄰國，自古至今，兩國不斷來往。近年來港日兩地無論經貿合作、文化交流，日益增進。有鑒於此，本學院特別開設日語證書課程，給從事工商、文教等各業，及喜愛日本文化之人士，學習和進修的機會。課程藉有系統的學習，助修讀者建立講、聽、讀、寫的能力。

課程概括
本課程為四年制課程，分為『日語入門』、『基礎日語證書』、『中級日語證書』及『高級日語證書』。各級證書時數 100 小時，『日語入門』則為 90 小時。

主講者
由資深的華籍及日籍教師擔任，上課時除日語外，並適當加以中文（廣東話 / 部分教師採用普通話）及英語輔導。

入學資格

日語入門	・適合初學及對中文有基本認識的人士報讀。
基礎日語證書	・完成本院『日語入門』(或前基本日語）課程，並取得合格成績之學員（需提供證明）；或 ・曾修讀日語達 90 小時或以上者（需出示修讀證明）；或 ・參加本院的『基礎日語證書』入學試合格者。
中級日語證書	・完成本院『基礎日語證書』(或前高級日語）課程並取得合格成績之學員；或 ・曾修讀日語達 190 小時或以上者（需出示修讀證明）；或 ・最少日本語能力試驗 4 級合格者（需出示合格證明）；或 ・參加本院的『中級日語證書』入學試合格者。
高級日語證書	・完成本院『中級日語證書』課程並取得合格成績之學員；或 ・曾修讀日語達 290 小時或以上者（需出示修讀證明）；或 ・最少日本語能力試驗 3 級合格者（需出示合格證明）；或 ・參加本院的『高級日語證書』入學試合格者。

報名手續
填妥報名表格，連同學費交回本學院。申請者須在表格上依序列明第 1 、第 2 及第 3 之志願選擇之課程編號，至於最後被取錄之班別，請參閱收據上打印之課程編號。學員一經被取錄，不得轉換班別。

結業考試
各級日語課程分別舉行中期試、期末考試及口試。

升級及領取證書
學員必須符合以下條件，方可升級及獲發成績證明書或證書：
・全期出席率達 70%；
・期末考試必須合格（合格分數為 60%）；
・全學期平均分達 60%。
(除『日語入門』頒發成績證明書外，其他頒發證書。)

日語各級『入學試考試時間表』

入學試須知
・學員須付入學試費用 HK$100（合格與否，恕不退還）；
・除漢字註音外，以選擇題形式舉行，約 1 小時 30 分鐘；
・已報考入學試之學員，請帶同收據準時出席當日考試，本院不再另行通知；
・入學試成績於兩星期內以書面通知學員。

報名方法
・入學試申請表可在 SPACE 各報名中心索取；
・親往報名中心報名或以郵遞方式，連同申請表格、入學試費用 HK$100（支票抬頭「HKU SPACE」寄香港大學專業進修學院徐展堂樓九樓日語課程梁小姐收。）

入學試考試時間表

課程名稱	編號	入學試考試地點 / 日期 / 時間
基礎日語證書	AH 22-107-00（31）	北角英皇道 494 號 1701 室（北角地鐵站 B3 出口）2003 年 8 月 30 日（星期六）2:30pm - 4:00pm
中級日語證書	AH 22-108-00（31）	北角英皇道 494 號 1703 室（北角地鐵站 B3 出口）2003 年 8 月 30 日（星期六）2:30pm - 4:00pm
高級日語證書	AH 22-109-00（31）	北角英皇道 494 號 1703 室（北角地鐵站 B3 出口）2003 年 8 月 30 日（星期六）2:30pm - 4:00pm

日語入門
Introductory Japanese

查詢電話：2975 5693

本綜合課程由認識字母發音開始，通過學習基本名詞句、形容詞句、動詞句等不同文法句型，訓練學員基本的講、聽、讀、寫的能力。

教材

- 《大家的日本語》初級 I
- 《大家的日本語》初級 II
- 《大家的日本語》初級 I & II 標準問題集
- 日語假名習字簿

3A Corporation 出版，授權大新書局印行。學員憑收據到以下地點購買課本可獲特價優惠：
向日葵出版社：香港銅鑼灣渣甸坊 28 號京華中心第二座 3 樓，電話：2529 2259

全期學費

HK$3,300 （共 36 講 90 小時）

課程編號	地點	開課日期及時間
港島區		
AH 22-041-09-01（31）	容後公佈	2003 年 10 月 6 日起逢星期一 9:30a.m.-12:00noon
AH 22-041-09-02（31）	容後公佈	2003 年 10 月 9 日起逢星期四 9:30a.m.-12:00noon
AH 22-041-09-03（31）	灣仔灣景中心 CW207 室	2003 年 9 月 20 日起逢星期六 9:30a.m.-12:00noon
AH 22-041-09-04（31）	灣仔灣景中心 CW304 室	2003 年 9 月 20 日起逢星期六 2:30p.m.-5:00p.m.
AH 22-041-09-05（31）	灣仔灣景中心 CW218 室	2003 年 9 月 18 日起逢星期四 6:45p.m.-9:15p.m.
AH 22-041-09-06（31）	灣仔灣景中心 CW314 室	2003 年 9 月 26 日起逢星期五 6:45p.m.-9:15p.m.
AH 22-041-09-07（31）	北角電氣道 183 號友邦廣場 1805 室（炮台山地鐵站 A 出口）	2003 年 9 月 15 日起逢星期一 6:45p.m.-9:15p.m.
AH 22-041-09-08（31）	北角電氣道 183 號友邦廣場 1805 室（炮台山地鐵站 A 出口）	2003 年 9 月 16 日起逢星期二 6:45p.m.-9:15p.m.
AH 22-041-09-09（31）	北角電氣道 183 號友邦廣場 1805 室（炮台山地鐵站 A 出口）	2003 年 9 月 18 日起逢星期四 6:45p.m.-9:15p.m.
AH 22-041-09-10（31）	北角英皇道 494 號 1603 室（北角地鐵站 B3 出口）	2003 年 9 月 21 日起逢星期日 9:30a.m.-12:00noon
AH 22-041-09-11（31）	北角英皇道 494 號 1603 室（北角地鐵站 B3 出口）	2003 年 9 月 28 日起逢星期日 1:00p.m.-3:30p.m.
AH 22-041-09-12（31）	北角英皇道 494 號 1201 室（北角地鐵站 B3 出口）	2003 年 9 月 19 日起逢星期五 6:45p.m.-9:15p.m.
AH 22-041-09-13（31）	太古城地利亞修女紀念中學 422 室（太豐道入口）	2003 年 9 月 22 日起逢星期一 6:45p.m.-9:15p.m.
AH 22-041-09-14（31）	太古城地利亞修女紀念中學 424 室（太豐道入口）	2003 年 9 月 23 日起逢星期二 6:45p.m.-9:15p.m.
AH 22-041-09-15（31）	太古城地利亞修女紀念中學 422 室（太豐道入口）	2003 年 9 月 17 日起逢星期三 6:45p.m.-9:15p.m.
AH 22-041-09-16（31）	太古城地利亞修女紀念中學 422 室（太豐道入口）	2003 年 9 月 25 日起逢星期四 6:45p.m.-9:15p.m.
AH 22-041-09-17（31）	太古城地利亞修女紀念中學 421 室（太豐道入口）	2003 年 10 月 10 日起逢星期五 6:45p.m.-9:15p.m.
AH 22-041-09-18（31）	太古城地利亞修女紀念中學 421 室（太豐道入口）	2003 年 9 月 27 日起逢星期六 2:30p.m.-5:00p.m.
九龍區		
AH 22-041-09-19（31）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院二樓 23 室（金巴利道入口）	2003 年 9 月 8 日起逢星期一 6:30p.m.-9:00p.m.
AH 22-041-09-20（31）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院二樓 23 室（金巴利道入口）	2003 年 9 月 23 日起逢星期二 6:30p.m.-9:00p.m.
AH 22-041-09-21（31）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院二樓 23 室（金巴利道入口）	2003 年 9 月 17 日起逢星期三 6:30p.m.-9:00p.m.
AH 22-041-09-22（31）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院二樓 23 室（金巴利道入口）	2003 年 9 月 18 日起逢星期四 6:30p.m.-9:00p.m.
AH 22-041-09-23（31）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院二樓 23 室（金巴利道入口）	2003 年 9 月 26 日起逢星期五 6:30p.m.-9:00p.m.
AH 22-041-09-24（31）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 225 室（美孚地鐵站）	2003 年 9 月 22 日起逢星期一 6:45p.m.-9:15p.m.
AH 22-041-09-25（31）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 225 室（美孚地鐵站）	2003 年 9 月 30 日起逢星期二 6:45p.m.-9:15p.m.
AH 22-041-09-26（31）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 225 室（美孚地鐵站）	2003 年 9 月 24 日起逢星期三 6:45p.m.-9:15p.m.
AH 22-041-09-27（31）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 225 室（美孚地鐵站）	2003 年 10 月 2 日起逢星期四 6:45p.m.-9:15p.m.

課程編號	地點	開課日期及時間
九龍區		
AH 22-041-09-28（31）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 225 室（美孚地鐵站）	2003 年 10 月 10 日起逢星期五 6:45p.m.-9:15p.m.
AH 22-041-09-29（31）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 225 室（美孚地鐵站）	2003 年 9 月 20 日起逢星期六 2:30p.m.-5:00p.m.
AH 22-041-09-30（31）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 226 室（美孚地鐵站）	2003 年 10 月 11 日起逢星期六 2:30p.m.-5:00p.m.

基礎日語證書
Certificate in Foundation Japanese

查詢電話：2975 5693

本綜合課程通過進一步學習各種動詞變化句、敬語、謙讓句等不同文法句型，提高學員講、聽、讀、寫的能力，以達到最少日本語能力試驗4級的標準為目標。

教材

- 《大家的日本語》進階 I
- 《大家的日本語》進階 II
- 《大家的日本語》進階 I & II 標準問題集

3A Corporation 出版，授權大新書局印行。學員憑收據到以下地點購買課本可獲特價優惠：
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全期學費

HK$3,600 （共 40 講 100 小時）

課程編號	地點	開課日期及時間
港島區		
AH 22-107-01（31）	金鐘海富中心三樓 S9 室	2003 年 9 月 6 日起逢星期六 9:30a.m.-12:00noon
AH 22-107-02（31）	金鐘海富中心三樓 S20 室	2003 年 9 月 20 日起逢星期六 6:45p.m.-9:15p.m.
AH 22-107-03（31）	灣仔灣景中心 CW314 室	2003 年 9 月 10 日起逢星期三 6:45p.m.-9:15p.m.
AH 22-107-04（31）	灣仔灣景中心 CW217 室	2003 年 9 月 18 日起逢星期四 6:45p.m.-9:15p.m.
AH 22-107-05（31）	北角英皇道 494 號 1402 室（北角地鐵站 B3 出口）	2003 年 9 月 7 日起逢星期日 9:30a.m.-12:00noon
AH 22-107-06（31）	北角英皇道 494 號 1402 室（北角地鐵站 B3 出口）	2003 年 9 月 21 日起逢星期日 1:00p.m.-3:30p.m.
AH 22-107-07（31）	北角英皇道 494 號 1203 室（北角地鐵站 B3 出口）	2003 年 9 月 8 日起逢星期一 6:45p.m.-9:15p.m.
AH 22-107-08（31）	北角英皇道 494 號 1002 室（北角地鐵站 B3 出口）	2003 年 9 月 18 日起逢星期四 6:45p.m.-9:15p.m.
AH 22-107-09（31）	太古城地利亞修女紀念中學 511 室（太豐道入口）	2003 年 9 月 23 日起逢星期二 6:45p.m.-9:15p.m.
AH 22-107-10（31）	太古城地利亞修女紀念中學 422 室（太豐道入口）	2003 年 9 月 19 日起逢星期五 6:45p.m.-9:15p.m.
九龍區		
AH 22-107-11（31）	九龍佐敦彌敦道 238 號 1503 室（佐敦地鐵站）	2003 年 9 月 16 日起逢星期二 6:45p.m.-9:15p.m.
AH 22-107-12（31）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院二樓 27 室（金巴利道入口）	2003 年 9 月 15 日起逢星期一 6:30p.m.-9:00p.m.
AH 22-107-13（31）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院二樓 25 室（金巴利道入口）	2003 年 9 月 18 日起逢星期四 6:30p.m.-9:00p.m.
AH 22-107-14（31）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 226 室（美孚地鐵站）	2003 年 9 月 10 日起逢星期三 6:45p.m.-9:15p.m.
AH 22-107-15（31）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 226 室（美孚地鐵站）	2003 年 9 月 19 日起逢星期五 6:45p.m.-9:15p.m.
AH 22-107-16（31）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 224 室（美孚地鐵站）	2003 年 9 月 20 日起逢星期六 2:30p.m.-5:00p.m.

中級日語證書
Certificate in Intermediate Japanese

查詢電話：2975 5693

一般來說，學習日語的首 2 年以學習文法及句型（句形）為主。中、高級日語則進一步提高，使學生在已具備的語法知識基礎上，通過進一步的閱讀、寫作、會話練習、小組討論、口頭發表及聽解練習等等，從“書本的日語”向“生活中應用的日語”前進。

本課程由經驗豐富的日籍及華籍導師任教，並選用兩本在日本國內外均受歡迎的教科書，配以補充教材，務求達到更佳效果。

「新日本語的中級」著重會話，但亦不乏文型複習。每一課通過不同的情景，學習生活化的表達方式，課堂活動充實。在加強學生會話運用的同時，本書亦是理解日本文化和風俗習慣上的好教材。

「日本語中級J301」集中在閱讀方面。文法解説部分以中文（或英文）清楚説明。每一課有一篇文章，並附有一連串的相關練習，讓學生通過認識不同的句形和語彙提升閱讀能力。

教材

・新日本語的中級（上冊）（3A Corporation 授權，大新書局印行）
・日本語中級J301 ── 由基礎至中級 ──（中國語版 或 英語版均可）（3A Corporation 授權，大新書局印行）

兩書均由 3A Corporation 出版，授權大新書局印行。學員憑收據到以下地點購買課本可獲特價優惠：
向日葵出版社：香港銅鑼灣渣甸坊 28 號京華中心第二座 3 樓，電話：2529 2259

全期學費

HK$3,900 （共 40 講 100 小時）

課程編號	地點	開課日期及時間
港島區		
AH 22-108-01（31）	北角電氣道 183 號友邦廣場 1805 室（炮台山地鐵站 A 出口）	2003 年 9 月 6 日起逢星期六 2:30p.m.-5:00p.m.
AH 22-108-02（31）	灣仔灣景中心 CW218 室	2003 年 9 月 10 日起逢星期三 6:45p.m.-9:15p.m.
AH 22-108-03（31）	北角城中心 1107 室（炮台山地鐵站）	2003 年 9 月 19 日起逢星期五 6:45p.m.-9:15p.m.
AH 22-108-04（31）	北角英皇道 494 號 1601 室（北角地鐵站 B3 出口）	2003 年 9 月 14 日起逢星期日 9:30a.m.-12:00noon
AH 22-108-05（31）	太古城地利亞修女紀念中學 512 室（太豐道入口）	2003 年 9 月 16 日起逢星期二 6:45p.m.-9:15p.m.
九龍區		
AH 22-108-06（31）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院二樓 27 室（金巴利道入口）	2003 年 9 月 10 日起逢星期三 6:30p.m.-9:00p.m.
AH 22-108-07（31）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 226 室（美孚地鐵站）	2003 年 9 月 15 日起逢星期一 6:45p.m.-9:15p.m.
AH 22-108-08（31）	九龍美孚百老匯街地利亞修女紀念預科夜校一樓 216 室（美孚地鐵站）	2003 年 9 月 20 日起逢星期六 2:30p.m.-5:00p.m.

高級日語證書
Certificate in Advanced Japanese

查詢電話：2975 5693

本課程為中級日語證書的銜接課程，目的是協助學員進一步提高日語水平。本課程由經驗豐富的日籍及華籍導師任教，選用下列兩本在日本國內外均受歡迎的教科書，配以補充教材，務求使學員在講、聽、讀、寫各能力上有更大的突破。

教材

・新日本語的中級（下冊）（3A Corporation 授權，大新書局印行）
・日本語中級J501 ── 由中級至上級 ──（中國語版 或 英語版均可）（3A Corporation 授權，大新書局印行）

兩書由 3A Corporation 出版，授權大新書局印行。學員憑收據到以下地點購買課本可獲特價優惠：
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全期學費

HK$3,900 （共 40 講 100 小時）

課程編號	地點	開課日期及時間
港島區		
AH 22-109-01（31）	金鐘海富中心三樓 S20 室	2003 年 9 月 28 日起逢星期日 9:30a.m.-12:00noon
AH 22-109-02（31）	金鐘海富中心三樓 S20 室	2003 年 9 月 20 日起逢星期六 2:30p.m.-5:00p.m.
AH 22-109-03（31）	灣仔灣景中心 CW304 室	2003 年 9 月 23 日起逢星期二 6:45p.m.-9:15p.m.
九龍區		
AH 22-109-04（31）	九龍尖沙咀柯士甸道 162 號聖瑪利嘉諾撒女書院二樓 27 室（金巴利道入口）	2003 年 9 月 18 日起逢星期四 6:30p.m.-9:00p.m.
AH 22-109-05（31）	九龍美孚百老匯街地利亞修女紀念預科夜校二樓 222 室（美孚地鐵站）	2003 年 9 月 19 日起逢星期五 6:45p.m.-9:15p.m.

暑期日語入門會話
Summer Course for Introductory Japanese Conversation

查詢電話：2975 5693

本院開設的『暑期日語入門會話』將在 7 月開課，為期 8 週共 24 課時，並由本院資深日籍教師任教。採用直接法教學（不談過多文法、減少使用媒介語），通過與導師一對一、同學間、小組各種形式對話、戲劇或遊戲等，温習過去一年學習的文型或語彙。務求同學通過聽、講加深對日語的認識及趣味。

入學資格

對象為剛完成『基本日語』或『日語入門』班的學員而設，第二年『高級日語』班學員如有興趣亦歡迎參加。

全期學費

$1,000（共 8 講 24 小時）

課程編號	地點	開課日期及時間
港島區		
AH 22-041-08-01（31）	北角英皇道 494 號 601 室（北角地鐵站 B3 出口）	2003 年 7 月 6 日起逢星期日 9:30a.m.-12:30noon
AH 22-041-08-02（31）	北角英皇道 494 號 1002 室（北角地鐵站 B3 出口）	2003 年 7 月 12 日起逢星期六 2:00p.m.-5:00p.m.
AH 22-041-08-03（31）	太古城地利亞修女紀念中學 424 室（太豐道入口）	2003 年 7 月 7 日起逢星期一 6:30p.m.-9:30p.m.
九龍區		
AH 22-041-08-04（31）	九龍美孚百老匯街地利亞修女紀念預科夜校一樓 213 室（美孚地鐵站）	2003 年 7 月 8 日起逢星期二 6:30p.m.-9:30p.m.
AH 22-041-08-05（31）	九龍美孚百老匯街地利亞修女紀念預科夜校一樓 212 室（美孚地鐵站）	2003 年 7 月 3 日起逢星期四 6:30p.m.-9:30p.m.

基礎日語會話（1）
Foundation Japanese Conversation (1)

查詢電話：2975 5693

本課程由本院資深日籍教師任教，採用直接法教學（不談過多文法，減少使用媒介語），通過與導師一對一、同學間、小組各種形式對話、角色扮演、遊戲等進行。內容將配合本學院『基礎日語證書』的文法句型及語彙。目的在讓同學有更多機會練習講與聽。

入學資格

- 適合曾修讀日語 90 小時或以上人士；或
- 本院現『基礎日語證書』學員；或
- 熟習日本語能力試驗 4 級文法句型人士修讀。

教材

在課堂上由導師派發

全期學費

HK$1,800（15 講 37.50 小時）

課程編號	地點	開課日期及時間
AH 22-041-19-01（31）	灣仔灣景中心 CW208 室	2003 年 10 月 25 日起逢星期六 9:30a.m. - 12:00noon
AH 22-041-19-02（31）	太古城地利亞修女紀念中學 513 室（太豐道入口）	2003 年 10 月 21 日起逢星期二 6:45p.m. - 9:15p.m.

中級日語會話（1）
Intermediate Japanese Conversation (1)

查詢電話：2975 5693

本課程由本院資深日籍教師任教，採用直接法教學（不談過多文法，減少使用媒介語），通過與導師一對一、同學間、小組各種形式對話、角色扮演、遊戲等。內容將配合本學院『中級日語證書課程』內容進行，目的在讓同學有更多機會練習講與聽。

入學資格
- 適合曾修讀日語 190 小時或以人士；或
- 本院現『中級日語證書』學員；或
- 熟習日本語能力試驗 3 級文法句型人士修讀。

教材
在課堂上由導師派發

全期學費
HK$1,800（15 講 37.50 小時）

課程編號	地點	開課日期及時間
AH 22-041-15-01（31）	太古城地利亞修女紀念中學 424 室（太豐道入口）	2003 年 10 月 23 日起逢星期四 6:45p.m.-9:15p.m.

高級日語會話（1）
Advanced Japanese Conversation (1)

查詢電話：2975 5693

本課程由本院資深日籍教師任教，採用直接法教學（不談過多文法，減少使用媒介語），通過與導師一對一、同學間、小組各種形式對話、角色扮演、遊戲等。內容將配合本學院『高級日語證書課程』內容進行，讓同學有更多機會練習講與聽。

入學資格
- 適合曾修讀日語 290 小時或以人士；或
- 本院現『高級日語證書』學員；或
- 熟習日本語能力試驗 3 級文法句型人士修讀。

教材
在課堂上由導師派發

全期學費
HK$1,800（15 講 37.50 小時）

課程編號	地點	開課日期及時間
AH 22-041-24-01（31）	太古城地利亞修女紀念中學 424 室（太豐道入口）	2003 年 10 月 22 日起逢星期三 6:45p.m.-9:15p.m.

日本語能力試驗對策班
Preparatory Class for Japanese-Language Proficiency Test

查詢電話：2975 5693

本院為配合準備報考在 2003 年 12 月第 1 個星期日舉行的『日本語能力試驗』的學生而設以下不同程度之對策班。

對策班 3 級、4 級分別是為期 10 星期的集中訓練課程，每星期上課一次，每次 3 小時。由經驗豐富的導師主講。温習各級能力試驗所包括的文法句型和語彙。同時，亦會著重加強同學聽解及讀解的能力，務求同學取得更佳成績。課程中會安排模擬考試。

教材
在課堂上由導師派發

全期學費
HK$1,500（10 講 30 小時）

日本語能力試驗 4 級對策班
Preparatory Class for Japanese-Language Proficiency Test Level 4

課程編號	地點	日期及時間
AH 22-041-12-01（31）	北角英皇道 494 號 801 室（北角地鐵站 B3 出口）	2003 年 9 月 28 日起逢星期日 9:00a.m.-12:00noon.

日本語能力試驗 3 級對策班
Preparatory Class for Japanese-Language Proficiency Test Level 3

課程編號	地點	開課日期及時間
AH 22-041-11-01（31）	北角英皇道 494 號 601 室（北角地鐵站 B3 出口）	2003 年 9 月 28 日起逢星期日 9:00a.m.-12:00noon.

日本語能力試驗 2 級對策班（聽解部份）
Preparatory Class for Japanese-Language Proficiency Test Level 2 (Listening Part)

對日常缺乏聆聽日語機會的海外考生來說，日本語能力試驗的聽解部份都比較困難。故此，本院於暑期特開設日本語能力試驗2級對策班之聽解部份，加強考生聆聽能力。

全期學費：HK$900（8 講 20 小時）

課程編號	地點	開課日期及時間
AH 22-041-26-01（31）	北角英皇道 494 號 801 室（北角地鐵站 B3 出口）	2003 年 7 月 6 日起逢星期日 9:30a.m.-12:00noon

關西（大阪）方言會話
Kansei (Osaka) Dialect Conversation

查詢電話：2975 5693

日本列島細而長，各地有不同的方言，除了標準語的關東方言（東京話）以外，使用人口最多的就要數關西方言了。關西方言歷史悠久，是日本古來的語言之一。今天在大阪、神戶、京都等關西地區，人們平日生活都使用關西方言。連電視上也可看到關西方言的劇集。以關西方言演譯的落語（日本相聲）更受到全日本歡迎。

為滿足希望知道關西方言特性的同學，本院特開設以上課程，由來自大阪的日籍導師教授，課程中會介紹關西方言與關東方言在聲調上、語彙上的主要分別。上課時導師亦會使用『關西弁（Kansaiben）』講課。

入學資格

- 適合曾修讀日語 190 小時或以上人士；或
- 本院『中級日語證書』學員；或
- 具備日本語能力試驗 3 級程度或以上人士，2 級程度更為理想。

（此乃 2003 年 3 月開講的關西（大阪）方言會話的涵接課程，已修讀完畢該課程的學員歡迎繼續報讀。）

教材

在課堂上由導師派發

全期學費：HK$1,300（10 講 25 小時）

課程編號	地點	開課日期及時間
AH 22-041-17-01（31）	太古城地利亞修女紀念中學 511 室（太豐道入口）	2003 年 10 月 22 日起逢星期三 6:45p.m.-9:15p.m.

日本假名書道（書法）
Japanese Kana (Character) Calligraphy

查詢電話：2975 5693

在中國和日本，書法是一種以文字為素材，藉毛筆抒發個人的感情和思想的藝術。書法在日本稱為書道，和中國書法同樣分五体(篆、隸、楷、行、草)。本課程針對的卻是日本獨特的假名書道。假名書道是將日本和歌、俳句等詩歌，以假名而非用漢字表現的藝術。假名是平安時代以漢字為基礎而創造的日本獨特的文字，形態優美，剛柔並存。本課程目標在使學員能於18堂後，完成可供鑑賞的作品。本課程由富多年經驗的日籍書法家教授。

入學資格
歡迎至少具日本語能力試驗4級程度，並對日本書法有興趣的學生報讀。

教材
紙、筆、墨、硯在課堂中由導師指定後購買。

全期學費
HK$2,600（18講45小時）

課程編號	地點	開課日期及時間
AH 22-041-23-01（31）	灣仔灣景中心CW202室（日語及英語授課）	2003年9月25日起逢星期四6:45p.m.-9:15p.m.

暑期日語入門（為青少年開設）
Summer Course of Introductory Japanese for Teenagers

查詢電話：2975 5693

為鼓勵青少年利用暑期進修，本院今年夏季特別為大、中學生開設暑期日語入門課程。目的讓青少年學習日語同時，對日本文化亦有所認識。此課程是一個為期6週，每週3節課的集中講座。除介紹基礎日語知識以外，亦加插文化課程如日本摺紙(Origami)、書道（Shodo），參觀日本人學校等。

入學資格
歡迎對日語及日本文化有興趣的青少年報讀。

教材
『中學生・高校生的日本語』(AJALT授權大新書局印行)
・日語假名習字簿
向日葵出版社：香港銅鑼灣渣甸坊28號京華中心第二座3樓，電話：25292259

全期學費
$1,800（共18講45課時）

課程編號	地點	日期及時間
港島區		
AH 22-041-27-01（31）	灣仔灣景中心CW217室	2003年7月21日至8月29日 逢星期一、星期三及星期五1:00p.m. - 3:30p.m.
AH 22-041-27-02（31）	灣仔灣景中心CW214室	2003年7月22日至8月30日 逢星期二、星期四及星期六9:30a.m. - 12:00noon
AH 22-041-27-03（31）	北角英皇道494號601室香港大學港島東分校 （北角地鐵站B3出口）	2003年7月21日至8月29日 逢星期一、星期三及星期五9:30p.m. - 12:00noon
AH 22-041-27-04（31）	北角英皇道494號601室香港大學港島東分校 （北角地鐵站B3出口）	2003年7月21日至8月29日 逢星期一、星期三及星期五1:00p.m. - 3:30p.m.
AH 22-041-27-05（31）	北角英皇道494號601室香港大學港島東分校 （北角地鐵站B3出口）	2003年7月22日至8月30日 逢星期二、星期四及星期六9:30a.m. - 12:00noon
九龍區		
AH 22-041-27-06（31）	九龍尖沙咀柯士甸道26號好兆年行210A室 （佐敦地鐵站D出口）	2003年7月21日至8月29日起 逢星期一、星期三及星期五9:30a.m. - 12:00noon

暑期日本學習團
Summer Study Tour to Japan

查詢電話：2975 5693

在國外學習當地語言往往是最快捷有效的方法，既可在日常生活運用課本上的知識，更可領略異地文化的樂趣。日本是單一語言的社會，在全日語的環境下學習日語，更能達到事半功倍的效果。

為滿足在職人士忙裏偷閒到日本作短期集中學習。本院訂在2003年7月31日至8月10日連同3A Corporation（"大家的日本語"出版機構，海外技術者研修協會關連團體）合辦一個暑期日本研修團，為期11日。除集中語言訓練外，更會安排各種參觀活動，務求學生在短期中提升日語水平，並加深理解日本文化。

入學資格

本院日語課程學生優先報名。學習期間將按學生程度分班上課，校外學生亦歡迎報名。但必須出示日語學習証明，必要時由本院作電話面試。

教學形式

由日本當地經驗導師主講，採用直接教學方式，不用任何媒介語（教學輔助語言），學員與導師或同學間交談時須儘量使用日語。

全期學費：$14,000
收生名額：45人
截止日期：2003年7月5日
說明會日期：2003年7月12日下午舉行，報名學員將獲個別通知出席，並由隨行導師講解課程需注意事項。

住宿地點：（財團法人）海外技術者研修協會，東京研修中心
（東京都足立區千住東1丁目30番1號）

學費包括
- 來回香港/日本經濟客位機票（包括兩地機場稅）
- 來回成田機場至東京研修中心的交通費
- 全程單人睡房住宿費及早餐
- 日語研修
- 參觀費及往參觀地點時的交通費
- 歡迎會及歡送會的費用
- 11日海外旅行保險

不包括費用
- 自由時間內所有費用
- 8月3日的1日遊
- 早餐，歡迎會及歡送會以外的膳食
- 日本簽證（＊學員須自行申請日本簽證）

本院將派負責導師同行，赴日後會有當地導師及留日香港學生對學員提供協助。

課程編號	AH 22-801-01 (01)		
計劃行程	上午	下午	晚上
7月31日 (四)	香港 — 東京	入住東京研修中心	歡迎會
8月1日 (五)	日本語研修 (1)	東京都內參觀	自修
8月2日 (六)	日本語研修 (2)	自由活動	盆舞大會及遊藝晚會
8月3日 (日)	自由活動 (可選擇參加1日遊)		
8月4日 (一)	日本語研修 (3)	日本介紹講座 (1) (21世紀的中日關係， 岩崎富久男，前明治大學教授)	自修
8月5日 (二)	日本語研修 (4)	日本語 (5)	自修
8月6日 (三)	東京都內參觀 (築地魚市場，朝日新聞社，富士電視台)		
8月7日 (四)	日本語研修 (6)	日本介紹講座 (2) (內容及講者容後公佈)	自修
8月8日 (五)	日本語研修 (7)	日本語 (8)	自修
8月9日 (六)	日本語研修 (9) (學生發表)	自由活動	歡送會
8月10日 (日)	自由活動	東京 — 香港	
注意：課程安排或成行與否由本院作最後決定 (＊除課程取消外，已繳學費，恕不退還。)			

韓語入門
Introductory Korean

查詢電話: 2975 5693

韓國地理上與中國接壤，是我們的鄰國，文化上亦有相似的地方，儒家思想便是一個例子。農曆新年和中秋節在韓國亦是重要的節日。最近韓劇、韓國電影更流行一時。有鑑於此，本院開設韓語入門課程 (1) 及 (2)，給對韓國語言及文化感興趣人士進修機會，由精通廣東話或普通話的韓籍導師教授。

課程概括
韓語入門分 (1) 及 (2) 兩學期。每期學習時間分別為45小時。(2) 是2003年3月開課的 (1) 之涵接課程。

入學資格
韓語入門 (1)：歡迎對韓語有興趣的學生報讀。
韓語入門 (2)：完成本院韓語入門 (1) 並取得合格的學員，校外生必須出示至少曾經修讀韓語45小時的證明。

考試及成績證明書
出席率達70%並取得考試合格，方可獲頒發成績證明書。

教材
韓語入門 (1)：Korean Through English (Book One) by Hollym Publishers
韓語入門 (2)：Korean Through English (Book Two) by Hollym Publishers
除上述英語版外，本教科書另有中文簡体字版。學員可按個人需要選擇購買。中文版書名為『韓國語 (一冊或二冊)』翰林出版社。

學員憑收據到以下地點購買課本可獲特價優惠：
向日葵出版社：香港銅鑼灣渣甸坊28號京華中心第二座3樓，電話：2529 2259

全期學費
HK$1,800 (18講45小時)

韓語入門（1）

課程編號	地點	開課日期及時間
AH 22-041-20-01（31）	灣仔灣景中心 CW209 室	2003 年 9 月 27 日起逢星期六 9:30a.m.-12:00noon
AH 22-041-20-02（31）	北角英皇道 494 號 603 室（北角地鐵站 B3 出口）	2003 年 10 月 12 日起逢星期日 9:30a.m.-12:00noon
AH 22-041-20-03（31）	太古城地利亞修女紀念中學 418 室（太豐道入口）	2003 年 9 月 23 日起逢星期二 6:45p.m.-9:15p.m.
AH 22-041-20-04（31）	九龍美孚百老匯街地利亞修女紀念預科夜校一樓 217 室（美孚地鐵站）	2003 年 10 月 2 日起逢星期四 6:45p.m.-9:15p.m.

韓語入門（2）

課程編號	地點	開課日期及時間
AH 22-041-21-01（31）	太古城地利亞修女紀念中學 422 室（太豐道入口）	2003 年 9 月 27 日起逢星期六 2:30p.m.-5:00p.m.
AH 22-041-21-02（31）	九龍美孚百老匯街地利亞修女紀念預科夜校一樓 212 室（美孚地鐵站）	2003 年 9 月 17 日起逢星期三 6:45p.m.-9:15p.m.

泰語入門
Introductory Thai

查詢電話：2975 5693

泰國地理上與中國接壤，中泰兩國人民一直友好相處，往來頻繁。泰國近年經濟發展蓬勃，受到國際注目，更成為各國人士旅遊觀光的熱門地點。因此，本院今期開設泰語入門課程，為對泰國語言及文化感興趣的人士提供進修機會。本課程由精通廣東話的泰籍導師教授。

入學資格
歡迎對泰語有興趣人士參加

教材
在課堂中由導師指定後購買

考試及成績證明書
出席率達 70% 並取得考試合格，方可獲頒發成績證明書。

全期學費
HK$1,800（18 講 45 小時）

課程編號	地點	開課日期及時間
AH 22-041-22-01（31）	太古城地利亞修女紀念中學 422 室（太豐道入口）	2003 年 9 月 20 日起逢星期六 2:30p.m.-5:00p.m.
AH 22-041-22-02（31）	九龍美孚百老匯街地利亞修女紀念預科夜校一樓 213 室（美孚地鐵站）	2003 年 9 月 22 日起逢星期一 6:45p.m.-9:15p.m.

日本人のための中国語入門
Introductory Hanyu (Mandarin) for Japanese Speakers

問い合わせ：2975 5883

このたび香港大学専業修進学院（HK SPACE）におきまして，日本人を対象にした中国語（普通話）コースを開設することになりました。中国語はの改革開放をきっかけに，世界的に学習者が増えている言語です。「世界の工場」とまで言われるほどの影響力をもつ中国。中国ビジネスの必要性により中国語を学ぶ日本人も増えています。日本人には苦手とされる「巻き舌」や中国語特有の「声調」練習，文法解説，現代中国語の概念，広東語との違いなどさまざまな角度から中国語への認識を深めていきます。

対象
初心者

教材
テキストは開講後，講師指定のものをご準備ください。

全期学費
HK$3200（18 回 45 時間）

証書
証書は 70% 以上の出席及び試験に合格した者に（60%）授与します

コース番号	場所	日時
AH22-038-04-01 (31)	Rm 1504, MLC Millennia Plaza, 663 King's Road, HK (Exit C, Quarry Bay MTR station)	2003年10月23日より 毎週木曜日
AH22-038-04-02 (31)	CW304, Causeway Centre, 28 Harbour Road, Wanchai, HK	2003年10月8日より 毎週水曜日

日本人のための広東語入門
Introductory Cantonese for Japanese Speakers

問い合わせ：2975 5883

広東語は香港の主要な言葉であるばかりでなく，広東省や世界各国の華僑・華人の間で使用されている言葉です。このたび香港大学専業修進学院（HK SPACE）では，日本人を対象にした広東語コースを開講いたします。香港に住んで間もない方，生活用語として習得を目指す方，仕事で必要な方，すでに中国語（普通話）の知識がある方などを対象に，発音練習や文法解説だけでなく，広東語と共通語の違い，香港の言語環境などさまざまな角度から広東語への認識を深めていきます。

対象
初心者

教材
テキストは開講後，講師指定のものをご準備ください。

全期学費
HK$3200（18回45時間）

証書
証書は70%以上の出席及び試験に合格した者に（60%）授与します

コース番号	場所	日時
AH22-039-05-01 (31)	Rm 1504, MLC Millennia Plaza, 663 King's Road, HK (Exit C, Quarry Bay MTR station)	2003年10月14日より 毎週火曜日
AH22-039-05-02 (31)	Rm 1303, 494 King's Road, HK (Exit B3, North Point MTR station)	2003年10月9日より 毎週木曜日

Translation
翻譯

TEL 電話：2975 5879 FAX 傳真：2858 3404

Postgraduate Diploma in Translation

This programme provides systematic training in English-Chinese translation to holders of degrees in subjects other than Translation. It has 2 parts:

Part 1, leading to a Postgraduate Certificate in Translation.
Part 2, leading to a Postgraduate Diploma in Translation.

Part 1: Postgraduate Certificate in Translation – Course AH 30-102-00 (31)	
All students take 5 modules: • Theory and Practice of Translation • English - Chinese Translation • Culture and Translation • Chinese - English Translation • Contrastive Studies and Linguistics	
Assessment is based on coursework, examination and attendance.	
Entry Requirements	Applicants must: • have a Bachelor degree (any discipline) or be Members of the Institute of Linguists (MIL). • attend a one-hour written test at 7:00 p.m. on 27 August 2003.
Day(s) / Times	Mondays and Thursdays, 6:40 - 9:40 p.m., starting 6 October 2003. The closing date for application is 13 August 2003.
Duration	6 months.
Venue	Causeway Centre, Wanchai.
Fee(s)	• Course Fee: $14,500. • Application Fee: $150, non-refundable.

Part 2: Postgraduate Diploma in Translation – Course AH 30-101-00		
Students are required to complete an extended Translation Project and 5 modules: • Commercial and Financial Translation • Technical Translation	• Legal Translation • Media Translation	• Literary Translation
Assessment is based on coursework, examination, attendance and project.		

Medium of Instruction	English and Cantonese.
Information and Application	Detailed course information and special application forms for Part 1 are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Translation Section, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

Diploma in Translation Studies

Good translation skills are no longer viewed as something that only translators need, but as essential skills that will contribute to an individual's career prospects. This programme recognises the need for better translation skills in Hong Kong. It has 3 parts:

- Part 1: AH 30-105-00 Certificate in Language and Translation, 108 hours
- Part 2: AH 30-106-00 Advanced Certificate in Translation Studies, 144 hours
- Part 3: AH 30-107-00 Diploma in Translation Studies, 168 hours

Part 1: Certificate in Language and Translation AH 30-105-00 (31)		
The course covers:	• Chinese Writing Skills • English Writing Skills • General Linguistics for Translators	• Basic Skills in English - Chinese Translation • Basic Skills in Chinese - English Translation
Assessment is based on coursework and attendance.		
Entry Requirements	5 passes in HKCEE, with at least Grade D in both English (Syllabus B) and Chinese.	
Day(s) / Times	Tuesdays and Fridays, 6:40 - 9:40 p.m., starting 23 September 2003. The closing date for application is 4 August 2003.	
Venue	Causeway Centre, Wanchai.	
Fee(s)	• Course Fee: $9,500. • Application Fee: $150, non-refundable.	

Part 2: Advanced Certificate in Translation Studies – AH 30-106-00 (31)	
The course covers: • Contemporary Theories in Translation • General Translation: Problems and Strategies • Contrastive Linguistics: Chinese and English • English - Chinese Translation • Chinese - English Translation • Literary Translation • Language and Society • Basic Commercial Translation	
Assessment is based on coursework, examination and attendance (80%).	
Entry Requirements	Applicants should: • **either**, have the HKU SPACE Certificate in Language and Translation; (application fee waived) • **or**, have a Diploma in English or Chinese from a recognised tertiary institute.
Day(s) / Times	Wednesdays (6:40 - 9:40 p.m.) and Saturdays (2:30 - 5:30 p.m.), starting 12 November 2003. The closing date for application is 6 October 2003.

Venue	Causeway Centre, Wanchai.
Fee(s)	• Course Fee: $12,000. • Application Fee: $150, non-refundable.(Student who have completed Part 1 of this programme and are eligible to enrol to Part 2 are exempted from paying the application fee).

Part 3: Diploma in Translation Studies – AH 30-107-00	
The course covers: • Appreciation of Translated Texts (E - C) • Media Translation • Appreciation of Translated Texts (C - E) • Advanced Chinese - English Translation • Legal Translation • Technical Translation • Translation of China Trade Documents • Commercial and Financial Translation	
Next Intake	
Information and Application	Detailed course information and special application forms for Part 1 and Part 2 are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Translation Section, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

AH 30-109-00 (31)
Certificate in Consecutive Interpretation: Cantonese / English
廣東話 / 英語接續口譯證書

This course provides all-round training in interpretation between Cantonese and English. It will give students:

- essential interpreting skills like listening, note-taking and sight translation;
- basic knowledge of the different linguistic structures of Chinese and English;
- the chance to interpret in realistic settings like mock meetings, interviews and presentations;
- the ability to interpret effectively in general situations.

Entry Requirements	Applicants should: • **either**, be university graduates; • **or**, be holders of the HKU SPACE Advanced Certificate in Translation Studies; • **or**, be 25 and have at least Grade D in both English Language and Chinese Language at HKALE; and, be able to provide a letter from their employer stating that interpreting skills are relevant to their work.
Day(s) / Times	Tuesdays and Fridays, 7:00 - 9:30 p.m. Starting 14 October 2003.
Duration	102 hours
Venue	Language Laboratory, Room 609, KK Leung Building, HKU.
Fee(s)	$9,800.
Information and Application	Detailed information and a genreral application form are available: • **in person**, at any HKU SPACE Enrolment Centre • **by post**, Translation Section, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 15 September 2003.

Intensive Preparatory Course for Diploma in Translation of The Institute of Linguists

The Diploma in Translation offered by The Institute of Linguists in the UK is a high-level postgraduate qualification in Translation. Holders of this qualification can be regarded as of professional standard, and are entitled to use the designation "DipTrans IoL".

This series of free-standing courses will prepare participants for the Diploma in Translation examination, if they wish to take it, but will also benefit others who merely wish to improve their knowledge of Translation.

Courses to be offered are:

Course No.	AH 30-052-31-01 (31)	AH 30-052-33-01 (31)	AH 30-052-34-01 (31)
Course Title	General Translation	Financial and Commercial Translation	Technical Translation
Day(s) / Times	Mondays, 6:40-9:40 p.m., starting 6 October 2003.	Tuesdays, 6:40-9:40 p.m., starting 21 October 2003.	Thursdays, 6:40-9:40 p.m., starting 16 October 2003.
Duration	10 meetings.	10 meetings.	10 meetings.
Venue	Causeway Centre, Wanchai.	Causeway Centre, Wanchai.	Causeway Centre, Wanchai.
Fee(s)	$2,800	$3,500	$3,500

a. Students must take General Translation, or a course recognised by HKU SPACE as an equivalent to General Translation, before they can enrol in subsequent courses in the programme.
b. Applying for the Diploma in Translation examination of the Institute of Linguists is the individual student's responsibility.

Entry Requirements	Applicants for these courses should have Grade D in English (Syllabus B) and Chinese in HKCEE. However, they will only be entitled to take the Diploma in Translation examination if they have a degree or its equivalent.
Information and Application	Detailed information and a general application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, Translation Section, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

HKU SPACE = Professional Excellence + Quality of Life

Performing Arts
表演藝術

TEL電話 : 2975 5696 FAX傳真 : 2858 8472

Music
音樂

AH 21-801-00 (31)
Bachelor of Music (Hons)
Kingston University, UK

We offer this programme with Kingston University. It has 3 levels, at each of which students choose 8 modules (15 credits each), taking them at their own pace until they have acquired 360 credits. The maximum period of registration is 9 years, but students must complete at least one module a year and pay the annual continuation fee and annual registration fee to Kingston and HKU SPACE respectively to remain registered.

The modules are:

Level 1
• Performance 1 **
• Analysis
• Musicianship
• History of Music
• Harmony and Counterpoint
• Composition 1
• Writing and Discussing in English

Level 2	
• Performance 2 **	• Composition 2
• Ensemble Performance 1	• Advanced Analysis
• Keyboard Skills	• Music Technology
• Genre Study	• Choral Conducting 1
• Period Study	• Special Topic 1

Level 3	
• Music Seminar	• Choral Conducting 2
• Performance 3 **	• Special Topic 2
• Pedagogy Project **	• Repertoire and Style
• Composition 3 **	• Scoring and Arranging
• Dissertation **	• Performance 3
• Ensemble Performance 2	• Commercial Music

** = double module

The courses offered in June-December 2003 are:

Level	Module	Fee	Month
1	Writing and Discussing in English	$9,000	July – August
1	History of Music	$9,600	July – August
2	Composition	$9,000	August
2	Genre Study (Chamber Music)	$9,600	July – August
2	Period Study	N/A	August – September
2/3	Choral Conducting	N/A	June-July
2/3	Special Topic	$9,000	August – September
3	Commercial Music	N/A	August
3	Composition – Part I	N/A	August
3	Dissertation – Part I & II	N/A	August – September
3	Pedagogy Project – Part I & II	N/A	August – September
3	Performance (Single Module) – Part II & III	N/A	August, September, December
3	Performance (Double Module) – Part II & III	N/A	August, September, December
3	Repertoire and Style	$9,400	August – September
3	Music Seminar	N/A	July – September
3	Scoring and Arranging – Part I	N/A	August

*Due to the SARS situation, the above timetable is subject to change.

Entry Requirements

As a guide, applicants without exemptions should:
- have grade 8 of the ABRSM or Trinity College of Music on one main instrument (or voice), or grade 4 on a keyboard instrument for those whose main instrument is non-keyboard;
- have grade 7 theory of the ABRSM or Trinity College of Music;
- have 2 passes in HKAL and 3 passes at grade C in HKCEE, or 3 passes in HKAL and one pass at grade C in HKCEE, (with no duplication of subjects for students aged below 21); and
- have proficiency in English, e.g. grade D in HKCEE (Syllabus B), pass in GCE O-level, TOEFL 550, IELTS 6.5.

Fee(s)

In addition to individual module fees, the following are payable:
- Initial Registration Fee : £400, to Kingston.
- Annual Continuation Fee : £100, to Kingston.
- Examination Fee : £100 per module, to Kingston.
- Exemption Fee : £50 per module, to Kingston.
- Annual Registration Fee : $2,100, to HKU SPACE.

Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Mandy Kwan, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • **by phone,** from Ms Mandy Kwan on 2975 5696. • **by fax,** from 2858 8472. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ah • **by email,** from Ms Mandy Kwan, mckwan@hkspace.hku.hk The closing date for application is 27 June 2003 for the 2003 intake.

This course is exempted from registration under the NLHPE Ordinance.

AH 21-103-00 (31)
Diploma in Conducting

Enquiries: 2975 5696

The objective of this programme is to offer systematic quality training in conducting to teachers, choir-masters, church music directors, and amateur conductors. Students are required to complete four core modules and at least two elective modules within two years. Conductors from local and overseas professional orchestras, if possible, and choirs are invited to participate to take up part of the teaching. All electives are open to public but priorities are given to award seeking students.

Diploma in Conducting (Require: 4 Core Modules & 2 Elective Modules)	
Core Modules	**Elective Modules**
Major Project	Chinese Choral and Orchestral Literature Survey
Rehearsal Seminar	Choral Literature Survey (Classical to 20th Century)
Score Reading and Analysis	Choral Literature Survey (Early Music to Classical)
Seminars, Master Classes and Visits II	Orchestral Literature Survey (Baroque and Classical)
	Orchestral Literature Survey (Romantic to 20th Century)
	Orchestration

Entry Requirements	Applicants should : • **either,** have passed grade 8 examinations or above in both theory and any one instrument (including singing) of the ABRSM or equivalent, and passed all modules listed in the basic requirement of the Certificate level; • **or,** have achieved at least a grade B (Credit) average listed in the basic requirement of the Certificate level; • **or,** have passed in grade 8 examinations or above in theory and any one instrument (including singing) of the ABRSM or equivalent, and have at least 3 years of choral or orchestral conducting experience. Applicants may be required to attend an interview.
Day(s) / Times	Fridays and Saturdays evenings, starting November 2003.
Duration	156 hours.
Venue	Room S17 or S18, Admiralty Learning Centre.
Fee (s)	• Course Fee: $27,000. • Application Fee: $150, It is non-refundable and will be credited towards the overall fee.
Medium of Instruction	English and Cantonese.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Mandy Kwan, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • **by phone,** from Ms Mandy Kwan on 2975 5696. • **by fax,** from 2858 8472. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ah • **by email,** from Ms Mandy Kwan, mckwan@hkspace.hku.hk The closing date for application is September 2003 for the 2003 intake.

AH 21-106-00 (31)
Certificate in Conducting

Enquiries: 2975 5696

The objective of this programme is to offer systematic quality training in conducting to teachers, choir-masters, church music directors, and amateur conductors. Students are required to complete four core modules and at least two elective modules within two years. Conductors from local and overseas professional orchestras, if possible, and choirs are invited to participate to take up part of the teaching. All electives are open to public but priorities are given to award seeking students.

Certificate in Conducting	
Core Modules	**Elective Modules**
• Basic Conducting Techniques and Ear Training	• Chinese Instrumental Techniques
• Basic Score Reading	• Western Instrumental Techniques
• Performance Practice	• Choral Vocal Techniques
• Seminars, Master Classes and Visits I	

Tutors of the Certificate in Conducting in 2002-2003:
- **Dr.Jerome Hoberman**, DMA Johns Hopkins, MMus *Wisconsin-Madison School of Music*
- **Dr.Philip Chan**, DMA Cincinnati, *M Church Music Southern Baptist Technological Seminary*
- **Dr. Shiu Mui Lee**, DMA *Washington DC*, ARCT, LTCL, ATCL
- **Ms Carmen Koon Mee Yu**, M in Conducting, *Berlin Hochschule der Künste Berlin*, BA *CUHK*
- **Mr. Choy Ho Man**, Resident Conductor of the HK Philharmonic Orchestra, M Mus *Indiana*
- **Miss Vivien Wong**, Dip. Ed BA *CUHK*
- **Mr.Kwok Chi For**, B.F.A. (Music), *York University*, M Mus, *University of Oregon*
- **Mr. Chu Siu Wai**, B Mus *CUHK*, Adv.Dip *APA*
- **Mr. Jimmy Chan**, MMus *Indiana*

Entry Requirements	Applicants should: • have passed the ABRSM grade 5 or above in both theory and any one instrument (including singing), or equivalent; • have at least one year's choral or orchestral experience; • have 5 HKCEE passes, including English Language (Syllabus B), or equivalent. (This is waived for applicants over 21.) Applicants who do not posses the above qualifications, should demonstrate their knowledge on the subject matter is at equivalent standard, by audition, if necessary.
Day(s) / Times	Wednesdays and Thursdays evenings, starting January 2004.
Duration	150 hours.
Venue	Room S17 or S18, Admiralty Learning Centre.
Fee(s)	• Course Fee: $23,000. • Application Fee: $150, It is non-refundable and will be credited towards the overall fee.
Medium of Instruction	English and Cantonese.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Mandy Kwan, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • **by phone,** from Ms Mandy Kwan on 2975 5696. • **by fax,** from 2858 8472. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ah • **by email,** from Ms Mandy Kwan, mckwan@hkspace.hku.hk The closing date for application is December 2003 for the 2003 intake.

AH 21-101-00 (31)
Certificate in Piano Performance, Analysis and Pedagogy

Enquiries: 2975 5696

This course is designed for piano teachers and students preparing for diploma examinations of the ABRSM or Trinity College of Music, or who are interested in undertaking a course of study which contributes to the Kingston University B. Mus. Hons. degree programme at HKU SPACE. It is taught by a highly experienced team from Kingston University.

It has four elements, each of which is validated as a Kingston University level 1 module:

- **Piano performance I and II**: style and interpretation of piano music from the Baroque period to the present day; technical issues; performance practice and analysis. Delivery mode: workshops, master-classes (each student playing 4 -6 times overall) and lecture-demonstrations.
- **Repertoire, style and analysis for pianists**: focus on historical contexts, development of the keyboard repertoire and modes of analysis (formal/structural, motivic, thematic, harmonic) which inform interpretation.
- **Piano pedagogy I**: teaching for good continuity and progress (in general technique, fingering, pedalling, interpretation etc.) from beginner level to circa ABRSM grade 8.

a. Reference will be made throughout to works on ABRSM syllabi up to diploma level.
b. Assessment is based on performance and its evaluation, seminar presentation, a pedagogy project and essay-type work.
c. Credit is transferable to the Kingston University B.Mus. degree, level 1, for students who wish to continue their studies after completing the HKU SPACE Certificate, subject to satisfying full entry requirements.

Tutors	1st period: Dr. Jospeha Ridding, PhD *Kingston*, MMus *Lond*, BAHons *Oxon* 2nd period: Ms Leslie Anne Lewis, MA in Music *Kingston*, MMus *University of Wisconsin-Milwaukee*, BMus *State University of New York College at Fredonia* 3rd period: Ms. Toh, Chee-Hung, International concert pianist, pedagogue and adjudicator (including EPTA), LRAM, ARCM, Dip RAM.
Entry requirements	1. Musical: either ARRSM grade 8 piano/equivalent qualification; or equivalent skills (demonstrated by audition and interview); 2. Proficiency in English at one of the following levels (a – d below) or equivalent skills (demonstrated orally via an interview and by submission of written work. Some candidates in this group may also be required to take an English language course at HKU SPACE). a. Hong Kong School Certificate Syllabus B Pass with Grade D b. Hong Kong University Matriculation - Use of English c. TOEFL 550 plus 5 in the separate test of writing d. IELTS 6 overall score (Students who wish to progress to the Kingston University B. Mus. degree programme may have to undergo a review of their English proficiency after completing the CPPAP if they do not hold one of the qualifications listed at a – d above)
Days/Times	Mondays to Thursdays, 4 days per week, 9:00a.m. – 12:00p.m. 1st period: 21 July to 7 August 2003 2nd period: 25 August to 25 September 2003 3rd period: 1 December to 18 December 2003
Duration	144 hours (including individual tutorials and seminar presentations)
Fees	Course Fee: $16,000 Application Fee: $150. It is non-refundable and will be credited towards the overall fee. HKU Music Library Fee: $1,505 (voluntary)
Medium of Instruction	English and Cantonese
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Ms Mandy Kwan, 8/F, T.T. Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • **by phone**, from Ms Mandy Kwan on 2975 5696. • **by fax**, from 2858 8472. • **from the HKU SPACE website**, http://www.hku.hk/space/div_ah • **by email**, from Ms Mandy Kwan, mckwan@hkuspace.hku.hk The closing date for application is 7 July 2003 for the 2003 intake.

AH 21-103-04 (31)
Orchestral Literature Survey (Baroque and Classical)

An introduction to the principal styles of Western art music through an examination of the literature for orchestral works alone by outstanding composers, beginning with Gregorian chant and ending with the music of Haydn, Mozart and Beethoven.

Tutor : To be confirmed
Venue : Room S17/ S18, Admiralty Learning Centre
Day(s)/Times : 2004. (30 hours)
Fee : $3,600

AH 21-103-06 (31)
Orchestration

This programme familiarize students with the scoring for choral and for small instrumental combination. Scoring practice are required.

Tutor : To be confirmed
Venue : Room S17/ S18, Admiralty Learning Centre
Day(s)/Times : 2004. (30 hours)
Fee : $3,600

AH 21-106-02 (21)
Chinese Instrumental Techniques

This is one of the electives for the Certificate in Conducting. Students will study the range of different Chinese instruments commonly found in an orchestra, explore the performance techniques of individual instruments, get a first hand information on their characteristic tone colours and their corresponding notation.

Tutor : Mr.Chu Siu Wai
B Mus *CUHK*, Adv. Dip *APA*
Venue : Room S17, Admiralty Learning Centre
Day(s)/Times : Wednesdays, 7:00-10:00p.m., starting October 8, 2003 (30 hours)
Fee : $3,800

AH 21-106-03 (21)
Choral Vocal Techniques

This is one of the electives for the Certificate in Conducting. The course introduces exercises for developing choral sound by improving diction, legato, staccato, high and low registers, resonance, and vowel modification; and conducting techniques that will enhance good choral and vocal performance.

Tutor : Ms Carmen Koon Mee Yu
M in Conducting, *Berlin Hochschule der Künste Berlin*, BA *CUHK*.
Mr.Jimmy Chan
M Mus *Indiana*
Venue : Room S17/ S18, Admiralty Learning Centre
Day(s)/Times : October 2003 (30 Hours)
Fee : $3,800

Piano Accompaniment Master Classes

Active students have to prepare a piece and play in front of the class. Each student has around 15 minutes of attention from the master. Each session lasts 2 hours.

The master is going to suggest a number of pieces for the participants to choose from. This is to allow students to prepare in advance and participate more during the master class. Students have to submit the name of the piece(s) that they are going to perform. HKU SPACE will pass on these names to all students 2 weeks before class.

Tutor	Norman Shetler Retired Professor of *University of Vienna*	
Venue	Room S18, Admiralty Centre	
Course Code	**AH 21-045-42-11 (31)**	**AH 21-045-42-12 (31)**
Day(s)/Times	25 September 2003 (Thursday) 6:00 – 8:00 p.m.	27 September 2003 (Saturday) 2:00 – 4:00 p.m.
Fee	$300 participant/ session $150 audience/ session	

Piano Technique Master Classes

Active students have to prepare a piece and play in front of the class. Each student has around 15 minutes of attention from the master. Each session lasts 2 hours.

The master is going to suggest a number of pieces for the participants to choose from. This is to allow students to prepare in advance and participate more during the master class. Students have to submit the name of the piece(s) that they are going to perform. HKU SPACE will pass on these names to all students 2 weeks before class.

Tutor	Natasha Veljkovic Professor of *University of Vienna* Winner of International Piano Competition PRIX CLARA HASKIL at age 16.	
Venue	Room S18, Admiralty Centre	
Course Code	**AH 21-045-42-13 (31)**	**AH 21-045-42-14 (31)**
Day(s)/Times	25 September 2003 (Thursday) 8:00 – 10:00 p.m.	27 September 2003 (Saturday) 12:00 – 2:00 p.m.
Fee	$300 participant/ session $150 audience/ session	

AH 21-045-43-01 (31)
爵士樂導賞

此課程介紹不同的爵士樂的文化和背景，種類面貌和特色，其中包括有 Ragtime 、Blues & Swing 、 BeBop 、 Latin 、 Brazilian & Afro-Cuban 、 fusion 、free jazz等。導師會安排學員外出欣賞爵士樂，並即場介紹、分析及與表演者交流。

註： 各報讀者須具基本音樂常識

導　師　：李繼堃先生
爵士樂教育、推廣及撰稿人
地　點　：金鐘海富中心三樓 S18 室
開課時間及日期　：2003 年 9 月 9,11,16,18 日及 10 月 14,17,24, 28, 30 日 8 :00 — 10:00p.m.
(共10節課，包括壹次外出參觀，所有外出費用須自付，日期地點容後公佈)
費　用　：$1,500

AH 21-045-20-01 (31)
鋼琴作品分析

入學資格：鋼琴考試六級或以上，或同等程度

本課程主要為對鋼琴演奏或教學有興趣的人士而設，藉分析和聲對位及曲式，幫助學員在短期內掌握基本的作品分析技巧，提高處理音樂的能力，進而能對樂曲作更具說服力之演繹。

課程包括：一、複習和加強西洋傳統樂理基礎知識 (和聲、對位、曲式等)；二、舉例分析巴洛克時期、古典時期，和浪漫時期的作品；三、近現代作曲理論簡介並舉例分析。

導　師　：張鵬博士
PhD *NY*, M.Music *Juilliard*
地　點　：太古城地利亞 412B 室
開課日期及時間　：2003 年 9 月 22 日逢星期一 8:00-10:00 p.m. (共 10 課)
學　費　：$1,350

初級古箏

「箏」現稱「古箏」，已具三千多年歷史。彈奏技巧累積上千變化，亦衍生多個派別；加上樂器在結構上不斷改良，令其音色更加清麗柔和，深受愛樂者喜愛。本課程希望通過有系統、由淺入深的教材，使學員能有效地掌握各種技巧，培養出對中國音樂藝術及中國文化的興趣。課程內容包括認識古箏的基本彈奏技巧、介紹左右手指法；及透過基本樂理訓練增進閱譜能力。過程中會以旋律優美的民歌及小曲作練習，提高學習興趣。本課程備有古箏供學員使用。

導　師　：邱丹青女士
B Mus *HKAPA*
Prof. Dip. *HKAPA*
地　點　：香港銅鑼灣告士打道 276 號海殿大廈一樓 D,E 座
(地鐵站 D1 出口)

初級古箏	學費：$880 (共 12 課)	
課程編號	**開課日期**	**上課時間**
AH 21-045-02-01 (31)	2003 年 7 月 22 日起逢星期二	7:45-8:45 p.m.
AH 21-045-02-02 (31)	2003 年 7 月 24 日起逢星期四	6:45-7:45 p.m.
初級古箏 (兒童班)	**學費：$880 (共 12 課)**	
課程編號	**開課日期**	**上課時間**
AH 21-045-02-03 (31)	2003 年 7 月 25 日起逢星期五	3:45-4:45 p.m.

註：「兒童班」適合年齡介乎五至十二歲的兒童。

AH 21-045-29-01 (31)
初級笛子

中國竹笛歷史悠久，操笛者在古時候有「玉龍噴霜」的雅稱，亦會有「一笛清風萬事休」的閑心。笛子風行全國，北方梆笛音色清脆嘹亮，南方曲笛渾厚甜美，歷代文人對它的歌頌可謂比比皆是。要吹響笛子其實並不困難，但要吹奏得出神入化則可能要花上不少功夫。

本課程集中介紹竹笛基本吹奏技巧，包括嘴型、指法等，內容由淺入深，並附以簡短樂曲作輔助練習，亦會簡介各類笛曲風格，希望藉以增加學員對中國笛子的了解及興趣。樂器需自備，或上課時與導師安排。

導　師　：朱紹威先生
B Mus *CUHK*, Adv. Dip *APA*
地　點　：太古城地利亞 417 室
開課日期及時間　：2003 年 9 月 18 日逢星期四 7:00-9:00 p.m. (共 10 課)
學　費　：$800

聲樂初階及進階

講授範圍包括呼吸控制、發聲方法、發音練習、咬字、詳奏配合、聲樂修養、及歌曲處理等。學員將獲個別指導。講授時亦輔以唱片及錄音帶，為學員提供聲樂上的基本訓練、知識與技巧。為使學習獲得最大收益，學員宜先具基本的音樂知識。

導　師　：張希全先生
教學語言　：普通話／廣東話

聲樂初階	學費：$1,350 (共 10 課)		
課程編號	**開課日期**	**上課時間**	**上課地點**
AH 21-045-04-01 (31)	2003 年 9 月 24 日逢星期三	6:00 - 8:00 p.m.	太古城地利亞 412B 室

聲樂進階	學費：$1,450 (共 10 課)		
課程編號	**開課日期**	**上課時間**	**上課地點**
AH 21-045-05-01 (31)	2003 年 9 月 25 日逢星期四	6:00 - 8:00 p.m.	太古城地利亞 415B 室

AH 21-045-08-01 (31)
從音樂發展兒童多元智能親子坊
(五至九歲兒童及家長)

透過各種音樂活動，如聆聽、歌唱、律動及創作，本課程除培養兒童各方面的音樂能力外，亦幫助家長協助子女認識、表達及處理其情緒，培養同理心，並發展其分析及運思能力，提高多元智能 (MI)。

本課程內容包括：介紹音樂的性質及多元智能(MI)、智商(IQ)和情緒智商(EQ)的定義；介紹音樂與MI、IQ及EQ之間的關係及其理論根據；進行各項音樂活動，包括聆聽、歌唱、樂器彈奏、律動、聲響創作等，綜合性地發展兒童的各方面技能：理性認知—理性分析及判斷能力；情緒感知—認識及理解自我及他人的情緒，培養同理心與及情緒調節的能力；心理肌動—增強身體各部份的心理肌動協調能力，培養聆聽、歌唱、律動等技能；指導學員如何在家中透過音樂培養兒童的多元智能。

導　師　：林美美女士
　　MEd. ATCL, LTCL
地　點　：金鐘海富中心三樓 S18 室
開課日期　：2003 年 10 月 5 日起逢星期日
及時間　　2:00-4:00 p.m. (共 8 課)
學　費　：$1,380

註：課程的第一節為理論基礎課，
只為家長而設；
第二至八節課家長必須攜同一名五
至九歲兒童出席。請在報名表格上
之空白地方註明兒童的姓名及年歲。

長笛(一)、(二)

西方長笛歷史久遠，可追溯到中古時期。今天樂團所採用的長笛，自一八三二年添置了機械幫助按孔後，由原來的八孔笛發展成今天的二十三孔笛，不特增廣了音域，更加強了音色之變化。

本課程介紹長笛演奏之基本技巧，由口型、呼吸控制、指法入手，由淺入深。並介紹各類型的長笛曲目，通過演奏及練習，協助學員掌握長笛演奏的基本方法及技巧。樂器需自備，或上課時與導師安排。

導　師　：陳達德先生
地　點　：金鐘海富中心三樓 S17 室

長笛 (一)		學費：$1,300 (共 10 課)
課程編號	**開課日期**	**上課時間**
AH 21-045-14-01 (31)	2003 年 9 月 2 日逢星期二	6:30 - 8:00 p.m.
AH 21-045-14-02 (31)	2003 年 9 月 2 日逢星期二	8:00 - 9:30 p.m.
長笛 (二)	**入學資格：須完成長笛 (一)**	**學費：$1,300 (共 10 課)**
課程編號	**開課日期**	**上課時間**
AH 21-045-14-03 (31)	2003 年 9 月 1 日逢星期一	6:30 - 8:00 p.m.

AH 21-045-16-01 (31)
小學音樂教師工作坊

講者欲透過這次聚會，與小學音樂老師及有興趣人仕，分享講者多年和兒童相處的經驗和教學心得。學習在課中和兒童融入音樂活動裏，彼此親近、體會及成長。學習運用「活」的「創作性」的手法，以達成音樂教育的目的和完成自己工作的使命。

課程目標：(一) 潛移默化地端正兒童品德；(二) 擴展其體能；(三) 予以表達及宣洩情緒機會；(四) 加強智力發展；(五) 提升兒童對大自然，對生活的熱愛；(六) 對音樂藝術的熱切追求；(七) 擁有積極的人生觀。

課程內容：(一) 讓兒童用美好的歌聲唱歌；(二) 新歌介紹法舉例；(三) 培養靈敏音樂聽覺的遊戲；(四) 趣味性節奏和音準訓練；(五) 怎樣讓兒童喜歡學習讀譜唱歌；(六) 創作性音樂活動介紹。

導　師　：李俞秀舜女士
　　LTSC, LRSM, LTCL, ARCM
地　點　：容後公佈
開課日期　：2004 年 1 月 4 日星期日
及時間　　9:30 a.m.-12.30 p.m. 及
　　1:30-5:30 p.m. (共 7 小時)
學　費　：$500

AH 21-045-30-01 (31)
學前創意音樂活動教學工作坊

此課程特為育嬰院、全托園及幼稚園的老師、幼兒工作者及有興趣的父母而設。理論實踐並重。講者希望透過這次聚會和學員們按幼兒身心發展過程編排一個從零歲至六歲富系統性、統一性和連貫性的幼兒音樂課程。

課程內容： (一) 認識幼兒身心發展過程； (二) 老師的「自我裝備」； (三) 選材介紹分配：從撫兒安睡歌、止哭呵癢的弄兒歌、傳統童謠、兒歌以至外國兒歌和少量英語童謠；(四) 帶領技巧及溝通方法； (五) 遊戲形式和進度； (六) 音樂聆聽； (七) 觀賞成果及評估； (八) 親子活動 。

工作坊著重積極參與，請參加者穿著適合活動衣履上課。

導　師　：李俞秀舜女士 LTSC, LRSM, LTCL, ARCM
地　點　：容後公佈
開課日期及時間　：2004 年 1 月 11 日星期日 9:30 a.m.-12.30 p.m. 及 1:30-5:30 p.m. (共 7 小時)
學　費　：$500

AH 21-045-41-01 (31)
快樂歌聲工作坊

偉大的匈牙利音樂教育家高大宜 (Kodaly) 說: "If you can speak, you can sing." 導師希望透過短短數次聚會，協助大家學習呼吸的控制及自然發聲方法，培養自信，帶出自己美好的歌聲，與學生、朋友及兒女們分享唱歌的樂趣。

工作坊會介紹：A)呼吸練習；控制和支援；B)發聲練習：聲音的放置； C)共鳴器的認知和運用；D) 吐字；E)一般發聲普通陋習討論；及F)唱歌儀態。本課程包括理論與實踐，尤以後者比重較大。

導　師　：李俞秀舜女士 LTSC, LRSM, LTCL, ARCM
地　點　：容後公佈
開課日期及時間　：2003年12月7日及14日逢星期日 2:00-6:00p.m.
學　費　：$680 (共 8 小時)

樂理(初級)

本課程內容與英國皇家音樂學院一至五級之理論考試範圍相若，包括音程、音階、移調、和弦、拍子、節奏音型、裝飾音、音樂專有名詞、旋律創作、配詞、曲式簡介及練習考試技巧等，音樂愛好者、聲樂及樂器學習者、合唱團員等應考慮必修的課程。除可增強學習及欣賞音樂能力外，亦可為準備參加各海外音樂理論考試打好基礎。

課程編號	AH 21-045-32-21 (21)	AH 21-045-32-01 (31)
開課日期及時間	2003 年 6 月 21 日起逢星期六 5:00 -7:00 p.m. (共 18 講)	2003 年 9 月 6 日起逢星期六 2:00-4:00 p.m. (共 18 講)
上課地點	金鐘海富中心三樓 S17 室	金鐘海富中心三樓 S18 室
導師	Dr. Shiu M. L DMA *Washington DC*, ARCT, LTCL, ATCL	鄧自然女士 BMus *McGill*, LTCL
學費	$2,200	

AH 21-045-33-21 (21)
樂理(中級)

本課程是初級樂理課程之延續，為有志稍為深入研習樂理、嘗試學習作曲、應考英國皇家音樂學院六至八級樂理人士而設。課程內容包括基本和弦結構、四部和聲、三部對位、鋼琴寫作、西洋樂器及一般音樂知識和音樂歷史等。報名者需達英國皇家音樂學院樂理五級或相若之水平。

導　師　：DR. Shiu M.L. DMA *Washington* DC, ARCT, LTCL, ATCL
地　點　：金鐘海富中心三樓 S17 室
開課日期及時間　：2003 年 6 月 21 日逢星期六 7:00-10:00p.m.(共 18 課)
學　費　：$3,000

AH 21-045-34-21 (21)
樂理(高級)

本課程是為有志深入研究音樂人士而設，內容包括管弦樂配器法、旋律及伴奏寫作、西洋音樂風格、演繹、分析、及曲式研究，可考慮作為英國聖三一音樂學院A.Mus.TCL之試前準備。報名者需達英國皇家音樂學院樂理八級或相若之水平。

導　師　：DR. Shiu M.L.
DMA *Washington* DC,
ARCT, LTCL, ATCL
地　點　：金鐘海富中心三樓 S17 室
開課日期及時間　：2003 年 6 月 22 日逢星期日
10:00a.m.-1:00p.m.(共 18 課)
學　費　：$3,600

AH 21-045-35-21 (21)
樂理(深造級)

本課程是為對近代音樂有興趣之人士而設，內容包括近代音樂的創作法、無調性音樂理論如：Atonal、Post-tonal Music Theory、Set Theory 及音樂分析方法包括 Schenkerian Analysis 等。

導　師　：DR. Shiu M.L.
DMA *Washington* DC,
ARCT, LTCL, ATCL
地　點　：金鐘海富中心三樓 S17 室
開課日期及時間　：2003 年 6 月 22 日逢星期日
1:00-3:00p.m.(共 18 課)
學　費　：$2,200

視唱聽寫(ABRSM 六至八級)

本課程為學員提供指導及系統練習，以應付英國皇家音樂學院六至八級術科考試內之聽力部份為主。課程亦包括旋律及節奏默寫之基本認識，學員每次必須帶備五線譜出席。

導　師　：鄧自然女士
BMus *McGill*, LTCL
地　點　：金鐘海富中心三樓

課程編號	開課日期	上課時間	課室	學費
AH 21-045-40-02 (21)	2003 年 6 月 14 日逢星期六（共 8 課）	3:00 - 5:00 p.m.	S17	$1,500
AH 21-045-40-01 (31)	2003 年 9 月 6 日逢星期六（共 8 課）	3:00 - 5:00 p.m.	S17	$1,800

Dance
舞蹈

AH 21-808-00 (31)
舞蹈證書
AH 21-807-00 (31)
舞蹈文憑

與香港舞蹈總會合辦
查詢電話：2975 5682

此課程參考了英國、中國及澳洲等多個國際舞蹈考試課程，並特別針對配合本地舞蹈發展而設，旨在為學員提供必要及有系統性的訓練，給學員無論是為興趣或為專業進修，都提供了準備。課程設計著重理論及教學。包括兩科必修科及兩科選修科。

課程內容

舞蹈證書課程	舞蹈文憑課程
必修課	
舞蹈教學法： 芭蕾舞、中國舞、 爵士舞、西方民族舞 （只需修習一種）	舞蹈史： 西方、中國舞、芭蕾舞 （只需修習一種）
人體結構學	編舞基礎理論課 編舞工作坊 （需同時修習）
選修課（證書及文憑各需選讀兩門課。可自下面五門中選取）	
音樂理論基礎	教育心理學
舞蹈欣賞及評論	藝術管理
舞　譜	

地　點　：香港大學專業進修學院教學中心或香港舞蹈總會油麻地考級中心

學員在三年時間內修畢課程後，可向 HKU SPACE 申請舞蹈證書或文憑。詳情及費用請參閱另外派發的小冊子或宣傳單張。

入學資格

1. 具香港中學會考 5 科合格，包括中文及英文科或同等學歷。年齡在 21 歲以上之申請者可獲豁免；
2. 本院建議曾有受傷紀錄之申請者，在報讀前請先徵詢醫生意見；
3. 申請報讀文憑課程者須曾修畢證書課程**或具同等學歷**（需個別考慮）。

報名手續

1. 請填妥報名表格 (表格可於本院各報名中心索取，或郵寄一已貼上 HK$1.40 郵票的回郵信封到香港大學徐展堂樓 9 樓「舞蹈組」索取)；
2. 第一次報名者，請連同一份個人舞蹈經驗簡介、包括曾就讀之學校或參與的舞蹈團體，並請附上學歷証明、演出文件副本；
3. 一張支票支付學費 (抬頭請書 HKU SPACE)；及
4. 第一次報讀者，請提供三張近照。

一併交回本院各教學中心，或以郵遞方式寄回香港大學專業進修學院九樓「舞蹈組」陳小姐收。

教學語言

以廣東話或普通話為主，輔以英語。

註：截止報名日期為開課日期前三星期，逾期報名者會列在備選名單內。若報讀人數不足，開課日期會延遲或取消。

Instructors:

Ms. Diana Yau	Fellow of NATD, Consultant of HK Dances Sport Association and Council of HK International Professional dance Sport
Mr. Maxim Yim	Bangkok Asian Games Latin Dance HK Representative and Associate of IDTA
Ms. Coral Chan	Bangkok Asian Games Latin Dance HK Representative and Associate of IDTA
Mr. Alex Yau	Associate of NATD and ISTD
Ms. May Yuen	Associate of NATD and ISTD

Ballroom Dance for Beginners I & II
標準社交舞初班（一）、（二）

This course teaches basic dancing steps. It suits all ages, especially beginners. The course divides into Beginners I and II. Each teaches different ballroom dances.

Course 班別	Course Code 課程編號	Start Date & Time 開課日期及時間		Fee 學費
Beginners I - Jive, Vienna Waltz, Twist, Rumba	AH 21-805-01-52 (21)	17 May 2003 (Sat)	3:30 - 5:00 pm	$930 (10 Meetings)
Beginners I - Jive, Vienna Waltz, Twist, Rumba	AH 21-805-01-53 (21)	16 June 2003 (Mon)	7:30 - 9:00 pm	$930 (10 Meetings)
Beginners I - Jive, Vienna Waltz, Twist, Rumba	AH 21-805-01-01 (31)	10 Jul 2003 (Thu)	8:30 - 10:00 pm	$930 (10 Meetings)
Beginners I - Jive, Vienna Waltz, Twist, Rumba	AH 21-805-01-02 (31)	15 Aug 2003 (Fri)	9:00 - 10:30 pm	$930 (10 Meetings)
Beginners I - Jive, Vienna Waltz, Twist, Rumba	AH 21-805-01-03 (31)	25 Oct 2003 (Sat)	3:30 - 5:00 pm	$930 (10 Meetings)
Beginners I - Jive, Vienna Waltz, Twist, Rumba	AH 21-805-01-04 (31)	17 Nov 2003 (Mon)	7:30 - 9:00 pm	$930 (10 Meetings)
Beginners II - Cha Cha, Waltz, Samba, Disco	AH 21-805-02-54 (21)	30 May 2003 (Fri)	9:00 - 10:30 pm	$930 (10 Meetings)
Beginners II - Cha Cha, Waltz, Samba, Disco	AH 21-805-02-01 (31)	2 Aug 2003 (Sat)	3:30 - 5:00 pm	$930 (10 Meetings)
Beginners II - Cha Cha, Waltz, Samba, Disco	AH 21-805-02-02 (31)	1 Sep 2003 (Mon)	7:30 - 9:00 pm	$930 (10 Meetings)
Beginners II - Cha Cha, Waltz, Samba, Disco	AH 21-805-02-03 (31)	25 Sep 2003 (Thu)	8:30 - 10:00 pm	$930 (10 Meetings)
Beginners II - Cha Cha, Waltz, Samba, Disco	AH 21-805-02-04 (31)	7 Nov 2003 (Fri)	9:00 - 10:30 pm	$930 (10 Meetings)

Intermediate Ballroom Dance
標準社交舞中班

This programme introduces more complex dancing techniques, such as weight transfer and variation steps. Notes is provided to assist students to practice on their own. This should be a valuable experience and lots of fun.

Course 班別	Course Code 課程編號	Start Date & Time 開課日期及時間		Fee 學費
Intermediate I - Rumba & Tango	AH 21-803-01-01 (31)	17 Jul 2003 (Thu)	7:00 - 8:30 pm	$980 (10 Meetings)
Intermediate I - Rumba & Tango	AH 21-803-01-02 (31)	6 Sep 2003 (Sat)	5:00 - 6:30 pm	$980 (10 Meetings)
Intermediate II - Foxtrot & Cha Cha	AH 21-803-02-01 (31)	2 Oct 2003 (Thu)	7:00 - 8:30 pm	$980 (10 Meetings)
Intermediate II - Foxtrot & Cha Cha	AH 21-803-02-02 (31)	29 Nov 2003 (Sat)	5:00 - 6:30 pm	$980 (10 Meetings)
Intermediate III - 8 Step Jive & V. Waltz	AH 21-803-03-01 (31)	18 Dec 2003 (Thu)	7:00 - 8:30 pm	$980 (10 Meetings)
Intermediate IV - Samba & Quick Step	AH 21-803-04-53 (21)	21 Jun 2003 (Sat)	5:00 - 6:30 pm	$980 (10 Meetings)

Variations on basic steps in Ballroom & Latin Dances
標準舞、拉丁舞 " 專一特別花式班 "

This programme introduces variations and elaborations on basic steps. Special attention is given to music matching, postures and leading technique. Notes is provided to assist students while practicing on their own.

Course 班別	Course Code 課程編號	Start Date & Time 開課日期及時間	Fee 學費
Concentrate I – Cha Cha	AH 21-810-01-51 (21)	17 May 2003 (Sat) 5:00 - 6:30 pm	$980 (10 Meetings)
Concentrate II – Samba	AH 21-810-02-01 (31)	2 Aug 2003 (Sat) 5:00 - 6:30 pm	$980 (10 Meetings)
Concentrate III – Tango	AH 21-810-03-01 (31)	25 Oct 2003 (Sat) 5:00 - 6:30 pm	$980 (10 Meetings)

Dance Course for Parent and Child
親子舞蹈課程

This course aims at enhancing bonding between parents and children through studying dance. Experience dancing instructors are here to provide lots of fun for both parents and children. This course suits parents and children from five and up.

Course 班別	Course Code 課程編號	Start Date & Time 開課日期及時間	Fee 學費
I – Cha Cha & Quick Step	AH 21-809-01-01 (31)	24 Aug 2003 (Sun) 11:00 am - 12:30 pm	Adult - $930 Child - $500 (10 Meetings)
II – Jive, Disco & V. Waltz	AH 21-809-02-01 (31)	9 Nov 2003 (Sun) 11:00 am - 12:30 pm	Adult - $930 Child - $500 (10 Meetings)
III – Samba & Waltz	AH 21-809-02-51 (21)	8 Jun 2003 (Sun) 11:00 am - 12:30 pm	Adult - $930 Child - $500 (10 Meetings)

**For the above courses: -
- Medium of Instruction : Both English and Cantonese.
- Please bring along your own dancing shoes, or you can buy one at the studio.
- Venue: 2/F., Capital Comm. Bldg., 26 Leighton Road, Causeway Bay, H.K.
  香港銅鑼灣禮頓道 26 號凱基商業大廈二字樓（銅鑼灣地鐵站時代廣場出口）

社交舞初階

社交舞分為標準舞及拉丁舞兩大類，標準舞典雅堂皇、拉丁舞熱情奔放。課程內容包括華爾滋、慢四、喳喳、六步牛仔、倫巴及跳舞場合常見的集體舞步的基本步法、音樂節拍、應有的禮儀及帶舞的技巧。學員須穿技巧鞋上課。

截止報名日期：開課前一個月

課程編號	開課日期	上課時間
AH 21-029-01-01 (31)	2003 年 8 月 9 日起逢星期六	6:30 - 8:00 p.m.
AH 21-029-01-02 (31)	2003 年 10 月 18 日起逢星期六	6:30 - 8:00 p.m.

導　師　：林燕坤女士
國際舞蹈總會認可國際裁判
英國舞蹈戲劇協會分會會長
99 年美國總統運動委員會
(優秀編舞家)獎狀得主
香港爵士舞總會主席
地　點　：黃泥涌道 139 號 1 樓
王仁曼芭蕾舞學校
(銅鑼灣地鐵站時代廣場出口)
學　費　：$850 (共 8 課)

AH 21-029-31-01 (31)
搖滾、牛仔及扭腰舞初階

課程介紹三種極受歡迎，深受不同年齡人士喜愛的派對舞。可配合強勁的士高音樂，或輕快的牛仔音樂起跳。課程富趣味性，適合初學人士。導師會教授獨特的扭腰舞組合、雙人及集體跳法。學員須穿技巧鞋上課。

導　師　：林燕坤女士
地　點　：黃泥涌道 139 號 1 樓
王仁曼芭蕾舞學校
(銅鑼灣地鐵站時代廣場出口)
開課日期及時間　：2003 年 8 月 9 日起逢星期六
8:00 — 9:30 p.m.
截止報名日期　：2003 年 7 月 9 日
學　費　：$850 (共 8 講)

成人芭蕾舞纖體課程
Adult Ballet-Fit Pilates Matwork

成人芭蕾舞纖體課程——體形塑造班
Adult Ballet-Fit Pilates Matwork for Body Sculpting

大部分學習Pilates人士的主要目的都是因為它能塑造出修長的身型。此等動作其中一個獨特之處是能有效地為你重點收緊肌肉，幫助達到收平腹部、收緊臀部、及收細腿部肌肉等。

導　師　：曾雪麗小姐
香港芭蕾舞學會董事，
第32-37屆全港校際舞蹈節評判
或
松原麻衣小姐
一九九一年日本全年最佳芭蕾舞家
前香港芭蕾舞團資深獨舞員

地　點　：香港銅鑼灣羅素街38號
金朝陽中心2201-2205室
曾雪麗芭蕾舞學院
(銅鑼灣地鐵站時代廣場出口)

學　費　：每班$810 (共4堂)

教學語言　：粵語、英語

級別	課程編號	開課日期及時間	
初級	AH 21-813-01-01 (31)	2003年7月7日起逢星期一	6:30-7:30 p.m.
初級	AH 21-813-01-02 (31)	2003年9月1日起逢星期一	8:30-9:30 p.m.
初級	AH 21-813-01-03 (31)	2003年10月7日起逢星期二	2:00-3:00 p.m.
初級	AH 21-813-01-04 (31)	2003年12月5日起逢星期五	7:00-8:00 p.m.

成人芭蕾舞纖體課程——職業女性班
Adult Ballet-Fit Pilates Matwork for Executive Women

今日的上班一族，工作時間長。大量的案頭工作容易導致腰酸背痛，坐姿變形。本課程主要透過學習多個能增強脊椎及關節柔韌度之肌肉伸張動作，以達到強化有關的肌肉組織，改善坐立姿勢，並有助保持身段優美。

級別	課程編號	開課日期及時間	
初級	AH 21-813-02-01 (31)	2003年7月10日起逢星期四	8:30-9:30 p.m.
初級	AH 21-813-02-02 (31)	2003年8月4日起逢星期一	7:30-8:30 p.m.

成人芭蕾舞纖體課程——專業舞蹈員及體育教練班
Adult Ballet-Fit Pilates Matwork for Professional Dancers and Sports Trainers

本課程特為專業舞蹈及運動導師而設。課堂中會深入分析每一個Pilates動作的特色、應用範圍等。學員透過這課程可對整套動作有深入的瞭解，繼而提升學員的舞蹈技巧。此套動作容易學習，應用範圍廣。若作為熱身運動，可大大減低肌肉拉傷的機會。

級別	課程編號	開課日期及時間	
初級	AH 21-813-03-01 (31)	2003年8月8日起逢星期五	10:00-11:00 a.m.

成人芭蕾舞纖體課程——產後修身班
Adult Ballet-Fit Pilates Matwork for Post-natal Women

Pilates動作有助母親及嬰兒建立良好健康，其重點在於有系統的體質訓練，幫助母親瞭解正確的育嬰姿勢，及脊椎支撐原理。此課程是為建立良好的育嬰姿態，避免可能導致的腰、背痛的最佳選擇。

級別	課程編號	開課日期及時間	
初級	AH 21-813-04-01 (31)	2003年9月5日起逢星期五	11:00 a.m.-12:00 noon

成人芭蕾舞纖體課程——運動員班
Adult Ballet-Fit Pilates Matwork for Athletes

有系統的體格訓練是運動員最必須的輔助運動。任何只運用單手或單腳的體育活動，如：羽毛球、足球等；Pilates都可提升身體其他部分的協調。Pilates是一連串訓練身體的動作，對運動員的柔韌度及反應有正面幫助，並對預防受傷有很大的功效。此外，Pilates亦可作為田徑、體操、一般運動如游泳、哥爾夫球及其他持拍的球類運動的輔助運動。

級別	課程編號	開課日期及時間	
初級	AH 21-813-05-01 (31)	2003年11月6日起逢星期四	11:00 a.m.-12:00 noon

成人芭蕾舞纖體課程——音樂家班
Adult Ballet-Fit Pilates Matwork for Musicians

Pilates動作教你如何愛護你的身體，減少它受傷的機會。Pilates動作能強化主要肌肉及保護負責承托的關節，如盆骨和膝蓋等。音樂家如鋼琴家及小提琴家因經常做重覆的動作，故某組肌肉或關節受傷的機會較一般人高。Pilates能幫助你預防及改正此類不平衡的活動，亦能加快復原的速度，並幫助減少因先天因素及錯誤姿態所引起的體格不平衡。

級別	課程編號	開課日期及時間
初級	AH 21-813-06-01 (31)	2003年12月4日起逢星期四 12:00 noon-1:00 p.m.
初級	AH 21-813-06-02 (31)	2004年1月8日起逢星期四 7:30-8:30 p.m.

AH 21-029-32-01 (31)
習舞修身初階

本課程藉學習爵士舞、拉丁舞及集體舞，介紹如何鍛鍊身型、改善體態，務求學員既享受舞蹈樂趣，同時又可藉此修身。課程富趣味性，適合初學人士。學員須穿技巧鞋及運動服裝上課。

導　師　：林燕坤女士
地　點　：黃泥涌道139號1樓
　　王仁曼芭蕾舞學校
　　(銅鑼灣地鐵站時代廣場出口)
開課日期及時間　：2003年10月18日起逢星期六
　　8:00 — 9:30 p.m.
截止報名日期　：2003年9月18日
學　費　：$850 (共8講)

爵士舞初階

本課程專為對舞蹈有興趣之初學人士而設，透過流行音樂及輕快的舞步組合，培養學員的節奏感及訓練肢體的協調。內容包括：1. 基本舞步； 2. 爵士舞步；及 3. 舞步組合。學員必須穿著輕便運動服及技巧鞋。

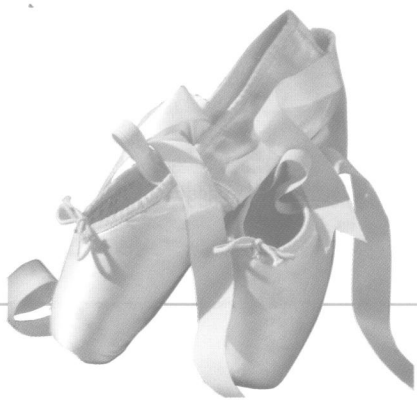
地　點　：香港灣仔軒尼詩道180-182號
　　香港建造商會6樓
　　(灣仔地鐵站A4出口)
學　費　：$1,030 (共10課)

課程編號	上課日期	上課時間	導　師
AH 21-029-18-01 (31)	2003年8月22日起逢星期五	6:30 - 8:00 p.m.	徐偉業先生 AdvDip(APA), BFA (Hons)
AH 21-029-18-02 (31)	2003年11月14日起逢星期五	6:30 - 8:00 p.m.	徐偉業先生 AdvDip(APA), BFA (Hons)

AH 21-029-28-01 (31)
從歷史入手欣賞芭蕾舞

本課程以多媒體方式讓學員觀賞多套浪漫派及古典派芭蕾舞劇，提升大家對芭蕾舞的瞭解，擴闊欣賞的角度，並藉此介紹芭蕾舞起源及歷史背景。歡迎對芭蕾舞有興趣者報讀。

導　師　：陳頌瑛女士
　　MA, DipRBS TCPD, T Dip.,
　　Associate RAD, LISTD
地　點　：北角英皇道494號13樓1303室
開課日期及時間　：2003年9月19日起逢星期五
　　8:00-10:00 p.m. (共4課)
學　費　：$550



AH 21-029-29-01 (31)
二十世紀芭蕾舞劇賞析

學員藉多媒體在課堂內欣賞二十世紀的著名芭蕾舞劇，增加對芭蕾舞的瞭解及觀賞的趣味，認識俄、英、美等國家的芭蕾舞發展。本課程屬入門課程，歡迎對芭蕾舞有興趣者報讀。

導　師　：陳頌瑛女士
MA, DipRBS TCPD, T Dip., Associate RAD, LISTD
地　點　：北角英皇道 494 號
開課日期及時間　：2003 年 10 月 24 日起逢星期五 8:00-10:00 p.m. (共 4 課)
學　費　：$550

AH 21-029-30-01 (31)
芭蕾舞課鋼琴伴奏技巧

音樂是舞蹈訓練不可分割的組成部份。合適的音樂不僅提供背景配樂，而且能刺激舞者的靈感與動力。但在教學上音樂與舞蹈則各自有常用的術語或紀錄法。本課程特為有興趣學習舞蹈伴奏者提供入門之應有知識；給舞蹈教師在節奏、選曲、慣用語上提出深入淺出的介紹，避免伴奏上會遇到的問題，使演出能事半功倍。課程適合具鋼琴 8 級或同等程度者報讀。

導　師　：陳頌瑛女士
MA, DipRBS TCPD, T Dip., Associate RAD, LISTD
地　點　：太古城地利亞
開課日期及時間　：2003 年 11 月 28 日起逢星期五 8:00-10:00 p.m. (共 3 課)
學　費　：$500

Theatre Studies
戲劇研究

AH 39-102-00 (31)
Certificate in East / West Theatre Studies

Enquiries: 2975 5689

This programme is designed both for teachers with an interest in the theatre and for theatre workers who lack the formal educational qualifications for entry to a degree programme. It will give them a strong foundation in Theatre Studies, so that they are prepared for more advanced studies in due course. It is next offered in January 2004.

There are 3 modules:
- The Development of Asian Theatre
- Trends in Modern Western Drama
- Contemporary Chinese Cinema

Assessment is based on assignments (one for each module) and attendance (75%).

Entry Requirements	Applicants should: • be over 21, have a good standard of general education, and be proficient in both written and spoken English and Chinese; • submit a statement saying why they would like to take this course.
Day(s) / Times	Thursdays, 7:30-10:30 p.m, starting 8 January 2004.
Duration	24 meetings plus 3 tutorials (80 hours).
Venue	HKU Campus.
Fee(s)	$7,150.
Information and Application	Further information is available from Ms Gladis Lee by calling 2975 5689.

AH 39-103-00 (31)
Certificate in Performing Arts Criticism
Enquiries: 2975 5681

This programme is intended for those who wish to write about the "performing arts". It will:

- introduce the concepts and principles of performing arts criticism
- help participants understand modern critical thinking in the performing arts
- enable participants to develop their individual critical skills through guided exposure to performances
- provide students with media outlets for written reviews and live discussions.

There are 3 modules:

- Module 1 (9 sessions), Introduction to Performing Arts Studies. This includes introductions to drama, dance, performance art, musical theatre, and Chinese opera.
- Module 2 (9 sessions), Approaches to Performance. This introduces different approaches applied to contemporary performing arts criticism, including semiology, phenomenology, cultural studies and aesthetics. Also, it will introduce participants to the ideas of the performing arts as therapy and education tools.
- Module 3 (8 sessions), Introduction to Theatre Criticism. This includes sessions on the definition, history and social function of criticism.

Entry Requirements	Applicants should: • be over 21 and have received a good standard of general education; • be proficient in written and spoken English. Preference will be given to those who have completed a post-secondary academic course.
Day(s) / Times	Tuesdays, 6:30 - 9:30 p.m., starting 6 January 2004. Participants also have to attend a number of performances that they then write a criticism of under the guidance of their instructors.
Duration	78 hours, 26 meetings.
Venue	Rm G01, James Lee Science Building, HKU
Fee(s)	$7,150.
Medium of Instruction	English and Chinese, depending on the topics and participants' preference.
Closing Date for Application	15 December 2003.

Literary, Cultural and Historical Studies
文學、文化及歷史研究

Literture in English
英語文學

Certificate in English Literary Studies
Enquiries: 2975 5689

This programme is for anyone who likes literature and would like to find out more about it, whether this is just for interest or as an introduction to further studies.

To obtain the certificate participants must complete 5 modules within 3 years. Three of the modules must be the Core Modules, while the other 2 modules are chosen from a list that varies from year to year.

Modules are free-standing, and can be taken as individual courses with no requirement to complete the whole certificate. Successful completion of a module is based on coursework assessment and attendance (at least 75%).

The schedule of courses for Autumn 2003 is:

Core Modules (21 hours)	
AH 11-103-01-01 (31): Reading Short Fiction	
Tutor	Barker, A., BA, PGCE, MA *Ulster*; PhD *HK*
Day(s) / Times	Sundays, 2:30 - 5:30 p.m., starting 7 September 2003. 7 meetings.
Venue	Room LG101, K K Leung Building, HKU
Fee(s)	$1,400
AH 11-103-02 (31): Reading Poetry	
Day(s) / Times	The next intake is in Spring 2004.
AH 11-103-03 (41): Reading Drama	
Day(s) / Times	The next intake is in Autumn 2004.

Optional Modules (15 hours)	
AH 11-103-25 (31): Shakespeare on Film	
Tutor	Ingham, M., BA, MA *Oxon.*, PGCE *London*, PhD *HK*
Day(s) / Times	Thursdays, 6:30 - 9:30 p.m., starting 6 November 2003. 5 meetings.
Venue	Room G01, James Lee Science Building, HKU
Fee(s)	$1,000
AH 11-103-53 (31): Western Literature on Video/DVD 1 – 18th and early 19 centuries NEW	
Tutor	Bird, N., BA, MPhil, PhD, PGCE, DipEd *London*
Day(s) / Times	Saturdays, 2:30 - 5:30 p.m., starting 6 September 2003. 5 meetings.
Venue	Room LG105, K K Leung Building, HKU
Fee(s)	$1,000
AH 11-103-54 (31): Western Literature on Video/DVD 2 – Mid 19th century NEW	
Tutor	Bird, N., BA, MPhil, PhD, PGCE, DipEd *London*
Day(s) / Times	Saturdays, 2:30 - 5:30 p.m., starting 1 November 2003. 5 meetings.
Venue	Room LG105, K K Leung Building, HKU
Fee(s)	$1,000
AH 11-103-55 (31): The Bible as Literature NEW	
Tutor	Hui-Bon-Hoa, M., BA, MA, MA, MA *Stanford*; PhD *London*
Day(s) / Times	Tuesdays, 6:45 – 9:45 p.m., starting 30 September 2003. 5 meetings.
Venue	Room G01, James Lee Science Building, HKU
Fee(s)	$1,000
AH 11-103-56 (31): Gore Vidal's Art and Politics NEW	
Tutor	Barker, A., BA, PGCE, MA *Ulster*; PhD *HK*
Day(s) / Times	Sundays, 2:30 – 5:30 p.m., starting 2 November 2003. 5 meetings.
Venue	Room LG110, K K Leung Building, HKU
Fee(s)	$1,000

AH 11-103-57 (31): Literature and Queer Theory NEW	
Tutor	Tambling, J., BA *York*; MPhil *Nott*; PhD *Essex*
Day(s) / Times	Tuesdays, 6:30 - 9:30 p.m., starting 11 November 2003. 5 meetings.
Venue	Room G01, James Lee Science Building, HKU
Fee(s)	$1,000

Information and Application	Detailed information and application forms are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Ms Gladis Lee, 9/F, TT Tsui Building, HKU, Pokfulam, HK. Please send a self-addressed envelope with a $3.00 stamp, specifying the name of this programme. • **from the HKU SPACE website**, http://www.hku.hk/space/

Chinese Writing
中文寫作

Enquiries: 2975 5879 Fax: 2858 3404

AH 23-103-00 (21)
實用中文寫作基礎證書

自香港回歸後，中文地位日益提升，運用中文的人士和機會日益增多，學習實用中文的基本知識自是常務之急。打好中文基礎，對於學習文化、提高工作能力很有幫助。本課程便是適應這個形勢而產生的。本課程已列入「持續進修基金」可發還款項課程。

課　程
1. 字詞正謬（12 小時）
2. 粵語聲調與正音（16 小時）
3. 應用文的詞彙及語法（20 小時）
4. 常用應用文寫作（20 小時）

學員可報讀「基礎證書課程」全部四個單元，亦 可單獨修讀其一。

證書課程

全期費用：$4,500 (包括四個單元)

開課日期及時間：2003 年 10 月 15 日起，逢星期三 7:00-9:00pm 及 逢星期六 3:00-5:00pm (每星期 2 節，共 34 節)

入學條件：凡具備中學或以上程度者均可報名。

導　師：吳汝寧先生 BA, DipEdu *CUHK*, Mphil *HK*。

地　點：香港北角英皇道 494 號

課程編號及名稱	課程內容	開課日期及時間	單一課程全期費用	證書課程全期費用
AH 23-046-17-01(31) **字詞正謬**	「響往」還是「嚮往」？「鬆馳」還是「鬆弛」？此外，「千呎樓」、「六年班」又有甚麼不妥？前者是字形問題，後者是字義問題。至於詞語：「教書」、「飯盒」也有問題。還有，害處甚大的冗詞要刪削，似是而非的搭配要更正，感情、敬謙、語體三種色彩要明確。 本課程多舉例證，指出不少人在用字，用詞上的錯誤，並加以糾正。前者包括字形、字義，後者包括詞義、冗詞、搭配、色彩等。對於改善說話和寫作均有益處。	2003 年 10 月 15 日起 逢星期三 7:00-9:00pm	$600 (共 6 講)	$4,500 (包括四個單元)

課程編號及名稱	課程內容	開課日期及時間	單一課程全期費用	證書課程全期費用
AH 23-039-01-01(31) **粵聲調和正音**	懂得粵語九聲的調法，既有助粵音的辨正，又對于注音，詩詞、對聯的欣賞和創作，說話和寫作，甚至起名都有益處。此外，不少人受到流俗、傳播媒介，甚至語文水平不高的教師影響，誤讀粵音，如緘、淹、濫、塑、遏、褪、擴、酷、彼、頒等，實有矯正之必要。 本課程首先教授調聲法，並指出懂得它的益處。然後分類列舉大量粵音誤讀例子，並加以糾正。包括常用字詞、古詩文詞、古今姓名、地名、古代官制名、外族名、外國名等。上課形式：以講授為主，討論、練習為輔。	2003 年 10 月 18 日起 逢星期六 3:00-5:00pm	$ 800 (共 8 講)	
AH 23-046-21-01(31) **應用文的詞彙及語法**	詞彙為語文之建築材料，非常多樣化。認識它們，對寫作應用文有利。課程內容將包括：文言詞；(2) 基本詞；(3) 新造詞；(4) 方言詞；(5) 外來詞；(6) 成語；(7) 諺語；(8) 歇後語；(9) 慣用語；(10) 多義詞；(11) 同義詞；(12) 反義詞。 語法為詞語之組合規律。認識它，寫作應用文可免常人多犯的語病。內容有：(1) 實詞；(2) 虛詞；(3) 單句；(4) 複句；(5) 句群 修詞是語言的表達技巧、效果。運用得當，寫作應用文可增加藝術性。內容包括(1)用詞；(2) 煉詞；(3) 用句；(4) 煉句；(5)常用修詞格；(6) 得體。	2003 年 12 月 3 日起 逢星期三 7:00-9:00pm	$1,000 (共 10 講)	
AH23-046-22-01 (31) **常用應用文寫作**	先學寫作基本知識，再學應用文寫作，收窄至公務書信寫作（常見者）。通告、啟事、會議記錄則是最常見者，專章學習。先說理論，再舉正例(主要)，從中學習寫作。課程內容包括寫作常識，應用文寫作，公務書信寫作，通告和啟事的寫作，從定義說起，研究分類、格式，再舉正例。 最後，還會講授會議記錄和廣告的寫作。	2003 年 12 月 20 日起 逢星期六 3:00-5:00pm	$1,000 (共 10 講)	

修讀「實用中文寫作基礎證書」必須達 60 小時，並於報名前登記，始可申請「持續進修基金」津貼；故只有報讀證書（全部四單元）者才具申請資格。個別報讀單一課程的學員，則要交付全費。

頒發修讀證明書 / 證書

(一) 學員修畢一個單元，出席率達 80% 或以上，可獲頒修讀證明書；
(二) 若完成**全部四個單元**，將獲本院頒發證書。(**其中包括以下條件**)
1. 每一單元出席率達 8 0 % 或以上；
2. 交齊每一單元所有作業，並取得合格成績。
(** 不合格學員必須重交作業，但每一單元只准**重交一次**。 **)

教學語言：粵語

報名手續：報讀證書課程須於 2003 年 9 月 20 日前 1. 填妥報名表格； 2. 學費 $4,500 支票 / 銀行本票（抬頭請書「香港大學專業進修學院」或「HKU SPACE」； 3. 附上有關學歷證明文件副本，寄回香港大學徐展堂九樓，香港大學專業進修學院。

・本課程已列入「持續進修基金」可發還款項課程名單，成功申請者若修畢整個課程，可發還 80% 學費。
・有關「持續進修基金」的詳情，請致電熱線 3142 2277， 向基金辦事處查詢；有關本學院可發還款項課程的一般查詢，請致電 2809 9888。

AH 23-046-02-01 (31)
中國語文基礎知識課程

本課程旨在增進學員中文語法基本知識，糾正目前中文寫作中普遍存在的粵語式、歐化等不通順的句子句式，提昇學員的閱讀和理解水平，加強寫作和表達能力，有利於日常生活及工作環境中使用中文，並能為進修其他科目課程打好基礎。課程內容以實用為主，注重理論與實習結合，除講解字、詞、句等語法知識，亦涉及幾種文體的寫作知識。

導　師　：陳鴻舉先生
　　辭典編審及文學作家
地　點　：北角當代書院
開課日期：2003 年 10 月 20 日起逢星期一
及時間　：7:00-9:00 p.m. (共 10 講)
學　費　：$990

AH 23-046-18-01 (31)
中國語文知識進階課程

此課程為修畢“中國語文知識”的學員，以及具有同等程度者而設。課程內容著重以日常中文的實際應用，結合語境辨析詞義、詞語的褒貶色彩，句式的選擇與變換，複句、多重複句、句群結構特點等語法知識，以及中文詞語（包括成語、諺語、俗語、歇後語）在表達上的民族文化歷史特色與方式，使學員在已有基礎上，對中文有更加深入認識和運用自如的能力。

導　師　：陳鴻舉先生
　　辭典編審及文學作家
地　點　：北角當代書院
開課日期：2003 年 12 月 16 日起逢星期二
及時間　：7:00-9:00 p.m. (共 10 講)
學　費　：$990

AH 23-046-06-01 (31)
修辭技巧與寫作

在提高寫作表達能力、有效傳達內容訊息，以及增強說服力上，修辭都扮演著重要的角色。本課程旨在透過修辭的學習，加強學員在寫作及說話方面的能力。課程內容包括修辭概說、詞語修辭、句式修辭及辭格介紹和語體風格等技巧、特點和方式。課堂上除了進行分析、討論外，並有練習。

導　師　：陳鴻舉先生
　　辭典編審及文學作家
地　點　：北角當代書院
開課日期：2003 年 10 月 22 日起逢星期三
及時間　：7:00-9:00 p.m. (共 10 講)
學　費　：$990

Learning Opportunities for the 21st Century

AH 23-046-19-01 (31)
修辭技巧與寫作進階課程

本課程乃為修畢"修辭技巧與寫作"的學員而設的進階課程，也歡迎具有基礎修辭知識者報讀。課程主要從修辭的角度出發，對文章的初稿與定稿作對照、比較、分析，使學員領會修辭、寫作的道理和技巧，從中獲得修辭與寫作的知識，體會遣詞造句、謀篇佈局的方法和妙處，對深入理解文章的內容，提高運用語言文字能力和寫作技巧極有幫助。

導　師　：陳鴻舉先生
　　辭典編審及文學作家
地　點　：北角當代書院
開課日期　：2003 年 12 月 19 日起逢星期五
及時間　　7:00-9:00 p.m. (共 10 講)
學　費　：$990

AH 23-046-16-01 (31)
易學簡化字

本課程首先略述講者從強烈反對簡化字到積極推廣簡化字的不平凡經歷；然後分析簡化字的來源（附例），以消除一般人對簡化字的誤解、反感。重點當然是舉例說明簡化字的方法，推介內地版圖文並茂的中國文化圖書，以幫助學員輕易地、快速地學習簡化字。

至於上課形式，則以講述為主，以討論、練習為輔。

導　師　：吳汝寧先生
　　BA,DipEd *CUHK*, MPhil *HK*
地　點　：北角當代書院
開課日期　：2003 年 11 月 3 日 起
及時間　　逢星期一 7:00-9:00pm（共 4 講）
全期學費　：$400

Culture and Philosophy

文化與哲學

Enquiries: 2975 5682 Fax: 2858 3404

AH 24-103-00 (31)
哲學文憑

本課程專為曾受一般哲學思考訓練、並具備基本哲學知識的人士而設。本課程將帶領學員深入探討重要的哲學課題。

入學資格
申請人必須已取得本院頒發之哲學証書或其他學院之同等學歷。在本院修畢五個哲學短期課程者，亦可獲考慮取錄。

課程編排
課程授課時間共一百小時，包括三門科目，每科三十小時，另加十小時的特邀講者專題演講。本期課程講授的三門科目為：
1.「生命與死亡哲學」，講者周國偉；
2.「中國佛家哲學」，講者吳明；
3.「現象學導論」，講者王耀航。

教學語言
主要教學語言是廣東話。由於部分教材與參考書，乃用英文編寫，故學員亦應具一定英語程度。

畢業文憑
凡出席八十小時以上，完成各科之要求，並取得合格成績者，可獲頒發文憑。

報名手續
申請者須於 9 月 20 日前將（一）填妥申請表格；（二）學費 $5,100 支票 / 銀行本票 (抬頭請寫：「香港大學專業進修學院」) 寄回薄扶林道香港大學專業進修學院哲學部。

課程主任　：黃慧英小姐
　　BA, MPhil, PhD *CUHK*, MA *York, UK*
導　師　：周國偉先生
　　BA, *CertEd*, PhD *HK*
　　吳明先生
　　MPhil, PhD *New Asia Institute for Advanced Chinese Studies*
　　王耀航先生
　　BA, MPhil *CUHK*
地　點　：北角當代書院 303 室
開課日期　：2003 年 10 月 11 日起
及時間　　逢星期四 7:00-9:00p.m.
　　逢星期六 4:15-6:15 p.m.
　　(每星期兩節) (共 50 講)
學　費　：$5,100

AH 24-101-00 (31)
哲學概論證書

本哲學入門課程藉著展示中外古今哲學家對宇宙人生終極問題探索的路向與結果，以及學員的積極討論，幫助學員較深入理解這些問題，從而明瞭哲學的特性與意義。
1. 培養批判思考能力； 2. 引介重要哲學問題；3. 揭示哲學與現代生活的關係； 4. 介紹中西哲學主流；5. 訓練閱讀哲學著作的能力。

課程大綱
本課程分兩部份(共五十講)，第一部份「哲學基礎」，包括哲學導論、思考方法、邏輯及方法論。第二部份「哲學專題」，包括哲學專題、中國哲學史及中西方哲學原著選讀。

畢業證書
學員若符合下列條件，可獲本學院頒發證書：(一) 出席率超過百分之八十以上；(二) 完成所有課程作業；(三) 考試合格。

報名手續
申請者須於 9 月 20 日前將（一）填妥申請表格；（二）學費 $4,600 支票 / 銀行本票 (抬頭請寫：「香港大學專業進修學院」) 寄回薄扶林道香港大學專業進修學院哲學部。

課程主任　：黃慧英小姐
BA, MPhil, PhD *CUHK*, MA *York, UK*
導　師　：陶國璋先生
BA, MPhil *CUHK*, PhD *New Asia Institute for Advanced Chinese Studies*
吳明先生
MPhil, PhD *New Asia Institute for Advanced Chinese Studies*
趙子明先生
BA, MPhil *CUHK*
周國偉先生
BA, CertEd, PhD *HK*
鄧偉生先生
BA, MPhil *CUHK*
地　點　：北角當代書院 303 室
開課日期及時間　：2003 年 10 月 11 日起逢星期三 7:00-9:00 p.m.
逢星期六 2:00-4:00 p.m.
(每星期兩節) (共 50 講)
學　費　：$ 4,600
名　額　：40 人

AH 24-102-00 (31)
中華文化證書
與香港中華文化促進中心合辦

課程宗旨
本課程主要圍繞中國的藝術、文學、哲學、建築、戲曲和宗教幾個領域，對中國文化作深入淺出的探討，概括地介紹中國文化的面貌，既為有興趣者提供有系統的入門知識，並向中小學文史科教師提供正規課本以外的補充資料。

課程大綱
1. 中國民族與文化、2. 中國文學賞析、3. 中國傳統戲曲、 4. 中國傳統建築及園林、5. 中國藝術賞析、 6. 古琴音樂賞析、 7. 道教與民間信仰

註：課程中或加插藝術館、博物館導賞及其他參觀活動；如有任何交通費及入場費，須由學員自付。

成績評審及結業文憑
課程完結後，出席率達百分之八十或以上之學員，可獲發修讀證明書；若符合以下條件，學員可獲頒發證書：
・出席率達百分之八十或以上；
・在指定時間內完成所有作業；
・經導師評核同意其成績及格。

入學資格
凡對中華文化有興趣人士，均歡迎報讀。

報名手續
請於 2003 年 8 月 31 日前填妥報名表格，連同學費 (請以支票付款，抬頭請書「香港大學專業進修學院」)寄香港薄扶林道香港大學徐展堂樓803B室。報名表格可於本學院報名中心或香港中華文化促進中心索取。

導　師　：楊永安博士
周錫輿 博士
余非女士
王韋民先生
何培斌教授
李美賢女士
黃燕芳女士
莫家良先生
黎淑儀女士
古兆申先生
蘇思棣先生
游子安先生
地　點　：香港灣仔皇后大道東 183 號
合和中心 57 樓 5709 室
開課日期及時間　：2003 年 9 月 16 日起逢星期二 7:00-9:00 p.m. (共 45 講)
學　費　：$4,500
名　額　：40 人
教學語言　：廣東話及普通話

AH 24-105-00 (31)
佛學通識及佛經選要證書
"香港佛教法相學會" 和 "智度學會" 協辦

本課程為有意鑽研佛學或佛經的朋友，提供全面接觸佛經的機會。目標是培養學員對佛學獲致全面而系統性的正確理解，對主要流行的經論，具有直接閱讀的能力，為將來對佛學進行專題研究打下穩固基礎。凡對佛學、佛經有興趣，具備中學或以上程度者均可報名。

本課程依印度及中國佛學的發展，選取每一時期可作代表的經論，疏釋其文辭，演述其思想理念，此外並交待其思想源流，及其在佛學中的地位等。

全部課程統攝佛家大小二乘、難行道與易行道、戒學、定學與慧學、宗門與教下、般若中觀、如來藏與法相唯識，如是乃至因明學的思想方法等不同範疇的重要典籍。

課程大綱

A、 根本佛學與通識
　1、雜阿含經選； 2、異部宗輪論； 3、因明入正理論
B、 大乘諸經選要
　1、般若心經； 2、金剛經略讀； 3、華嚴經選；4、法華經選；5、維摩經選；
　6、淨土三經選；7、如來藏經；8、解深密經選

教學語言

廣東話及普通話，並配合中文教材。

畢業證書

學員若符合下列要求者，將獲頒發證書：
(一) 出席率超過百分之八十以上；
(二) 考試及作業合格；不合格學員必須補考/ 重交作業，但每一考試只准重考一次，作業重交一次。

入學條件

凡對佛學、佛經有興趣，具備中學或以上程度者均可報名，尤適合略具基礎佛學知識的人仕。報名者需提交文章一篇，字數至少五百，簡述對佛學的認識及報讀原因。因教材主要為中文本，故報讀者必須有中學以上的中文水平。由於部分課程以普通話授課，報讀者應具普通話聽講能力。部份報讀者可能需要面試，最後取錄與否將由收生委員會決定。

報名手續

請於 2003 年 11 月 15 日前將（一）填妥之報名表格（SF26）；（二）五百字之文章一篇及（三）學費 $9,800 支票/銀行本票（抬頭請書：「香港大學專業進修學院」）寄往香港薄扶林道香港大學徐展堂樓 9 樓哲學部，或交往本學院報名中心。報名表格可往本學院報名中心索取。

導　師　：李潤生先生、陳雁姿小姐
地　點　：北角英皇道 494 號
開課日期及時間　：2003 年 12 月 1 日起逢星期一、四 8:00-10:00 p.m.（每星期兩節）(共 79 講)
學　費　：$9,800

AH 24-049-01-01 (31)
思考方法導論

若要思考清晰、合理和嚴謹，必須掌握正確的方法。「思考方法」正是一門探討正確思考原則的學問。

「思考方法」主要有四部分，分別是：1.語理分析；2.邏輯方法；3.科學方法；4.謬誤剖析。

導　師　：梁光耀先生
　BA, MPhil *CUHK*
地　點　：北角當代書院 302 室
開課日期及時間　：2003 年 10 月 11 日起逢星期六 2:00-3:30 p.m. (共 12 講)
學　費　：$900

AH 24-049-02-01 (31)
哲學淺說

本課程以深入淺出的方法，介紹哲學這門學科，內容包括哲學的不同類別，例如形而上學、知識論、倫理學、政治哲學、邏輯學、美學、科學哲學及宗教哲學等等，並且探討各學科所觸及的一些基本問題，例如「道德的基礎是什麼？」、「人生有什麼意義？」、「藝術的定義問題」及「人類知識的構成要素」等等。

導　師　：梁光耀先生
　　BA, MPhil *CUHK*
地　點　：北角當代書院 302 室
開課日期　：2003 年 10 月 11 日起逢星期六
及時間　　4:00-5:30 p.m. (共 12 講)
學　費　：$900

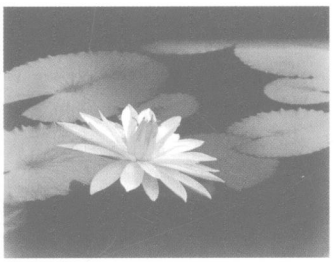
AH 24-049-10-01 (31)
希臘神話與悲劇之生命觀

希臘眾神並不純粹或無限而依然保留著相當的肉體性和個別性，因而充滿人世間的喜怒哀樂的困擾。他們也並不特別愛世人，相反，他們會把人捲進他們的鬥爭之中，或懲罰那些拒絕承認他們所代表的力量的人。他們象徵著人存活其中的宇宙的力量構成或生命存在的重要現實或價值。至於取材自神話故事並予以提昇的古希臘悲劇更是人類文化的輝煌成就，經歷了二千多年的考_而依然感人，因為古希臘悲劇家不僅悲天憫人，而且更對人類的存在境況，尤其是它的「外在性」與人自身之間的微妙關係作出了深刻的剖析和啟示，實在是所有關注人生根本問題和意義的人，不容錯過的參考材料。

導　師　：周國偉博士
　　BA, CertEd, PhD *HKU*
地　點　：北角當代書院 303 室
開課日期　：2003 年 9 月 1 日起逢星期一
及時間　　7:30 pm - 9:30 pm (共 12 講)
學　費　：$1,200

AH 24-049-26-01 (31)
頓悟人生
與香港文教會館合辦

生命是一門艱深難懂的學問，儘管人類的知識愈來愈豐富，但是生命的奧妙知多少？生命內涵究竟有多大？生命的本質是什麼？生命中變化有何玄妙？我們如何面對困難？如何超越逆境？這些問題大家都希望能透澈的認識清楚。



本課程理論與實踐並行。理論上與您探索及面對人生無常、無我的真諦、了解因緣果報的形成。進而取得生命的方向、心靈的滿足、智慧的增長、生命的自在。實踐上與您感受生活的點滴，蕩起心靈的漣漪，體證上述的理論，摒除執著與煩惱，創造積極的人生。

導　師　：覺凡法師
　　香港文教會館館長，
　　國際佛光協會香港分會副秘書長
地　點　：香港灣仔活道 42 號
　　華都樓 4 字樓香港文教會館
開課日期　：2003 年 9 月 16 日起逢星期二
及時間　　7:30-9:00 p.m. (共 6 講)
學　費　：$450

AH 24-049-28-01 (31)
佛學與人生

佛教認為現實人生是充滿痛苦的，所有眾生都是浮沉於生死輪迴的煩惱大海中，眾生如何能從這煩惱大海超脫出來？佛教認為一切都是因緣所生法，我們要得著一種智慧，了解到形成痛苦的原因，然後藉著智慧及修行，破除煩惱，以至獲得解脫。本課程會討論佛教的基本觀念與思想，及其對人生的看法，凡對佛教思想有興趣者皆可參加。

導　師　：韋漢傑先生
　　BSc *HK*, PhD *Ohio State U*
地　點　：北角當代書院 307 室
開課日期　：2003 年 9 月 18 日起逢星期四
及時間　　7:00-8:30 p.m. (共 8 講)
學　費　：$600

AH 24-049-29-01 (31)
西方文學和哲學中的愛與死亡

愛慾可令人發現和體驗自己的生命力，自己體內所隱藏著的既偉大也可怕的力量，所以是人認識自己的途徑。但還與人人都必須面對的死亡有關，因為人認識死亡的難能可貴的機會，而且更對存在的根本問題提供了重大的啟示。例如肉體與精神、痛苦與快樂和感性與理性的關係，以及這些對個體性和個人身份的尋找的作用。無疑，愛與死亡之間的複雜關係，實非一兩課程所能全面涵蓋或徹底分析，我們準備借助一些西方哲學家和文學家的思想成果，反思和拓展我們對愛與死亡的看法。我們會討論古代的奧維，近代的黑格爾和巴爾扎克，以及當代的白朗蕭、巴塔耶和昆德拉等。

導　師　：周國偉博士
　　BA, CertEd, PhD *HK*
地　點　：北角當代書院 308 室
開課日期　：2003 年 12 月 1 日起逢星期一
及時間　　7:30 pm - 9:30 pm (共 12 講)
學　費　：$1,200

AH 24-049-30-01 (31)
哲學與人生

人生在世忽忽數十載，我們大多數人終生勞碌，不知為何。究竟人生的意義是甚麼？人生的目的為何？甚麼是人生的真諦？人生的歸宿又在何處？這些都是古往今來東西聖哲所面對所要解決的重要人生問題。在這個課程中，我們會以東西聖哲為我們的導師、為我們的明燈，帶領我們探討及思考以上的人生問題。本課程深入淺出，凡對哲學或思考人生有興趣者皆可參加。

導　師　：韋漢傑先生
　　BSc *HK*, PhD *Ohio State U*
上課地點　：北角當代書院 303 室
課程日期　：2003 年 9 月 16 日起逢星期二
及時間　　7:00-8:30 pm （共 8 講）
學　費　：$600

AH 24-049-31-01 (31)
蘇菲的哲學教程

挪威作家賈德 (Jostein GAARDER) 憑藉《蘇菲的世界》(Sophie's World) 一炮而紅。英國《星期日泰晤士時報》的書評盛讚作者「出色地把三千年的人類思索歷程濃縮在短短四百頁文字之中」。作者透過小說的主人翁從困惑到思索的奇妙旅程，以深入淺出的手法，引領讀者思考古往今來一連串發人深省的問題。本課程希望通過此書生動有趣的文字，讓學員與蘇菲一起探討各種稀奇古怪、聞所未聞的論點，跟她一同穿越時空。

課程之設計以講解和討論並重。每節在講解小說主要段落後，都會預留時間，讓學員討論重點。

導　師　：趙子明先生
　　BA, MPhil *CUHK*
上課地點　：北角當代書院 303 室
課程日期　：2004 年 1 月 7 日起逢星期三
及時間　　7:00 pm -9:00 pm （共 8 講）
學　費　：$800

AH 23-048-11-01 (31)
中國面相學

本課程以宋朝著名的古相書《神相全篇》為本，剔除迷信不實的部分，純從客觀及科學的角度，把這套千年文化，在數課內精述。

課程內容：1. 面相：耳、額、眉、眼、鼻、口、腮 ... 等相學；2. 中國特有之「氣色學」；3. 面和手相學在家庭、工作、管理、商場、處世、北上的應用個案研討；4. 從面相看出：性格、才智、疾病、財祿、真偽、子女；5. 從面相找出合適：配偶、伙記、朋友、伙伴、貴人；6. 教授古書記載：後天改善面相及運氣之辦法；7. 教授預測自己及親朋一生任何流年運程順逆法。

導　師　：伍懷璞先生
地　點　：北角當代書院 302 室
開課日期　：2003 年 8 月 12 日起逢星期二
及時間　　7:00-9:30 p.m. (共 12 講)
學　費　：$1,500

AH 23-048-12-01 (31)
風水的科學應用

中國的風水學已有數千年歷史。近年西方學者已證明有些是迷信，有些則是科學。本課程是剔除迷信的部分，純以簡單實用，即學即會的原則，為學員講解日常生活上的成功風水法則，歡迎任何人士參加。

課程內容：1. 中港買住宅、寫字樓、店舖的成功風水守則；2. 介紹「幅射測量器」、「疼氣測量器」等最新科技風水器材，以助找出宅內健康的風水位；3. 通勝上「流年風水」之催婚星、催財星、名氣星、讀書文昌星、病星、災星之每家每戶催吉避凶法；4. 觀音、關帝、土地、灶君 ... 等神位其淵源及風水擺放法；5. 中港風水龍脈走勢及「尋龍點穴」擇風水吉地法；6. 風水與未來世運及商業預測；7. 家居好風水守則；8. 店舖旺財風水守則；9. 工作檯坐向古凶風水守則。

導　師　：伍懷璞先生
地　點　：北角當代書院 303 室
開課日期　：2003 年 11 月 11 日起逢星期二
及時間　7:00-9:30 p.m. (共 12 講)
學　費　：$1,500

AH 23-048-13-01 (31)
中國古玉賞析
與香港中華文化促進中心合辦

中國玉器源遠流長，不同時代、地域及民族的玉雕均有其風格及特色，豐富多采，實為中華文化的瑰寶。本課程以大量的考古發掘所出土玉器為例，通過幻燈片授課方式，對中國史前至漢代玉器作全面和系統的分析（包括造型、紋飾、雕工等），闡明各時代玉器文化的特點和傳承關係，使學員對中國各時代的玉文化有較深入的認識。

註：課程中或加插藝術館、博物館導賞及其他參觀活動；如有任何交通費及入場費，須由學員自付。

導　師　：林繼來先生
地　點　：香港中華文化促進中心
香港灣仔合和中心 57 樓 5709 室
開課日期　：2003 年 9 月 5 日起逢星期五
及時間　7:00-9:00 p.m. (共 10 講)
學　費　：$1,200
名　額　：30 人

AH 23-048-15-01 (31)
占星學與自我認識

今天坊間流行的十二星座過於兒戲，我們容易將之與迷信和江湖術士的技倆混為一談，其實占星學一度是天文學的雙生兒，古代哲學和文學的交匯點，也曾在學院中蔚然成系，近代更被運用於自我認識上，是深入了解自己的需求和壓力的手段。每個人都是自己最佳的占星師，本課程深入淺出，將帶給占星初學者一次神秘之旅。

課程大綱：1. 真正的占星學與流行的十二星座講法有什麼不同？概述占星的歷史。2. 到底占星的有什麼根據？一般的爭議如何？每個人的先天星圖及其背後的天文科學。3. 十二星座的重新認識，其背後的詩意神話和詮繹上的暗示。4. 星圖上十二宮的介紹。5. 九大行星的象徵性能量介紹。6. 行星的角度怎樣影響我們的星圖。7. 怎樣從星圖中透視我們的人格面具，看見自我隱藏的需求和壓力。8. 占星與健康。9. 個案分析和同學的實習報告。10. 命運在占星學上的位置。

導　師　：區惠蓮小姐
BA *Chung Hsing*, MA *HK New Asia*, MA *Paris VIII*
地　點　：北角當代書院 307 室
開課日期　：2003 年 9 月 6 日起逢星期六
及時間　2:00-4:00 p.m. (共 10 講)
學　費　：$1,000

AH 23-048-16-01 (31)
實用風水學之陣法

本課程將討論：1. 流年圖之飛星、財星、黑星陣法；2. 家居風水設計招財陣法；3. 每人一生中之財位、吉星、凶星、名利位設計法；4. 寫字樓、店舖之室內風水設計錦囊；5. 全港各類屋宇之風水特色；6. 解救姻緣、桃花之正、偏與煞；7. 如何看祖先山墳風水之影響世代家運；8. 羅盤綜合用法定風水線之吉凶；9. 化煞小人、病星、魔鬼之各類陣法；10. 實地考察、與個人風水指導。

導　師　：袁匡任先生
地　點　：北角當代書院 308 室
開課日期　：2003 年 10 月 9 日起逢星期四
及時間　7:30-9:30 p.m. (共 10 講)
學　費　：$1,000

AH 23-048-17-01 (31)
掌相、命運之自我分析

本課程將討論：1. 面相五官、五型、體格之先天命運；2. 眼、耳、口、鼻、眉之生命與財運；3. 男女面部之姻緣、財星、職業；4. 美容化妝改變運程與職業；5. 手掌之生命線、姻緣線與事業線；6. 生命中之小人、凶紋與轉職；7. 病符與意外之特徵如何解救；8. 命中註定可否用運改變？9. 早婚、晚婚、子女、姓名與移民線；10. 言贈各學員，自我奮鬥求生機。

導　師　：袁匡任先生
地　點　：北角當代書院 303 室
開課日期　：2004 年 1 月 8 日起逢星期四
及時間　7:30-9:30 p.m. (共 10 講)
學　費　：$1,000

AH 23-048-18-01 (31)
八字命理基本功

人生禍福起伏、成敗得失，古今中外聖賢豪傑以至凡夫俗子均在所難免，宋代名相呂蒙正有言：「天不得時，日月無光；地不得時，草木不長。水不得時，風浪不平；人不得時，利運不通。」孔子更強調「不知命，無以為君子也。」人生於天地之間，稟受陰陽五行之氣，壽夭窮通、富貴貧賤皆與命運攸關，故掌握陰陽五行命理實有助於我們以真知正覺立身處世，修心養性自我增值，審時度勢進退攻守，兼防範疾患臨危應變。

本課程旨在講解子平推命術的根本概念，並輔以實例，深入淺出闡釋陰陽五行的本源、八卦易理、六十甲子和曆法、四柱八字的推排法、天干地支及四時方位、干支生克會合刑沖、五行四季週流之旺衰強弱等相互關係、六神論命配六親法、八字格局喜忌與捉用神訣竅、從命理看健康疾患等，務求令學員打穩八字命理的基本功夫。

導　師　：余自立先生
BA (Hons) *HKU*
上課地點　：北角當代書院 302 室
課程日期　：2003 年 9 月 1 日起逢星期一
及時間　7:00 pm-10:00 pm （共 12 講）
學　費　：$1,900

AH 23-048-19-01 (31)
紫微斗數初階

大多數人都認為紫微斗數善於推測人生微細瑣碎的事情，但忽略了它的哲學性的啟示，祇要我們能明白紫微斗數星盤的語言，就不難明白箇中的人生曲線，並非宿命，祇是人不加理會和修正，才會依曲線而行而不自知。在這裏不可能三言兩語交代完全，歡迎你參加這個初期整修課程，一邊學好紫微斗數基礎，一邊了解紫微斗數可以為你做些甚麼。

導　師　：何漢明先生
上課地點　：北角當代書院 307 室
課程日期　：2003 年 9 月 8 日起逢星期一
及時間　7:00 pm-10:00 pm （共 5 講）
學　費　：$825

AH 23-048-20-01 (31)
紫微斗數進階

具備了完整的紫微斗數結構觀念，學員便可以學習星情寄於不同宮度的演繹，直接參與分析的練習；這個課程既著重星情的掌握也著重星情所啟示的哲學觀，有助學員對星盤有深切理解，也可以體驗人生的可朔性，以前事之鑑，定以後之向，修正對事對人的處理方式，此為「懸星引路」的要旨。歡迎其他對紫微斗數有相當認識的人仕參加。

導　師　：何漢明先生
上課地點　：北角當代書院 302 室
課程日期　：2003 年 10 月 22 日起逢星期三
及時間　7:00 pm-10:00 pm （共 6 講）
學　費　：$990

AH 23-049-09-01 (31)
《莊子》的智慧

當代問題紛擾，價值失落，相對主義泛濫，彷彿甚麼也變成語言遊戲。無奈的人在充斥著無力感的世界中生活，面對從四方八面襲來的壓力，既不知道自己需要甚麼，也沒有信心走出自己的路。傳播媒介提醒個人注意身體（由纖體瘦身美容到健康消費），偏偏我們的身體感覺普遍迷惘。不想做雙失老中青，不曉得何去何從？孰吉孰凶？這些問題大抵都可以請教莊周。

重讀《莊子》，自會發現逍遙自在的兩行之道、和乎是非的葆光境界，歷久常新；當代人對之忽略，是暴殄天物。本課程以深入淺出的方法，引帶大家進入《莊子》的世界，著重原文的解讀，避免了解流於表面以致扭曲，適合初學者報讀。

導　師　：區惠蓮小姐
BA *Chung Hsing*, MA *HK New Asia*, MA *Paris VIII*
地　點　：北角當代書院 307 室
開課日期及時間　：2003 年 11 月 19 日起逢星期三 7:00-8:30 p.m. (共 10 講)
學　費　：$750

Historical Studies
歷史研究

AH 14-031-12-01 (31)
香港歷史建築與保存
Hong Kong Historic Architecture and Conservation

This programme aims to provide an introduction to the meaning and value of cultural heritage, the Chinese architectural forms, revitalization of historic buildings and the problems of conservation in urban renewal, local legislative framework in architectural conservation, architectural conservation in Hong Kong, and Western architectural forms such as civic and military buildings, churches and educational buildings. A field trip is scheduled to introduce students to the technical difficulties commonly encountered in architectural conservation work.

Tutor : Mr. S.L.LAM, Mr. Ivan Ho, & Mr. David Au
Venue : Rm 303, 3/F, T.T. Tsui Bldg., HKU
Date and Time : Mondays, 8:00-10:00 p.m., 8 Sept 03 (5 meetings including one field trip)
Fee : $250 (Field trip expenses not included)
Medium of Instruction : Cantonese and English

AH 14-031-13-01 (31)
考古、中國傳統園林與建築裝飾
Introduction to Archaeology, Chinese Landscape and Architectural Decorations

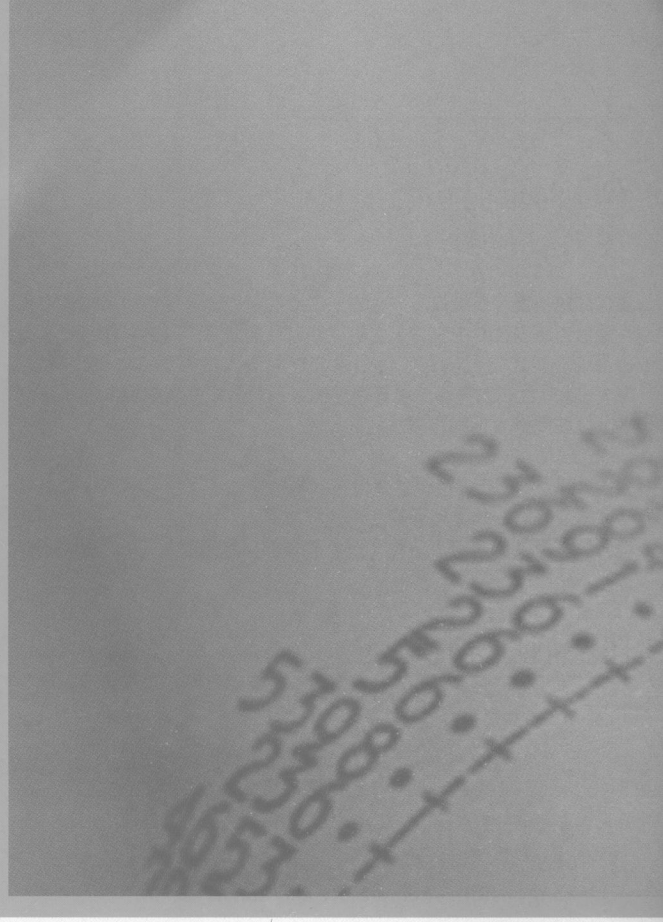
This is a continuation of the "Hong Kong Historic Architecture and Conservation" course. Six different topics are discussed, including an introduction to archaeology in Hong Kong, Chinese landscape, Shiwan pottery (石灣), and the history of the local 'walled village' (圍村) in Hong Kong. Also included are a review of the city development of Hong Kong and the various Western influences on the local architectural style, a case study of a Jiangnan style (江南) landscape garden and a field trip to the Kowloon Walled City Garden.

Tutor : Mr. Alex Yip, Prof. C.K. Wong, Prof. C.T. Yeung, Mr. Alex Hui, Mr. Ivan Ho and Mr. S.L. Lam
Venue : HKU (To be advised)
Date and Time : Mondays, 8:00-10:00 p.m., 20 Oct 03 (5 meetings including one field trip)
Fee : $280 (Field trip expenses not included)
Medium of Instruction : Cantonese and English

Acting Head of Division 署理學部主任
Law, Sam H.W. 羅洪偉

Academic Staff 教學人員
Lam, David H. 林孝仁
Sun, Wendy M.Y. 孫敏宜
Wong, Allen M.W. 黃文華
Hung, Albert W.K. 熊運球
Ng, Blondie K.W. 吳嘉華
Yau, Josephine S.Y. 游樹瑛
Lee, Boon Jang 李汶鍵
Kundi, Joginderpal Singh 康傑
Lui, Shirley S.Y. 呂雪儀
Mok, Daniel S.C. 莫兆財

Divisional Affairs Executive 學部事務主任
Kwok, Tammy P.Y. 郭碧儀



Accounting – Overseas 海外會計課程
Accounting – HK and China 香港及內地會計課程
Professional Courses and Short Courses 專業及短期會計課程

34/F., United Centre, 95 Queensway, Hong Kong.
香港金鐘道 95 號統一中心 34 樓
Fax 傳真：2858 4750

Accounting

會計學

會計學學部致力為公共機構和私營企業的會計人員、經理、管理人員和財務專業人員提供專業培訓和終生教育。學部的課程是以兼讀制為基礎，它們的類型及範圍廣泛，由頒發學歷資格課程至短期課程不等。這些課程設計靈活，有多個入學點和出口點以配合學生的學習需要。透過不同的課程，學生能夠取得本地與海外各級程度的學歷資格，如證書、文憑、大學 / 深造學位和有關的專業資格。

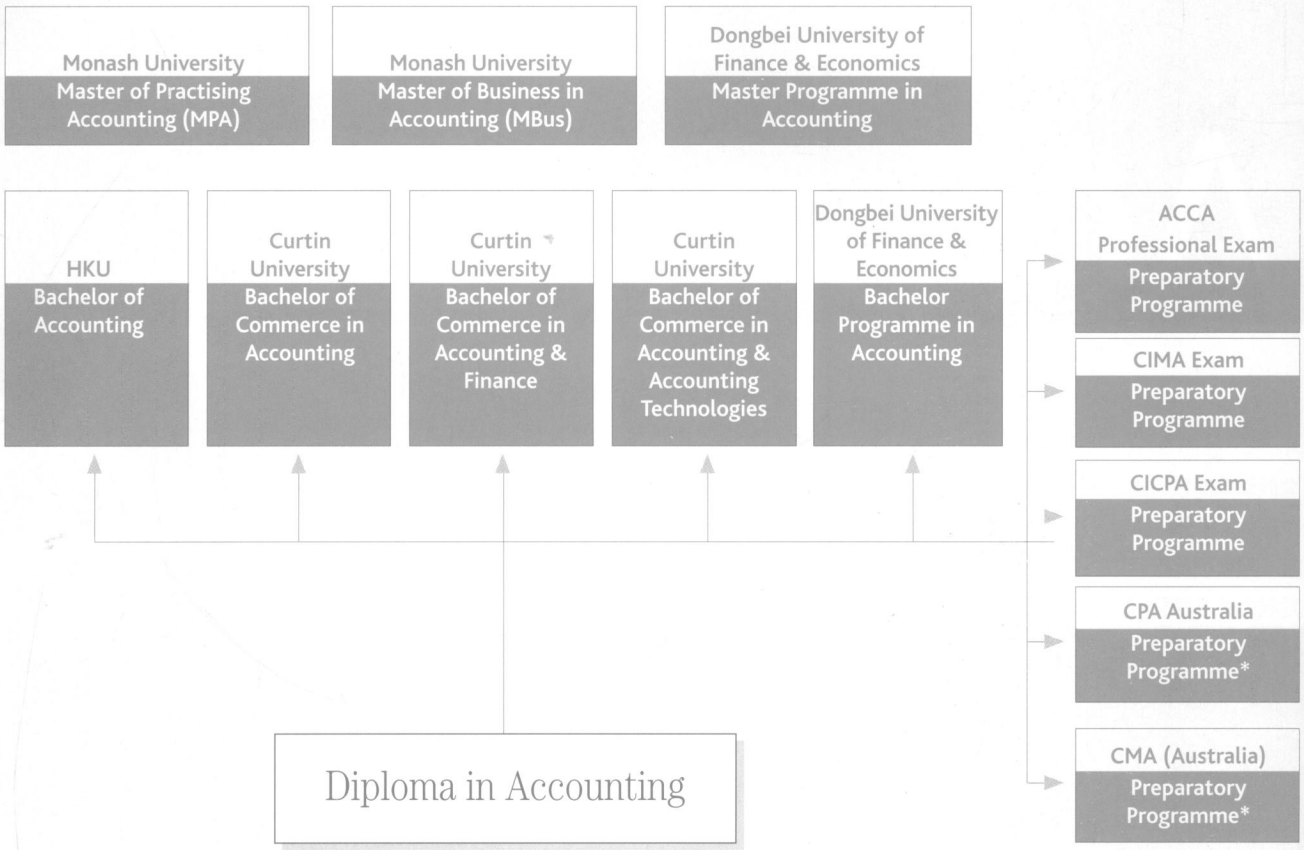
The Division of Accounting is committed to professional development and lifelong education for accountants, managers, administrators and financial professionals in both the private and public sectors of the community. The Division offers a wide variety of programmes, ranging from award-bearing programmes to short courses on a part-time basis. These programmes have been designed with multiple entry and exit points to give students maximum flexibility in choosing the exact course of study they require. Students can obtain local and overseas qualifications at all levels, such as certificates, diplomas, undergraduate / postgraduate degrees and professional qualifications associated with the relevant professional bodies.

www.hku.hk/space/div_ac

Accounting Education at HKU SPACE

The Division of Accounting is committed to professional education and lifelong development for the Accounting profession. Since the 1990s we have been a major provider of Accounting courses at diploma, undergraduate, graduate and post-experience level to nearly 4,000 students annually.

We have a network of courses to enable students to study and obtain academic awards from diploma to master's level as well as professional qualifications from ACCA, CIMA, CICPA and CPA Australia. Our courses have a high degree of flexibility with multiple entry and exit points, allowing students to enrol in a programme, exit at an appropriate intermediate point and re-enrol for the desired qualifications later on at their own pace.



* Programmes are in the final stage of planning and will be offered subject to final approval.

Accounting - Overseas
海外會計課程

FAX 傳真：2858 4750

Monash University Master's Degrees in Accounting

We offer 2-year part-time programmes leading to 4 possible master's degrees in Accounting awarded by Monash University, Australia:

- Master of Business (Accounting) [MBus (Acc)], By Coursework/Research Programme
- Master of Business (Accounting) [MBus (Acc)], Financial Management Stream by Coursework
- Master of Business (Accounting) [MBus (Acc)], Advanced Accounting Stream by Coursework
- Master of Practising Accounting [MPA]

Features of the programmes are:

- Each degree has its own special units to reflect its specific nature, though other units are shared.
- Materials are provided by Monash University.
- Supplementary lectures and tutorials are given by Monash and HKU SPACE staff.
- Assessment is mainly based on examinations, but coursework and class presentation are also taken into account.
- There are 2 intakes a year, in July and March.

AC 41-803-00 (31)
Master of Practising Accounting [MPA]

Enquiries: 2867 8472

This course enables graduates from non-Accounting disciplines to earn an Accounting degree and a professional Accounting qualification.

Each year students take 6 modules: (Total: 12 modules)

YEAR 1		
AC41-803-01 (31)	AFX9500*	Introductory Accounting and Financial Information Systems I
AC41-803-02 (31)	BTX9020*	Business Law
AC41-803-03 (31)	AFX9510*	Quantitative Methods in Accounting
AC41-803-04 (31)	AFX9521*	Introductory Accounting and Financial Information Systems II
AC41-803-05 (31)	ECX9530*	Economics
AC41-803-06 (31)	BTX4541*	Corporations Law and Trusts

YEAR 2		
AC41-803-07 (31)	AFX4601*	Financial Accounting I
AC41-803-08 (31)	AFX5611*	Managerial Accounting
AC41-803-09 (31)	AFX5621*	Auditing
AC41-803-10 (31)	AFX5631*	Financial Accounting II
AC41-803-11 (31)	AFX9641*	Business Finance
AC41-803-12 (31)	BTX5651*	Taxation Law and Practice

** Course code used by Monash University*
Exemptions may be granted upto 50% of the programme for equivalent qualifications of graduate studies completed within the last 5 years.

Entry Requirements	• **either,** an undergraduate degree from a recognised university; • **or,** an equivalent qualification and relevant experience recognised by Monash University.
Day(s) / Times	Weekday nights, intensive sessions on weekends.
Duration	2 years, part-time.
Fee(s)	• Course Fee: AUD$22,440 (course fee will be paid on the unit basis, i.e. AUD$1,870 per unit) • Application Fee: HK $300, non-refundable.
Information and Application	Detailed information and a special application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by fax,** from 2858 4750. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ac • **by e-mail,** evasung@hkuspace.hku.hk

This course is exempted from registration under the NLHPE Ordinance.

AC 41-801-00 (31)
Master of Business (Accounting) [MBus (Acc)]

Enquiries: 2867 8472

By Coursework/Research Programme

This programme extends students' knowledge of specialist areas of Accounting and major issues that face accountants, and equips them with advanced business-related research skills.

Financial Management Stream by Coursework

This programme extends students' knowledge of specialist areas of Accounting and major issues that face accountants.

Advanced Accounting Stream by Coursework

This programme develops students' knowledge of, and skills in, Accounting in public practice, industry and academia, and provides advanced accounting education for those who have completed CPA studies.

Entry Requirements	• An undergraduate degree in Accounting or Finance from a recognised university. • Associate membership of CPA Australia (for Advanced Accounting Stream only).
Day(s) / Times	Weekday nights, Saturday afternoons, and Sundays.
Duration	2 years, part-time.
Fee(s)	• Course Fee: AUD $1,850 per unit • Application Fee: HK $300, non-refundable.
Information and Application	Detailed information and a special application form are available: • ***in person***, at any HKU SPACE Enrolment Centre. • ***by fax***, from 2858 4750. • ***from the HKU SPACE website***, http://www.hku.hk/space/div_ac • ***by e-mail***, evasung@hkuspace.hku.hk

This course is exempted from registration under the NLHPE Ordinance.

Each year students take 8 modules:

YEAR 1

Core Modules

AC 41-801-01 (31)	AFF4010*	Advanced Financial Accounting
AC 41-801-02 (31)	AFF4020*	Advanced Management Accounting
AC 41-801-03 (31)	AFF4030*	Advanced Finance

Coursework/Research Modules

AC 41-801-04 (31)	AFF4040*	Advanced Investment
AC 41-801-05/06 (31)	AFF4050*	Research Projects (2 units)
AC 41-801-07 (31)	AFF4060*	Research Methods I
AC 41-801-08 (31)	AFF4061*	Research Methods II

Financial Management Stream Modules

AC 41-801-22 (31)	AFF4013*	Financial Reporting and Statement Analysis
AC 41-801-23 (31)	AFF4031*	Principles of Risk Transfer
AC 41-801-04 (31)	AFF4040*	Advanced Investment
AC 41-801-24 (31)	AFF4051*	Advanced International Banking
AC 41-801-25 (31)	AFF4281*	Institutional Asset and Liability Management

Advanced Accounting Stream Modules
(exempted units for qualified CPA from Australia)

AC 41-801-17 (31)	AFF5001*	CPA: Reporting and Professional Practice
AC 41-801-18 (31)	AFX5012*	CPA: Corporate Governance and Accountability
AC 41-801-19 (31)	AFX5004*	CPA: Treasury
AC 41-801-20 (31)	AFX5005*	CPA: Strategic Management Accounting
AC 41-801-21 (31)	AFX5006*	CPA: Assurance Services and Auditing

YEAR 2

Core Modules

AC 41-801-09 (31)	AFF5100*	Advanced Strategic Management Accounting
AC 41-801-10 (31)	AFF5110*	Advanced Information Systems
AC 41-801-11 (31)	AFF5120*	Advanced Auditing and Professional Practice
AC 41-801-12 (31)	AFF5130*	Financial Statement Analysis
AC 41-801-13 (31)	AFF5140*	International Finance
AC 41-801-14 (31)	AFF5150*	Financial Reporting Issues
AC 41-801-15 (31)	AFF5200*	Issues in Competitive Advantage I
AC 41-801-16 (31)	AFF5401*	Issues in Competitive Advantage II

** Course code used by Monash University*

Curtin University of Technology Accounting Degrees

Enquiries: 2867 8482

The Business School of Curtin University of Technology in Perth is one of the largest Business Schools in Australia. Through HKU SPACE, they offer 3 degrees in Accounting that are identical to the full-time degrees offered in Australia:

- Bachelor of Commerce (Accounting)
- Bachelor of Commerce (Accounting and Finance)
- Bachelor of Commerce (Accounting and Accounting Technologies)

In Curtin these are all 3-year full-time degrees with 24 units, though students with appropriate qualifications are exempted from the first year of the programme, comprising 9 units.

The remaining 15 units are offered in Hong Kong on a part-time basis, and can be completed in 2 years. Exemptions from some of these 15 units are available to students with relevant professional qualifications.

Holders of these degrees:

- are eligible for Associate Membership of the Certified Practising Accountants, Australia;
- satisfy the requirements for enrolling in the Institute of Chartered Accountants in Australia Professional Year Programme.

The teaching consists of lectures, seminars and tutorials given by local teaching staff. Curtin University staff also provide 12 hours instruction per unit in Hong Kong.

Assessment is based on coursework and examinations, as required of full-time Curtin students. All examinations are marked by Curtin staff.

AC 41-804-00 (31)
Bachelor of Commerce (Accounting)

This course enables graduates from non-Accounting disciplines to earn an Accounting degree. It also leads to a professional Accounting qualification, since graduates meet the academic requirements for admission as Associate Members of CPA Australia.

Course Structure

Accounting	(Financial)	250
Accounting	(Managerial Control)	301
Accounting	(Systems)	204
Accounting	(Concepts and Issues)	303
Accounting	(External Reporting)	260
Accounting	(Auditing)	300
Finance	(Principles)	215
Law	(Corporation)	224
Taxation		331

6 optional units:

Accounting	(E-Issues)	324
Accounting	(International)	223
Accounting	(IS Auditing)	332
Accounting	(Technologies)	224
Accounting	(Statement Analysis)	222
Accounting	(Computer Packages)	220
Accounting	(Managerial Issues)	325

This course is exempted from registration under the NLHPE Ordinance.

HKU SPACE Adds
Value to Your Life

AC 41-810-00 (31)
Bachelor of Commerce (Accounting and Finance)

This Accounting and Finance double major provides students with:

- essential knowledge and skills relevant to the business environment;
- comprehensive studies in Accounting and associated fields of Taxation, Business Law, and Financial Management;
- a specialisation in Finance to equip them for senior positions in Finance.

Applicants with an appropriate diploma in Accounting or Business Studies, or appropriate professional qualifications, are given exemption from the 9 units of the first-year programme, but must complete the 15 units listed below :

Accounting	(Financial)	250	Accounting	(Concepts and Issues)	303
Accounting	(Managerial Control)	301	Accounting	(Statement Analysis)	222
Law	(Corporation)	224	Economic	(Techniques)	102
Accounting	(Systems)	204	Finance	(Analysis)	206
Finance	(Principles)	215	Finance	(Corporate)	307
Taxation		331	Finance	(Portfolio Management)	301
Accounting	(External Reporting)	260	Finance	(International)	302
Accounting	(Auditing)	300			

This course is exempted from registration under the NLHPE Ordinance.

AC 41-811-00 (31)
Bachelor of Commerce (Accounting and Accounting Technologies)

This double major programme gives students a sound understanding of Accounting and related areas, with an emphasis on the use of technology - 25% of the course is devoted to the use of technology in Accounting.

Applicants with an appropriate diploma in Accounting or Business Studies, or appropriate professional qualifications, are given exemption from the 9 units of the first-year programme, but must complete the 15 units listed below :

Accounting	(Financial)	250	Accounting	(Concepts and Issues)	303
Accounting	(Managerial Control)	301	Accounting	(Technologies)	224
Law	(Corporation)	224	Accounting	(IS Auditing)	332
Accounting	(Systems)	204	Accounting	(E-Issues)	324
Finance	(Principles)	215	Accounting	(Computer Packages)	220
Taxation		331	Accounting	(Financial Modelling)	330
Accounting	(External Reporting)	260	Accounting	(Statement Analysis)	222
Accounting	(Auditing)	300			

Entry Requirements	Applicants must have competence in: • English, as shown by Grade C in English Language (Syllabus B) in HKCEE, or TOEFL 550, or Grade C in GCE O Level English, or a satisfactory performance in the Curtin University Test in English, or an equivalent test. (Diploma holders from HKU automatically satisfy the English requirement.) • Accounting, as shown by a diploma or higher diploma in Accounting from a recognised academic or professional body.
Day(s) / Times	• Weekly Lectures: 7:00-10:00 p.m. • Intensive Seminars: Saturday/Sunday.
Duration	2 years, part-time.
Venue	To be advised.
Fee(s)	• Unit Fee: AUD $1,250 or $1,200, depending on the unit. • Application Fee: HK $200, non-refundable.
Information and Application	Detailed information and an application form are available at any HKU SPACE Enrolment Centre. Application opens in May 2003 for the August 2003 intake and September 2003 for the December 2003 intake.

This course is exempted from registration under the NLHPE Ordinance.

Accounting - Hong Kong & China
香港及內地會計課程

FAX 傳真：2858 4750

Beijing Accounting Graduate Flourishes on Teachers' Guidance
「成功靠堅毅」— 北京會計課程學員

Wang Ya, one of the 15 graduates of Diploma in Accounting from the School's learning centre in Beijing, *SPACE Beijing* described her studies at home to be like inside "a house of spices", bitter yet sweet.

Wang believes that "if you are determined, and tried hard enough, you'll make it." This is a especially poignant remark because unlike her fellow graduates, Wang Ya was deprived of a formal education as she was trained as a professional sportswoman. It has been her dream to catch up with her studies. Her biggest stumbling block was her poor English. "I can hardly understand what the teacher taught in English. The pressure was so great I was sick all the time."

If it had not been for the guidance and assistance of Principal Programme Director Mr. David Lam and English tutor Ms. Shirley Lui, she may have given up altogether. As it was, her English improved and she attributed her success to the dedication of Mr. Lam and Ms. Lui.

HKU SPACE's Diploma in Accounting offered in mainland centers is the first and the only accounting programme in Mainland China recognized by CPA Australia for its professional standard. Diploma holders are eligible to enroll in the Bachelor of Commerce (Accounting).

京港培訓中心會計學文憑畢業生王亞形容她的書房就像「四味屋」一般，在她這一年多的學習期間，書房充滿了她「甜、酸、苦、辣」的經歷，是堅定意志推動她不斷努力。她說：「我相信只要決心幹一件事情，並努力實踐，成功就會向他招手。」

對於運動員出身的王亞來說，修讀會計學文憑的困難和挑戰，不但是會計學，還有英語。由於課程無論教材及上課均使用英語教授，王亞初時感到十分吃力，懷疑自己的能力，且曾想過放棄。後來在首席課程主任林孝仁先生的諄諄開導及英語導師呂雪儀小姐協助下，她花大量精力學習英語。憑藉個人毅力和導師支持，她的英語水平有顯著進步，令她對學習有了信心，最終可在純英語的環境下工作，達到國際化專業課程的要求。

學院在內地開辦的會計學文憑，乃首個及唯一獲澳洲會計師公會評為具國際專業水平的內地會計課程，畢業生等同完成澳洲會計學位的部份課程。為讓學員取得學位，學院與澳洲合辦了商學士(會計與財務)的銜接課程，學員取得學士資格後，可申請成為澳洲會計師公會普通會員，達到不出國留學，並取得符合國際專業資格的目的。

會計學文憑於二零零零年首度開辦，旨在為內地培訓國際水平的會計師。

AC 41-812-00
會計學(專業)學士課程
AC 41-813-00
會計學學科(專業)碩士課程
AC 41-814-00
中國註冊會計師協會全國統一考試備試課程

中國東北財經大學合辦

查詢電話： 2975 5783

本學院與中國東北財經大學合辦本中國會計課程，協助學員：

- 全面掌握中國最新的會計與有關法律，了解中國會計行業的習慣及會計師的專業角色；
- 為應考中國註冊會計師協會全國統一考試(CICPA)作好準備，並獲取會計師資格；
- 掌握以專業中文撰寫會計、審計報告及商業合同等正式文件的技巧。

本課程是經中華人民共和國國務院學位委員會批准，在香港舉辦的會計學學士及碩士課程。學員順利完成課程并符合下列條件，可獲中國東北財經大學(以下簡稱東北財大)頒發的學士或碩士學位証書:

- 出席率達八成或以上
- 習作及考試成績合格
- 香港學員要取得中國碩士學位，一定要通過東北財經大學的"研究生入學試"。

Mr. David H. Lam (林孝仁), Principal Programme Director, HKU SPACE with Professor Liu Yong Ze (劉永澤院長), Dean of School of Accounting, the Dongbei University of Finance and Economics.

教學內容

學士課程共十六科，另加選修科及論文(共 59 學分)。具體如下:

科目	學分	科目	學分	科目	學分
課程一 :中文一	3	課程七 :經濟法	3	課程十三 :會計專題之二	3
課程二 :財務成本管理(上)	4	課程八 :稅法	3	課程十四 :資產評估學	3
課程三 :財務分析	4	課程九 :審計	4	課程十五 :審計專題	2
課程四 :中文二	3	課程十 :行業會計制度比較	4	課程十六 :會計制度設計	3
課程五 :股份制企業會計	5	課程十一 :會計專題之一	3	選修科	3
課程六 :財務成本管理(下)	3	課程十二 :財經應用文寫作	2	論文	4

碩士課程共十三科(共 36 學分)，另加論文，具體如下:

科目	學分	科目	學分	科目	學分
課程一 :中文一	3	課程六 :証券投資理論與實務	3	課程十 :行政會計比較	3
課程二 :市場營銷	2	課程七 :財務管理研究	3	課程十一 :審計專題	3
課程三 :中文二	2	課程八 :管理會計研究	3	課程十二 :現代會計專題	3
課程四 :成本會計研究	3	課程九 :稅法	3	課程十三 :會計電算化	3
課程五 :企業戰略管理	2				

中國註冊會計師協會(CICPA)全國統一考試備試課程：

- 會計
- 審計
- 財務成本管理(上)
- 財務成本管理(下)
- 經濟法
- 稅法
- 中文一
- 中文二

完成 CICPA 備試課程後可報讀東北財大會計學(專業)學士課程，但必須符合學士課程入學資格(見入學資格如下)。

教學方式

- 學制學期 ： 學生同時在東北財大和香港大學專業進修學院註冊。每學年分三個學期，每學期四個月。
- 教學方式 ： 此課程包括講課及導修，講課由東北財大教授親自來港授課，導修由香港導師負責。

	講課	導修
學士課程	12 至 30 小時	10 至 20 小時
碩士課程	24 至 33 小時	12 至 24 小時

- 教學語言 ：東北財大教授採用普通話授課(學員將會有詳細的講課內容材料)，香港導師採用廣東話或 / 及普通話授課。
- 教材 ：採用東北財大的標準教材，輔以詳細課程內容材料。
- 上課時間及地點 ：課程採用兼讀制，上課時間為星期一至五晚上或週末及週日全日。上課地點設於香港大學專業進修學院各教學中心。

入學資格

學士課程: 大專會計文憑、大學本科畢業均可報讀。
碩士課程: 大學本科畢業(商科或會計專業)均可報讀。

收費

學士課程學費每學分 $1,500 。碩士課程學費每學分 $2,000 。碩士論文費用 $15,000 。
CICPA 備試課程每學科學費 $2,900 ，中文每科 $3,000 。
報名費 $300 請以劃線支票繳交，抬頭請書名「香港大學專業進修學院」。
已繳費用除特殊情況及法例規定外，概不退還。

報名手續

新學期	截止報名日期
2003 年 9 月	2003 年 8 月
2004 年 1 月	2003 年 12 月
2004 年 5 月	2004 年 4 月

詳細資料及報名表可：

- 於香港大學專業進修學院報名中心索取。
- 郵寄至香港大學專業進修學院，香港薄扶林道香港大學徐展堂樓五樓索取。

本課程已獲豁免《非本地高等及專業教育 (規管) 條例》註冊。

AC 41-601-00 (31)
Bachelor of Accounting

The University of Hong Kong

Enquiries: 2867 8475 E-mail: yk.chow@hkuspace.hk.hk

This is an accredited programme of the HKSA. We offer this programme in conjunction with the Faculty of Business and Economics, HKU. It is designed for students with previous tertiary education in Accounting.

There are 30 modules, each of which has 36 hours of lectures. Students with appropriate educational and professional qualifications can obtain exemption from up to 13 modules in the programme.

Level I		
AC 41-601-01 (31)	BACC 0001	China Business Studies
AC 41-601-18 (31)	BACC 0031	Chinese and English Communication Skills
AC 41-101-03 (31)	BACC 0003	Economics*
AC 41-601-03 (31)	BACC 0004	English Communication
AC 41-601-04 (31)	BACC 0005	International Trade
AC 41-101-02 (31)	BACC 0006	Legal Framework of Business*
AC 41-101-13 (31)	BACC 0007	Organization and Management*
AC 41-101-01 (31)	BACC 0008	Principles of Accounting*
AC 41-101-08 (31)	BACC 0009	Quantitative Methods*
AC 41-101-04 (31)	BACC 0010	Statistics*

Level II		
AC 41-601-05 (31)	BACC 0011	Accounting Theory
AC 41-601-19 (31)	BACC 0032	Culture and Value Studies or an elective
AC 41-101-06 (31)	BACC 0033	Science and Technology Studies*
AC 41-601-07 (31)	BACC 0014	Company Law
AC 41-101-11 (31)	BACC 0015	Financial Management*
AC 41-101-05 (31)	BACC 0016	Intermediate Accounting I*
AC 41-101-07 (31)	BACC 0017	Intermediate Accounting II*
AC 41-601-08 (31)	BACC 0018	Intermediate Economics
AC 41-101-09 (31)	BACC 0019	Management Accounting*
AC 41-601-09 (31)	BACC 0020	Principles of Marketing

Level III		
AC 41-601-10 (31)	BACC 0021	Advanced Auditing
AC 41-601-11 (31)	BACC 0022	Advanced Finance
AC 41-601-12 (31)	BACC 0023	Advanced Financial Accounting
AC 41-601-13 (31)	BACC 0024	Advanced Management Accounting
AC 41-601-14 (31)	BACC 0025	Advanced Taxation
AC 41-101-10 (31)	BACC 0026	Auditing*
AC 41-601-15 (31)	BACC 0027	Business Strategy
AC 41-601-16 (31)	BACC 0028	Computer Concepts & Information Technology
AC 41-601-17 (31)	BACC 0029	International Accounting
AC 41-101-12 (31)	BACC 0030	Taxation*

a. * Exemptions from these modules are given to holders of the HKU SPACE Diploma in Accounting.
b. Assessment is based on coursework (30%), final examination (70%) and attendance (at least 80% of classes).

Entry Requirements	Applicants must: • meet the HKU General Entry Regulations; • hold a HKU SPACE Diploma in Accounting or equivalent; • be competent in English, as demonstrated by: a. **either,** a TOEFL score of at least 550; b. **or,** an overall IELTS score of 6.0; (Applicants without these marks will be required to take an English Entrance Test) • if required, pass a qualifying examination.
Day(s) / Times	Evenings (6:45 – 9:45 p.m.), or Saturday afternoons (2:30 – 5:30 p.m.).
Duration	3 years, part-time.
Fee(s)	• Course Fee: $6,000 per module. • Application Fee: $150, non-refundable.
Information and Application	Detailed information and a special application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by fax,** from 2858 4750. The closing date for application for the September 2003 intake is 15 August 2003.

AC 41-101-00 (31)
Diploma in Accounting

Enquiries: 2867 8470/ 8487 / 8476 E-mail: christine.li@hkuspace.hku.hk

This 3-year programme gives students a solid foundation in Accounting. Holders of the diploma currently receive exemptions:

- from HKU – up to 13 units of the part-time Bachelor of Accounting.
- from Curtin University of Technology – up to 12 units of its Bachelor of Commerce (Accounting), (Accounting and Finance) and (Accounting and Accounting Technologies) degree programme.
- from the Chartered Institute of Management Accountants.
- from the Association of Chartered Certified Accountants.
- from the Association of International Accountants.

There are 13 modules, each of which has 36 hours of lectures.

Level I	
AC 41-101-01 (31)	Basic Accounting
AC 41-101-02 (31)	Legal Framework of Business
AC 41-101-03 (31)	Economics
AC 41-101-04 (31)	Statistics

Level II	
AC 41-101-05 (31)	Intermediate Accounting I
AC 41-101-06 (31)	Management Information Systems
AC 41-101-07 (31)	Intermediate Accounting II
AC 41-101-08 (31)	Quantitative Methods

Level II	
AC 41-101-09 (31)	Management Accounting
AC 41-101-10 (31)	Auditing
AC 41-101-11 (31)	Financial Management
AC 41-101-12 (31)	Hong Kong Taxation
AC 41-101-13 (31)	Business Organisation & Organisational Behaviour

a. Exemption from up to 8 subjects can be granted to students with suitable qualifications from recognised post-secondary institutions or professional bodies.
b. Assessment is based on coursework (30%), final examination (70%), and attendance (at least 80% of the sessions).

Entry Requirements	Applicants should: • **either,** have at least 2 passes at A level, and 3 passes at O level, one of which must be English, or equivalent; • **or,** have a degree or diploma from a recognised institution; • **or,** be mature students aged 21 or above.
Day(s) / Times	• **either,** weekday evenings, 6:30 - 9:30 p.m.; • **or,** Saturday afternoons, 2:30 - 5:30 p.m., or Saturday evenings, 6:30 - 9:30 p.m.; • **or,** Sunday mornings, 10:00 a.m. - 1:00 p.m., or Sunday afternoons, 2:30 - 5:30 p.m. **Terms start in September 2003, January, May 2004.**
Duration	3 years, part-time.
Fee(s)	• Level 1: $3,200 per module. • Levels 2 & 3: $3,750 per module (including textbooks). • Application Fee: $150, non-refundable.
Information and Application	Detailed information and a special application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by fax,** from 2858 4750. The closing date for application is 15 August for the September 2003 intake.

Learning Opportunities for the 21st Century

AC 41-104-00 (31)
Diploma for Accounting Technicians

Enquiries: 2867 8469 e-mail: kkho@hkuspace.hku.hk

The curriculum of this programme is based on the official syllabus of Certified Accounting Technician of the Association of Chartered Certified Accountants (ACCA). Programme graduates will have the necessary skills to allow them to support the work of professional accountants. They will also be able to further their studies, in order to become professional accountants themselves.

This Programme has received full exemption from the Certified Accounting Technician (CAT) qualification of Association of Chartered Certified Accountants (ACCA). Successful completion of the Diploma for Accounting Technicians programme will lead to the award of "CAT" designation upon registration with ACCA's CAT qualification and completion of one year's relevant work experience. Holders of "CAT" qualification will be eligible for automatic transfer to ACCA professional examinations and entitled to exemption from Part One of ACCA professional examinations. Depending on their performance, they may be granted exemptions from up to 3 modules of the HKU SPACE Diploma in Accounting.

To complete the programme, students take 9 modules, each with 40 hours of lectures:

Level A	Level B	Level C
1. Transaction Accounting	3. Maintaining Financial Records and Accounts	6. Drafting Financial Statements (Core module)
2. Office Practice and Procedure	4. Cost Accounting Systems	7. Information for Management (Core module)
	5. Information Technology Processes	8. Any 2 modules (to be determined by HKU SPACE) from: a. Auditing Practice and Procedure b. Preparing Taxation Computations and Returns c. Managing Finances d. Managing People

a. The academic year is divided into 3 semesters, each lasting about 12 weeks: Semester 1, October to January; Semester 2, February to May; Semester 3, June to September.
b. Students can enrol in any semester, subject to the availability of modules. By taking 2 modules per semester, they can graduate in around 2 years.

Entry Requirements	Applicants should: • **either,** have 5 passes in HKCEE in one sitting, including Chinese Language and English Language (Syllabus B), or equivalent; • **or,** have successfully completed the Project Yi Jin (毅進計劃) Programme; • **or,** be 18 or above with relevant work experience. Entry will be on a first-come, first-served basis for qualified applicants.
Day(s) / Times	Weekday evenings and / or weekends.
Fee(s)	• Level A and Level B modules: $2,800, per module. • Level C modules: $3,200, per module • Application Fee: $150, non-refundable.
Medium of Instruction	English, supplemented by Cantonese.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ac

ACCA Professional Examinations: Examination Preparatory Programme

Enquiries: 2867 8474 e-mail: agnesh@hkuspace.hku.hk

We offer the following courses to prepare students for the ACCA Professional Examinations in September 2003.

All Stream1 courses are reimbursable courses for the purpose of continuing Education Fund(CEF).

Paper	Stream 1 (33 hours, 11 sessions)	Stream 2 (21 hours, 7 sessions)	Stream 3 (7 hours, 1 session)
	Part 1		
P1.1 - Preparing Financial Statements	15/9/03 – 24/11/03(Mon)*		
P1.2 - Financial Information for Management	14/9/03 – 23/11/03 (Sun) #		
P1.3 - Managing People	14/9/03 – 23/11/03 (Sun) ##		
Fees	$1,550		

Paper	Stream 1 (33 hours, 11 sessions)	Stream 2 (21 hours, 7 sessions)	Stream 3 (7 hours, 1 session)
	Part 2		
P2.1 - Information Systems	14/9/03 – 23/11/03 (Sun) ##	20/9/03 – 22/11/03 (Sat) @	18/10/03(Sat)
P2.2 - Corporate and Business Law	15/9/03 – 24/11/03 (Mon)*	24/9/03 – 26/11/03 (Wed)	19/10/03 (Sun)
P2.3 - Business Taxation	18/9/03 – 27/11/03 (Thu)	20/9/03 – 22/11/03 (Sat) @	26/10/03 (Sun)
P2.4 - Financial Management and Control	13/9/03 – 29/11/03 (Sat) @	22/9/03 – 24/11/03 (Mon) ***	2/11/03 (Sun)
P2.5 - Financial Reporting	14/9/03 – 23/11/03 (Sun) #	20/9/03 – 22/11/03 (Sat) @	25/10/03 & 1/11/03(Sat)
P2.6 - Audit and Internal Review	17/9/03 – 3/12/03 (Wed)	20/9/03 – 22/11/03 (Sat) @@	9/11/03 (Sun)
Fees	$1,800	$1,250	$380
	Part 3		
P3.1 - Audit and Assurance Services	13/9/03 – 29/11/03 (Sat) @	21/9/03 – 23/11/03 (Sun) ##	8/11/03 (Sat)
P3.2 - Advanced Taxation	13/9/03 – 29/11/03 (Sat) @@@	20/9/03 – 22/11/03 (Sat) @@	16/11/03 (Sun)
P3.3 - Performance Management	13/9/03 – 29/11/03 (Sat) @@	23/9/03 – 25/11/03 (Tue) ***	23/11/03 (Sun)
P3.4 - Business Information Management	19/9/03 – 28/11/03 (Fri)	20/9/03 – 22/11/03 (Sat) @	15/11/03 (Sat)
P3.5 - Strategic Business Planning and Development	16/9/03 – 25/11/03 (Tue)	24/9/03 – 26/11/03 (Wed) *	22/11/03 (Sat)
P3.6 - Advanced Corporate Reporting	16/9/03 – 25/11/03 (Tue)	26/9/03 – 28/11/03 (Fri)	18/10/03 (Sat) & 19/10/03(Sun)
P3.7 - Strategic Financial Management	19/9/03 – 28/11/03 (Fri)	21/9/03 – 23/11/03 (Sun)#	26/10/03 (Sun)
Fees	$2,150	$1,400	$450

a. Students will be given a lot of revision materials, but will be expected to pay for any textbooks used.
b. A lot of attention will be paid to past questions and examination techniques. Mock examinations will be set.
c. A detailed timetable will be available in July 2003.

Entry Requirements	There are no specific entry requirements. However, students must check with ACCA that they are eligible to take the examinations.
Day(s) / Times	• Stream 1 and Stream 2 Weekdays: 6:30 - 9:30 p.m., or 6:45 - 9:45 p.m. (*), or 7:00-10:00p.m.(***) Saturdays: 2:30 - 5:30 p.m. (@), or 6:30 - 9:30 p.m. (@@), or 2:00-5:00p.m.(@@@) Sundays: 9:30 a.m. - 12:30 p.m. (#), or 2:00 - 5:00 p.m. (##). • Stream 3 Saturdays: 2:00 - 10:00 p.m., including a one-hour break. Sundays: 10:00 a.m. - 6:00 p.m., including a one-hour break.
Information and Application	Detailed information and a special application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by fax,** from 2858 4750. • **by phone,** from Ms Agnes Hung on 2867 8474.

HKAAT Examinations Preparatory Programmes

Enquiries: 2867 8474 E-mail:agnesh@hkuspace.hku.hk

We offer the following exam preparatory courses to prepare students for the HKAAT Accounting Technician Examinations (ATE) and Professional Bridging Examinations (PBE) in December 2003:

Accounting Technician Exam Preparatory Programme ATE – 40-hour course starting from September 2003

Paper	Course Number	Dates
	Part 1	
1. Financial Accounting	AC 41-099-73 (31)	TBA
2. Business Communication	AC 41-099-74 (31)	TBA
3. Cost Accounting	AC 41-099-75 (31)	TBA
4. Information Technology Applications in Accounting	AC 41-099-76 (31)	TBA
	Part 2	
5. Hong Kong Taxation	AC 41-099-77 (31)	TBA
6. Hong Kong Business Law	AC 41-099-78 (31)	TBA
7. Advanced Accounting	AC 41-099-79 (31)	TBA
8. Auditing	AC 41-099-80 (31)	TBA

Professional Bridging Examination Preparatory Programme PBE – 40-hour course starting from September 2003

Paper	Course Number	Dates
I Financial Reporting	AC 41-099-81 (31)	TBA
II Management Accounting	AC 41-099-82 (31)	TBA
III Financial Management	AC 41-099-83 (31)	TBA
IV Legal Environment	AC 41-099-84 (31)	TBA

TBA: The dates and venues will be available from July 03, please call our office at 2867 8474, Ms. Agnes Hung for details or visit our web site at www.hku.hk/space

1. All courses will be taught by qualified and experienced teachers.
2. Students will be given a lot of prepared revision materials, but will be expected to pay for textbooks used, if necessary.
3. Though a lot of attention will be paid to examination papers revision. Classes will be well structured and suitable assessments and project work will be given to assist students to learn the basic core concepts of relevant papers
4. Detailed information and a speical application form are available in person at any HKU SPACE Enrolment Centre, by fax from 2858 4750, by phone at 2867 8474 or by e-mail to agnesh@hkuspace.hku.hk

Fee	
	Accounting Technician Examination (ATE) $1,750 / paper; $1,600 / paper (For applications received at our office on or before 8 Sept 03)
	Professional Bridging Examination (PBE) $2,500 / paper; $2,250 / paper (For applications received at our office on or before 8 Sept 03); $2,100 / paper (For HKU SPACE ATE students. One ATE course taken is entitled to one discounted PBE course)

AC 41-806-00 (31)
CIMA Professional Examinations: Examination Preparatory Programme

Enquiries: 2867 8474

We offer the following revision courses to prepare students for the CIMA examinations in September 2003.

Course Code	Paper No.	Foundation Level Subject	Subject Code	Start Date
AC 41-806-01	1	Financial Accounting Fundamentals	FAFN	Monday, 22/9/03
AC 41-806-02	2	Management Accounting Fundamentals	FMAF	Tuesday, 23/9/03
AC 41-806-03	3a	Economics for Business	FECB	Friday, 26/9/03
AC 41-806-04	3b	Business Law (HK)	FBLW	Wednesday, 24/9/03

Course Code	Paper No.	Foundation Level Subject	Subject Code	Start Date
AC 41-806-05	3c	Business Mathematics	FBSM	Thursday, 25/9/03
AC 41-806-06	4	Finance	IFIN	Tuesday, 23/9/03
AC 41-806-07	5	Business Taxation (HK)	IBTX	Tuesday, 23/9/03
AC 41-806-08	6	Financial Accounting	IFNA	Thursday, 25/9/03
AC 41-806-09	7	Financial Reporting	IFRP	Saturday, 20/9/03
AC 41-806-10	8	MA - Performance Management	IMPM	Monday, 22/9/03
AC 41-806-11	9	MA - Decision Making	IDEC	Wednesday, 24/9/03
AC 41-806-12	10	Systems and Project Management	ISPM	Thursday, 25/9/03
AC 41-806-13	11	Organisational Management	IORG	Saturday, 20/9/03

Course Code	Paper No.	Foundation Level Subject	Subject Code	Start Date
AC 41-806-14	12	MA - Business Strategy	FLBS	Monday, 22/9/03
AC 41-806-15	13	MA - Financial Strategy	FLFS	Wednesday, 24/9/03
AC 41-806-16	14	MA - Information Strategy	FLIS	Friday, 26/9/03
AC 41-806-17	15	MA - Case Study	FLCS	Saturday, 20/9/03

a. These revision courses have 21 hours of tuition. Evening classes are held from 6:30 to 9:30 p.m., and Saturday classes from 2:30 to 5:30 p.m. Foundation Level class fees are $1,260; Intermediate and Final Level fees are $1,470.
b. Stages must be taken in sequence: i.e. Foundation before Intermediate, Intermediate before Final.

Entry Requirements	Registered CIMA students can enrol in the courses. Students must check that they are eligible to take the CIMA examinations. (Tel: 2511 2003)
Information and Application	Detailed information and a special application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by fax,** from 2858 4750. • **by phone,** from Ms Agnes Hung on 2867 8474. • **from CIMA,** at Unit A, 6/F, China Overseas Building, 139 Hennessy Road, Wanchai, H.K. Tel 2511 2003.

ACCA's Diploma in Financial Management: Examination Preparatory Programme

Enquiries: 2867 8474 e-mail: agnesh@hkuspace.hku.hk

The Diploma in Financial Management is awarded by The Association of Chartered Certified Accountants (ACCA). Examinations are held in Hong Kong in June and December each year.

To prepare candidates for the examination, we offer the courses listed below. Taking 2 modules at a time will enable candidates to complete the programme in one year.

Paper	Course Number	Title
1	AC 41-099-28-01 (31)	Interpretation of Financial Statements 14/9, 28/9, 12/10, 26/10, 9/11, 23/11
2	AC 41-099-29-01 (31)	Performance Management 21/9, 5/10, 19/10, 2/11, 16/11, 30/11
3	AC 41-099-30-01 (31)	Financial Strategy 6/9, 20/9, 11/10, 25/10, 8/11, 22/11
4	AC 41-099-31-01 (31)	Risk Management 13/9, 27/9, 18/10, 1/11, 15/11, 29/11

Note: Applicants must register with ACCA before they can sit the examinations, and should confirm their eligibility with ACCA before enrolling in the HKU SPACE modules.

Full-time Commitment to Part-time Education

Entry Requirements	Applicants must comply with ACCA conditions. Enquiries should be made to ACCA at 2524 4988.
Day(s) / Times	Saturdays and Sundays 2:30 - 5:30 p.m. Dates as indicated.
Duration	18 hours, 6 sessions per module.
Venue	to be advised
Fee(s)	$2,000 per module.
Information and Application	Detailed information and a special application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by fax,** from 2858 4750. • **by phone,** from Ms Agnes Hung on 2867 8474. • **from ACCA Hong Kong Branch,** at 1901, 19/F, Worldwide House, 19 Des Voeux Road, Central, H.K. Tel. 2524 4988.

Short Courses

短期課程

AC 41-099-01-01 (31)
Advanced Financial Accounting

This course is suitable for students preparing for professional accounting examinations; those who have obtained LCCI Higher Accounting qualifications or above and who wish to advance their accounting knowledge; and those who have to prepare, interpret or audit company accounts and who wish to have a thorough and up-to-date understanding of company accounts.

The topics selected for advanced discussion are: the accounts of limited companies, all statements of standard accounting practice and financial reporting standards in Hong Kong and the United Kingdom, valuation of business, price level accounting, cash flow statement, pension costs, earnings per share, leasing and hire purchase contracts, foreign currency translation, deferred taxation, segment reporting, group accounts including addition and disposal of subsidiaries, vertical and mixed groups, foreign subsidiaries, mergers and acquisitions, associated undertakings, etc.

Venue : To be advised
Day(s)/Times : Saturdays, 2:30-5:30 p.m., starting 23 Aug 03 (16 meetings)
Fee : $1,840
Medium of Instruction : Cantonese, supplemented by English

AC 41-099-02-01 (31)
Foundation Accounting

This course covers most of the topics in the syllabus for the Foundation Stage of the ACCA/HKSA examinations. The main areas of study will be: introductory topics in accounting and the accounting equation; books of prime entry and book-keeping; manufacturing, trading and profit and loss accounts, balance sheets and related adjustments and provisions; bank reconciliation statements; final accounts for sole trader and partnerships; incomplete records; accounting for non-profit-making organisations; introduction to the financial framework of limited companies including the issue of shares and debentures, increase and reduction in capital and simple final accounts for internal uses.

Venue : To be advised
Day(s)/Times : Saturdays, 2:30-5:30 p.m., starting 23 Aug 03 (12 meetings)
Fee : $1,165
Medium of Instruction : Cantonese, supplemented by English

AC 41-099-03-01 (31)
Higher Accounting

This course is for anyone studying at the intermediate level of the professional accounting or company secretarial examinations. It also covers many of the major topics in the LCCI Higher Accounting examination. Topics to be covered include: branch accounts, cash budgeting and proforma financial statements, ratio analysis and interpretation of accounts, group accounts, joint venture, investment, partnership and cash flow statement. An introduction to the Statements of Standard Accounting Practice (SSAP's) will also be given.

Venue : To be advised
Day(s)/Times : Thursdays, 7:00-9:30 p.m., starting 28 Aug 03 (14 meetings)
Fee : $1,165
Medium of Instruction : Cantonese, supplemented by English

AC 41-099-04-01 (31)
Intermediate Accounting

The course completes the coverage of the syllabus of Second Level Book-keeping and Accounts (formerly Intermediate Book-keeping) of the LCCI examination. In particular, it presents the principles and treatments for partnerships and limited companies, bills of exchange, consignment accounts, manufacturing accounts, branch accounts, control accounts, incomplete records and single entry, the valuation of stock, depreciation, accounting for non-profit-making organizations and goodwill, treatment for provisions and reserves, calculation and interpretation of accounting ratios.

This course is especially suitable for those who intend to sit for the relevant LCCI examinations. Applicants should have a knowledge of elementary book-keeping.

Venue : To be advised
Day(s)/Times : Saturdays, 3:00-5:30 p.m., starting 23 Aug 03 (16 meetings)
Fee : $1,270
Medium of Instruction : Cantonese, supplemented by English

AC 41-099-05-01 (31)
Elementary Book-keeping and Accounts

This course will cover the principles of elementary book-keeping, the theory of double entry systems; the keeping of books of original entry such as: sales books, returns inwards/outwards books, cash book and petty cash; bank account, bank reconciliation statement; cheques and bank drafts; the ledger, debtors and creditors account; the trial balance; the final account and the balance sheet; the journal and the adjustment.

The course is especially designed for those who need to understand accounting principles and practices and to operate a set of financial books of records.

Venue : To be advised
Day(s)/Times : Saturdays, 2:30-5:30 p.m., starting 23 Aug 03 (15 meetings)
Fee : $1,165
Medium of Instruction : Cantonese, supplemented by English

AC 41-099-06-01 (31)
Basic Auditing

This is an introductory course for those with no knowledge of auditing. It is suitable for those just starting work in this field and particularly for businessmen who need to liaise with auditors. Its aim is to provide an understanding of modern practical audit techniques on financial statements. Beginning with principles of auditing, the course will survey existing traditional auditing techniques and take a brief look at recent developments such as computer auditing. International standards and guidelines of practice will be covered as well as the professional duties and legal liabilities of the auditor.

Venue : To be advised
Day(s)/Times : Wednesdays, 6:30-8:00 p.m., starting 27 Aug 03 (10 meetings)
Fee : $588
Medium of Instruction : Cantonese, supplemented by English

AC 41-099-10-01 (31)
Introduction to Import / Export Practice

This course introduces the various aspects of import/export practice for those working in an import/export firm and a bank's bills department. On completion of this course, participants should be able to understand the basic concepts and identify the documentation of the import/export trade.

Topics include: international trade theories, INCOTERMS, CIF calculation, documentary credits, special types of credit and packing loan, bills of lading and shipping documents, negotiable documents and bills of exchange, insurance, trust receipt and shipping guarantee, uniform Customs and Practice for Documentary Credits Publication No. 500 and Collection Rules No. 322, criteria for granting of bank facilities for trade financing, foreign exchange, Hong Kong Export Credit Insurance Corporation, Hong Kong Trade Development Council.

Venue : To be advised
Day(s)/Times : Saturdays, 2:30 p.m.-5:30 p.m., starting 23 Aug 03 (8 meetings)
Fee : $920
Medium of Instruction : Cantonese, supplemented by English

AC 41-099-07-01 (31)
香港稅務：原理與實際應用

本課程內容包括介紹香港稅務法例之內容，特別注重利得稅、薪俸稅、物業稅及個人入息稅，並討論如何向稅務局提出申訴。主講者除對這些法例的原理作簡單講述外，並給學員講授實際的應用，及如何填寫各種報稅表格、如何向稅局追討發還超額繳納之稅款及稅局如何向納稅人追收稅款等。

地　點 ：容後公佈
開課日期及時間 ：2003年8月27日起逢星期三 6:30-8:00 p.m. (共15講)
學　費 ：$810
教學語言 ：由於涉及大量專門術語，學員須具有英語知識

AC 41-099-09-01 (31)
小型企業策劃和管理

本課程目的在提供一般小型企業管理人員應具備的常識，及說明對創立及管理小型企業所應注意的各方面問題，課程內容包括：小型企業的組織及型態、財務、銷售、人事及生產運作的策劃、管理和控制、一般商業法例的知識等。本課程將引述本港的實際情況以作討論的例證。

地　點 ：容後公佈
開課日期及時間 ：2003年8月27日起逢星期三 6:30-8:30 p.m. (共12講)
學　費 ：$850
名額 ：40人

AC 41-099-72(31)
IS Auditing

This course is designed for audit staff interested in upgrading themselves by learning an advanced auditing tool under Windows-AuditEasy. AuditEasy provides features from reporting a trial balance in electronic format into system, preparing working papers and producing the financial statements. The aims of the course are to provide practical training to enable students by using AuditEasy for carrying out audit work to enhance efficiency and effectiveness. Applicants should presently be audit staff and be able to use MS Word and MS Excel.

Venue : To be advised
Day(s)/Times : Saturdays, 2:30 – 5:30 p.m., starting 23 Aug 03 (10 meetings:12 hours computer lab, 18 hours lecture)
Fee : $1,600
Medium of Instruction : English, supplemented by Cantonese

Head of Division 學部主任
Lam, Keith P.C. 林培燦

Academic Staff 教學人員
Ho, Y.K. 何月貴
Tsui, Anthony S.C. 徐杼顓
Mok, Daniel S.C. 莫兆財

Divisional Affairs Executive 學部事務主任
Kwok, Tammy P.Y. 郭碧儀

Financial Studies 財務學
Financial Practices and Professional Studies 財務學實務及專業課程

34/F., United Centre,95 Queensway, Hong Kong.
香港金鐘道 95 號統一中心 34 樓
Fax 傳真: 2861 0278

Finance

財務學

全球金融市場不斷轉變，時刻影響著香港的經濟。香港要維持金融中心的領導地位，必須加強業內人士對財務管理和危機管理知識的掌握。

財務學部為從事金融行業的人士，提供專業發展和終身學習的機會。學院推出一系列廣泛而全面的兼讀課程，頒授本地及海外的相關認可學歷，由證書、文憑、學位、深造課程以至短期課程，適合不同人士修讀。學院更進一步加強與專業團體及業內人士的聯繫，相繼推出針對金融分析、財務企劃、退休計劃管理，以及持續專業訓練和持續專業發展的課程，以應市場需求。

證監會學術評審諮詢委員會已批准本院成為提供持續培訓的認可機構。持牌人必須選擇與其牌照活動有關和有助他們提高金融業知識的課題，以符合持續培訓規定。

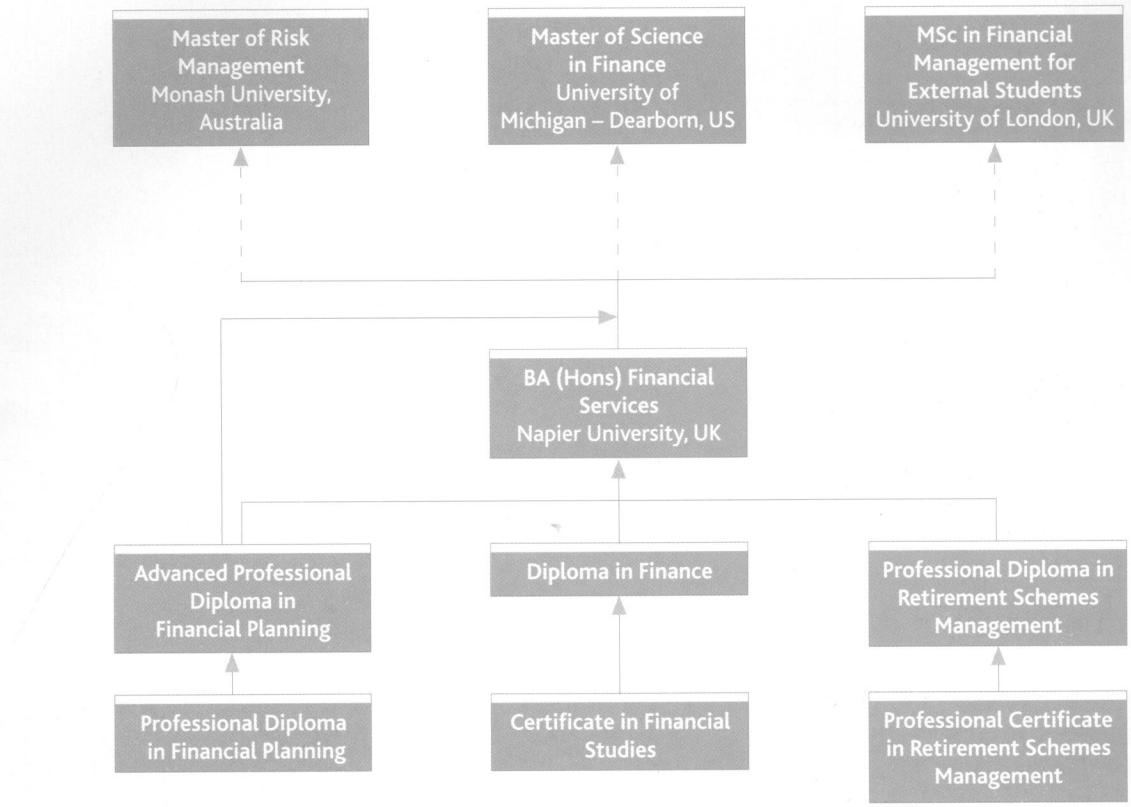
Constant changes in the global financial markets have significantly impacted on the Hong Kong economy. The need to maintain Hong Kong's role as a leading financial center has resulted in increasing demands for upgrading skills and knowledge in wealth and risk management.

The Division of Finance is committed to the professional development and lifelong education of finance professionals and practitioners, both in the private and public sectors. It offers a wide and comprehensive spectrum of courses in financial studies ranging from local and overseas award-bearing programmes at certificate, diploma, degree and postgraduate levels to short courses on a part-time study mode. The programmes are designed with multiple entry and exit points to allow maximum learning flexibility for students. The Division has established links with professional bodies and offers not only professional courses in financial analysis, financial planning and retirement schemes management but also Continuing Professional Training (CPT) and Continuing Professional Development (CPD) courses to meet industry requirements.

The Academic and Accreditation Advisory Committee (AAAC) of the Securities and Futures Commission have approved the School to provide Continuous Professional Training (CPT) courses. Licensees are advised to note that only training programmes relevant to the activities for which a licensee is licensed will serve CPT purposes.

www.hku.hk/space/div_fb

Financial Studies
財務學



FB 08-801-01 (31)
MSc in Financial Management for External Students

University of London, UK

Enquiries: 2867 8312 E-mail: camy@hkuspace.hku.hk

This distance-learning programme has been developed by the Centre for Financial and Management Studies (CeFIMS) of the School of Oriental and African Studies, University of London. HKU SPACE provides local tutorial and administrative support. The MSc degree can be completed in a minimum of 2 years and a maximum of 5 years.

The programme focuses on the principles and techniques of economics needed at various levels of management in commercial banks, investment banks, fund management institutions or corporate treasurers' departments.

There are 7 courses:

- Banking and Finance
- Managerial Economics
- Quantitative Methods for Financial Management
- Bank Financial Management
- Investment and Project Appraisal
- Portfolio Analysis and Derivatives
- Corporate Finance

a. Not all courses will be available every year. Nor will they be offered at any particular time during the year.
b. Students receive comprehensive course materials designed by experts in distance learning. These are supplemented by local teaching support.
c. Assessment is based on final examination (70%) and coursework (30%) graded by tutors from the UK. Examinations are held in September/October.

Entry Requirements	Applicants should have a recognised degree in economics or a related quantitative subject that includes some economics. Applicants with senior level work experience and / or professional qualifications that include economics or finance may also be considered. In all cases, the selection of applicants will be made by CeFiMS on the merits of the case.

Fee(s)	• £8,182 for the whole programme, payable in 2 instalments (£5,090 in December 2003 and £3,092 in January 2005). • There is also a fee payable directly to the Hong Kong Examinations and Assessment Authority for conducting the examinations.	
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website**, http://www.hku.hk/space/div_fb	Course start date: January/February 2004. Closing date for application : 31 October 2003

This course is exempted from registration under the NLHPE Ordinance.

FB 08-809-00 (31)

Master of Science in Finance

The University of Michigan-Dearborn

Enquiries: 2867 8312 E-mail: camy@hkuspace.hku.hk

This programme is developed by the Department of Accounting and Finance of the School of Management of The University of Michigan-Dearborn. HKU SPACE provides local tutorial and administrative support.

The programme emphasises the applications of contemporary financial concepts in analysing current financial issues and making strategic decisions in major corporations, investment companies, investment banks or other financial institutions.

There are 10 courses:

Compulsory Courses	
• Financial Management I	• Financial Management II
• Economic Analysis: Firm and Consumer	• Investment Analysis and Management
• Economic Analysis: Industry and Economy	• Speculative Markets
• Applied Statistical Modelling	• International Financial Management

Elective Finance Courses (2 courses from the following list, offered subject to availability)

- Corporate Financial Applications
- Current Issues in Investments and Capital Markets
- Financial Intermediation
- Graduate Seminar

A recognised Honours undergraduate degree with an average grade B (2nd class Honours, UK System), preferably with strong quantitative skills;
a. There are 2 intakes a year in February and October.
b. There are 3 semesters a year, with 2 courses each semester.
c. Assessment is based on coursework (20% - 30%) and examinations (70% - 80%).

Entry Requirements	Applicants should: • be proficient in English, as demonstrated by: a. a bachelor's degree or equivalent that used English as its primary medium of instruction; b.TOEFL • GMAT in the last 5 years; with possible exemption subject to the approval of University of Michigan-Dearborn. • have 2 years' full-time work experience.
Duration	2 years (minimum), 5 years (maximum).
Fee(s)	• Course Fee: US$14,155 for the whole programme, payable in 2 instalments. • Application Fees: $150, non-refundable.
Information and Application	Detailed information and an application form are available by calling Ms Camy Chu on 2867 8312 or from the HKU SPACE website http://www.hku.hk/space/div_fb. Closing date for application: 29 August 2003 (Friday) Course start date: October 2003

This course is exempted from registration under the NLHPE Ordinance.

AC 60-801-00(31)
Master of Risk Management
(Subject to approval)

Monash University, Australia
Enquiry: 2867 8312 Fax: 2848-4750
Email: camy@hkuspace.hku.hk

INTRODUCTION

HKU SPACE is pleased to offer the Master of Risk Management and the Executive Certificate in Risk Management in conjunction with Monash University. These programmes recognize the increasing importance of general or integrated risk management in business and government and provide a high level of training in this area. These programmes target not only risk professionals but also professionals in related fields who have responsibilities for controlling risk within their organizations. The objectives of the risk management programmes are:

1. To teach current practices in risk management and possible future developments in the field.
2. To teach the integration of risk management into formal corporate policy and management.
3. To improve critical thinking and problem solving in risk management .
4. To recognize how to use risk management concepts to increase the competitive advantage of the organization.

PROGRAMME STRUCTURE

Module Name	Programme		
	Graduate/ Executive Certificate	Graduate Diploma	Master
1. Introduction to Risk Principles	•	•	•
2. Risk Financing and Treasury Management	•	•	•
3. Risk Control and the Law	•	•	•
4. Quantitative Methods for Risk Analysis	•	•	•
5. Insurance Law		•	•
6. Principles of Risk Transfer		•	•
7. Issues in Risk Management			•
8. Case Studies in Risk Management			•
9. Elective Module			•
10. Elective Module			•
11. Elective Module			•
12. Elective Module			•

Tentative Elective Modules:
1. Advanced Financial Risk Management
2. Fraud Examination
3. Institutional Asset and Liability Management
4. Advanced Auditing and Professional Practice
5. Financial Statement Analysis

Entry Requirements	A recognized Bachelor degree or equivalent qualification. Non-degree holders can also enter the programme via the Executive Certificate if they satisfy all of the following criteria: 1. Have at least 15 years of relevant working experience 2. Have been either an owner manager or in a management/supervisory position and at the same time have administered expenditure in excess of HK$2 million per annum for at least 3 years 3. Are recommended by their employer or, if self-employed, provide suitable references
Day(s) / Times	Classes are held on weekday evenings and on weekends. There are 3 semesters of 4 months each per year commencing in July, November and March.
Duration	Normally 2 years assuming students take 2 modules per semester during the academic year (3 semester per year).
Fee(s)	Australian $1,870 per module
Medium of instruction	The medium of instruction used in all modules will be English.

Information and Application	Please fill in the enclosed application form and attach a copy of all relevant academic transcripts and/or professional qualifications. Applicants will also have to pay a non-refundable application fee of HK$150. Please submit all application materials at one of HKU SPACE enrolment centers.
Exemptions	Monash University may grant exemptions for courses of equivalent content and level taken at recognized institutions. The maximum number of exemptions for all programmes is 50% of the number of modules in the programme.

These courses are applying for exemption from registration under the NLHPE Ordinance.

FB 08-810-00 (31), FB 08-810-11(32)
BA (Hons) Financial Services

(a 2-year top-up programme)

Napier University, UK

Enquiries: 2867 8317 E-mail: grace@hkuspace.hku.hk

We offer this 2-year top-up programme with Napier University, UK. It offers students the opportunity either to enter the financial services industry or, if they already have professional insurance or banking qualifications, to enhance their existing skills and knowledge. HKU SPACE provides local tutorial and administrative support.

Students can enter either at Level 3 or Level 4, depending on their qualifications and experience.

Each Level has 8 modules:

Level 3 (one year study)	Level 4 (one year study)
• Personal Financial Planning I	• Personal Financial Planning II
• Financial Services and Business Planning I	• Financial Services and Business Planning II
• Corporate Risk Management	• Management of Financial Institutions
• Managerial Economics and Decision Making	• Investment Analysis and Funds Management
• Global Finance	• Global Financial Risk Management
• Information Technology and Financial Services	• Money and Finance
• Monetary Economics	• Economics of Business Strategy
• Marketing of Financial Services	• Economics of Corporate Financing

a. There are 3 intakes a year, in July, November and March.
b. There are 3 semesters a year, with 2 - 3 modules in each semester.
c. Assessment is based on coursework and examinations.

Entry Requirements	Applicants for direct entry to Level 3 should: • **either,** have the HKU SPACE Diploma in Finance; • **or,** have completed Years 1 and 2 of Napier University's BA (Hons) Financial Services with satisfactory results; • **or,** have equivalent qualifications. Applicants for direct entry to Level 4 should: • **either,** be Associate of the Chartered Insurance Institute, UK; • **or,** be Senior Associate of the Australian and New Zealand Institute of Insurance and Finance; • **or,** be Associate of the Hong Kong Institute of Bankers; • **or,** have completed Years 1, 2 and 3 of Napier University's BA (Hons) Financial Services with satisfactory results; • **or,** have the HKU SPACE Advanced Professional Diploma in Financial Planning or have equivalent qualifications.
Duration	• Students admitted direct to Level 3: 2 - 4 years. • Students admitted direct to Level 4: 1 - 3 years.
Fee(s)	• Course Fee: $4,600 per module. • Application Fee: $150, non-refundable.
Closing Date for Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website,** http://www.hku.hk/space/div_fb Closing dates for application are: 20 June 2003 for the July 2003 intake, 17 October 2003 for November 2003 intake.

This course is exempted from registration under the NLHPE Ordinance.

FB 08-101-00 (23), FB 08-101-00(31)
Diploma in Finance

Enquiries: 2867 8317 E-mail:camy@hkuspace.hku.hk/ grace@hkuspace.hku.hk

12 courses are studied over 4 terms. There are 8 compulsory courses and 4 elective courses:

8 compulsory courses:	
• Principles of Accounting	• Mathematics for Finance
• Microeconomics	• Introduction to Finance
• Quantitative Methods	• Macroeconomics
• Investments	• Principles of Banking

4 elective courses chosen from the following*:	
• Management Accounting	• Money and Banking
• Introduction to Information Management	• International Financial Markets
• The Hong Kong Financial Markets	• Financial Statement Analysis
• Derivatives and Risk Management	

*Subject to availability

a. Assessment is based on coursework (40%) and examinations (60%).
b. There are 3 intakes a year, in January, May and September.

Holders of this Diploma gain direct entry to Level 3 Studies to complete **Napier University's BA(Hons) Financial Services in 2 years.**

Entry Requirements	Applicants should: • **either,** have 5 passes, including English and Mathematics, in HKCEE or equivalent; plus, one A-level pass or 2 AS level passes in any subject; plus, at least 2 years of work experience. • **or,** have either the ***HKU SPACE Certificate in Financial Studies*** or another equivalent post-secondary academic qualification, plus at least 2 years of working experience.
Day(s) / Times	Weekday evenings, and weekends (including Sundays).
Duration	It is expected that all 12 courses will be studied in $1^1/_2$ years.
Fee(s)	• Course Fee: $3,300 per course. • Application Fee: $150, non-refundable.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website,** http://www.hku.hk/space/div_fb
Closing dates for application	• May intake: 26 April 2003 (1st Batch), 10 May 2003 (2nd Batch). • September intake: 23 August 2003 (1st Batch), 6 September 2003 (2nd Batch). To avoid disappointment, applicants are strongly advised to submit their applications by the first batch closing dates.

FB 08-807-00 (31) / FB 08-807-00 (32) / FB 08-807-00 (33)
財務學證書

查詢電話 : 2867 8317 E-mail: grace@hkuspace.hku.hk

本課程是新鴻基金融集團與本學院合辦的一年制證書課程，課程提供基本財務知識及預備學生投考香港證券專業學會的證券及期貨從業員資格考試。凡通過考試的考生，便符合證監會之勝任能力的規定而可獲取相關的牌照。

新鴻基金融集團頒發三個獎學金給每期成績最優異的畢業生，及提供二個在該集團當見習生的實習機會給畢業的學生，甄選過程由新鴻基金融集團負責。

課程

本課程共有六科，每年舉辦三個學期 (一月、五月和八月)。

- 商務英語運用
- 會計學導論
- 金融工具
- 基礎商務數學及統計學
- 經濟學導論
- 証券條例與商品交易及運作

開課日期 : 八月份學期— 2003 年 9 月上旬
一月份學期— 2004 年 1 月中旬
五月份學期— 2004 年 5 月中旬

學　費 : 每科 $2,400
(十堂共三十小時包括考試);
報名費 : HK$150 (概不退回)
(學員每學期須選讀兩科)

教學語言 : 以廣東話為主，輔以英語
(試卷以英文作答) 。

入學資格

1) 中五會考取得五科合格包括中文、英文及數學及最少有二年的工作經驗；或
2) 年滿二十一歲或以上及有財務工作經驗人士均可報名。

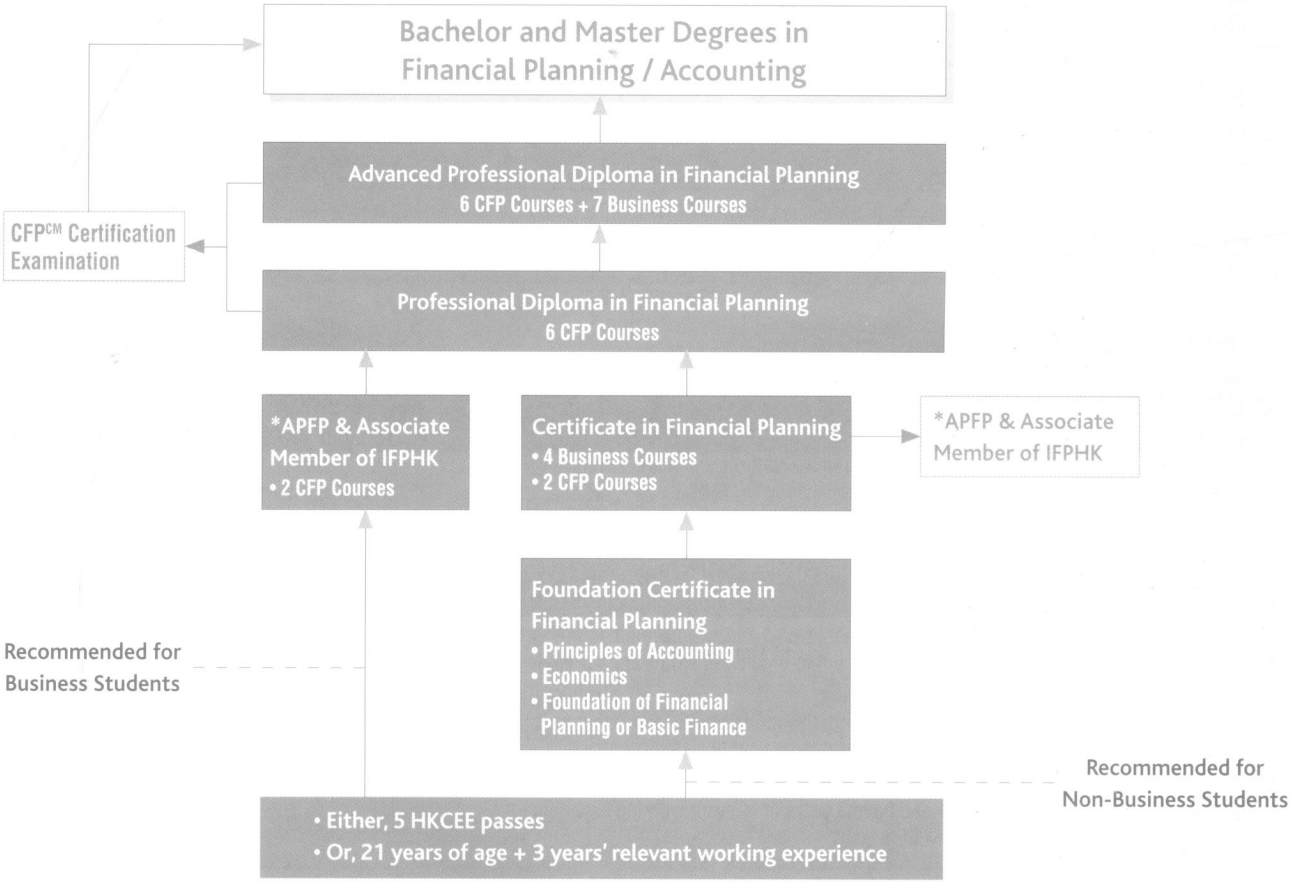
截止報名日期:

八月份課程 ：2003 年 8 月 18 日 （FB 08-807-00/31）
一月份課程 ：2003 年 12 月 22 日 （FB 08-807-00/32）
五月份課程 ：2003 年 4 月 15 日 （FB 08-807-00/33）

Financial Practices and Professional Studies
財務學實務及專業課程

FAX 傳真：2858 4750

Financial Planning Progression Chart



* Apart from the completion of 2 CFP courses, additional education requirements may apply. Students should check with IFPHK to see if they meet the minimum eligibility requirements for Associate Personal Financial Planner (APFP) and Associate member of IFPHK.

IFPHK Registered CFP[CM] Financial Planning Programmes
AC 60-104-00(23)
Advanced Professional Diploma in Financial Planning

Enquiries: 2867 8483 / 8480 / 8467 E-mail: jynchu@hkuspace.hku.hk / charlott@hkspace.hku.hk

The programme prepares students for both the CERTIFIED FINANCIAL PLANNER[CM] certification examination and also for entry to Bachelor or Master degree programmes in Financial Planning / Accounting:

The programme includes Business courses (Bus) designed by HKU SPACE and CFP[CM] courses designed by the Institute of Financial Planners of Hong Kong Limited (IFPHK). HKU SPACE is a registered provider of IFPHK's education programme.

AC 60-104-00 (23) – Advanced Professional Diploma in Financial Planning	
Besides meeting the educational requirements of IFPHK for sitting the CFP[CM] certification examination, this programme prepares students for further studies at Bachelor's and Master's level in both Financial Planning and Accounting.	
Content	
Business Courses	**CFP Courses**
• Principles of Accounting (Bus)	• Foundation of Financial Planning (CFP Module 1)
• Economics (Bus)	• Insurance (CFP Module 2)
• Law (Bus)	• Investment (CFP Module 3)
• Basic Finance (Bus)	• Tax Planning (CFP Module 4)
• Management Information Systems (Bus)	• Retirement Plans and Employee Benefits (CFP Module 5)
• Organisation and Management (Bus)	• Advanced Financial Planning (CFP Module 6)
• Principles of Marketing (Bus)	

Exit Point 1 – Foundation Certificate in Financial Planning For students who want to obtain a basic education in financial planning	
• Principles of Accounting (Bus)	
• Economics (Bus)	
• Foundation of Financial Planning (CFP Module 1) or Basic Finance (Bus)	
Exit Point 2 – Certificate in Financial Planning For students who want to obtain a basic education in financial planning	
• Principles of Accounting (Bus)	• Economics (Bus)
• Law (Bus)	• Basic Finance (Bus)
• Foundation of Financial Planning (CFP Module 1)	• One chosen from CFP Modules 2, 3, 4 or 5
Exit Point 3 – Professional Diploma in Financial Planning For students who aim to complete the 6 CFP[CM] modules only.	
• Foundation of Financial Planning (CFP Module 1)	• Insurance (CFP Module 2)
• Investment (CFP Module 3)	• Tax Planning (CFP Module 4)
• Retirement Plans and Employee Benefits (CFP Module 5)	• Advanced Financial Planning (CFP Module 6)

Entry Requirements	Applicants must: • **either,** be 21 and have 3 years of relevant working experience; • **or,** have 5 HKCEE passes.
Exemptions	• Exemptions from the 7 business courses and 6 CFP courses may be granted to those who have completed equivalent courses at recognised post-secondary institutions or professional examinations. • For the Advanced Professional Diploma, the maximum number of exemptions is 8 courses.
Day(s) / Times	Once a week in the evening, 6:30 - 9:30 p.m. or during the weekend. There are 3 semesters a year, starting in September, May and January.
Duration	Business courses: 36 hours. CFP courses: 39 hours.

Fee(s)	• Business courses: $3,200 to $3,750. • CFP courses: $4,000.
Information and Application	Detailed information and application forms are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by fax,** at 2858 4750. • **by phone,** at 2867 8483 or 2867 8480 • **from the HKU SPACE website,** http://www.hku.hk/space/div_fb • **by email,** at jynchu@hkuspace.hku.hk or charlott@hkspace.hku.hk

CFP℠, CERTIFIED FINANCIAL PLANNER℠ and CFP℠ are common law certification marks owned by Certified Financial Planner Board of Standards Inc. The Institute of Financial Planners of Hong Kong Limited is the marks licensing authority for the CFP marks in Hong Kong, through agreement with CFP Board.

HK's First Retirement Scheme Management Programme Endorsed by Government
全港首個退休計劃管理專業課程獲政府全力支持

據政府統計處資料顯示，目前六十五歲及以上的長者，約佔全港人口的百分之十一，至二零三一年，將增至百分之二十四。為了配合人口老化的問題，政府於二零零零年底推行強制性公積金計劃，以加強社會保障機制。現時香港約有超過三萬名退休計劃管理從業員，預計將有更多人加入這個新行業，但卻未有相關的專業進修課程。為應需求，學院與香港退休計劃協會合辦了全港首個專業退休計劃管理課程，並於二月十三日舉行了簽約儀式。

退休計劃管理趨向專業化

香港特別行政區財務及庫務局常務秘書長苗學禮先生在儀式上表示，強制性公積金推行相當順利，至二零零二年底，約百分之九十四的僱主，百分之九十六的僱員及百分之八十一的自僱人士已參加了強制性公積金計劃，意味著退休計劃管理已逐漸發展成為一門專業。

香港退休計劃協會會長李仕達先生亦指出，開辦退休計劃管理課程是當務之急。據協會向會員進行的調查顯示，逾八成會員支持開辦專業退休計劃管理的短期及認可資格課程。

學院預計於今年下半年開辦專業證書及專業文憑課程，為從業員提供漸進式的專業培訓。

The Hong Kong Census and Statistics Department projects that the percentage of people aged 65 and above will increase from the current 11% of the population to 24% by 2031. The government has therefore introduced the Mandatory Provident Fund (MPF) as a major move to provide social security. It is imperative that professionalism be kept among 30,000 retirement scheme practitioners.

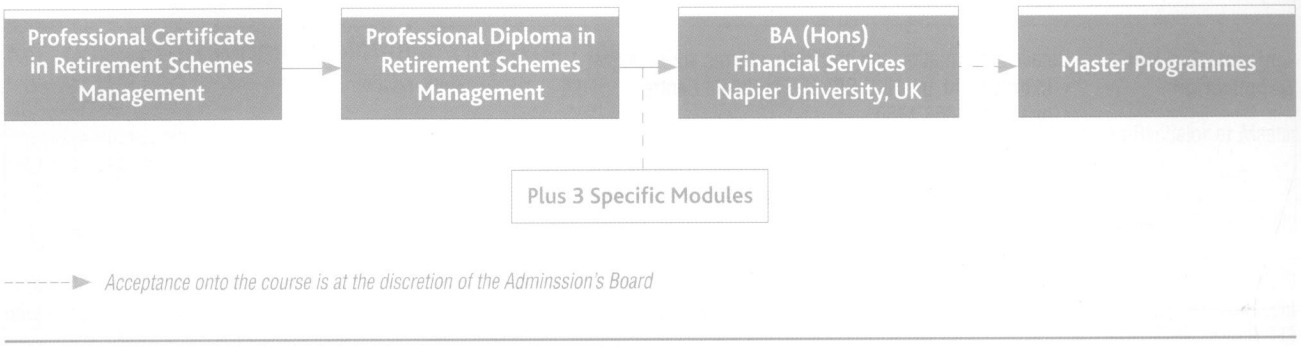
To address this need, HKU SPACE and the Hong Kong Retirement Schemes Association (HKRSA), the only local organization in retirement schemes management, launched the first professional Retirement Schemes Management programme in Hong Kong.

Retirement Planning: Towards Professionalism

At the signing ceremony, Permanent Secretary for Financial Services and the Treasury of HKSAR Mr. Tony Miller said that "at the end of 2002, about 94 per cent of employers, 96 per cent of their employees and 81 per cent of self-employed persons have signed up as participants in MPF schemes," which showed the popularity of the MPF.

HKRSA Chairman Mr. Stuart Leckie remarked that the programme was urgently needed, as a survey among HKRSA members indicated that more than 80% of respondents were in favour of the introduction of short courses and an accreditation programme.

A progressive series of part-time certification programmes, including Professional Certificate and Professional Diploma will be introduced from mid 2003.



FB 08-814-00 (22)
Professional Certificate in Retirement Schemes Management
FB 08-815-00 (22)
Professional Diploma in Retirement Schemes Management

In Collaboration with The Hong Kong Retirement Schemes Association (HKRSA)

Enquiries: 2867 8468 E-mail: ccleung@hkuspace.hku.hk

These programmes are jointly offered by HKU SPACE and HKRSA. The two programmes are designed to introduce concepts and practices in relation to retirement schemes management and to beef up knowledge and skills of workforce in the retirement schemes management industry. The Professional Certificate in Retirement Schemes Management programme and the Professional Diploma in Retirement Schemes Management programme consists of four courses and six courses respectively.

Professional Certificate in Retirement Schemes Management	
Theory and Practice in Retirement Schemes Management	Retirement Systems and Regulatory Framework
Principles of Retirement Planning and Counselling	Communication and Customer Service in Retirement Schemes Management

Professional Diploma in Retirement Schemes Management	
For Direct Entrants	**For Holders of Professional Certificate in RSM**
1. Retirement Systems and Regulatory Framework	1. Investments
2. Investments	2. Trusteeship
3. Trusteeship	3. Retirement Schemes Administration
4. Retirement Schemes Administration	4. Defined Benefit Schemes
5. Defined Benefit Schemes	5. Financial Plans and Employee Benefits **or**
6. Financial Plans and Employee Benefits **or**	Communication and customer services in Retirement Schemes Managerment.
Communication and Customer Services in Retirement Schemes Management	

a. Each module comprises of 11 three-hour teaching sessions and a 3-hour term-end examination.
b. Assessment is based on coursework (40%) and examinations (60%).

Professional Certificate in Retirement Schemes Management	
Entry Requirements	Applicants should • **either**, have five passes, including English and Mathematics, in HKCEE or equivalent; and minimum two years of working experience; • **or**, be at least 21 years of age and able to work with English, and minimum of two years of relevant experience in financial services or investment.
Duration	8 months (minimum) to 16 months (maximum)
Fee(s)	• Course Fee: $3,200 per module • Application Fee: $ 150
Medium of Instruction	English, supplemented by Cantonese

Professional Diploma in Retirement Schemes Management	
Entry Requirements	Applicants should • **either**, have five passes, including English and Mathematics, in HKCEE or equivalent; and one A-level pass or two AS level passes in any subject. If the candidate does not hold Advanced-level qualifications, equivalent post-secondary qualification are also acceptable (e.g. Foundation Certificates or Diplomas), and have a minimum two years of working experience. • **or**, hold the HKU SPACE/HKRSA Professional Certificate in Retirement Schemes Management.
Duration	12 months (minimum) to 24 months (maximum)
Fee(s)	• Course Fee: $3,200/$3,300/$4,000 per module • Application Fee: $ 150
Medium of Instruction	English, supplemented by Cantonese

The following information is common to the Professional Certificate and the Professional Diploma programmes.

Intakes	There are 3 intakes a year: July, September, January
Day(s)/Times	Weekly evenings and weekends. Exact days / time to be advised.
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website**, http://www.hku.hk/space/div_fb
Closing Dates for Application	June 15 for July 2003 intake. August 15 for the September 2003 intake.

Retirement Schemes
Management Executive Courses

We designed these modules for individuals who are interested in gaining working knowledge in the practices and management of retirement schemes. Currently offered as separate modules, they may fulfill part of the requirements of and therefore gain corresponding exemption from the upcoming Professional Certificate and Diploma programmes offered in collaboration with the Hong Kong Retirement Schemes Association (HKRSA).

FB 08-053-10 (22) / FB 08-053-10 (31)
Theory and Practice in Retirement Schemes Management

This enables students to understand the main theories and practices in managing retirement schemes. Students will gain an understanding of the different types of retirement schemes available, become knowledgeable in investments, risk and asset management and the processes involved in scheme administration such as the reporting process, communicating with members, complying with the law. This course serves as a foundation course for further in depth studies.

Tutor : To be advised
Venue : To be advised
Closing Date for Application : June 15 for July 2003 intake
August 15 for September 2003 intake
December 15 for January 2003 intake
Duration : 33 hours of study, one 3-hour examination
Course fee : $3,200
Medium of : English, supplemented by Cantonese Instruction

FB 08-053-09 (22) / FB 08-053-09 (31)
Principles of Retirement Planning and Counseling

This course focuses on the financial aspects of retirement planning and enables students to develop an appreciation of this subject from a customer service point of view. Students will learn the skills used to identify and analyze retirement needs in personal financial planning, make comparisons of various investment products, and develop an understanding on the global development of the area of retirement planning.

Tutor	:	To be advised
Venue	:	To be advised
Closing Date for Application	:	June 15 for July 2003 intake August 15 for September 2003 intake December 15 for January 2003 intake
Duration	:	33 hours of study, one 3-hour examination
Course fee	:	$3,200
Medium of Instruction	:	English, supplemented by Cantonese

FB 08-053-12 (22) / FB 08-053-12 (31)
Retirement Systems and Regulatory Framework

This course provides an introduction to the regulatory framework of the Hong Kong retirement system. The legal aspects of managing schemes and their formation will be illustrated. Students will identify and understand the laws and legal practices as well as understand the rights and obligations of entering into a retirement scheme. The history and the requirements of the regulatory bodies in Hong Kong and China will also be looked at.

Tutor	:	To be advised
Venue	:	To be advised
Closing Date for Application	:	June 15 for July 2003 intake August 15 for September 2003 intake December 15 for January 2003 intake
Duration	:	33 hours of study, one 3-hour examination
Course fee	:	$3,200
Medium of Instruction	:	English, supplemented by Cantonese

FB 08-053-13 (22) / FB 08-053-13 (31)
Communication and Customer Service in Retirement Schemes Management

This course introduces the various methods in maintaining and enhancing relationships, service quality and communications between service providers and customers. Also covered are the reporting and statutory compliance requirements in the practices of retirement scheme management.

Tutor	:	To be advised
Venue	:	To be advised
Closing Date for Application	:	June 15 for July 2003 intake August 15 for September 2003 intake December 15 for January 2003 intake
Duration	:	33 hours of study, one 3-hour examination
Course fee	:	$3,200
Medium of	:	English, supplemented by Cantonese Instruction

Learning Opportunities for the 21st Century

FB 08-053-15(22) / FB 08-053-15 (31)
Trusteeship

This course introduces the concept and role of trustees in managing retirement funds. Topics include duties, responsibilities, types of services provided. Relevant laws, regulations and compliance requirements governing the operations of trusteeship will also be discussed.

Tutor	:	To be advised
Venue	:	To be advised
Closing Date for Application	:	June 15 for July 2003 intake August 15 for September 2003 intake December 15 for January 2003 intake
Duration	:	33 hours of study, one 3-hour examination
Course fee	:	$4,000
Medium of	:	English, supplemented by Cantonese Instruction

FB 08-053-16(21) / FB 08-053-16 (31)
Defined Benefit Schemes

This course aims at providing students with fundamental understanding of defined benefit schemes: their design, characteristics, administration, compliance, valuation, and internal control issues. The course will also discuss basic aspects of asset management.

Tutor	:	To be advised
Venue	:	To be advised
Closing Date for Application	:	June 15 for July 2003 intake August 15 for September 2003 intake December 15 for January 2003 intake
Duration	:	33 hours of study, one 3-hour examination
Course fee	:	$4,000
Medium of Instruction	:	English, supplemented by Cantonese

FB 08-053-22 (22) / FB 08-053-11 (31)
Investments

This course introduces comprehensive technique tools used in analyzing investments. Major areas include: stock investments, bond investments, preferred stock and convertible securities investments, modern portfolio theory and asset pricing models. Applied topics related to retirement invesment will also be discussed

Tutor	:	To be advised
Venue	:	To be advised
Closing Date for Application	:	June 15 for July 2003 intake August 15 for September 2003 intake December 15 for January 2003 intake
Duration	:	33 hours of study, one 3-hour examination
Course fee	:	To be advised
Medium of Instruction	:	English, supplemented by Cantonese

FB 08-053-17(22) / FB 08-053-17 (31)
Retirement Schemes Administration

This course is designed to provide students with an understanding of the process of retirement schemes administration. The course will explore various key aspects of fund administration, in particular, the legislative requirements that the fund administrator must follow to ensure compliance.

Tutor	:	To be advised
Venue	:	To be advised
Closing Date for Application	:	June 15 for July 2003 intake August 15 for September 2003 intake December 15 for January 2003 intake
Duration	:	33 hours of study, one 3-hour exam
Course fee	:	HK$4,000
Medium of Instruction	:	English, supplemented by Cantonese

Chartered Financial Analyst (CFA®) Education Programmes

Enquiries: 2867 8483/ 8480/ 8467 Fax : 2858 4750 E-mail: jynchu@hkuspace.hku.hk / charlott@hkuspace.hku.hk

The following courses prepare applicants for the Chartered Financial Analyst (CFA®) Examinations:

AC 60-053-02 (21) – CFA® Level 1 Education Programme	
This course provides in-depth coverage of the 7 topics examined in the CFA® Level 1 Examination, and also gives extensive examination preparation.	
Day(s) / Times	Twice weekly, on weekdays, 6:45 - 9:45 p.m, or on weekends, 2:30 - 5:30 p.m. (starting approximately 1 Jan, 1 March and 1 September). The course will run for 10 consecutive weeks.
Duration	60 hours.
Fee(s)	• $6,500

AC 60-053-03 (21) – CFA® Level 2 Education Programme	
This course provides in-depth coverage of the 7 topics examined in the CFA®Level 2 Examination, and also gives extensive examination preparation.	
Day(s) / Times	Twice weekly, on weekdays, 6:30 - 9:30 p.m, or on weekends, 2:30 - 5:30 p.m. (starting approximately 1 January and 1 March). The course will run for 10 consecutive weeks.
Duration	60 hours.
Fee(s)	• $7,500

Please note that The Association for Investment Management and Research (AIMR) does not endorse, promote, review or warrant the accuracy of the products or services offered by organisations sponsoring or providing CFA® exam preparation materials or programmes, nor does AIMR verify pass rates or exam results claimed by such organisations. CFA® is a licensed service mark of AIMR. For general information on the CFA® programme, please look up the AIMR website: www.aimr.com

Entry Requirements	There are no specific entry requirements. However, students should check the requirements of the Association for Investment Management and Research (AIMR) to ensure that they qualify to sit for the CFA® examinations.
Information and Application	Detailed information and application forms are available: • **in person,** at any HKU SPACE Enrolment Centre • **by fax,** at 2858-4750 • **by phone,** at 2867-8483 / 2867 8480 / 2867 8467 • **from the HKU SPACE website,** http://www.hku.hk/space/div_fb • **by email,** at jynchu@hkuspace.hku.hk/ charlott@hkuspace.hku.hk
CFA® enquiries	Information about CFA® eligibility requirements, exam application, membership and the CFA® charter is available from: - AIMR(US) website, www.aimr.com - AIMR(HK) telephone, at 2868-2700

Full-time Commitment to Part-time Education

FB 08-806-00 (22)
香港證券專業學會文憑課程預備考試課程
Hong Kong Securities Institute Diploma Programme

查詢電話：2867 8468　電郵：ccleung@hkuspace.hku.hk

本課程為報考香港證券專業學會文憑課程人士而設的預備課程。證監會認可香港證券專業學會的文憑課程，凡通過文憑課程考試的考生，便符合證監會《適當人選的準則》的交易商、投資顧問及代表註冊的資格。（證監會學術評審諮詢委員會已批准本學部提供認可持續培訓的課程。）

開課日期　：卷一：2003年7月21日
卷二：2003年9月19日
卷三：2003年7月24日

課程	時數	學費
（一）經濟及金融市場、分析工具	授課時間共48小時＋模擬考試	$6,000
（二）法律守則及操守	授課時間共36小時＋模擬考試	$4,800
（三）投資分析、投資組合管理	授課時間共48小時＋模擬考試	$6,000

入學資格

專上學歷程度，中、英語文良好，有基本財經知識及相關工作經驗人士均可報名。

截止報名日期

2003年9月考試：
卷二：2003年6月上旬
2004年1月考試：
卷一：2003年6月15日
卷二：2003年8月20日
卷三：2003年6月15日

FB 08-808-00 (31) / FB 08-808-00 (32)
香港證券專業學會證券及期貨從業員資格考試預備課程
Hong Kong Securities Institute Licensing Examination Preparatory Courses

查詢電話：2867 8468　電郵：ccleung@hkuspace.hku.hk

本課程為報考香港證券專業學會的證券及期貨從業員資格考試而設的預備課程。凡通過考試的考生，便符合證監會受規管活動之勝任能力標準而可獲取相關的牌照。（證監會學術評審諮詢委員會已批准本學部提供認可持續培訓的課程。）

課程	時數	學費
（一）基本證券及期貨規例及金融市場【試卷一與七】	授課時間共42小時＋模擬考試	$4,000
（二）證券及衍生工具【試卷八與九】	共42小時＋模擬考試	$4,000
（三）機構融資及資產管理【試卷十一與十二】	待定	待定
（四）槓桿式外匯【試卷十】	待定	待定

入學資格

年滿十八歲或以上及對金融財務行業有興趣的人士均可報名。

截止報名日期

七月份課程　：2003年6月16日　（課程一至二）
十月份課程　：2003年9月15日　（課程一至四）

FB 19-042-02 (31) & FB 19-053-01 (31)
中國商業及財務培訓課程系列

查詢電話：2867 8468　電郵：ccleung@hkuspace.hku.hk

中國入世後，港商到國內投資設廠或進行其他商業活動的人數急劇上升。故熟悉中國營商法規、財務管理及國內金融市場的體系及運作，是踏足中國市場，及發展國內商機的必備條件。本課程是與駿陸控股(香港聯交所上市編號 <8206.HK>)旗下的兆駿集團聯合舉辦。

課程顧問陳永陸先生

為使本課程更能掌握國內市場的脈搏，特邀請陳永陸先生(陸叔)擔任本課程顧問；並藉著他的豐富市場經驗，為本課程提供寶貴意見，使本課程的課題更為實用及緊貼市場上的走勢。陳永陸先生亦會親自教授課程二的中國證券市場，令學員能有機會分享其寶貴經驗。

此外，各學員於課程一完結前，需提交一份內地創業建議書，作為評估成績的一部份，陳永陸先生將親自評審學員建議書的可行性。

課程一：中國企業管理 (Management of China Enterprises) FB-19-042-02 (31)

課程大綱

- 中國營商法規
- 中國會計
- 中國稅務
- 中國人力資源管理
- 如何於國內開展商機
- 如何編制創業建議書

實地考察團（一次）

參觀一間位於國內的港資企業，學員將會親身學習到在國內創業應注意的地方，及面對的機遇及挑戰。另外，企業負責人亦將與學員分享成功心得。

課程二：中國金融體系(China Financial Systems) FB 19-053-01 (31)

課程大綱

- 中國金融架構之轉變
- 深滬股市之發展
- AB 股市場之發展
- 中國期貨及債券市場
- 合格境內機構投資者(QDII)、合格境外機構投資者(QFII)與中國預託證券(CDR)
- 國內網上交易之發展及與其他市場比較
- 持有國有股的利與敝
- 民營企業對中國證券市場的影響

實地考察團(兩次)

參觀兩間位於深圳的期貨及證券公司，此舉幫助學員除了親身體驗國內金融機構的運作之外，還可與這些機構管理人士作交流及討論，對未來中港金融市場的發展有進一步了解。

課程時間

	課程一	課程二
上課時間	逢星期二、五（共十節，每節三小時）	逢星期二、五（共十一節，每節三小時）
	另加三小時考試	另加三小時考試
考察時間	一 次國內考察（星期六全天）	二 次國內考察（星期六全天）
開課日期	二零零三年六月或七月	二零零三年八月或九月
截止報名日期	二零零三年六月上旬	二零零三年八月上旬

學費

課程一：港幣 5,250
課程二：港幣 6,500
報名費：港幣 150（取錄與否，恕不退還）

持續進修基金

本課程現正申請成為香港持續進修基金認可課程。

修讀證明書 / 成績證明書

學員完成課程後，出席率達 70% 或以上，可獲香港大學專業進修學院發出的修讀證明書；另外，若學員出席率達 70% 或以上，及取得總考試合格(40%)，則可獲授成績證明書。

教學語言

本課程以粵語講授（以中文講義為主及輔以英文名詞）；而習作及考試，則以中文作答。

入學資格

1.中學會考畢業，中、英語文良好，及最少有二年的工作經驗，或
2.年滿廿一歲或以上及有二年相關工作經驗，均可報名。

Courses for Continuing Professional Development (CPD) for Insurance Practitioners
保險從業員持續專業發展訓練核心課程

Enquiries: 2867 8468 E-mail: ccleung@hkuspace.hku.hk

HKU SPACE will offer the following two courses which help insurance practitioners, including intermediaries, chief executives or their technical representatives fulfill the Continuing Professional Development (CPD) requirements of the Insurance Authority. Each course includes 5 hours of face-to-face lectures. Both courses are suitable for corporate training and can be conducted either at HKU SPACE venues or at corporate training centres. Dates are flexible and classes can be held in daytime or evening.

For each course, participants with 100% attendance can claim 5 core CPD credits. A Statement of Attendance will also be awarded.
Courses:
1. Insurance Law
2. Agency Relationship

FB 08-053-01-01 (31)
外匯投資及管理

本課程旨在協助投資人士掌握正確的外匯投資知識，以便判斷價格走勢，並配合策略運用，以求減低風險，增加收益。

課程內容：
一、基礎分析：外匯市場運作情況、世界主要外匯市場、影響匯價的因素、美國經濟數據公佈對匯市之影響、央行干預與匯市的關係、歐羅的結構及前景、外匯孖展投資方式、交叉盤投資技巧、外幣套息方法、外匯期貨、期權寶。
二、策略運用：如何運用投資策略擴大利潤及縮小虧損、實戰買賣知識、止蝕盤的訂定方法、主要貨幣之走勢分析及展望。
三、技術走勢分析：日線圖、日本陰陽燭、點數圖、趨向線、型態分析、移動平均線 MA、加權移動平均線 WMA、相對強弱指數 RSI、隨機指數 KD 線、動向指數 DMI 等。

開課日期及時間：2003 年 9 月 20 日起逢星期六 2:30-5:00 p.m. (共 6 講)
學　費：$930
教學語言：以粵語為主

HKU SPACE =
Professional Excellence +
Quality of Life

FB 08-053-02-01 (31)
投資管理

此為一濃縮而實用之投資課程，內容豐富實用，有助投資者尋找入市良機。

課程內容：
1. 股票市場：股票的性質及分類、影響股價升跌因素、新股上市認購價的釐定及成本價計算、市盈率及股息運用技巧、投資三步曲、投資熱點分析。
2. 投資組合管理：認股權證、備兌認股權證、恆生指數期貨、恆生指數期權、外匯、基金。
3. 實戰策略：投資策略運用、投資實戰知識。
4. 技術走勢分析：日線圖、日本陰陽燭、趨向線、移動平均線 MA 、加權移動平均線 WMA 、相對強弱指數 RSI 、隨機指數 KD 線。

開課日期及時間 ：2003 年 9 月 15 日起逢星期一 7:00-9:30 p.m. (共 6 講)
學　費 ：$930
教學語言 ：以粵語為主

FB 08-053-03-01 (31)
股票分析

本課程旨在協助投資人士掌握正確的股票投資技巧，課程內容包括以下各項：
1. 基本分析 - 由宏觀至微觀
2. 技術分析 - 陰陽線、趨向線，平均線的應用、型態分析、相對強弱指數 RSI 、隨機指數
3. 動態期權策略 - 利用期權在動態市場中獲利
4. 市場資訊分析 - 慣性資訊與傳言資訊之處理
5. 如何戰勝心魔 - 危機事件處理技巧及即市實戰策略

開課日期及時間 ：2003 年 9 月 17 日起逢星期三 7:00-9:30 pm (共 6 講)
學　費 ：$930
教學語言 ：以粵語為主

FB 08-053-04-01 (31)
How to Read Financial Statements

This course is intended for the general investing public as well as for those who need to study financial statements in their work. The course will cover: an introduction to the regulatory and conceptual framework of accounting; contents of financial statements and components of different financial reports (including annual accounts, prospectuses, analysts' reports and press announcements); foundation of financial ratios analysis; traps of financial statements; principal accounting policies; cash flow analysis and profits forecast techniques.

The course will make use of case studies to address current accounting and financial issues in Hong Kong. On completion of the course, students should have an understanding of financial concepts and be able to analyse the financial conditions of a company. They will also be albe to apply their knowledge in equity investment and financial management.

Day(s)/Times : Saturdays, 7:00 - 9:30 pm., starting 20 Sep 2003 (6 meetings)
Fee : $930
Medium of Instruction : Cantonese, supplemented by English

FB 08-053-05-01 (31)
Introduction to Technical Analysis

This course is specifically designed for the general investing public and for personnel in the investment industry such as fund managers, remisiers, investment analysts and accountants. Topics include: the Dow Theory, pattern formation, moving average, exponential smoothing, weighted moving averages, moving averages convergence and divergence, momentum indicator, stochastic, parabolic time/price, on balance volume(OBV), RSI and directional movement index. On completion of the course, students should be able to forecast as a junior chartist.

Day(s)/Times : Fridays, 7:00-9:30 p.m., starting 19 Sep 2003 (6 meetings)
Fee : $930
Medium of Instruction : Cantonese, supplemented by English

FB 08-053-07-01 (31)
Hong Kong Statistics for Business

This course is offered in collaboration with the Census and Statistics Department. It is designed to put managers, administrators and planners in closer touch with the statistical data available in Hong Kong, and to show how such data may be used to assist in business and forecasting. The course consists of 6 integrated lectures by experts in the field.

Topics include: introduction to official statistics and their applications in business and planning; trade statistics; labour, price and wage statistics; statistics in manufacturing, construction, distribution trades and services industries; national accounts statistics; population and income statistics; monetary and financial statistics.

Tutors : Speakers are Senior Professionals from the Census and Statistics Department
Day(s)/Times : Tuesdays, 7:00-9:30 p.m., starting 16 Sep 2003(6 meetings)
Fee : $930
Medium of Instruction : Cantonese, supplemented by English

Professional Development Courses

FB 08-053-08-01 (31)
FB 08-053-08-02 (31)
Financial Management for Non-Finance Executives

The course is designed for managers or executives who have little or no training in accounting and finance. It aims to enable participants to acquire an overview and basic understanding of various concerns in the area of financial management. It provides fundamental concepts and practice of financial management in private companies. Concepts of finance and accounting, including their terminology, project evaluation and financial statements analysis will be covered.

Day(s)/Times : Tuesdays, 7:00-9:00 p.m., July intake Starting 8 July 2003 and November intake starting 4 Nov 2003 (5 meetings)
Fee : $1,500
Medium of Instruction : Cantonese, supplemented by English

Customised Courses 特約培訓課程

The Division of Finance is committed to providing customized programmes for different organisations and government departments. For details, please contact our staff at 2975 8484.
財務學學部竭誠為各工商機構及政府部門籌劃特約在職培訓課程，詳情請電 2975 8484 與學部職員聯絡。
Customised courses currently offered by the Division are listed as follows:
本學部目前開辦的特約培訓課程包括：

Financial Practices and Professional Studies 財務學實務及專業課程 Enquiries 查詢 : 2867 8496

Customised Courses	Organisations / Government Departments
Financial Planning Programmes	Altruist Financial Group Limited American International Assurance Company (Bermuda) Limited CMG Asia Limited ING Life Prudential Assurance Company Limited Sun Life of Canada Limited The Hong Kong and Shanghai Banking Corporation Limited (HSBC)
The Hong Kong Institute of Bankers Banking Certificate / Associateship Examinations	The Hong Kong and Shanghai Banking Corporation Limited (HSBC)

Business Management 商業管理
Hospitality and Tourism Management 款客服務及旅遊業管理
Administrative Management 行政管理
Business Logistics & E-Commerce 商貿物流及電子商貿

Head of Division 學部主任
Ng, Jennifer G.H. 黃玉虹

Academic Staff 教學人員
Lam, David H. 林孝仁
Chan, Flora K.C. 陳潔貞
Cheng, May M.C. 鄭明真
Ho, Y.K. 何月貴
Leung, Roberta Wong K.W. 王巧雲
Wong, Allen M.W. 黃文華
Wong, Y.K. 黃耀麒
Chan, Ringo Y.K. 陳耀光
Chan, Y.B. 陳瑤冰
Lam, Fiona K.W. 林嘉慧
Narwani, Sangeeta A.
Tsui, Anthony S.C. 徐杼顓
Yeung, Angela S.P. 楊樹彬

Divisional Affairs Executive 學部事務主任
Ngai, Sarah Y. W. 魏月環

34/F., United Centre, 95 Queensway, Hong Kong.
香港金鐘道 95 號統一中心 34 樓
Fax 傳真：2861 0278

Management Studies

管理學

要在瞬息萬變的商業環境中應付重重挑戰，機構有賴僱員並肩攜手，轉危為機，通過變革創新，開創未來。創新及有效的管理，是各行各業賴以成功的基石，管理人員需要掌握實際技能和專業知識。隨著本地經濟發展趨向以知識為本，服務業佔本地生產總值的百分之八十五，獲取管理學學歷可為求職者開拓新的就業機會。

管理學學部開辦一系列課程，專為針對本地人力資源和培訓上的需要而設，包括與香港大學、倫敦大學、史查克萊大學、科廷科技大學合辦各項管理學及商業學士學位課程和深造課程，專修範疇包括管理學、款客服務及旅遊業管理、中國商貿、商貿物流及電子商貿。不少課程已列為持續進修基金可發還款項課程。

管理學學部致力為學員設計最切合時代需要，以及和不同界別和行業相關的課程。除著重管理技巧和技術知識外，大部份學歷頒授課程均包含和語文、溝通、資訊科技和行為研究有關的學科，目的是讓學員在資訊科技日趨重要的商業環境中，具備良好的人際技巧及重要技能。

As organisations seek to meet business challenges in the fast-changing environment, their futures will depend on the abilities of their staff to innovate change, manage crises and turn threats into opportunities. Innovative and effective management is the basis of success for all businesses. It involves the application of practical skills as well as professional and technical knowledge. Gaining a management qualification opens doors to new employment opportunities, particularly as our economy is increasingly knowledge-based with services contributing to over 85% of our Gross Domestic Product (GDP).

The Division of Management Studies offers a wide range of programmes that are specifically tailored to the training and human resources needs of Hong Kong. We offer undergraduate and postgraduate degrees in Management and Business from the University of Hong Kong, the University of London, Strathclyde University and the Curtin University of Technology. Areas of specialization include Management, Hospitality and Tourism Management, China Business, Business Logistics and e-Business Management. Many of our courses are approved as reimbursable courses under the Continuing Education Fund scheme.

We seek to design curricula that are up-to-date and relevant for the various sectors. Apart from emphasis in managerial skills and technical knowledge, courses in language, communication, information technology, and behavioural studies also constitute an important part of most award-bearing programmes. Our objective is to equip graduates with personal as well as technical skills needed to work effectively with people in information-technology intensive environments.

www.hku.hk/space/div_ms

Business Management
商業管理

FAX 傳真 : 2861 0278

HKU SPACE & HKU School of Business Programmes in Business Management

School of Professional and Continuing Education

Foundation Certificate in Business Studies (CBS)
(Part-time: 3 courses)

Direct entry to DMS programme

School of Professional and Continuing Education

Diploma in Management Studies (DMS)
(Part-time: 12 courses in 4 terms)

The University of Hong Kong

Bachelor of Management Studies (BMS)#
(Part-time)

Normal Route Entry	DMS Route Entry*
30 courses	20-30 courses

The University of London

Master of Business Administration

➡ Entry is subject to approval by the Admissions Board for the respective programmes
\# Based on University of Hong Kong entry requirements
* Possible exemptions from 10 basic level courses of BMS programme

FB 19-802-00 (31) / FB 19-802-00 (32)
MBA in International Management

University of London, UK

Enquiries: 2867 8318 E-mail: whyyu@hkuspace.hku.hk

We offer this programme with the Royal Holloway School of Management, University of London.
There are 2 possible awards:

- an MBA in International Management, for students who complete the 6 compulsory modules, and then complete 2 extra elective modules and a compulsory research course and project.
- a Postgraduate Diploma in International Management, for students who complete only the 6 compulsory modules and do not proceed to the MBA.

The programme covers:

6 Compulsory Core Modules

- International Accounting and Finance
- International Marketing
- International Human Resources Management and Organisational Behaviour
- International Operations Management and Information Systems
- International Business Economics
- International Business Strategy

Compulsory Research Course and Project

- International Business Research Methods
- Research Project

2 Elective Modules, chosen from:

- Asia Pacific Business (To be Taught in Hong Kong)
- Management, Leadership and Teams (To be Taught in Hong Kong)
- North American Business (Distance Learning only)
- European Business (Distance Learning only)
- Multinational Enterprise (Distance Learning only)
- International Business Analysis (Distance Learning only)
- Global Financial Markets (Distance Learning only)

a. Each course has 28 hours of teaching by University of London and HKU SPACE lecturers.
b. Students receive comprehensive study materials, and can access other materials on the Web.
c. For each course, assessment is based on an assignment (20%) and a written examination (80%). The Business Research course is assessed by a research project (12,000 words).
d. Only 2 elective courses will be taught at HKU SPACE. Electives without face-to-face teaching support are offered as Distance Learning units.

Entry Requirements	Applicants must have: • **either,** a 2nd class honours degree or equivalent from a recognised university; **or,** a first degree from an acceptable university or other institution, plus a G-MAT score of 550; **or,** an equivalent professional qualification, plus a G-MAT score of 550. • 3 years' relevant work experience. • a high degree of proficiency in English. A test may be required. • regular access to the Internet.
Duration	2 years (minimum); 5 years (maximum).
Fee(s)	MBA: £9,000, paid in 3 instalments of £4,000 (at initial registration), £2,500 (in the 2nd semester) and £2,500 (in the 3rd semester).
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ms The closing dates for application are 31 July 2003 for the November 2003 intake and 31 January 2004 for the March 2004 intake. (Public examinations in May 2004/ October 2004).

This course is exempted from registration under the NLHPE Ordinance.

FB 08-802-00 (31) BSc Economics and Management /
FB 08-813-00 (31) BSc Banking and Finance /
FB 08-803-00 (31) BSc Management /
FB 08-811-00 (31) BSc Accounting and Finance /
FB 08-812-00 (31) BSc Information Systems and Management

University of London, UK

Enquiries: 2867 8311 E-mail: yvonne.leung@hkuspace.hku.hk

We provide study programmes to prepare students to take examinations for the following University of London awards:
- BSc Economics and Management
- BSc Banking and Finance
- BSc Management
- BSc Accounting and Finance
- BSc Information Systems and Management

For each of these degrees students must pass a total of 12 units in the University of London examinations which are held once a year in May / June. In any year students may attempt a prescribed number of new units or units that they have previously failed.

In September 2003, we offer the courses listed below to prepare students for the examinations. They will also be useful for students preparing for other professional examinations. Lectures take place on weekday evenings and at the weekend.

Learning Opportunities for the 21st Century

- Introduction to Economics
- Introduction to Sociology
- Introduction to Business and Management
- Quantitative Methods
- Elements of Statistics
- Mathematics I (half unit)
- Statistics I (half unit)
- Organisation Theory
- Microeconomics
- Macroeconomics
- Elements of Accounting and Finance
- Human Resources Management
- The Law of Business Organisations
- Computer Based Information Systems
- Management Accounting
- Corporate Finance
- Monetary Economics
- Management: International and Comparative Perspectives
- Banking Operation and Risk Analysis
- Financial Reporting
- Principles of Banking
- Introduction to Information Systems

Note: Mounting the above courses is subject to enrolment numbers and availability of tutors. Not all courses will be offered every year.

These modules have been included in the list of reimbursable courses for CEF purposes.

Entry Requirements	For acceptance on University of London degree programmes, applicants must have at least: 1. **either,** 2 passes at GCE "A" level / HKAL + 3 further subjects at GCSE / GCE "O" level / HKCEE (not less than "C"); **or,** 3 passes at GCE "A" level / HKAL + 1 further subject at GCSE / GCE "O" level / HKCEE (not less than "C"); **or,** 2 passes at GCE "A" level / HKAL + 2 further subjects at "AS" level. 2. Passes in Mathematics and English at GCSE / GCE "O" level / HKCEE (not less than "C"). Some higher certificates, higher diplomas and diplomas awarded in Hong Kong are also acceptable. Full details are available by request. A further entry route is through the University of London Diploma in Economics for external students studied through HKU SPACE.
Fee(s)	**HKU SPACE Course Fee:** • $3,350 per course, non-refundable. **University of London Fees** (subject to review): • Application Fee: £41, non-refundable. • Initial Registration Fee: £432. • Continuing Registration Fee: £144. • Examination Fee: £122 per unit.
Information and Application	**University of London Registration** A University of London Prospectus and application forms for registration are available: • **in person,** at HKU SPACE Admiralty Learning Centre. University of London Registration Unit, Room S8, 3/F, Admiralty Centre, 18 Harcourt Road, Hong Kong (Monday to Friday: 8:30 a.m. to 7:30 p.m. Saturday: 8:30 a.m. to 5:30 p.m. Tel: 2547 2225.) • **by post,** from the same address. Please send a self-addressed envelope (A4 size) with a $4.00 stamp. All correspondence must be marked "University of London Applications". To be able to take University of London examinations in May/June 2004, applicants are advised to register by 25 July 2003. **HKU SPACE Courses** Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ms Classes are expected to start in mid-September. The closing date for application is 22 August 2003.

These courses are exempted from registration under the NLHPE Ordinance.

FB 08-804-00 (31)
Diploma in Economics

University of London, UK

Enquiries: 2867 8311 E-mail: yvonne.leung@hkuspace.hku.hk

HKU SPACE is the only institution in Hong Kong permitted to teach this 2-year part-time programme, which prepares students for the University of London Diploma in Economics examinations. Successful students are given priority for acceptance on the preparation courses that HKU SPACE offers for University of London BSc degrees. The Diploma programme consists of the following courses:

Year 1: September 2003 - May 2004
• Mathematics
• Introduction to Sociology
• English for Academic Purposes

Year 2
• Statistics 1 & Statistics 2
• Introduction to Economics

Entry Requirements	Applicants must: • have a credit pass in HKCEE Mathematics, or an equivalent; • have a good command of English; • be able to demonstrate a work record that shows a career progression; • have completed a post-secondary academic course.	
Day(s) / Times	Weekday evenings and weekends.	
Duration	2 years, part-time.	
Fee(s)	HKU SPACE Fees • Course Fee: $13,150 (Year 1). • Application Fee: $150, non-refundable.	University of London Fees (subject to review): • Initial Registration Fee: £420. • Continuing Registration Fee: £140. • Examination Fee: £196, for 2 papers.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ms The closing date for application is 16 August 2003(Saturday).	

This course is exempted from registration under the NLHPE Ordinance.

FB 19-601-00 (32)
FB 19-601-00 (33)
Bachelor of Management Studies (BMS)

The University of Hong Kong

Enquiries: 2867 8310/8321
E-mail: cecily.iu@hkuspace.hku.hk / polly.law@hkuspace.hku.hk

We offer this part-time programme with the Faculty of Business and Economics, HKU. It consists of 30 courses that are taken over 10 terms of study, in a minimum of $3^1/_2$ years up to a maximum of 6 years.

Basic Level Courses (16 courses, 96 credits)

- Chinese Language Skills
- Introduction to Business Computing
- Quantitative Methods
- Introduction to Social Psychology
- Hong Kong Business Environment
- Macroeconomics
- Culture and Value Studies
- English Language Skills
- Legal (Business) Framework
- Introduction to Accounting
- Microeconomics
- PRC Business Environment
- Introduction to Management
- Marketing
- Managerial Accounting
- International Trade

Intermediate Level Courses (7 courses, 42 credits)

- Organisational Behaviour
- Operations Management
- Management of Information Technology
- Consumer Psychology
- Finance
- Science and Technology Studies
- Company Law

Advanced Level Courses (7 courses, 42 credits)

- Investment Analysis
- Business Policy
- Project Management
- Business Ethics
- Organisational Marketing
- Human Resource Management
- Management Theory

a. Assessment is based on coursework (40%) and examinations (60%).
b. There are 3 intakes a year.

These modules have been included in the list of reimbursable courses for CEF purposes.

Entry Requirements	Applicants must: • comply with the General Regulations of HKU; Applicants are advised to visit the HKU website, http://www.hku.hk/student/pubmedia/uregcourse/ for more details of the General Regulations. • have a HKU SPACE Diploma in Management Studies or an equivalent academic or professional qualification of equivalent standard; • have 2 years' work experience. Some applicants may be required to take a qualifying examination.
Day(s) / Times	Weekday evenings and weekends.
Duration	10 x 11-week terms of study. Up to a maximum of 6 years. (3 courses per term)
Fee(s)	• Basic Level Courses: $4,000 per course. • Intermediate and Advanced Level Courses: $4,800 per course. • Application Fee: $150, non-refundable.
Medium of Instruction	English, except for Chinese Language Skills, where Chinese is used.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ms The closing dates for application are 15 September 2003 for the November 2003 intake and 15 January 2004 for the March 2004 intake.

FB 19-101-00 (31) / FB 19-101-00 (32)
Diploma in Management Studies

Enquiries: 2867 8323 E-mail: ybchan@hkuspace.hku.hk

We offer this programme with the School of Business, HKU. It consists of 12 courses that are taken over 4 terms of study in 1 1/2 years.

Term I	Term II	Term III	Term IV
• Business Language Skills (English)	• Introduction to Business Computing 🔒	• Business Language Skills (Chinese)	• Business Presentation Skills #
• Introduction to Social Psychology	• Hong Kong Business Environment	• Business Law of HK and PRC 🔒	• Introduction to Accounting 🔒
• Quantitative Methods	• Macroeconomics	• Introduction to Management	• Business Microeconomics

a. Assessment is based on coursework (40%) and examinations (60%).
b. There are 3 intakes a year, in March, July and November.

alternative courses may be offered in replacement of this elective

Entry Requirements	Applicants should have: • **either**, 5 passes, including English, Chinese and Mathematics, in HKCEE or equivalent; and, a post-secondary academic qualification; and, 2 - 3 years of relevant work experience. • **or**, an HKU SPACE Foundation Certificate in Business Studies. Some applicants may be required to take a qualifying course / examination.
Day(s) / Times	Weekday evenings and weekends.
Fee(s)	• Course Fee: $3,300 per course. • Application Fee: $150, non-refundable.
Medium of Instruction	English, except for Business Language Skills (Chinese), where Chinese is used.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ms The closing dates for application are 20 June for the July 2003 intake and 17 October for the November 2003 intake.

🔒 These modules have been included in the list of reimbursable courses for CEF purposes.

FB 19-102-00 (31) / FB 19-102-00 (32)
Foundation Certificate in Business Studies

Enquiries: 2867 8316 E-mail: natalie@hkuspace.hku.hk

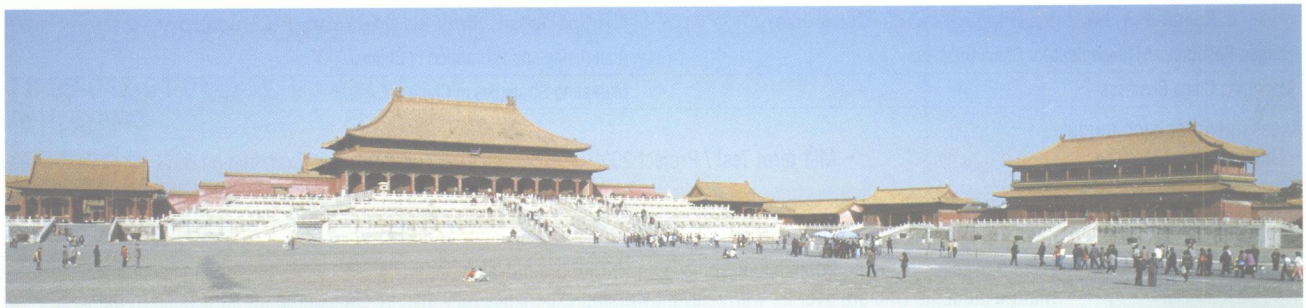
This programme prepares students for the HKU SPACE Diploma in Management Studies. There are 3 intakes a year, in January, May and September. The programme covers:

- Introduction to Quantitative Methods
- Introduction to Business
- Introduction to Economics

Each course is assessed on coursework (40%) and final examination (60%).

Entry Requirements	Applicants should have: • 5 passes, including English, Chinese and Mathematics, in HKCEE or equivalent. • 2 to 3 years of continuous relevant work experience. Applications will also be considered from anyone aged 23 or above with at least 4 years of relevant work experience. Such applicants will be required to show a satisfactory level of competence in English.
Duration	4 months.
Fee(s)	• Course Fee: $8,240. • Application Fee: $150, non-refundable.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ms The closing date for application is 25 July 2003(Friday) for the September 2003 intake and 28 November 2003 (Friday) for the January 2004 intake.

New Programmes in China Business
中國商貿新課程



As China's role in the world economy becomes increasingly prominent, its economic relation with Hong Kong is also rapidly changing. More than 80% of Hong Kong manufacturers have established production facilities in the Mainland. China was Hong Kong's largest import source accounting for 43.5% of Hong Kong's total imports, and the largest export market accounting for 36.9% of Hong Kong's total exports in 2001.

With China's accession to WTO marking a further opening of the China market and new business opportunities, formal training in China Business has become an essential asset for today's managers and executives in Hong Kong. In Spring 2003, we are offering three new programmes tailored for business people who are involved in China operations and development—the Certificate in China Business, Diploma in China Business (Management) and Diploma in China Business (Marketing). Graduates from the Diploma programmes are eligible to enrol in the Bachelor of Commerce programmes with advanced standing at the Curtin University of Technology.

中國在世界經濟中的地位日益重要，中港的經貿關係經歷著迅速的變化。目前，超過八成的本地製造商在國內設立生產廠房，中國成為香港最大的入口伙伴，據二零零一年的統計數字顯示，香港有百分之四十三點五的進口貨物來自內地，而本地輸往國內的貨物，亦佔整體出口數字的百分之三十六點九。

中國加入世界貿易組織，國內市場將進一步開放，勢必提供更多的營商機會。為協助本地管理及行政人員進軍內地市場，學院會在二零零三年春季開辦三個針對國內營商與發展的新課程——中國商貿證書、中國商貿(管理學)文憑和中國商貿(市場學)文憑。文憑課程可銜接澳洲 Curtin University of Technology 的商貿學學士課程。

FB 19-103-00 (31) / FB 19-103-00 (32)
Certificate in China Business
中國商務證書
FB 19-104-00 (31) / FB 19-104-00 (32)
Diploma in China Business (Management)
中國商務管理文憑
FB 43-105-00 (31) / FB 43-105-00 (32)
Diploma in China Business (Marketing)
中國商務市場營銷文憑

Enquiries : Ms W. Yu Tel: 2867 8318 Email : whyyu@hkuspace.hku.hk

HKU SPACE offers this series of China Business progammes to those who are interested in developing sound knowledge and management skills in doing business in China. The Diploma level offers two streams of study: Marketing and Management.

Holders of the HKU SPACE Certificate in China Business are qualified to enrol in the Diploma in China Business programme. Holders of the Diploma in China Business are eligible to enrol in the Bachelor of Commerce programmes of Curtin University of Technology with advanced standing.

Programme Structure

Certificate in China Business (4 Modules)	
Business Environment in the PRC*	Introduction to Management in China
Business Communication	Marketing in China & Globalization*

↓

Diploma in China Business (6 Modules)		
* To qualify for the award of the Diploma, all students must complete 6 modules. Holders of the HKU SPACE Certificate in China Business may select from the non-core modules to substitute for core modules already studied in the Certificate programme.		
a. Core modules – compulsory		
Business Environment in the PRC *	Marketing in China & Globalization*	Legal Environment in the PRC
b. Non-core modules – electives		
• Introduction to Management in China (Pre-requisite for Managing China Business)		• Accounting for China - a Managerial Perspective
• Information for Business Decisions		• Business Economics
c. Specialism Modules (Management)- Compulsory		**c. Specialism Modules (Marketing)- Compulsory**
Human Resources Management for China Business		Advertising and Promotion in China
Managing China Business		Marketing Strategies in China

Assessment for each module
- One assignment 20%
- Mid-term Test / Project 20%
- Term-end Examination 60%

Entry Requirements	**Certificate in China Business** • Have 5 passes, including English and Chinese, in HKCEE or equivalent, and at least 2 years of working experience. • Mature students who are over 21 with relevant working experience may also be considered for admission to the Certificate Programme **Diploma in China Business (Management / Marketing)** • Have 5 passes, including English and Chinese, in HKCEE or equivalent, and 1 A-level pass or 2 AS level passes in any subject; plus at least 2 years of working experience, OR • Holder of the HKU SPACE Certificate in China Business or equivalent
Day(s) /Times	Weekday evenings, and weekends (including Sundays). Each course will have 11 three-hour face-to-face teaching sessions.
Duration	**Certificate in China Business:** Students are expected to complete 4 modules in 8 months. **Diploma in China Business (Management / Marketing):** Students are expected to complete 6 modules within one year.
Articulation	Eligibility for articulation to the Bachelor of Commerce programmes offered by Curtin University of Technology: Students who have completed both the Certificate and Diploma programmes will be eligible to a maximum exemption of 6 Year One units. For students who have completed the Diploma programme only, a maximum of 4 Year One units will be exempted. Please refer to p.173 & 175 for details of Curtin University of Technology's Bachelor of Commerce programmes.

Fee(s)	• Tuition Fee for Certificate programme: $3,200 per module • Tuition Fee for Diploma programmes: $3,500 per module • Application Fee: $150, non-refundable.
Medium of Instruction	Modules are conducted in English supplemented with Chinese where necessary. Reading materials may include Chinese references where appropriate. All assessments will be in English.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the website,** http://www.hku.hk/space/div_ms Closing dates for application for 2003 entry: • July intake: 20 June 2003 • November intake: 24 October 2003.

傑出青年協會

青年雙手創造未來

傑出青年協會 TOYPA
The Outstanding Young Persons Association

傑出青年協會（以下簡稱「傑青會」）於一九七七年成立，現有會員一百八十人，全部均為香港青年商會歷年主辦「十大傑出青年選舉」的當選者。

是項選舉於一九七零年創辦，由七四年起每年舉行，為一項公開提名的選舉，評選團成員由主辦團體香港青年商會邀請各界領袖及社會知名人士擔任，評選準則考慮候選人在其投身行業的成就及在社會服務方面的貢獻。

「十大傑出青年選舉」的獲選者從不會自滿，再接再勵，希望為香港社會作出貢獻，聯結成立「傑出青年協會」，創會宗旨有三大點：1. 舉辦或贊助推動香港公益的活動；2. 向政府及其他機構反映推動香港公益的意見及建議；3. 協助籌備及推廣每年的「十大傑出青年選舉」。

為配合社會的發展需要，以及時代的轉變，「傑青會」會員期盼進一步顯示會員的使命感和對香港社會的承擔。「傑青會」的成員來自不同行業，當中有多位為現任的行政、立法局會議成員，也有當選全國人大代表和政協委員；前基本法草委及諮委、港事顧問、區事顧問、特區政府成立過程中之預委、籌委及推委等。

「傑青會」創辦二十一年，曾舉辦過各式各類的社會公益活動，所有經費皆由歷年籌募所得，而每項活動籌辦的原則，必須是由會員親身策劃和參與。會員均本著傑出青年協會「青年雙手，創造未來」的宗旨，不斷努力服務人群，共同為社會創造美好的將來。

FB 08-042-01-01 (31)
傑出領導學
傑出青年協會

本課程主要是為各商界及非商界的行政人員而設的，課程內容大致可分為下列各項：

一、何謂領袖的眼光及魅力？
二、管理自己：i. 如何改善個人領導技巧？ ii. 如何克服限制？ iii. 如何面對將來各種的挑戰？ iv. 時間管理 —— 怎樣把不可能變成可能？
三、帶領團隊：i. 如何建立團隊精神？ ii. 如何贏取隊員的信任？ iii. 如何培養組織創作及領導力？ iv. 怎樣化解隊員間的紛爭？ v. 面對危機時，應怎樣處理？
四、課程總結

學員如有超過八成的出席率，便可獲得由香港大學專業進修學院及「十大傑出青年協會」合頒的修讀証明書一張。

導　師　：講者均為「十大傑出青年協會」的獲獎者。
開課日期　：2004 年 3 月 (共 10 講)
學　費　：$1,650
教學語言　：以粵語為主，輔以英文

每個題目均會以經驗分享、分組討論等形式進行。講者全都是「十大傑出青年選舉」的獲獎者，他們會將與學員分享自己的經驗。

FB 19-042-01-01 (31)
FB 19-042-01-02 (31)
Customer Relationship Management (CRM)

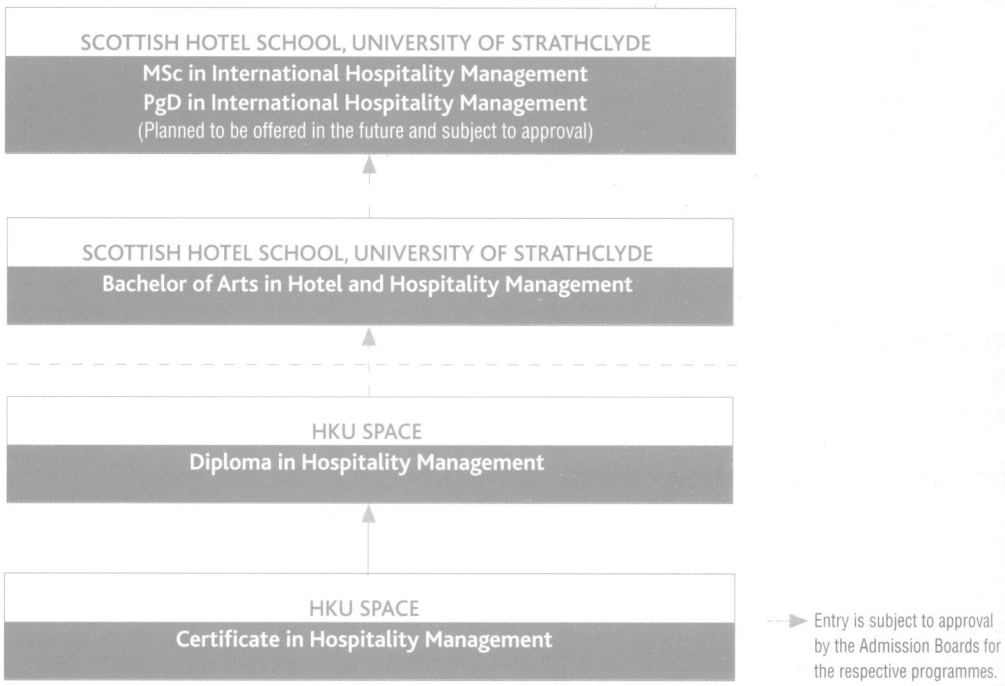
The 21st century business environment requires executives to better understand and service their customers. Customer Relationship Management (CRM) has become a key force behind many successful organisations. The course is designed to enable students to acquire the fundamentals of CRM. The student will be trained to determine business objectives for CRM projects, select new technologies and applications, and understand cost/benefit issues as well as operational issues. Topics include: customer focus factors, e-customer service, e-support, customer interaction centers, database management, data mining, CRM implementation, Internet CRM integration, and successful business cases. Case studies will be used extensively.

Day(s)/Times : Thursdays, 7:00-9:00 p.m., July intake starting 10 Jul 2003 and November intake starting 6 Nov 2003 (5 meetings)
Fee : $1,500
Medium of Instruction : Cantonese, supplemented by English

Hospitality and Tourism Management
款客服務及旅遊業管理

TEL 電話 : 2867 8329/8320 FAX 傳真 : 2861 0278

Hospitality Management



As shown in the chart, the following Hospitality Management programmes will be available during 2003:
- Certificate in Hospitality Management
- Diploma in Hospitality Management
- Bachelor of Arts in Hotel and Hospitality Management

The following programmes are being planned:
- MSc in International Hospitality Management
- Postgraduate Diploma in International Hospitality Management

Hospitality and Tourism Programmes Underpin Local Tourism
支援本地旅遊業發展的系列課程

The Hospitality and Tourism programmes were successfully launched with support from The Hon. Mrs. Selina Chow, JP, Chairman of the Hong Kong Tourism Board, and Deputy Commissioner of Tourism Duncan Pescod, on September 5, 2002. The School is pleased to offer a series of part time studies in Hospitality and Tourism Management.

According to Mrs. Chow, The World Tourism Organization has predicted that Hong Kong will be the world's number five destination welcoming over 56 million international arrivals annually by 2020. Graduates of the new programmes "will be well placed to play major roles in the expansion of our tourism industry" and contribute to its growth as "new facilities and attractions such as Hong Kong Disneyland, an airport exhibition centre and several additional hotels will need managers and administrators to set standards for frontline workers." Mr. Pescod said the programmes will "ensure people in the industry are equipped with higher level skills."

Currently we offer:

- Hospitality and Tourism Management Career Development Courses
- Foundation Certificate in Cultural Tourism and Ecotourism
- Certificate in Hospitality Management
- Certificate in Travel and Tourism Management
- Diploma in Hospitality Management
- Diploma in Tourism Management
- BA in Hotel and Hospitality Management

The BA programme is offered in collaboration with The Scottish Hotel School of the University of Strathclyde, Scotland, the pre-eminent European School of advanced tourism and hospitality management studies in existence since 1944.

二零零二年九月五日，香港旅遊發展局主席周梁淑怡女士及香港旅遊事務署副旅遊事務專員栢志高先生蒞臨學院，應邀主持款客服務及旅遊業課程的開辦儀式，並支持學院開辦一系列兼讀制款客服務及旅遊業課程，促進香港的旅遊業發展。

據周梁淑怡女士指出，世界旅遊業組織預料香港在二零二零年，會躋身全球第五大旅遊目的地，每年將吸引超過五千六百萬名來自世界各地的人士訪港。學院開辦旅遊業新課程，正好配合不斷擴展的旅遊業，為業界培訓人才，貢獻所長。即將落成的旅遊新設施和新景點，如香港狄士尼樂園、機場展覽中心和多所興建中的酒店，都需要管理和行政人員為前線服務員工訂立服務準則。栢志高先生亦指出，課程可確保業界人士獲得更高水平的技巧培訓。

現時學院提供的款客服務及旅遊業課程包括：

- 款客服務及旅遊業管理持續專業發展課程
- 文化旅遊與生態旅遊基礎證書
- 款客服務業管理證書
- 旅遊業務管理證書
- 款客服務業管理文憑
- 旅遊業務管理文憑
- 酒店及款客服務業管理文學士

酒店及款客服務業管理文學士課程，是由香港大學專業進修學院與英國史查克萊大學蘇格蘭酒店學院 (The Scottish Hotel School, the University of Strathclyde) 合辦。自一九四四年起，英國史查克萊大學蘇格蘭酒店學院以提供款客服務業與旅遊業務管理課程而聞名。

(From left) HKU SPACE Deputy Director Dr. S.M. Shen, Chaiman of the Hong Kong Tourism Board the Honourable Mrs. Selina Chow GBS, OBE, JP and HKU SPACE Director Professor Enoch Young.
(左起) 學院副院長沈雪明博士(左)、香港旅遊發展局主席周梁淑怡議員與學院院長楊健明教授。

FB 61-801-00 (31)/(32)/(33)
Bachelor of Arts in Hotel and Hospitality Management

The Scottish Hotel School, University of Strathclyde

Enquiries: 2867 2836/ 8329 E-mail: roberta.leung@hkuspace.hku.hk / terri.yim@hkuspace.hku.hk

We offer this top up degree programme with The Scottish Hotel School, University of Strathclyde. Successful participants can progress to the Honours year offered at The University of Strathclyde, or to the Postgraduate Diploma or the MSc in International Management that are currently being planned.

There are 8 modules, each with 11 weeks of study:

Term 1	Term 2	Term 3	Term 4
• Service Operations Management I	• Service Operations Management II	• Financial Accounting	• Hotel Operational Overview
• Human Resources Management for the Hospitality and Tourism Industry	• Travel Trade and Transport	• Tourism Promotion	• Management Seminar

Assessment is based on coursework (60%) and final examination (40%). Service Operations Management II and Management Seminar involve 100% continuous assessment.

Entry Requirements	Applicants should have: • **either,** the HKU SPACE Diploma in Hospitality Management; • **or,** have an equivalent three-year Hospitality Management Higher Diploma or three-year Diploma of Hospitality Management award granted by a recognised instituition. • a satisfactory academic letter of reference.
Duration	16 months (minimum) to 36 months (maximum).
Fee(s)	• Course Fee: $6,800 per module. • Application Fee: $150, non-refundable.
Medium of Instruction	English.

FB 61-402-00 (31)/(32)/(33)
Diploma in Hospitality Management

Enquiries: 2867 8329 E-mail: roberta.leung@hkuspace.hku.hk / terri.yim@hkuspace.hku.hk

There are 12 modules, each with 11 weeks of study:

- Introduction to Tourism
- Introduction to Management
- IT in Hospitality and Tourism Operations
- Introduction to Accounting
- Introduction to Food and Beverage Operations
- Communication Skills (English)
- Facilities Management
- Tourism Behaviour
- Marketing for the Hospitality and Tourism Industry
- Hospitality and Tourism in Hong Kong
- Food and Beverage Administration
- Communication Skills (English / Putonghua)

Assessment is based on coursework (60%) and final examination (40%).
Students may study two to three subjects per term.

Entry Requirements	Applicants should: • **either,** have one pass at HKAL and 5 passes at HKCEE or equivalent, one of which should normally be English; • **or,** have the HKU SPACE Certificate in Hospitality Management or equivalent; • **or,** be over 21 and have minimum 3 years relevant work experience. Such applicants must have a pass in English at HKCEE, and may be required to attend for an interview.
Day(s) / Times	Weekday evenings and weekends.

Duration	16 months (minimum) to 36 months (maximum).
Fee(s)	• Course Fee: $3,500 per module. • Application Fee: $150, non-refundable.
Medium of Instruction	English, supplemented by Cantonese.

FB 61-401-00 (31)/(32)/(33)
Certificate in Hospitality Management

Enquiries: 2867 8329 E-mail: roberta.leung@hkuspace.hku.hk / terri.yim@hkuspace.hku.hk

There are 6 modules, each with 9 weeks of study:

- International Hotel Management
- Elective
- Managing Front Office Operations
- Communication Skills (English)
- Food and Beverage Management
- Supervision in the Hospitality Industry

Assessment is based on coursework (60%) and final examination (40%).

Successful participants can apply for the American Hotel and Lodging Association Challenge Examination Course Specialisation 'International Hotel Management', and receive industry professional certification in addition to receiving a HKU SPACE Award.

Entry Requirements	Applicants should: • **either,** have 5 passes at HKCEE or equivalent, one of which should normally be English; • **or,** be over 21 and have relevant work experience. Such applicants must have a pass in English at HKCEE, and may be required to attend an interview.
Day(s) / Times	Weekday evenings and weekends.
Duration	12 months (minimum) to 24 months (maximum).
Fee(s)	• Course Fee: $3,000 per module (plus textbooks). • Application Fee: $150, non-refundable.
Medium of Instruction	English, supplemented by Cantonese.

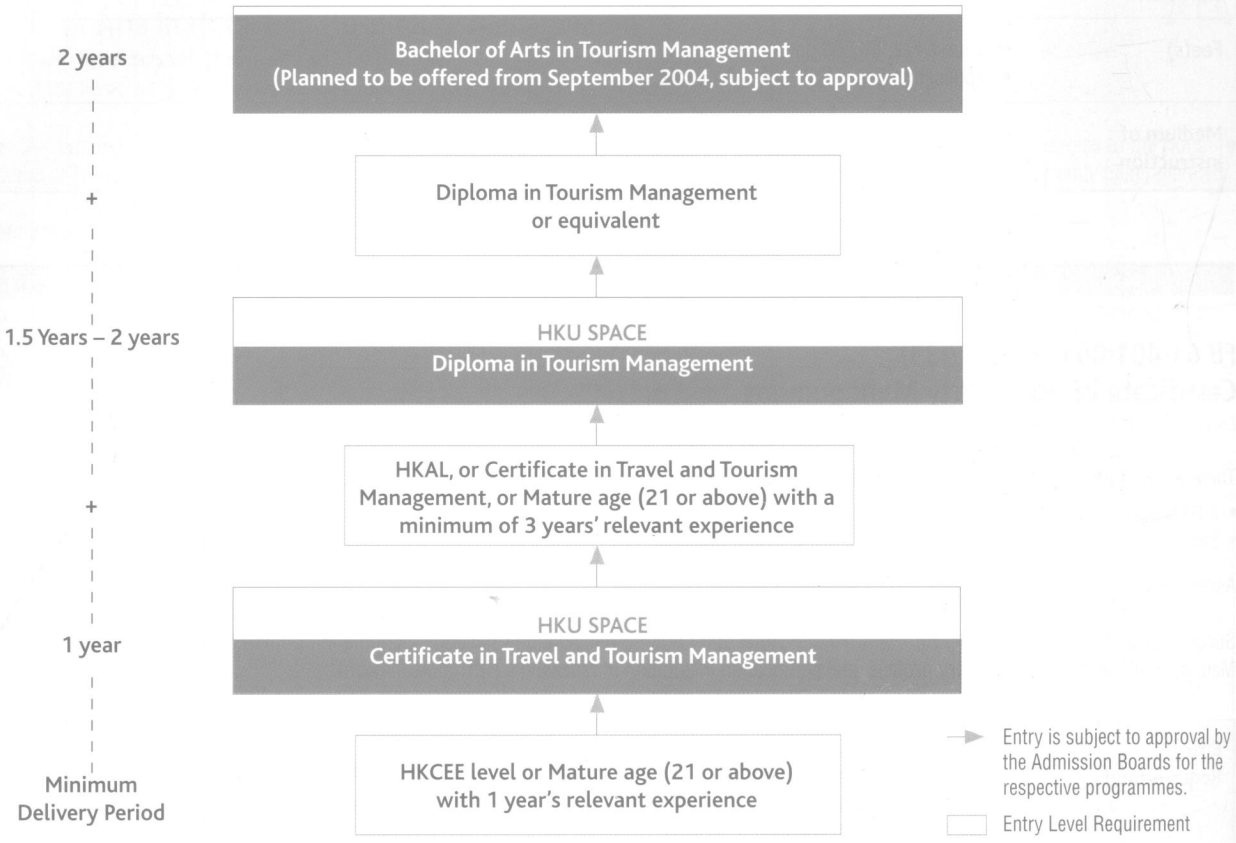
The following information is common to the Certificate, the Diploma and the Bachelor of Arts programmes:

Day(s) / Times	Weekday evenings and weekends. Exact days/times to be advised.
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website**, http://www.hku.hk/space/div_ms.

	Term 1	Term 2	Term 3
Intake	October 2003	February 2004	July 2004
Start Dates	12 October 2003	29 February 2004	4 July 2004
Closing Dates for Application	23 August 2003 (First Batch) 11 September 2003 (Second Batch)	9 January 2004 (First Batch) 30 January 2004 (Second Batch)	15 May 2004 (First Batch) 5 June 2004 (Second Batch)
Late applications may be considered. Students can enter the programme at the start of any term.			

This course is exempted from registration under the NLHPE Ordinance.

Tourism Management



The programmes deal with central themes of the international travel and tourism industry. They should enhance career opportunities for those working in a range of different organisations, including government agencies, hotels, travel agencies, tourist attractions, cultural and arts facilities, transport organisations, exhibition and convention centres, and in related services.

FB 61-404-00 (31)/(32)/(33)
Diploma in Tourism Management

Enquiries: 2867 8320 E-mail: sangeeta@hkuspace.hku.hk

This Diploma introduces the necessary knowledge and skills for efficient management in the tourism industry and related services.

There are 12 modules, each lasting 36 hours, and focusing on tourism management and its application to practice:

- Introduction to Tourism
- Tourism Administration
- IT in Hospitality and Tourism Operations
- Introduction to Accounting
- Events, Entertainment and Conventions
- Communication Skills (English) Level 2
- Management Issues in Tourism
- Tourism Behaviour
- Marketing for the Hospitality and Tourism Industry
- Hospitality and Tourism in Hong Kong
- Tourism Development Studies
- Communication Skills (English) Level 3

	Term 1	Term 2	Term 3
Intake	October 2003	February 2004	July 2004
Start Dates	12 October 2003	29 February 2004	4 July 2004
Closing Dates for Application	23 August 2003 (First Batch) 11 September 2003 (Second Batch)	9 January 2004 (First Batch) 30 January 2004 (Second Batch)	15 May 2004 (First Batch) 5 June 2004 (Second Batch)
Late applications may be considered. Students can enter the programme at the start of any term.			

a. Individual modules can be taken on their own without any need to complete the whole Diploma.
b. Assessment is based on assignments, tests and examination.
c. At least 3 modules will be offered each term.

Entry Requirements	Applicants should: • **either,** have one HKAL pass and 5 HKCEE passes, one of which should normally be English, or equivalent; • **or,** have the HKU SPACE Certificate in Travel and Tourism Management, or equivalent; • **or,** be aged 21 and have a minimum of 3 years' relevant experience. Applicants may be asked to attend an interview.
Day(s) / Times	Normally 2 classes per week, on weekday evenings and at the weekends. (Students may also choose to study 3 modules at one time.)
Duration	1 1/2 – 2 years.
Fee(s)	$3,500 per module
Medium of Instruction	English, supplemented by Cantonese.
Information and Application	Detailed information and an application form are available from Ms Choi, 34/F United Centre, 95 Queensway, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. For details on information seminars, please refer to our website *http://www.hku.hk/space* or call Ms Choi at 2867 8320 for more information.

FB 61-403-00 (31)/(32)/(33)
Certificate in Travel and Tourism Management

Enquiries: 2867 8320 E-mail: sangeeta@hkuspace.hku.hk

This certificate introduces specific features of the international travel and tourism industry at a junior management level.

There are 6 modules, each lasting 30 hours:
- Travel and Tourism Development
- Destination Management
- Marketing and Promotional Techniques
- Event Planning and Promotion
- Business and Executive Travel
- Communication Skills (English) Level 1

	Term 1	Term 2	Term 3
Intake	October 2003	February 2004	July 2004
Start Dates	12 October 2003	29 February 2004	4 July 2004
Closing Dates for Application	23 August 2003 (First Batch) 11 September 2003 (Second Batch)	9 January 2004 (First Batch) 30 January 2004 (Second Batch)	15 May 2004 (First Batch) 5 June 2004 (Second Batch)
Late applications may be considered. Students can enter the programme at the start of any term.			

a. Individual modules can be taken on their own without any need to complete the whole certificate.
b. Assessment is based on assignments, tests and examination.
c. At least 2 modules will be offered each term.

Entry Requirements	Applicants should: • either, have 5 HKCEE passes, one of which should normally be English, or an equivalent examination; • or, be aged 21 and have relevant experience. Applicants may be asked to attend an interview.
Day(s) / Times	Normally 2 classes per week, on weekday evenings or at the weekend.
Duration	One year.
Fee(s)	$3,000 per module.
Medium of Instruction	English
Information and Application	Detailed information and an application form are available from Ms Choi, 34/F United Centre, 95 Queensway, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. For details on our information seminars, please refer to our website *http://www.hku.hk/space* or call Ms Choi at 2867 8320 for more information.

FB 61-101-00 (31)
文化旅遊與生態旅遊基礎證書

本課程是為旅遊從業人士而設，旨在提供有關文化旅遊與生態旅遊的(1)基礎文化、作業程序和管理方法的專業知識；(2)世界性旅遊組織所訂立的旅遊法則/規章資料，讓學員對該兩學科在觀念、理論和應用上具備基本及概括的認識，從而能透過高效的經營和管理，提供優質的專業旅遊服務。

課程內容：本課程分兩個學科，共 90 小時。

一、 文化旅遊

本課程先介紹文化旅遊作為良性旅遊產品的概念、定義和爭議。然後根據與人文景點(文物古蹟、文化遺址)有關的文化旅遊法則及規章，探討旅客、導遊與「地主」(destination host)的互動關係及角色和功能。課程的核心部分包括文化旅遊資源的開發和維護，文化旅遊的策劃、發展和管理，人文景點的經濟機會與效益。

主要課題包括：旅遊業和人類學；文化旅遊的特性；世界文化遺產的定義和標準；文化旅遊對環境的影響；文化旅遊的種類 (文化遺產、藝術、民族、城市等)；文化旅遊的策劃和發展；文化旅遊的銷售、營運和管理；中國和香港的文化旅遊。

二、 生態旅遊

本課程先介紹生態旅遊作為及良性旅遊業產品的概念、定義和爭議。然後根據與自然景點有關的生態旅遊法則及規章，探討旅客、導遊與「地主」的互動關係及其角色和功能。課程的核心部分包括自然旅遊資源的開發和維護，生態旅遊的策劃、發展和管理，自然景點的經濟機會與效益。

主要課題包括：旅遊和環境；生態危機和生態旅遊；旅遊業的「生態標籤」(ecolabelling)；生態旅遊的特性；生態旅遊的影響和發展潛力；生態旅遊的種類；「生態旅遊者」(ecotourist)；生態旅遊策劃和發展；生態旅遊的銷售、營運和管理；中國和香港的生態旅遊。

入學資格

本課程適合經營或管理旅行社、旅遊局、文物局、文化遺址、主體公園等機構、場所的旅遊從業人士。申請人須具中學程度，並有良好中文及英文水平。名額五十人。

導　師　：黃德偉博士
　　前香港大學比較文學系系主任、香港中文大學及中國旅遊學院「文化旅遊」客座教授
地　點　：石硤尾教學中心
開課日期　：2003 年 7 月 31 日(星期四)
及時間　　6:30-9:30 p.m.
截止報名日期：2003 年 5 月 30 日
學　費　：$8,000
教學語言　：粵語為主，輔以英語。
名　額　：50 人

結業證書

課程完結後，學員若能符合下列條件，可獲頒發證書：(1)每學科出席率不低於百分之八十；(2)完成課程習作，平均達到五十分。

由於此課程涵蓋「劍橋大學旅遊學科高級程度考試」(Cambridge International Examination Advanced Level Tourism Award) 其中一門選修科「生態旅遊」(Ecotourism) 的課程內容，學員獲得此課程證書將等同完成此選修科的要求。

報名手續

申請者須於截止報名日期前，將(1)報名表格；(2) $8,000劃線支票，抬頭祈付「香港大學專業進修學院」；及(3)學歷證明副本，郵寄香港大學專業進修學院「文化旅遊與生態旅遊基礎證書」蔡小姐（旅遊業管理）收。地址：香港金鐘道95號統一中心34樓金融及商貿學部。申請者將於截止報名日期後兩星期內獲書面通知取錄與否。

Hospitality & Tourism Management
Career Development Courses

Enquiries: 2867 8329/8320
Email: terri.yim@hkuspace.hku.hk
llchoi@hkuspace.hku.hk

The School is pleased to present a new series of Career Development Courses in the area of Hospitality and Tourism Management. These new Career Development Courses are ideal for practitioners and those who want to enter the Hospitality and Tourism industries. On successful completion of courses, students may have the option to transfer onto one of the Certificate or Diploma programmes in Hospitality and Tourism Management. Please contact our staff at 2867 8329 for more details. These courses have been submitted to the Office of Continuing Education to be included in the list of reimbursable courses under the Continuing Education Fund (CEF). For more details, please refer to HKU SPACE's website or The Office of Continuing Education Fund at http://info.gov.hk/sfaa/cef.

FB 61-402-03 (23)/(31)
IT in Hospitality and Tourism Operations

Enquiries: 2867 8329 Email: roberta.leung@hkuspace.hku.hk

This course is so designed to familiarise students with the range of software applications used within the hospitality and tourism industry. The course looks at how information is used for decision making and explores the range of tools and techniques that are commonly used to deal with such information. (Offered in June and October)

FB 61-402-01(23)/(31)
Introduction to Tourism

Enquiries: 2867 8329 Email: roberta.leung@hkuspace.hku.hk

This course introduces the main concepts and scope of tourism, as well as the structure and organisation of the tourism industry. Key concepts and practices in tourism will be introduced. The course also looks at how tourism relates with other areas such as leisure, travel, recreation and hospitality. (Offered in June and October)

FB 61-402-06 (31)
Marketing for the Hospitality and Tourism Industry

Enquiries: 2867 8329 Email: roberta.leung@hkuspace.hku.hk

This course introduces the basics of tourism marketing. It shows how marketing concepts and principles such as market segmentation, targeting and positioning, the marketing mix, marketing planning and control are used to market tourism products, i.e. tourist attractions, hotels, transport carriers and tourist destinations. (Offered in October)

FB 61-404-07 (23)/(31)
Hospitality and Tourism in Hong Kong

Enquiries: 2867 8320 Email: llchoi@hkuspace.hku.hk

The objectives of the course are to identify and examine the range of attractions currently available in HK and the Pearl River Delta; to review local heritage, culture and political history and its relationship to tourism; and to appraise local tourist industries in the context of changing market demand and other constraints and opportunities. (Offered in June and October)

FB 61-404-05 (31)
Tourism Behaviour

Enquiries: 2867 8320 Email: llchoi@hkuspace.hku.hk

The course provides an introduction to consumer behaviour and aims to locate tourism as a subset within it. The major methods of assessing tourism demand are appraised at both the macro and micro levels. Students will learn about the major socio-psychological theories that affect tourism choice and experience. Students will gain some insight into the holiday experience in terms of preparation rituals, activity ideologies and structures, and post-experience reflection. (Offered in October)

FB 61-402-11 (23)
Facilities Management

Enquiries: 2867 8326 Email: roberta.leung@hkuspace.hku.hk

The objectives of this course are to identify, develop, and explore the main issues associated with the management of accommodation in the hospitality industry. It will examine ways by which successful operational management performance can be achieved. (Offered in June)

FB 61-404-10 (31)
Management Issues in Tourism

Enquiries : 2867 8320 Email: llchoi@hkuspace.hku.hk

The aim of this course is to provide students with an overview of the concepts, tools and theories of management and to provide an appreciation of their implementation in relation to the tourism business environment. (Offered in October).

FB 61-404-12 (31)
Tourism Development Studies

Enquiries: 2867 8320 Email:llchoi@hkuspace.hku.hk

This course provides students with a fundamental knowledge of planning based upon business environmental investigation in the tourism industry. Students also get familiarised with tools that could be used to identify trends and facilitate planning. (Offered in October).

FB 61-404-11 (23)
Events, Entertainment & Conventions

Enquiries: 2867 8320 Email: llchoi@hkuspace.hku.hk

The course is designed to provide students with an awareness of the role that events, entertainment and conventions have within the tourism industry. It also introduces students to the variety of skills required to stage an event, exhibition, conference, special promotion, convention or entertainment function. (Offered in June)

Entry Requirements	Applicants should: • **either** have one pass at HKAL and 5 passes at HKCEE or equivalent (including English); • **or,** have a HKU SPACE Certificate in Hospitality Management, Travel and Tourism Management or equivalent • **or,** be over 21 and have a minimum of 3 years of relevant work experience. Applicants must have a pass in English at HKCEE level and may be required to attend an interview.
Day(s)/Times	Weekday evenings and weekends (1 lecture per week)
Duration	14 weeks (Total 36 hours) (Including mid term test & final exam)
Fee(s)	• Course Fee: $3,500 • Application Fee: $150, non-refundable
Medium of Instruction	English
Assessment	Coursework (40%) Test (20%) Final Examination (40%)
Information	June 2003 intake starts on 2 June 2003. October 2003 intake starts on 12 October 2003.

FB 61-401-02 (23)*
International Hotel Management*

Enquiries: 2867 8329 Email: roberta.leung@hkuspace.hku.hk

This course introduces participants to hospitality studies and shows how basic principles and concepts of management are used within the context of International Hotel Management. Management leadership issues in hotel management such as planning, coordinating, motivating and controlling will be explored. (Offered in June 2003)

FB 61-403-03 (23)*
Marketing and Promotional Techniques

Enquiries: 2867 8320 Email: llchoi@hkuspace.hku.hk

This course is designed for those who wish to apply marketing and promotional activities to travel and tourism organisations. Students will learn about its importance and use in the industry across countries. The course explores how different marketing strategies, in terms of their roles and effectiveness, are used within travel and tourism organisations. (Offered in June)

FB 61-403-01 (31)
Travel and Tourism Development

Enquiries : 2867 8320 Email: llchoi@hkuspace.hku.hk

This module is designed to provide students with a detailed overview of the issues related to the development and management of the international travel and tourism industry. (Offered in October)

FB 61-403-02 (31)
Destination Management

Enquiries : 2867 8320 Email: llchoi@hkuspace.hku.hk

This course aims to introduce the features of destinations, and to investigate the needs of the host population, environment and travellers to ensure that the appeal of destinations remains and that tourism is sustained. It also explores the essential features of planning, developing and marketing a particular destination to attract and sustain visitors. (Offered in October)

FB 61-403-06 (23)
Event Planning and Promotion

Enquiries: 2867 8320 Email: llchoi@hkuspace.hku.hk

This course is designed for those who wish to study aspects of event planning and promotion within the travel and tourism industry. An introduction to the following are given: aims and objectives in planning an event, key processes involved in staging a successful event, the main types of promotional materials and their effectiveness and evaluation procedures for events and presentations. (Offered in June 2003)

* Successful participants can apply for the American Hotel and Lodging Association Challenge Examination and receive industry professional certification.

Entry Requirements	Applicants should: • **either** have 5 passes at HKCEE or equivalent (including English); • **or,** be over 21 and have relevant work experience. Applicants must have a pass in English at HKCEE level and may be required to attend an interview.
Day(s)/Times	Weekday evenings and weekends
Duration	12 weeks (Total 30 hours)(including mid term test & final exam)
Fee(s)	• Course Fee: $3,000 • Application Fee: $150, non-refundable
Medium of Instruction	English
Assessment	Coursework (40%) Test (20%) Final Examination (40%)
Information	June 2003 intake starts on 2 June 2003. October 2003 intake starts on 12 October 2003.

Administrative Management
行政管理

FAX 傳真：2858 4750

AC 42-802-00 (23)
Master of Science in Administrative and Information Management [MSc(AIM)]

Napier University, UK

Enquiries: 2867 8473

We offer this course with Napier University Business School. It will help managers extend their knowledge of administration and information technology in the rapidly changing world of business.

The modules are:

AC 42-802-01	Module 1	Business and Management in Context
AC 42-802-02	Module 2	Information Management
AC 42-802-03	Module 3	Corporate Strategy
AC 42-802-04	Module 4	Management Accounting
AC 42-802-05	Module 5	Implementing Information Systems
AC 42-802-06	Module 6	Fundamentals of Marketing
AC 42-802-07	Module 7	Principles of e-Commerce
AC 42-802-08	Module 8	Managing Strategic Change
AC 42-802-09		Research Methods (1 module)
AC 42-802-10		Dissertation (3 modules)

Entry Requirements	Applicants should have: • **either,** an honours degree in Business or Management; • **or,** a degree in Business or Management with relevant working experience; • **or,** an International Advanced Diploma of IAM with relevant working experience; • **or,** a degree or advanced diploma in a different discipline with relevant working experience, which will be considered on its merits.
Duration	2 years, part-time.
Fee(s)	£550 per module, including course materials.
Information and Application	Detailed information and a special application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by fax,** from 2858 4750. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ms

This course is exempted from registration under the NLHPE Ordinance.

Full-time Commitment to Part-time Education

AC 42-801-00 (31)
International Diploma in Administrative Management
International Advanced Diploma in Administrative Management

Institute of Administrative Management (IAM), UK

Enquiries: 2867 8479

- International Diploma in Administrative Management
  - Intakes in January for exams in June, and in July for exams in December.

- International Advanced Diploma in Administrative Management
  - Intakes in February for exams in June, and in August for exams in December.

International Diploma in Administrative Management

6 modules (30 hours each) + Case Study 1 (21 hours):

AC 42-801-01	BA	– Business Administration
AC 42-801-02	SA	– Systems & Activities
AC 42-801-03	HR	– Human Resources
AC 42-801-04	TITO	– The Individual & The Organisation
AC 42-801-05	EM	– Effective Management
AC 42-801-06	MI	– Management Information
AC 42-801-07	CS1	– Case Study 1

International Advanced Diploma in Administrative Management

4 compulsory modules (45 hours each) + Case Study 2 (21 hours):

AC 42-801-08	Module 21	– Managing Contemporary Issues
AC 42-801-09	Module 22	– Managing Financial Resources
AC 42-801-10	Module 23	– Managing People
AC 42-801-11	Module 24	– Managing Processes
AC 42-801-12	Module 25	– Case Study 2

Plus 2 optional modules (45 hours each) chosen from:

AC 42-801-13	MF	– Managing Facilities
AC 42-801-14	MM	– Managing Marketing
AC 42-801-15	MIAP	– Managing Information Analysis & Presentation
AC 42-801-16	MIT	– Managing Information & Technology
AC 42-801-17	MTD	– Managing Training & Development

Exemptions from some modules may be granted, on application, to students with suitable qualifications.

	International Diploma in Administrative Management	International Advanced Diploma in Administrative Management
Entry Requirements	Applicants should: • **either,** have 4 GCE passes, including one at A level, or equivalent qualifications; • **or,** be 21 or above. • students who are under 21 will be considered on an individual basis.	Applicants should have: • **either,** an International Diploma in Administrative Management (IAM); • **or,** a recognised university degree; • **or,** a recognised relevant higher diploma; • **or,** equivalent qualifications.
Day(s) / Times	Weekdays, 6:45-9:45 p.m., Saturdays, 2:30-5:30 p.m.	Weekdays, 6:45-9:45 p.m., Saturdays, 2:30-5:30 p.m.
Duration	1 – 1 1/2years, part-time.	1 – 1 1/2years,years, part-time.
Fee(s)	$2,000 per module, not including course materials.	$2,835 per module, not including course materials.
Assessment	To be awarded the relevant IAM diplomas, students must pass: • 1 in-course assessment for each module (30%). • the IAM final examinations (70%).	
Information and Application	Detailed information and a special application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by fax,** at 2858 4750. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ms	

These courses are exempted from registration under the NLHPE Ordinance.

Business Logistics and E-Commerce
商貿物流及電子商貿

TEL 電話 : 2861 0278

FB 05-801-00 (31)
Master of Business (Electronic Commerce)

Curtin University of Technology, Australia

Enquiries: 2867 8320 E-mail: sangeeta@hkuspace.hku.hk

We offer this programme with Curtin University of Technology. It allows non-Electronic Commerce graduates to gain a qualification in this new field.

It consists of:

Foundation Stage			
•Accounting	• Legal Framework	• Strategic Marketing	• Information for Business Decisions
Suitably qualified applicants may receive exemption from each of these Foundation units.			
Stage 1			
•Systems Development	• Distributed Systems	• Development Methodologies	• Website Engineering
•Database Systems	• EC (Internet Functions + Facilities)	• Information Systems	• Electronic Commerce Management
Stage 2			
•Electronic Commerce (Contemporary Issues)		• Electronic Commerce Business Applications	
•Electronic Commerce Action Research Project (2 units)			

a. Foundation Stage: Exemptions from a maximum of 4 foundation units may be granted for candidates with an undergraduate degree in business-related areas.
b. EC Stage: 10 units + EC Action Project in business/industry/public/voluntary sector.
c. All units have 27 hours of teaching by HKU SPACE and Curtin academic staff.
d. Assessment is based on coursework, examinations and research projects. All examinations and research projects are set and marked by Curtin staff.

Entry Requirements	Applicants should have: • **either,** a recognised Bachelor's degree or postgraduate qualification, with 2 years' work experience; • **or,** an equivalent qualification and considerable work experience.
Fee(s)	AUD $1,600 per unit.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website,** http://www.hku.hk/space/div_ms The closing date for application is 21 June 2003 for the August 2003 intake.
Information Seminars	Please call 2867 8307 or e-mail llchoi@hkuspace.hku.hk for more information.

This course is exempted from registration under the NLHPE Ordinance.

HKU SPACE Adds
Value to Your Life

FB 43-804-00 (31) / FB 43-804-00 (32)
Bachelor of Commerce (Marketing and e-Commerce)

Curtin University of Technology, Australia

Enquiries: 2867 8315 E-mail: flora.chan@hkuspace.hku.hk

We offer this 3-year programme with Curtin University of Technology.

There are 24 units:

Year 1		
• Accounting 100 🔒	• Economics 100	• Business Communication 101
• Legal Framework 100 🔒	• Management 100	• Marketing 100
• Business Statistics 101	• Information Systems 100 🔒	
Year 2 and 3 - Marketing Units		
• Business Policy 320	• Consumer Behaviour 102	• Export Marketing 300
• Marketing Research 200	• Sales Management 330	• Strategic Marketing 310
• Marketing Communications 211	• Marketing of Services 331	
Year 2 and 3 - E-Commerce Units		
• Electronic Commerce Applications 204	• Electronic Commerce Technologies 203	• Electronic Meeting Systems 202
• Global Information Systems 302	• Internet Functions and Facilities 201	• Internet Security 304
• Web Site Management 303	• Personal Computing 211	

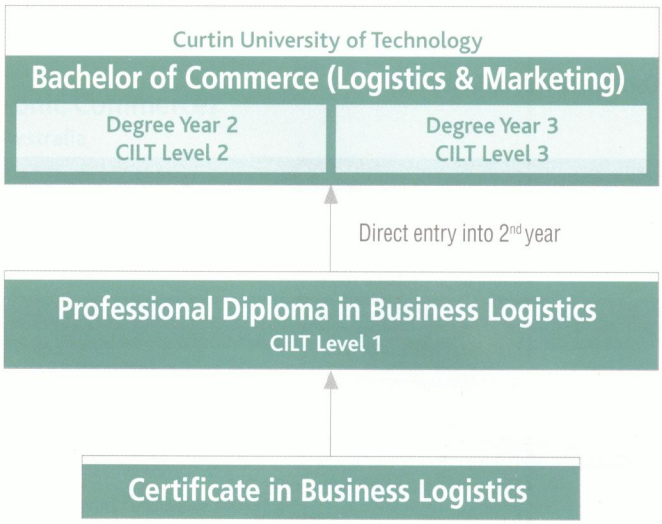
a. Each unit has 24 hours of teaching with local lecturers, plus 12 hours of teaching contact with Curtin academic staff.
b. Exemptions may be given to applicants with suitable Marketing qualifications.
c. Assessment is based on coursework and examinations, which are set and marked by Curtin staff.

Entry Requirements	Applicants who do not have a Professional Diploma in Marketing or equivalent qualifications should: • have 3 HKCEE passes at grade C or better, plus 2 HKAL passes, with one grade C and one grade D or better, or equivalent qualifications. • be proficient in English as shown by HKCEE (Syllabus B) grade C, or TOEFL 550, or an IELTS overall score of 6.0. Applicants below the basic English qualification will be required to take a Curtin University Test in English.
Fee(s)	AUD $1,150 per unit.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the Curtin University of Technology website** http://www.cbs.curtin.edu.au./ip/student.cfm The closing date for application is 31 May 2003 (for the August 2003 Trimester) and 19 September 2003 (for the December 2003 Trimester) An information seminar will be held at 6:30p.m. on 21 May 2003 (for the August 2003 Trimester) and 4 September 2003 (for the December 2003 Trimester). Please call 2867 8315 for reservations.

This course is exempted from registration under the NLHPE Ordinance.

🔒 These modules have been included in the list of reimbursable courses for CEF purposes.

Logistics Programmes at HKU SPACE



Training Professionals for the Logistics Industry
為物流業培訓人才

The logistics industry plays a vital role in the economy of the HKSAR. The various container ports and the Hong Kong International Airport form the main infrastructures of this important industry.

The World Bank predicts that by 2020, China will become the world's second-largest trading entity, ahead of Germany and Japan. More trade and investment will flow into Southern China. Hong Kong, located at the southern gateway of China, is perfectly positioned to capitalise on this expansion.

To enhance Hong Kong's strengths and competitiveness in the logistics sector, and to meet the community need for training, the following programmes were first launched in March 2003:

- Certificate in Business Logistics
- Professional Diploma in Business Logistics
- Bachelor of Commerce (Logistics & Marketing)

These programmes are recognised by the Chartered Institute of Logistics & Transport (CILT) as partial fulfillment towards attaining its professional membership.

物流業是香港整體經濟中重要的一環。香港國際機場和多個貨櫃碼頭，都是本地物流業重要的基礎建設。

據世界銀行估計，在二零二零年，中國將超越德國和日本，成為全球第二大貿易實體，而南中國地區的商貿和投資活動會更為頻繁。香港位處南中國，將佔盡地利優勢和發展先機。

為了提升香港物流業的競爭能力，學院已於二零零三年三月，開辦以下課程，為業內人士提供專業培訓，包括：

- 商業物流證書
- 商業物流專業文憑
- 商學士(物流與市場學)

修畢上述課程的學員，可獲特許物流及運輸學會認可，符合其專業會員的部份資格。

FB 05-804-00 (31) / FB 05-804-00 (32)
Bachelor of Commerce (Logistics & Marketing)

Curtin University of Technology

Enquiries: 2867 8315 E-mail: flora.chan@hkuspace.hku.hk

We offer this programme with Curtin University of Technology.

There are 16 units, each carrying 25 credits:

- Quantitative Modelling 201
- Business Policy 320
- Consumer Behaviour 102
- Materials Management 202
- Marketing Research 200
- Strategic Marketing 310
- Export Marketing 300
- Decision Support 300
- International Trade and Banking 305
- Transport Economics 202
- Marketing of Services 311
- Internet Marketing 350
- Supply Chain Information Management 302
- Retail Marketing and Distribution 311
- Strategic Logistics Management 302
- Location of Economic Activity 301

a. Each unit has 24 hours of teaching with local lecturers, plus 12 hours of teaching contact with Curtin academic staff.
b. Assessment is based on coursework and examinations, which are set and marked by Curtin staff.

Entry Requirements	Applicants should: • **either,** have a Professional Diploma in Business Logistics awarded by HKU SPACE, **or** other suitable academic or professional qualifications. • **and,** be proficient in English as shown by HKCEE (Syllabus B) grade C, or TOEFL 550, or an IELTS overall score of 6.0. Applicants below the basic English qualification will be required to take a Curtin University Test in English.
Fee(s)	AUD $1,150 per unit.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the Curtin University of Technology website** http://www.cbs.curtin.edu.au./ip/student.cfm The closing date for application is 31 May 2003 for the August 2003 Trimester and 19 September 2003 (for the December 2003 Trimester). An information seminar will be held at 6:30p.m. on 21 May 2003 (for the August 2003 Trimester) and 4 September 2003 (for the December 2003 Trimester). Please call 2867 8315 for reservation.
Professional Recognition	This programme is fully accredited by the Chartered Institute of Logistics and Transport (CILT). Graduates of this programme who have also completed the HKU SPACE Professional Diploma in Business Logistics will be granted exemption from the education requirement (logistics stream) for admission to Chartered Membership of the CILT.

This course is exempted from registration under the NLHPE Ordinance.

FB 05-104-00 (31) / FB 05-104-00 (32)
Professional Diploma in Business Logistics

Enquiries: 2867 8327 E-mail: ykwong@hkuspace.hku.hk

This programme is structurally designed for those already in supervisory to middle managerial level in the logistics industry who wish to pursue a higher level of qualification and professional recognition in the logistics areas. Professional Diploma graduates will be granted exemption from the Chartered Institute of Logistics and Transport (CILT) Examination Syllabus Level 1.

Term I
• Introduction to Business Law (10 weeks)
• Introduction to Global Logistics Management (10 weeks)

Term II

- Marketing (10 weeks)
- Logistics and Transport Business Environment (15 weeks) – CILT Syllabus

Term III

- Financial Management and Reporting for Logistics (15 weeks) – CILT Syllabus
- Information Technology for Logistics (15 weeks) – CILT Syllabus

- Assessment for each of the 6 courses will be based on one assignment and a final examination.
- There are 3 intakes a year, in March, August and December.

Entry Requirements	1. Minimum 1 pass in HKALE or 2 passes at AS-Level or hold a post-secondary qualification (Certificate/Diploma) of at least 1 year part-time duration and 5 passes at HKCEE or equivalent including English Language (Syllabus B)[or grade C or above in English language (Syllabus A)]; **and** 2. At least two years' full-time and/or equivalent of part time experience in logistics, transport, marketing or business related areas; **or** 3. Have obtained a Certificate in Business Logistics (HKU SPACE) or equivalent qualification.
Day(s) / Times	2 evening sessions a week and possible weekends.
Duration	13 months (minimum) or equivalent to 48 weeks
Fee(s)	• Course Fee: $3,200 per module (excluding textbooks) except for modules with CILT syllabus • Course Fee: $4,500 per module for CILT Syllabus (excluding textbooks) • Application Fee for the programme: $150, non-refundable
Medium of Instruction	English, supplemented by Cantonese
Closing Date for Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre • **by email,** from Dr. YK Wong – ykwong@hkuspace.hku.hk The closing dates for application are 11 August for the July 2003 intake and 14 November for the December 2003 intake.

FB 05-103-00 (31) / FB 05-103-00 (32)
Certificate in Business Logistics

Enquiries: 2867 8327 E-mail: ykwong@hkuspace.hku.hk

The Certificate programme is designed for those who are engaged in junior to middle level operational roles in the logistics industry. The programme is also suitable for all individuals at all levels (i.e. managerial, operational.) from other industries, who wish to advance their conceptual understanding and subsequent career progression in the logistics and related areas. Holders of the Certificate in Business Logistics are eligible for admission to the Professional Diploma in Business Logistics.

There are 4 modules, each with 10 weeks of study:

Term I

- Principles of Logistics and Distribution Management
- Introduction to Supply Chain Management

Term II

- Business Communications
- Business Economics

- Assessment for each of the 4 courses will be based on course assignment and a final examination.
- There are 3 intakes a year, in March, August and December.

Entry Requirements	• 5 passes at HKCEE or equivalent , including English Language (Syllabus B) [or grade C or above in English (Syllabus A)] qualification; **and** • at least one year's equivalent full time and/or equivalent of part-time experience in logistics, transport, marketing or business related areas.
Day(s)/Times	2 evening sessions a week and possible weekends.
Duration	7 months (minimum) or equivalent to 25 weeks
Fee(s)	• Course Fee: $3,200 per module (excluding textbooks) • Application Fee for the programme: $150, non-refundable
Medium of Instruction	English, supplemented by Cantonese
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre • **by email,** from Dr. YK Wong – ykwong@hkuspace.hku.hk The closing dates for application are 11 July for the August 2003 intake and 14 November for the December 2003 intake.

HKU SPACE =

Professional Excellence +

Quality of Life

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Academic Staff 教學人員
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Lam, Fiona K.W. 林嘉慧
Lee, Kenneth Justin 李家正
Lee, Samson K.W. 李國輝
Narwani, Sangeeta A.
Tam, Terence C.S. 譚卓璇
Yeung, Angela S.P. 楊樹彬

Divisional Affairs Executive 學部事務主任
Ngai, Sarah Y. W. 魏月環

Marketing Studies 市場學
Professional Marketing Courses 市場學專業課程

34/F., United Centre, 95 Queensway, Hong Kong.
香港金鐘道 95 號統一中心 34 樓
Fax 傳真：2861 0278

Marketing

市場學

市場競爭劇烈，瞬息萬變。隨著文化、經濟和科技的快速發展，以及全球化的影響，新產品和新服務在市場上一浪接一浪地推出，商品的壽命日益縮短，經銷代理的渠道亦層出不窮。

針對機構重整業務策略的需要，市場學學部提供一系列由短期至研究深造程度的課程，協助學員掌握市場脈搏，增加產品推廣的知識。部份課程與各認可的大學及專業團體合辦，理論與實踐並重，務求提供最切合學員需要的專業培訓。

Marketing is a vibrant and dynamic discipline; it is constantly shaped and reshaped by changes in cultural, economic and technological trends. In today's globalised markets, customers are exposed to new products and services in emerging markets that use revolutionized channels of distribution.

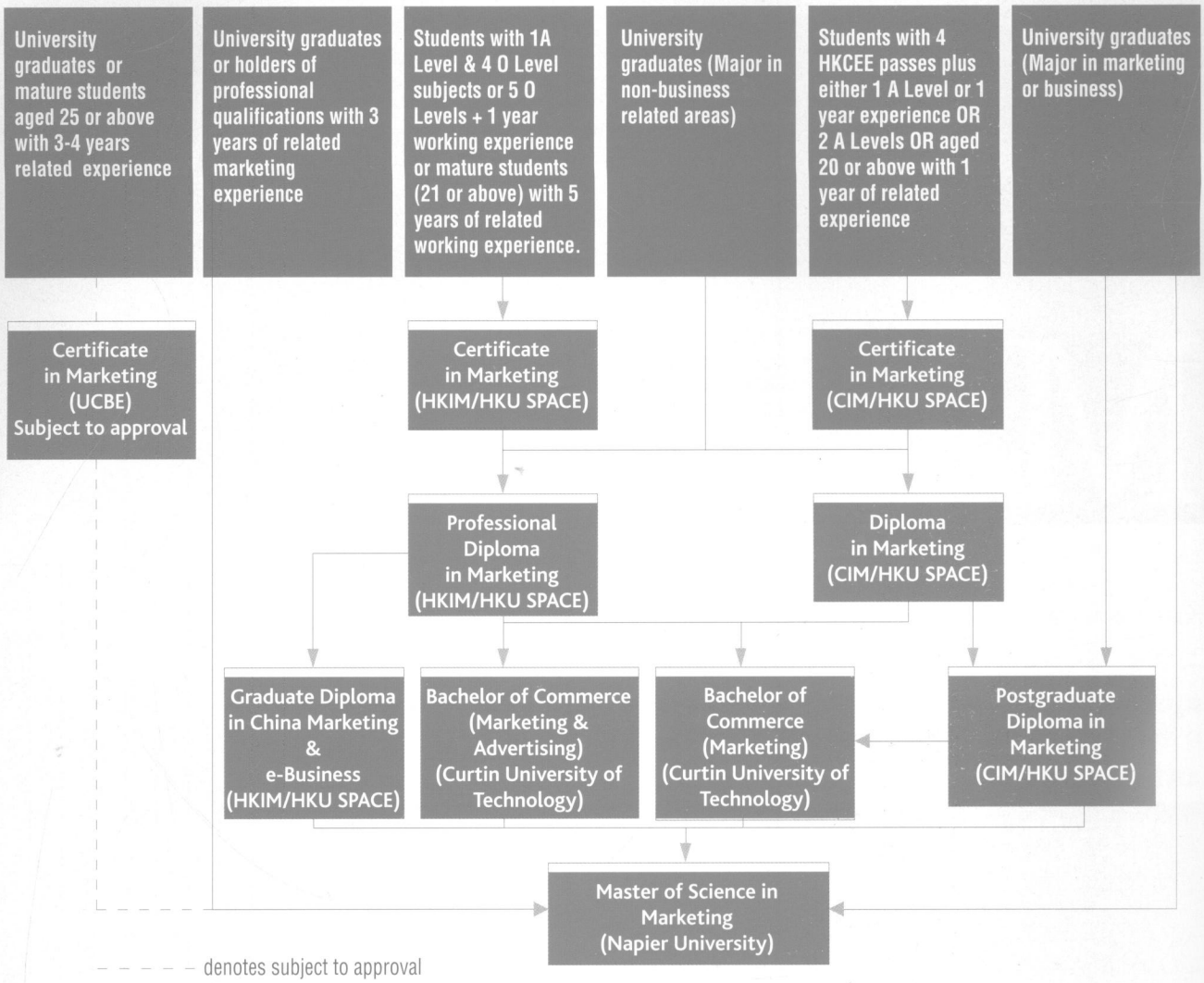
For those who wish to gain a better understanding of marketing or to develop skills in new business strategy and operations, the Division of Marketing offers a comprehensive range of programmes from sub-degree to undergraduate and postgraduate levels. We collaborate with highly reputable universities and professional bodies to deliver programmes that combine academic rigour and practical relevance to meet the increasing demands of the business community.

www.hku.hk/space/div_mk

Marketing Studies
市場學

TEL 電話 : 2867 8313/8315/8326
FAX 傳真 : 2861 0278

Marketing Programmes at HKU SPACE



FB 43-809-00 (23) / FB 43-809-00 (31)
Master of Science in Marketing

Napier University, UK

Enquiries: 2867 8316 E-mail: natalie@hkuspace.hku.hk

This programme, which is offered with Napier University, is accredited by the Chartered Institute of Marketing (CIM), UK. It consists of 9 modules (15 credits each) and a dissertation (45 credits):

- Principles and Practice of Marketing
- Marketing / Customer Interface
- Marketing: Planning and Control
- Corporate Strategy
- International Business Environment
- International Marketing Strategy
- Integrated Marketing Communications
- Marketing Analysis and Decision (Case Study)
- Research Methods
- Dissertation

a. Exemptions may be given from Principles and Practice of Marketing and Marketing / Customer Interface to holders of the CIM Postgraduate Diploma in Marketing or to applicants with 3 years' relevant work experience.
b. Most modules have 15 hours of lectures and 15 hours of tutorials taught by Napier or HKU SPACE academic staff.
c. Assessment is based on coursework and final examination.

Students who pass Marketing Management: Analysis and Decision as CIM external students will be awarded the CIM Postgraduate Diploma in Marketing. Holders of the Msc in Marketing with appropriate practical experience are eligible for CIM Membership and for progression to Chartered Marketer status.

Entry Requirements	*Applicants should have:* • **either,** an undergraduate honours degree from a recognised university. • **or,** an undergraduate degree from a recognised university plus at least a year experience in marketing or sales. • **or,** an appropriate professional qualification plus at least a year experience in marketing or sales; • **or,** an undergraduate degree or appropriate professional qualification plus 3 years general work experience.
Entry as an Associate Student	Applicants who have 5 years experience in marketing or sales, but who fail to meet the entry requirements, can apply for entry as Associate Students. If accepted, they will be able to study the first 2 modules: Principles and Practice of Marketing and Marketing / Customer Interface. If their performance in these modules is satisfactory, they will be allowed to complete the full programme.
Day(s) / Times	Weekday evenings and weekends.
Fee(s)	£8,070 without exemptions, or £6,950 with exemptions.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre • **from the HKU SPACE website,** http://www.hku.hk/space/div_mk The closing dates for application are 24 May 2003 for the June 2003 intake and 23 August 2003 for the October 2003 intake.

This course is exempted from registration under the NLHPE Ordinance.

FB 43-803-00 (31)/(32)
Bachelor of Commerce (Marketing)

Curtin University of Technology, Australia

Enquiries: 2867 8315 E-mail: flora.chan@hkuspace.hku.hk

We offer this programme with Curtin University of Technology and the Hong Kong Institute of Marketing.

There are 16 units, each carrying 25 credits:

- Advertising 211
- Marketing of Services 311
- Law (Marketing) 245
- Public Relations (Techniques) 200
- Export Marketing 300
- Tourism Marketing 300 🔒
- Marketing Communications 211
- Consumer Behaviour 102
- Public Relations (Principles) 102
- Strategic Marketing 310
- Sales Management 330
- Business Policy 320
- Internet Marketing 350
- Marketing Research 200
- Retail Marketing and Distribution 311
- Finance (Introductory) 201 🔒

a. Each unit has 24 hours of teaching with local lecturers, plus 12 hours of teaching contact with Curtin academic staff.
b. Assessment is based on coursework and examinations, which are set and marked by Curtin staff.

Entry Requirements	Applicants should: • have a Professional Diploma in Marketing awarded by HKU SPACE and HKIM, or other suitable academic or professional qualifications. • be proficient in English as shown by HKCEE (Syllabus B) grade C, or TOEFL 550, or an IELTS overall score of 6.0. Applicants below the basic English qualification will be required to take a Curtin University Test in English.
Fee(s)	AUD $1,150 per unit.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the Curtin University of Technology website** http://www.cbs.curtin.edu.au./ip/student.cfm The closing date for application is 31 May 2003 (for the August 2003 Trimester) and 19 September 2003 (for the December 2003 Trimester). An information seminar will be held at 6:30p.m. on 21 May 2003 (for the August 2003 Trimester) and 4 September 2003 (for the December 2003 Trimester). Please call 2867 8315 for reservations.

This course is exempted from registration under the NLHPE Ordinance.

🔒 These modules have been included in the list of reimbursable courses for CEF purposes.

FB 43-813-00 (31) / FB 43-813-00 (32)
Bachelor of Commerce (Marketing & Advertising)

Curtin University of Technology, Australia

Enquiries: 2867 8315 E-mail: flora.chan@hkuspace.hku.hk

We offer this programme with Curtin University of Technology.

There are 16 units, each carrying 25 credits:

- Advertising 211
- Consumer Behaviour 102
- Marketing Research 200
- Advertising Strategy 310
- Marketing Communications 211
- Internet Marketing 350
- Public Relations (Techniques) 200
- Sales Management 330
- Business Policy 320
- Advertising 391
- Strategic Marketing 310
- International Advertising 300
- Marketing of Services 311
- Public Relations (Principles) 102
- Retail Marketing and Distribution 311
- Media Planning 250

a. Each unit has 24 hours of teaching with local lecturers, plus 12 hours of teaching contact with Curtin academic staff.
b. Assessment is based on coursework and examinations, which are set and marked by Curtin staff.

Entry Requirements	Applicants should: • have a Professional Diploma in Marketing awarded by HKU SPACE and HKIM, or a Higher Diploma in Sales, Marketing and Advertising from HKU SPACE or other suitable academic or professional qualifications. • be proficient in English as shown by HKCEE (Syllabus B) grade C, or TOEFL 550, or an IELTS overall score of 6.0. Applicants below the basic English qualification will be required to take a Curtin University Test in English.
Fee(s)	AUD $1,150 per unit.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the Curtin University of Technology website** http://www.cbs.curtin.edu.au./ip/student.cfm The closing date for application is 31 May 2003 (for the August 2003 Trimester) and 19 September 2003 (for the December 2003 Trimester) An information seminar will be held at 6:30 p.m. on 21 May 2003 (for the August 2003 Trimester) and 4 September 2003 (for the Decmber 2003 Trimester). Please call 2867 8315 for reservations.
Professional Recognition	This programme is accredited by the International Advertising Association (IAA), one of the leading global organisations in its field with 61 Chapters in 95 countries.

This course is exempted from registration under the NLHPE Ordinance.

FB 43-103-00 (31)
Certificate in Marketing (Subject to approval)

University of California Berkeley Extension (UCBE)

Enquiries: 2867 8320 E-mail: sangeeta@hkuspace.hku.hk

We offer this on-line programme with the University of California Berkeley Extension (UCBE).

There are 7 courses:

- Essentials of Marketing
- Marketing Research: Concepts and Techniques
- International Marketing
- Marketing for E-Commerce
- Implementing an Integrated Marketing Communications Plan
- Consumer Buying Behaviour
- Strategic Marketing

a. The teaching is conducted on-line, supplemented by 4 – 6 face-to-face tutorials by HKU SPACE or UCBE staff.
b. Students can enrol in 2 – 3 courses at a time.
c. Assessment is based on participation, a project or paper, and examinations.

Entry Requirements	Applicants should: • either, have a recognised undergraduate degree; • or, be 25 and have 3 - 4 years' work experience in marketing or a related area.
Duration	13 - 14 weeks per course, up to a maximum of 3 years.

Fee(s)	$6,000 per course.
Information and Application	Detailed information and an application form are available: • in person, at any SPACE Enrolment Centre. • from the SPACE website, http://www.hku.hk/space/div_mk For a Free Trial Lesson to let you see the features of this course, please go to: http://learn.berkeley.edu/html/body_mktg.html The closing date for application is 19 September 2003 for the Autumn 2003 Semester to commence in October 2003.
Information Seminars	Information Seminars will be held in July and August for the Autumn 2003 Semester. Please call 2867 8320 or e-mail llchoi@hkuspace.hku.hk to reserve a place.

The course operator is applying for exemption under the NLHPE Ordinance.

Professional Marketing Courses
市場學專業課程

FB 43-810-00 (31) – Certificate in Marketing
FB 43-811-00 (31) – Diploma in Marketing
FB 43-812-00 (31) – Postgraduate Diploma in Marketing

Chartered Institute of Marketing

Enquiries: 2867 8313 E-mail: flora.chan@hkuspace.hku.hk

We offer these programmes with the Chartered Institute of Marketing (CIM) to give students a solid foundation in the core aspects of marketing theory and practice, and their application in a business environment. They lead to 3 awards that can be completed in a minimum of 2 years of part-time study:

- Certificate in Marketing
- Diploma in Marketing
- Postgraduate Diploma in Marketing

There will be intakes in June, October and February each year.
Holders of the Postgraduate Diploma award qualify for maximum exemptions (10 papers) from CIM examinations. Full details of these exemptions are contained in the programme leaflet available by request.

Certificate in Marketing		
Modules – 30 hours each	• Marketing Fundamentals • Customer Communications	• Marketing Environment • Marketing in Practice
Entry Requirements	Applicants should: • **either,** have 2 passes at "A" level or equivalent; • **or,** have 4 passes at HKCEE plus either one pass at "A" Level or a year's full-time experience in Marketing or a business-related area; • **or,** be 20 and have a year's full-time experience in Marketing or a business-related area.	
Fee(s)	$2,600 per module.	
Diploma in Marketing		
Modules – 30 hours each	• Marketing Operations • The Marketing / Customer Interface	• Effective Management for Marketing • Management Information for Marketing Decisions
Entry Requirements	Applicants should have: • **either,** a recognised degree in a non business-related area; • **or,** a Certificate in Marketing (CIM / HKU SPACE) or equivalent.	
Fee(s)	$3,200 per module.	

Postgraduate Diploma in Marketing		
Modules – 30 hours each	• Integrated Marketing Communications • International Marketing Strategy	• Strategic Marketing Management: Planning and Control • Strategic Marketing Management: Analysis and Decision (Case Study)
Entry Requirements	Applicants should have: • **either,** a recognised degree in Marketing or in business-related area with significant marketing content; • **or,** a Diploma in Marketing (CIM / HKU SPACE) or equivalent.	
Fee(s)	$3,600 per module.	
Assessment	Based on coursework (25%) and final examinations (75%).	
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website,** http://www.hku.hk/space/div_mk The closing date for application is 5 September 2003 for the October 2003 intake.	

These courses are exempted from registration under the NLHPE Ordinance.

FB 43-104-00 (31)
Revision Programme for the Chartered Institute of Marketing (CIM) Examinations

Enquiries: 2867 8313 E-mail: flora.chan@hkuspace.hku.hk

Twice a year, we offer revision programmes for the 2 compulsory modules of the CIM examinations: Analysis + Decision (Case Study) and Strategic Marketing Management: Planning and Control.

The next courses take place as follows:

FB 43-104-01 (31), Strategic Marketing Management: Planning and Control	
1 Nov 2003	6:30 - 9:30 p.m.
2 Nov 2003	2:00 - 5:00 p.m.
8 Nov 2003	6:30 - 9:30 p.m.
9 Nov 2003	2:00 - 5:00 p.m.

FB 43-104-02 (31), Analysis and Decision (Case Study)	
15 Nov 2003	6:30 - 9:30 p.m.
16 Nov 2003	2:00 - 5:00 p.m.
22 Nov 2003	6:30 - 9:30 p.m.
23 Nov 2003	2:00 - 5:00 p.m.

Entry Requirements	Entry is open to all applicants for the CIM examinations.
Venue	Admiralty Learning Centre.
Fee(s)	$1,850 per module, including all materials.
Information and Application	Detailed information and application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **from the HKU SPACE website,** http://www.hku.hk/space/div_mk

FB 43-805-00 (31) /.FB 43-805-00 (32)
Certificate in Marketing
FB 43-806-00 (31) / FB 43-806-00 (32)
Professional Diploma in Marketing
FB 43-808-00 (31) / FB 43-808-00 (32)
Graduate Diploma in China Marketing and e-Business

Enquiries: 2867 8326 E-mail: lfchan@hkuspace.hku.hk

We offer these programmes with the Hong Kong Institute of Marketing (HKIM). There are 3 possible awards, issued jointly by HKIM and HKU SPACE:

- **Certificate in Marketing,** awarded to students who complete Level 1 of the Professional Diploma in Marketing.
- **Professional Diploma in Marketing**
- **Graduate Diploma in China Marketing and e-Business.**

There will be intakes in September, January and May each year.

Professional Diploma in Marketing: Level 1	
Contents	• Fundamentals of Marketing • Business Law • Information Technology in Marketing • Economics • Quantitative Analysis for Marketing • Accounting & Finance 🔒 Students who complete Level 1 may exit at this point with a Certificate in Marketing awarded jointly by HKU SPACE and HKIM.
Entry Requirements	Applicants should have: • 2 passes of "A" level or equivalent; or, • 5 passes at HKCEE, including English (Syllabus B) or equivalent, and 3 years' full time practical experience in marketing or business related areas; or • be aged 21 or above with no less than 5 years' full time experience in marketing or business related areas.
Fee(s)	$2,600 per module.

🔒 This module has been included in the list of reimbursable courses for CEF purposes.

Professional Diploma in Marketing: Level 2	
Contents	• Marketing Management • Services Marketing • Consumer Behaviour • Selling and Sales Management Holders of this Professional Diploma meet the educational requirements for Associate Membership of HKIM.
Entry Requirements	To qualify for direct admission to Level 2 of the programme, applicants should have: • a recognised degree; or • a Certificate in Marketing issued by HKU SPACE and HKIM or equivalent.
Fee(s)	$3,200 per module.
Graduate Diploma in China Marketing and e-Business	
Contents	• Strategic Marketing in China • Current Issues in E-Commerce and On-line Marketing • Marketing Services in Hong Kong and China • Marketing and Information Management Holders of this Graduate Diploma meet the educational requirements for Full Membership of HKIM and, subject to meeting other requirements, are entitled to use the designation Certified Professional Marketer (HK).
Entry Requirements	Applicants should have: • a recognised degree in marketing or business related area; or • a Professional Diploma in Marketing issued by HKU SPACE and HKIM or equivalent.
Fee(s)	$3,800 per module.

a. The programmes qualify for maximum exemptions from the Asian Pacific Marketing Federation Certified Professional Marketers (Asia Pacific) programme.
b. Assessment is based on coursework (25%) and examinations (75%).

Information and Application	Detailed information and application form are available: • **in person**, at any HKU SPACE Enrolment Centre • **from the HKU SPACE website**, http://www.hku.hk/space The closing date for application for the September 2003 intake is 16 August 2003 and the January 2004 intake is 20 December 2003.

Head of Division 學部主任
Shen, S.M. 沈雪明

Academic Staff 教學人員

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Luo, W.Q. 羅偉權
Sun, L.L. 孫徠齡
Yim, Y.M. 嚴玉薇
Chan, Y.S. 陳日升
Liu, Y.P. 劉玉萍
Tam, Timothy C.M. 譚哲明
Cheung, K.S. 張群湘
Sit, Kevin H.Y. 薛愷睿
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Lee, Terence C.W. 李志偉
Lee, L. 李 烈
Ng, M.P. 吳文豹
Yeung, S.K. 楊順坤
Cao, K.J. 曹克儉
Cheung, Edmund N.M. 張毅敏
Ng, S.K. 吳小堅
Qin, A.P. 秦愛平
Lai, L. 勵莉
Yiu, Y.M. 姚韌敏
Fung, W.C. 馮榮昌

Chinese Medicine 中醫學
Chinese Medicine Pharmaceutics 中藥學
Acupuncture and Tui-Na 針灸學及推拿學

Visiting Associate Professors/Assistant Professors
客座副教授 / 助理教授

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Li, L. 李 磊
Li, Z.Z. 李祖珍
Su, J. 蘇晶
Fu, W.S. 符文澍
He, T.Z. 何濤贊
Zhang, X.F. 張笑菲
Huang, Z.Y. 黃自元
Guo, H.Q. 郭會卿
Luo, J.P. 羅集鵬
Guo, Y.F. 郭岳峰
Shi, J. 石軍
Xia, H.M. 夏惠明
Zhu, E. 朱 恩

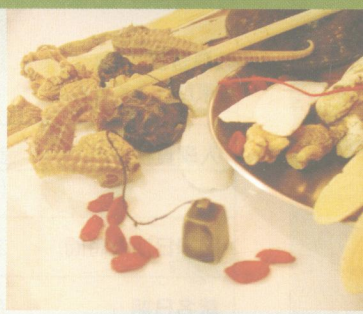
Administrative Assistant / Divisional Affairs Executive
學部事務主任
Yu, Anita L.L. 余禮玲

Executive Officers 行政主任
Yu-Cheung, Karen Y.M. 俞張婉薇
Yuen, Euphemia F.T. 袁鳳婷

1/F Austin Tower, 22-26A Austin Avenue, Tsim Sha Tsui, Kowloon
九龍尖沙咀柯士甸路 22 至 26 號 A 好兆年行一樓
Fax 傳真: 2527 0112
E-mail 電郵: tcmenquiry@hkuspace.hku.hk

Chinese Medicine

中醫藥學



中醫藥在香港發展蓬勃，市民逐漸認同其治病療效，及康復治療上的成功實例。隨著中醫藥在養生保健、美容等方面被廣泛應用，近年來這門傳統醫藥學在香港的發展日趨迅速。

中醫藥學部自 1991 年起已開辦高質素的中醫藥課程，迄今累積畢業學生逾三千人次。課程範圍包括：中醫學、中藥學、針灸學及推拿學等，為在職醫護人員（包括中 / 西醫、輔助醫療人士等）提供進修的機會。學部亦設有一系列文憑 / 證書及各類型的短期課程，供有興趣之人士選讀，藉此提高社會人士對中醫藥的認識及掌握傳統醫藥的正確使用方法，發揚我國傳統醫藥學的優秀文化。

學部並於金鐘及尖沙咀開設中醫臨床中心及中藥房，除了為市民大眾提供優質的中醫診症服務外，更為學員提供一個擁有專家、專科、專業的臨床見習基地。

As a result of rapid developments in Chinese Medicine (CM), there has been enhanced knowledge and greater acceptance of CM practices within the community. The application of CM in health maintenance and beauty treatment further enhances the effects of this traditional therapy.

Since 1991, the Division of Chinese Medicine has been offering high quality education and training in CM and allied subjects to over 3000 students. The range of the programmes currently offered includes Chinese Medicine, Chinese Medicine Pharmaceutics, Acupuncture and Tui-Na. Accredited courses are available to practitioners of Chinese and western medicine, and allied health professionals. In addition, general courses of diverse interests in CM are offered to the general public.

The Clinical Centre of Chinese Medicine comprises 2 clinics and dispensing units, located conveniently in our Admiralty and Tsim Sha Tsui learning centres. In these locations, the public can seek general or specialist consultations. These clinical centres also serve as clinical training bases for our programmes' traineeship sessions.

www.hku.hk/space/div_cm

CM 38-131-00 (31)
中醫內科學深造文憑 （尚待批核）

查詢電話：2376 6783 傳真：2735 4803

本課程旨在提高香港中醫師的現代醫學知識以及中醫藥治療內科常見病和疑難疾病的水平，以中醫治療診斷為本，配合現代研究及西醫學知識，加強中醫師的臨床思維和對疾病的認識。講授內科常見及難治性疾病的診斷、實驗室檢查臨床意義(血、尿、便常規；血液生化如肝、腎功能、血脂蛋白、電解質；常見心電圖）、中醫的辯証治療及其優勢、及現代中醫治療研究進展。

課程大綱及內容		
1. 呼吸系統疾病	4. 新陳代謝及內分泌疾病	7. 泌尿系統疾病
2. 循環系統疾病	5. 風濕性疾病	8. 血液疾病
3. 消化系統疾病	6. 神經及精神疾病	9. 腫瘤

臨床實習
臨床實習約 100 課時（約 2 週），於國內重點中醫藥大學附屬醫院進行。

教學語言
廣東話及 / 或普通話

入學資格	註冊及表列中醫師及註冊西醫師；香港中醫藥管理委員會認可之中醫全日制本科(或相當於五年全日制)畢業生
開課日期及時間	2003 年 9 月；課程全期約一年
報名日期	每年 11 、12 月（春季入學）5 、6 月（秋季入學）
費 用	報名費 ： $150（取錄與否，恕不退還） 學 費 ： $28,000（暫定）(於接獲本院通知後繳交）

CM 38-132-00 (31)
中醫美容保健基礎證書（尚待批核）

查詢電話：2376 6770 傳真：2735 4803

本課程旨在為工作忙碌的上班族及有志從事中醫美容保健的人士，提供一個基本的中國傳統美容及身體保健的理論及實踐課程，亦為現職美容師提供一個自然、傳統的自我增值機會，更為有志經營中醫美容的人士提供一個成功創業的目標。

課程大綱		
・中醫美容保健概述	・中醫體質分類及調理	・皮膚結構、功能及分類
・美容保健中藥	・美容保健方劑	・中藥面膜
・水果蔬菜面膜	・保健美容按摩	・美容織體穴位療法
・膳食美容	・自我心理調節與美容	

教學語言	廣東話及 / 或普通話
入學資格	中五畢業或國內高中畢業
開課日期及時間	2003 年 9 月；課程全期約 5 個月（共 60 學時）
報名日期	2003 年 6 月
費 用	報名費 ： $150（取錄與否，恕不退還） 學 費 ： $5,800（暫定）(於接獲本院通知後繳交）

CM 38-129-00 (31)
中醫藥學基礎證書（西醫專業人士課程）

查詢電話：2376 6740　傳真：2735 4803

講述中醫的基本概念、辯証思維方法、中醫的治療原則，常用中藥及方劑知識，中醫如何診斷疾病及疾病舉例，針灸概念等。

課程大綱		
· 中醫基礎理論	· 診斷與辨証	· 中藥學概論
· 方劑學概論	· 常見疾病的辯証論治與例子	

教學語言	廣東話與普通話
入學資格	西醫及醫學相關人士
開課日期及時間	2003 年 9 月 13 日起逢星期六 2:00-5:00p.m.；課程全期約 8 個月，共 100 學時
報名日期	2003 年 6 月
費 用	報名費：$150（取錄與否，恕不退還） 學 費：$10,000（於接獲本院通知後繳交） $7,000（只供醫管局轄下西醫及醫護人員）

CM 38-133-00 (31)
Foundation Certificate in Chinese Medicine (Subject to approval)

Enquiries: 2376 6781　Fax: 2735 4803

The course aims to provide a comprehensive introduction to the core of Chinese medicine. It aims to provide not only the basic Chinese medicine knowledge in self-health promotion, but also in diagnosis and treatment for mild illness. It helps to prepare participants a firmer understanding of this traditional medical treatment.

Topics include the characteristics and concept of Chinese medicine, the methods to diagnose a common disease, an introduction to utilize the over-the-counter Chinese patent medicine in Hong Kong and the advantage of Chinese medicine in treatments of diseases, such as diabetes, hyperlipidemia etc.

The course is designed for people who are interested in Chinese medicine.

Course contents
• The outline of the basic theory of Chinese medicine
• The rationale behind sickness
• The therapeutic principles
• Health maintenance and promotion methods
• Methods to know the internal condition of the body by external observation
• Techniques to collect information from a patient
• Methods to palpate the pulse
• Methods to diagnose a disease
• Characteristics and functions of Chinese drugs
• The application of Chinese drugs
• Drugs for treating different syndromes
• Methods to utilize the tonics for weak people and convalescent patients
• Techniques to make a Chinese prescriptions
• The application of common prescriptions
• An introduction to utilize the over-the-counter Chinese patent medicine in Hong Kong
• The advantage and application of Chinese prescriptions in treating diabetes, gastric disorders, hyperlipidemia and obesity

Entry Requirement	Applicants should have: 5 passes, including English, in HKCEE or equivalent
Day(s)/ Times	Two meetinngs a week, 7:00 – 10:00 p.m., starting September 2003
Duration	75 hours (25 meetings)
Venue	To be advised
Fee(s)	• Course Fee: $6,750 (To be confirmed), non-refundable • Application Fee: $150, non-refundable
Medium of Instruction	English
Enrolment	30

課程預告

中醫學文憑（尚待批核）

查詢電話：2376 6740　傳真：2735 4803

學部現正籌辦中醫學文憑，此課程旨在為香港從事法律、保險、護理、康復、美容及其他有興趣了解中醫基本理論和基本知識的人士，提供一個有系統及全面的中醫基礎專業進修課程。

初擬的課程設計包括中醫理論證書（1年制）及中醫臨床證書（1年制）兩部份。內容包括中醫理論基礎、中藥學、方劑學、生命科學基礎、診斷學基礎、中醫內科學、中醫婦科學、中醫兒科學、中醫皮外科學、針灸學及推拿學、臨床見習。詳細資料將另行通告，有興趣人士亦可致電查詢。

CM 38-068-17-01(31)
中醫基礎理論

查詢電話：2376 6770　傳真：2735 4803

中醫基礎理論是研究中醫學的基礎理論和基礎知識的一門學科。主要內容包括中醫學的哲學基礎，中醫學對人體和疾病的認識，以及養生與疾病的防治原則等，是學習中醫藥學其他各門學科的基礎。每星期授課兩次，每次三小時。

入學資格
中五畢業或同等學歷。

導　師　：容後公佈
地　點　：容後公佈
開課日期及時間　：2003年9月 7:00-10:00p.m.，每星期授課兩次（課程全期約半年）
學費　：$7,700
教學語言　：廣東話 / 普通話

CM 38-068-18-01(31)
中藥學

查詢電話：2376 6770　傳真：2735 4803

中藥學是研究中藥基本理論和中藥的來源、採製、分類、性能、功效及臨床應用等基本知識的一門學科。主要內容包括中藥學的基本理論，常用中藥的性味、歸經、功效、主治和使用方法，是學習中醫方劑學及臨床各門學科的基礎。每星期授課兩次，每次三小時。

入學資格
1. 持有本學院或其他學院「中醫基礎理論」證書 / 合格證明書；
2. 持有本學院「中醫藥學基礎證書（西醫專業人士課程）」。

導　師　：容後公佈
地　點　：容後公佈
開課日期及時間　：2003年9月 7:00-10:00p.m.，每星期授課兩次（課程全期約半年）
學費　：$8,250
教學語言　：廣東話 / 普通話

CM 38-068-16-01(31)
中醫診斷學

查詢電話：2376 6770　傳真：2735 4803

中醫診斷學是研究診察病種、判斷病種、辨別症候的基本理論、知識和技能的一門學科。主要內容是學習中醫的診法、辨病、辯證、病案書寫等。本科目是基礎理論與臨床各科的橋樑，是學習臨床各科的基礎。每星期授課兩次，每次三小時。

入學資格

1. 持有本學院或其他學院「中醫基礎理論」證書 / 合格證明書；
2. 持有本學院「中醫藥學基礎證書（西醫專業人士課程）」

導　師　：容後公佈
地　點　：容後公佈
開課日期及時間　：2003 年 9 月 7:00-10:00p.m.，每星期授課兩次（課程全期約半年）
學費　：$7,000
教學語言　：廣東話 / 普通話

CM 38-068-15-01(31)
解剖學、組織學及胚胎學

查詢電話：2376 6741　傳真：2735 4803

解剖學、組織學及胚胎學是研究正常人體結構及功能的醫學基礎科學。主要內容包括正常人體結構(大體與微觀)及其胚胎的發生。為學習生理學及生物化學、針灸學、中醫骨傷科學、中醫婦科學、中醫耳鼻喉科學奠定基礎。每星期授課兩次，每次三小時。

入學資格

中五畢業或同等學歷

導　師　：容後公佈
地　點　：容後公佈
開課日期及時間　：2003 年 7:00-10:00p.m.，每星期授課兩次（共 23 講）
學費　：$8,250
教學語言　：廣東話 / 普通話

CM 38-068-23-01(31)
中醫美容基礎

查詢電話：2376 6783　傳真：2735 4803

中醫中藥、針灸、推拿應用於美容、保健等方面的成效顯著，已愈來愈受社會的認同與歡迎。旨在為有志學習中醫美容保健等方面的人士，提供一個有系統及實用的課程。

適合從事美容行業或對中醫美容有興趣人士報名。

導　師　：容後公佈
地　點　：尖沙咀教學中心
開課日期及時間　：2003 年 6 月 29 日起逢星期日 4:00-6:00p.m.(共 10 講)
學費　：$1,500
教學語言　：廣東話 / 普通話

CM 38-068-25 (31)
中醫體質學說與疾病的防治

查詢電話：2376 9101　傳真：2735 4803

體質學說是研究人體個體差異的學說，不同的體質、不同的體質類型，個體對疾病的易感性、耐受性、從化性各異，產生某些慢性、多系統損傷性疾病。中醫學蘊藏著豐富的體質學知識，對於防治某些現代疾病有指導作用。

本課程旨在使學員瞭解中醫應用體質學說的理論防治與體質相關疾病（風濕痹證、哮喘、消渴、肥胖、腫瘤等）的知識。

適合人士：　註冊中醫師、表列中醫師、中醫全科文憑畢業人士。

導　師　：本學部教師
地　點　：容後公佈
開課日期及時間　：2003 年 10 月 每星期授課兩次 7:00-10:00p.m. 共 10 講
學　費　：$2,250
教學語言　：普通話 / 廣東話
名　額　：50 人

CM 38-068-26 (31)
中醫藥與心身疾病的防治

查詢電話：2376 9101　傳真：2735 4803

心身疾病是隨著醫學模式轉化和整體醫學觀確立而界定的疾病群，在社會和生活壓力日趨增加的情況下，越來越多的常見病、多發病與心身及情志有關，中醫學中蘊涵著極為豐富的心身醫學知識和防治多種心身疾病臨床經驗。

本課程旨在使學員瞭解中醫應用心身醫學理論，以指導治療相關的心身疾病，如：鬱証、癲狂、不寐、癡呆與健忘、頭痛、經斷前後綜合証、中風、腹瀉等。

適合人士： 註冊中醫師、表列中醫師、中醫全科文憑畢業人士。

導　師　：本學部教師
地　點　：尖沙咀教學中心
開課日期及時間　：2003年7月21日起逢星期一、三 7:00-10:00p.m. (共10講)
學　費　：$2,250
教學語言　：普通話 / 廣東話
名　額　：50人

CM 38-068-24 (31)
中醫藥常識入門

查詢電話：2376 6783　傳真：2735 4803

中醫葯常識入門是向市民介紹一些有關中醫的常識及常見病証日常行之有效的中醫葯預防與調理方法。

內容包括:

1. 中醫的陰陽學說　2. 中醫學之精、氣、血　3. 中醫學之五臟
4. 中醫學之六腑　5. 中醫學之經絡　6. 中醫學之寒、熱與邪氣
7. 針灸如何治病　8. 按摩治療與保健　9. 中藥的性味歸經
10. 常用中藥介紹

導　師　：容後公佈
地　點　：容後公佈
開課日期及時間　：2003年7月25日起 逢星期五 6:30-8:00p.m. (共10講)
學費　：$900
教學語言　：廣東話 / 普通話

CM 38-068-01-01 (31)
An Introduction to Chinese Medicine

Enquiries: 2376 6770　Fax: 2735 4803

This course introduces the basic theories of Chinese Medicine and its application to the maintenance of quality health. Common ailments will be addressed with guidance on the practical applications of acupressure and other non-intrusive methods of therapy.

Topics to be covered include:

- Development of Chinese Medicine (CM)
- Theories of CM
- The Meridian System
- The most commonly used acupressure points for relief
- Demonstrations in the use of unintrusive methods of treatment

The course is suitable for individuals who have an interest in a complementary approach to health maintenance and for those who are in the paramedical profession wishing to enhance their knowledge of CM.

Tutor : Dr. Betty S.H. Lui BSc, MSc *Lond*, FIBMS, DipA&CM, DOM, HKIAS, CA *Nanjing*
Venue : To be advised
Day(s)/Times : Tuesdays, 6:30-9:30p.m. starting 7 Octobers 2003 (6 meetings)
Closing Date for Application : TBA
Fee : $1,530
Medium of Instruction : English, supplemented by Cantonese
Enrolment : 25

Chinese Medicine Pharmaceutics
中藥學

TEL 電話 : 2376 6739/ 6759 FAX 傳真 : 2527 0112

CM 49-120-00 (31)
中藥深造證書

查詢電話：2376 6739 傳真：2527 0112

本課程是應「香港執業藥劑師協會」及西藥藥劑專業之需求而開辦的一個精簡及系統性之中藥課程，為深入學習和研究中藥建立穩固的基礎。

課程大綱
中醫學基礎、中藥學、方劑學、中藥藥理學及毒理學概論、葯用植物學概述、中藥炮製學精選、中藥製劑學簡介、中藥鑑定學概述、藥事法規與藥政管理等。

教學語言	廣東話及普通話
入學資格	學員須為西藥藥劑師、西醫或其他輔助醫療人士，或持有相關的大學學位。
開課日期及時間	每年九月，每星期授課 2 次，每次 3 小時，共約 240 學時
報名日期	每年 5 、6 月
費 用	報名費 ： $150（取錄與否，恕不退還） 學 費 ： $24,750（於接獲本院通知後繳交）

CM 49-601-00 (31)
中藥藥劑學學士

查詢電話：2376 6739 傳真：2527 0112

本課程於1999年9月首次開辦，為本港首個培訓中藥專業人才的學士水平課程。課程旨在培養中藥科技及管理兩方面之人才，並為有志加入中醫藥或在職從業員提供優質課程，以配合政府積極推動香港成為國際中醫藥中心的政策。

課程大綱
・理論學科包括：中醫基礎學科、生命科學學科、專業學科、通識教育及輔助學科；
・實習及專題論文。

課程實驗安排分別在香港和內地進行。學員在完成第三學年之後，開始分階段進行實習；包括在香港和國內醫院中藥房、中藥廠、藥物檢驗所和研究部門等進行實習、見習或參觀，並同時進行專題論文的實驗或實踐工作。

學歷及專業資格
學員修畢課程，完成全部科目要求並經考試合格，完成實習及專題論文，將獲香港大學頒授「中藥藥劑學學士」。

修業年限
共四年半。

入學資格
符合香港大學入學資格，並於香港高級程度會考獲取化學科合格成績或同等學歷；或中五畢業(需於香港中學會考獲取化學科合格成績或同等學歷)，並具有三年或以上有關工作經驗者。該申請人必須於入學年度 9 月 1 日已年滿二十五週歲。

報名日期
每年 5 、6 月

＊科目內容只供參考

中藥藥劑學學士修讀科目 *

中醫基礎學科	中醫學基礎 中藥學 方劑學 中醫臨床概要
生命科學學科	分析化學(I) (II) 人體解剖生理學 生物化學 微生物學與免疫學 病理生理學 藥理學
專業學科	葯用植物學 中藥化學 中藥鑒定學 中藥炮製學 中藥藥劑學 中藥藥理學與毒理學 中藥製劑分析 中藥資源學 中藥管理學 中藥製藥工程原理與設備 中藥科研設計及方法學 中藥國際商貿 藥事法規
通識教育及輔助學科	學術英語 專業英語 實用中文 資訊科技概論 中醫醫學史 醫古文 中藥信息學 醫學統計學 現代生物技術概論 其他 (選修三個人文 / 社會科學或文化 / 價值領域的通識教育科目)
實習及專題論文	12 週（可於第四學年開始進行）

CM 49-101-00 (31)
中藥管理學文憑

查詢電話：2376 6739　傳真：2527 0112

中藥管理學文憑課程於1997年開辦至今已五年，為配合本港政府積極推行中藥行業及中藥從業員的規管制度，此課程已加入有關中藥管理及中藥營銷和商貿等科目以加強實用性，配合社會的需要。課程以課堂授課為主，輔以幻燈片或錄像帶、中藥實物辨認，配合實驗（實驗分別安排在香港及廣東省進行）。

計劃中課程 (尚待批核) 將分為三個部份，學員修畢第一學年課程，可頒發「中藥管理學基礎證書」；修畢第二學年課程，可頒發「中藥管理學證書」；修畢第三學年課程，可頒發「中藥管理學文憑」。

CM 49-124-00 (31)
中藥配劑高級文憑（尚待批核）NEW
CM 49-122-00 (31)
中藥配劑文憑
CM 49-121-00 (31)
中藥配劑證書

查詢電話：2376 6759　傳真：2527 0112

中藥的調劑及配方是一項具專業性和技術性的工作，能直接影響到用藥的安全與療效。本課程應香港中藥從業員協會及中藥配劑專業的要求而開辦。通過學習，學員將有系統地掌握中藥配劑的專業知識和技能，提高業務水平，為香港市民的健康事業作出應有的貢獻。

課程大綱

本課程共分三個階段：第一階段即“中藥配劑證書”；第二階段為“中藥配劑文憑”；第三階段為“中藥配劑高級文憑”。本課程採用課堂授課、中藥圖片投影、中藥實物辨認以及參觀實習等形式進行。

中藥配劑證書			
・中醫哲學思想與思維方法	・毒性中藥管理和中毒處理	・中醫學對正常人體的認識	・常用中藥的保質和貯藏方法
・中醫學對疾病的認識	・中藥配方程序與發藥常規	・中藥學（一）	・中藥店的常規佈局和行業守則
・中藥炮製常識	・中藥房實習（48小時）	・常用中藥辨認	
中藥配劑文憑			
・簡明中醫辨證學說	・方劑的分類和組成	・中醫治則綱要	・中藥劑型和發展
・中藥學（二）	・中成藥簡介	・優劣中藥材的識別和性狀鑒別	・藥事法規
・中藥免疫學概述	・國內實習（2－3天）		
中藥配劑高級文憑			
・中藥房的經營與管理	・常用中藥名稱辨識	・藥用植物學	・中藥藥理學
・常用中藥材的商品特徵及其性狀鑑別	・常用中藥的加工炮製	・中藥商品的質量標準與質量控制	・常用中成藥的商品特徵
・中醫臨床證治概要	・常見病的中成藥選用	・中藥科學服用法	

學歷及專業資格

・學員修畢第一階段課程，並經考核合格，出席率達80%以上，可獲香港大學專業進修學院頒發「中藥配劑證書」
・學員修畢第二階段課程，並經考核合格，出席率達80%以上，可獲本院頒發「中藥配劑文憑」
・學員修畢第三階段課程並經考核合格，出席率達80%以上，則可獲本院頒發「中藥配劑高級文憑」。

教學語言	廣東話及普通話
入學資格	**中藥配劑證書** ・具中學程度或同等學歷，對中醫藥有興趣並有志投身於中藥配劑員行列 ・持有香港中藥從業員協會會員証明文件或中藥行僱主推薦信者當優先考慮 **中藥配劑文憑** ・持本學院「中藥配劑證書」者；或 ・持本學院「中藥配劑主管進修證書」者；或 ・持本學院「中藥初級配劑員證書」及經考入學試合格者；或 ・持有本院審核相當於以上資格者。 **中藥配劑高級文憑** ・持本學院「中藥配劑文憑」者；或同等學歷

開課日期及時間	中藥配劑證書 / 中藥配劑文憑：九月起，逢星期日上課，每次 3 小時 中藥配劑高級文憑：每年九月，每星期授課兩次，每次 3 小時 每階段的課程為期約一年，三年內可完成整個高級文憑課程
報名日期	每年 5 、 6 月
費 用	報名費：$150（取錄與否，恕不退還），每一階段的課程須重新報名 學 費（於接獲本院通知後繳交）： 中藥配劑證書：$8,250 中藥配劑文憑：$8,250 中藥配劑高級文憑：$12,500（尚待批核）

CM 49-117-00 (31)
中藥營養學證書

查詢電話：2376 6759 傳真：2527 0112

本課程由本地中醫藥專家及教授任教，是特為營養學家、營養師、護士、美容師、保健部門的主管和工作人員、經營藥膳的有關人士以及對中藥營養學有興趣的各界人士而設，內容精簡而又實用。它是以中醫營養學為基礎，突出中醫學整體、辯證論治的特點，重視肺、脾、腎功能的調治，重點講述一般有保健、美容作用的食物、中藥、中藥保健品和藥膳的有關知識，使學員能夠掌握具體的保健強身、滋補美容和抗衰延年的食療方，初步掌握中醫營養療法對內、外、婦、兒科常見病的調治。初步掌握如何選用保健品和藥膳，達到保健強身、滋補美容之目的。

課程大綱
中醫學基礎概要；中藥學；中藥藥理學及毒理學概論；中藥營養學。

教學語言
廣東話及普通話

入學資格	學員須具有中學程度或同等學歷
開課日期及時間	每年九月，每星期授課 2 次，每次 3 小時，共約 190 學時
報名日期	每年 5 、 6 月
費 用	報名費 ： $150（取錄與否，恕不退還） 學 費 ： $19,550（於接獲本院通知後繳交）

Learning Opportunities for the 21st Century

CM 49-068-06-01 (31)
中藥有效物質的提取與分離簡介

查詢電話：2376 6739　傳真：2527 0112

中藥的現代化有賴於闡明中藥的有效物質，並應用現代提取、分離技術製成藥效高、體積小、服用方便、安全、可控和質量穩定的中藥現代製劑。本課程將系統介紹中藥主要有效物質（如生物碱類、各種甙類、揮發油等）的理化性質及其提取、分離方法，現代製藥工業採用的提取、分離、濃縮、乾燥技術的基本原理和設備，新技術的應用等。

課程內容

1. 中藥主要有效物質的物理、化學性質，提取分離方法；2. 現代製藥工業採用的提取、分離、濃縮、乾燥技術與設備；3. 固 - 液分離技術、超臨界流體萃取技術，薄膜濃縮，噴霧乾燥等新技術在製藥工業上的應用。

導　師　：譚哲明博士
地　點　：容後公佈
開課日期　：容後公佈
及時間　　(共七講)
學　費　：$ 1,680
授課時數　：21 小時
教學語言　：廣東話
名　額　：40 人

CM 49-068-07-01 (31)
中藥材的鑒定概要

查詢電話：2376 6739　傳真：2527 0112

中藥材的真實性是保證中藥臨床療效的最基本要素。尤其是名貴中藥材，由於價格昂貴、資源緊缺，常有偽充和摻假現象，直接危及身體健康，也侵害消費者利益。本課程將系統介紹影響中藥材品質的主要因素，中藥材真偽鑒別和品質評價的常用方法和新技術，20種常用及名貴中藥材(人參、西洋參、三七、天麻、川貝母、大黃、何首烏、麻黃、石斛、冬蟲夏草、靈芝、血竭、珍珠、熊膽、麝香、鹿茸、牛黃、羚羊角、蛤蚧、雪蛤、燕窩）的真偽鑒別方法。

課程內容

1.影響中藥材品質的主要因素；2. 中藥材真偽鑒別和品質評價的常用方法與新技術；3. 二十種常用及名貴中藥材的真偽鑒別方法。

導　師　：容後公佈
地　點　：容後公佈
開課日期　：容後公佈
及時間　　(共七講)
學　費　：$ 1,680
授課時數　：21 小時
教學語言　：普通話
名　額　：40 人

CM 49-068-08-01 (31)
養生中藥簡介

查詢電話：2376 6739　傳真：2527 0112

無論是少男少女，還是中老年人，都夢想青春常駐、身體健康。中國傳統醫學，特別是許多中藥，在調節人體生理平衡，改善更年期症狀，延緩衰老，提高生活素質等方面顯示其獨特的優勢和良好的效果。

本課程將重點介紹中醫藥養生的理論，二十種常用養生中藥的現代研究成果，常用養生藥膳及其製法與應用。

課程內容

1. 中醫藥養生的基本理論；2. 二十種常用養生中藥的現代研究成果；3. 常用養生藥膳、製法及應用。

導　師　：何濤贊
　　客座助理教授
地　點　：容後公佈
開課日期　：容後公佈
及時間
學　費　：$ 1,200
授課時數　：15 小時
教學語言　：廣東話
名　額　：40 人

CM 49-068-04-01 (31)
中藥材與中藥習用品介紹

查詢電話：2376 6739　傳真：2527 0112

習用品是與正品不同的地區性習慣使用的中藥材，屬於混淆品種，能嚴重地影響中藥的臨床療效。香港的中藥習用品有40多種。本課程將幫助您正確用好這些中藥品種，醫道上、藥業上更上一層樓。

課程內容

1. 影響中藥材品質的主要因素；2. 中藥材鑒定的常用方法；3. 香港中藥材習用品與正品在來源、化學成份、藥理作用以及臨床療效方面的差異；4. 常用香港中藥習用品的鑒別。

導師　：容後公佈
地點　：容後公佈
開課日期及時間　：容後公佈 (共五講)
學費　：$1,200
授課時數　：15小時
教學語言　：普通話或廣東話
名額　：40人

CM 49-068-05-01 (31)
中藥炮製理論簡介

查詢電話：2376 6739　傳真：2527 0112

中藥炮製是我國的一項傳統製藥技術，是中醫藥的一大特色，歷史悠久，理論深博，方法獨特。本課程將系統介紹中藥炮製的源流、基本理論和基本方法，中藥炮製的現代研究以及現代中藥炮製設備與新技術的應用。本課程將幫助您科學地進行中藥炮製，保證質量上乘，炮製技術更上一層樓。

課程內容

1. 中藥炮製的歷史；2. 傳統中藥炮製的基本理論與基本方法；3. 中藥炮製理論與方法的現代研究成果；4. 中藥炮製的現代設備與新技術應用。

導師　：劉玉萍博士
地點　：容後公佈
開課日期及時間　：容後公佈 (共五講)
學費　：$1,200
授課時數　：15小時
教學語言　：普通話
名額　：40人

HKU SPACE = Professional Excellence + Quality of Life

Acupuncture and Tui-Na
針灸學及推拿學

TEL 電話 : 2376 6744/ 2376 6775 FAX 傳真 : 2735 4803

CM 48-106-00 (31)
針灸學文憑

查詢電話 : 2376 6744 傳真 : 2735 4803

本課程旨在為有志學習針灸這門傳統醫學學科的人士，提供一個系統的針灸學文憑課程，同時為學員修讀其他中醫藥專業課程建立穩固的中醫基礎。

課程大綱

第一學年：正常人體解剖學基礎、中醫基礎理論、中醫診斷學基礎、針灸學基礎、臨床見習（本港及 / 或國內，約二至四天）
第二學年：針灸學發展簡史、經絡學、腧穴學、刺法灸法學、針灸治療學、臨床實習（國內，約一週）

・學員於完成第一年課程，完成所有考核要求，出席率達 80% 以上，將獲頒授「針灸學基礎證書」
・學員修畢第二年課程，完成所有考核要求，將獲本學院頒授「針灸學文憑」

入學資格	・香港表列 / 註冊中醫師（包括針灸師、骨傷醫師）；或 ・物理治療師、護士、脊醫和其他西醫輔助醫療專業人士；或 ・中五畢業或同等學歷並對學習針灸學有興趣的人士 （取錄與否由課程遴選委員會經面試或筆試後決定）
教學語言	普通話及 / 或廣東話
開課日期及時間	課程為期二年，每年九月開課，每星期授課 2 / 3 次，每次 3 小時
報名日期	每年 5 、 6 月
費 用	報名費：$150（取錄與否，恕不退還） 學 費：每年 $26,800*（於接獲本院通知後繳交） *2004-2005 學年度之學費將有所調整

CM 48-105-00 (31)
Diploma in Clinical Acupuncture

Enquiries: 2376 6744 Fax: 2735 4803

This course is a continuation of the Certificate in Acupuncture. It enables participants to pursue a comprehensive study on clinical aspects of Acupuncture practice. The course aims to develop competence in the practice of acupuncture as an alternative therapeutic modality and is designed primarily for Western-trained medical practitioners and members of any allied health-care professions. The programme of study includes a 1-week clinical attachment at CM hospitals in China. This course will start in October, and an admission exercise will be carried out in May/June.

Contents

- Basic theories of Chinese medicine in depth
- Comprehensive diagnostic methods of Chinese medicine
- Extraordinary meridians and acupoints
- Complex needling techniques
- Acupuncture treatment for varies diseases
- General principles of Chinese herbs application
- Clinical training in Hong Kong
- Clinical practice in a teaching hospital in China

Entry Requirements	a. i. Western medicine practitioners, **or** ii. Medical related professionals, **or** iii. Holders of a degree in health sciences or equivalent. **AND** b. Holders of HKU SPACE Certificate in Acupuncture or equivalent . (Applicant may be invited for an interview)

Duration	31 weeks, 62 meetings, around 120 hours, and 1 week clinical attachment in China.
Fee(s)	• Course Fee: $27,850 • Application Fee: $150, non-refundable

CM 48-104-00 (31)
Certificate in Acupuncture

Enquiries: 2376 6744 Fax: 2735 4803

Acupuncture is a major branch of Chinese Medicine. It has been practised and developed in China for more than 3000 years. Nowadays it has become increasingly accepted in modern medical practice. The purpose of this course is to provide Western-trained medical practitioners with an opportunity to acquire knowledge of acupuncture. It is to form a foundation for subsequent studies for Diploma in Clinical Acupuncture. This course will start in October, and the next admission exercise will be carried out in May/June.

Contents
- Theoretical basis of acupuncture
- Patterns of Disease and Diagnosis
- The acupuncture meridians system and acupoints
- Acupuncture treatment

Entry Requirements	• Western medicine practitioners; **or** • Medical related professionals; **or** • Holders of a degree in health sciences or equivalent (Applicant may be invited for an interview)
Duration	25 weeks, 50 meetings, around 100 hours.
Fee(s)	• Course Fee: $18,550 • Application Fee: $150, non-refundable

CM 38-130-00 (31)
推拿學高級文憑（尚待批核）

NEW

查詢電話：2376 6775 傳真：2735 4803

中醫推拿學是傳統醫學的主要組成部分，屬於外治法之一。是醫者運用各種手法作用於人體的穴位與部位，遵循中醫基礎理論，經絡學說，臟腑學說進行辨証施治，從而達到治病防病的目的。

本課程主要為本院推拿學文憑畢業生提供深造機會，曾修讀推拿學科之中醫全科學士畢業生或有推拿方面學歷的執業註冊、表列全科／骨傷中醫師亦可報讀。

課程大綱

推拿學基礎、常見病的X綫、CT及MRI的基礎知識、人體解剖生理學、生物力學、推拿手法學、推拿治療學及教學見習

教學語言	普通話及／或廣東話
入學資格	・持有香港大學專業進修學院頒發之「推拿學文憑」或同等學歷； ・持有香港大學頒發之「中醫全科學士」，並且修畢《推拿學概論》一科，或同等學歷； ・執業註冊／表列中醫全科或骨傷醫師及持有推拿學方面之學術證明文件。
開課日期及時間	課程為期一年，每年9月開課，每星期授課2／3次，每次3小時
報名日期	每年5、6月
費 用	報名費：$150（取錄與否，恕不退還） 學 費：$28,850（於接獲本院通知後繳交）

CM 38-123-00 (31)
推拿學文憑

查詢電話：2376 6775　傳真：2735 4803

推拿學是一門獨到精湛的學問，僅憑雙手不同的手法操作，達到防病治病的目的。本課程旨在提供規範化的推拿學教育，教學著重理論與實踐的相互配合，使學員在具備一定的理論基礎上，進一步學習推拿學的各門專業科目及能掌握推拿治療的各種技能。

課程大綱

第一學年：正常人體解剖學基礎、中醫基礎理論、中醫診斷學基礎、經絡與腧穴學、手法基礎學
第二學年：手法與練功、人體手法操作、推拿治療學、臨床見習 / 實習 (國內，約兩週)

教學語言	普通話及 / 或廣東話
入學資格	・香港表列 / 註冊中醫師 (包括針灸師、骨傷醫師) ；或 ・物理治療師、護士、脊醫和其它西醫輔助醫療專業人士；或 ・中五畢業或同等學歷並對學習推拿學有興趣的人士 (取錄與否由課程遴選委員會經面試或筆試後決定)
科目豁免	具備下列條件者可申請豁免第一學年，但仍須補修手法基礎學，上課時間將另行安排 (學員須繳付補修科目之費用)： ・持有香港大學中醫藥學院頒發的中醫全科學士或香港大學專業進修學院頒發的中醫全科文憑 ・符合入學資格並已修畢中醫全科學士 / 文憑內之中醫基礎理論、中醫診斷學、解剖學、針灸學 ・持有香港大學專業進修學院頒發的針灸學基礎證書及針灸學進修文憑或針灸學文憑
開課日期及時間	課程為期二年，每年九月開課，每星期授課 2 / 3 次，每次 3 小時
報名日期	每年 5 、 6 月
費 用	報名費：$150 (取錄與否，恕不退還) 學 費：每年 $28,850* (於接獲本院通知後繳交) *2004-2005 學年度之學費將有所調整

CM 38-125-00 (31)
中醫骨傷科學文憑

查詢電話：2376 6775　傳真：2735 4803

本課程適合所有對中醫骨傷科有興趣者，尤其對長期從事中醫跌打的工作人員，更可提高理論水平。通過本課程，學員將掌握中醫骨傷科學的基礎知識，基本理論，基本操作技能；熟悉骨傷科常見疾病的辯證論治規律；了解中醫骨傷科在防治損傷疾病方面的成果，同時對中醫骨傷科的最新研究及未來發展有較全面的認識，為臨床和科研打下牢固的基礎。

課程大綱

中醫骨傷科概述、骨傷科運用解剖、骨傷基礎、骨折、脱位、傷筋、骨病、損傷內証、實習(為期一週，於國內中醫院進行)

教學語言	普通話及 / 或廣東話
入學資格	學員必須具有中醫學、生理解剖學有關證書或同等學歷(如推拿學、針灸學)。申請人亦須具有關骨傷科執業證明。申請者如未具備上述所需條件，則由課程遴選委員會作個別考慮。
開課日期及時間	課程為期一年，每年九月開課，每星期授課 2 / 3 次，每次 3 小時
報名日期	每年 5 、 6 月
費 用	報名費：$150 (取錄與否，恕不退還) 學 費：$26,800 (於接獲本院通知後繳交)

CM 38-068-19-01 (31)
推拿保健知識

查詢電話：2376 6775　傳真：2735 4803

中醫推拿是傳統醫學的組織部分，屬於外治法之一，它是通過手法作用於人體體表的特定部位對機體生理、病理狀況進行調節，達到防病治病的目的，它具有簡便、易行、安全而無副作用的方法，對人類的健康保健起到一定作用，為此特舉辦此課程，並特別適合中年或以上人士修讀。

課程內容包括：

1. 推拿基礎　2. 推拿常用方法　3. 常用穴位　4. 常見病保健　5. 自我保健

導　師　：容後公佈
地　點　：容後公佈
開課日期及時間　：容後公佈（共五講）
學　費　：$800
教學語言　：普通話或廣東話

CM 38-068-20-01 (31)
小兒推拿簡介

查詢電話：2376 6775　傳真：2735 4803

以中醫基礎理論為指導，以推拿手法為主要手段，以預防、治療兒科疾病及其康復和兒童保健為目的的方法，稱之為小兒推拿法。小兒推拿適應範圍非常廣泛，可以治療的病症有：感冒、咳嗽、支氣管肺炎、哮喘、發熱、呃逆、嘔吐、泄瀉、腹痛、便秘、脫肛、疳積（營養不良）、厭食、遺尿、夜啼、驚風、百日咳、小兒肌性斜頸、佝僂病、小兒麻痺後遺症等。此外，對許多疾病還能起保健作用。小兒時期抵抗力弱，易患多種疾病，因此，小兒保健和防治工作尤其重要。

課程內容包括小兒推拿的常用手法、穴位及小兒常見病的診斷、推拿治療、保健推拿。

導　師　：朱恩容座助理教授
地　點　：容後公佈
開課日期及時間　：容後公佈（共六講）
學　費　：$900
教學語言　：普通話（輔以廣東話）

CM 38-068-21-01 (31)
中醫養生保健方法簡介

查詢電話：2376 6775　傳真：2735 4803

養生保健就是根據生命發展的規律，採取能夠保養身體，減少疾病，增進健康，延年益壽的手段進行的保健活動。

課程內容：

1. 常用的養生保健方法，如精神養生、運動養生、音樂養生、娛樂養生、保健按摩等。
2. 中醫飲食療法，包括常用食物的性能、宜忌、功效與應用。
3. 熱門保健話題討論，如飲酒有益健康還是有害健康？葷素搭配還是素食有益於健康？亞健康者有沒有必要服用保健食品等？
4. 中醫傳統保健食品製作方法如鮮汁、飲、露、湯、酒、醴、醪、蜜膏、粥、羹、糖果、蜜餞、糖漬食品、米麵食品、菜肴等。
5. 中醫飲食療法在保健醫學領域中的應用，如：美容、減肥、益智等飲食保健。

導　師　：黨毅博士
地　點　：容後公佈
開課日期及時間　：2003年7月20日起逢星期日 2:00－4:00 p.m.（共六講）
學　費　：$900
教學語言　：普通話
名　額　：40人

CM 38-068-22-01 (31)
氣功基礎原理

查詢電話：2376 6775　傳真：2735 4803

氣功是一種自我身心鍛鍊和布散外氣術，具有防治疾病、保健強身、延年益壽等作用，是中醫學的組成部分。學習“氣功理論”，學生可了解氣功的基本概念、發展史，掌握基本練功方法、適應症及氣功作用的基本原理。

課程以課堂講授為主，結合練功示範，自行練功，深入淺出地講解各類功法之特點，使學生初步掌握基本練功要領。課程亦闡明有關古人對氣功的論述，重點講授氣功三要素、練功原則、氣的效應、適應症、練功注意事項、氣功偏差。分別講授靜功和動功各2至3式練功法。

導　師　：張群湘醫師
地　點　：容後公佈
開課日期及時間　：2003年8月19日起逢星期二、五 8:00－10:00 p.m.（共六講）
學　費　：$900
教學語言　：廣東話
名　額　：50人

Head of Division 學部主任
Wu, Stephen W.N. 胡永年

Academic Staff 教學人員
Wu, Stephen W.N. 胡永年
Hui, Sarah S.C. 許少珍 (Until 3 August 2003)
Tan-Un, K.C. 阮陳健貞
Ng, Tina M. 吳慕賢
Wong, Gemma K.C. 黃羅錦注
Wong, Evia O.W. 黃靄雲
Chan, Benjamin T.Y. 曾德源
Foo, Arnold S.Y. 傅詩恩
Ma, Wendy L. 馬魯愛儀
Chang, Karen R. 張嘉倫
Ngai, Stephen C. 魏俊
Tang, Tony T.M. 鄧德文

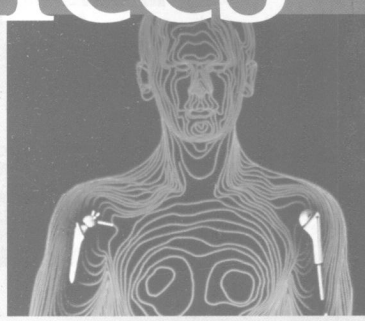
Divisional Affairs Executive 學部事務主任
Ip, Agnes W.Y. 葉穎怡

Built Environment 建造環境
Life, Biomedical and Medical Laboratory Sciences
生命、生物醫學及醫務化驗科學
Food and Nutritional Sciences / Dietetics 食品及營養學
Pharmaceutical Studies 藥物科學
General and Environmental Sciences 普及與環境科學
Nursing Studies and Health Care 護理學及健康護理
Recreation and Sports Management 康樂及體育管理

9/F., T.T. Tsui Building, The University of Hong Kong,
Pokfulam Road, Hong Kong
香港薄扶林道香港大學徐展堂樓 9 樓
Fax 傳真: 2858 3404

Health and Applied Sciences

健康及應用科學



健康及應用科學學部由多個不同學科組成，包括建造環境、生命、生物醫學及醫務化驗科學、食品及營養學、藥物科學、普及與環境科學、護理學及健康護理、康樂及體育管理，其中部份課程可助學員循序由初級證書進修至文憑、學位、深造文憑以及碩士等課程。一些學歷更獲國際專業機構認可。健康及應用科學學部提供的課程著重專業知識的提升；由於社會人士對這些課程需求殷切，學部將致力確保課程的質素以應需求。

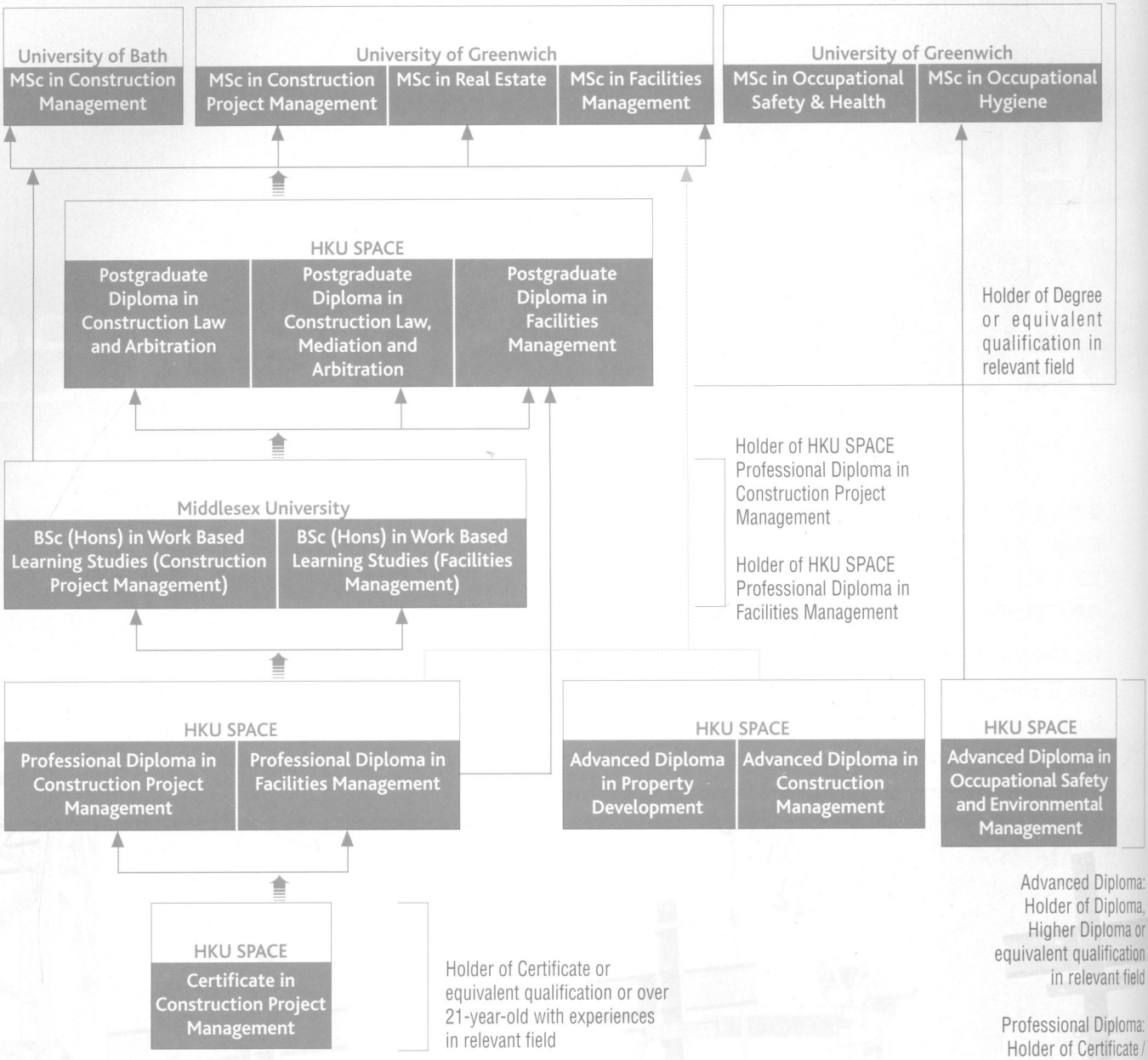
The Division of Health and Applied Sciences comprises a number of subject areas, namely: Built Environment ; Life, Biomedical and Medical Laboratory Sciences; Food and Nutritional Sciences / Dietetics; Pharmaceutical Studies; General and Environmental Sciences; Nursing Studies and Health Care; Recreation and Sports Management. A number of the programmes in the Division are structured to enable students to progress from open access certificates to diploma, degree and postgraduate levels.

Some of the programmes which are related to professional qualifications are recognised by the relevant professional bodies. Those programmes have emphasis on continuing professional development and have high academic standard. There is great demand from the community for these courses and the Division is committed to ensuring the provision of high quality courses to meet lifelong educational needs.

www.hku.hk/space/div_as

Built Environment
建造環境

TEL電話 : 2809 9717 FAX傳真 : 2214 1510



Programme Recognition

Successful graduates from the following programmes are eligible to apply for membership grades as indicated of the following professional institutes.

University of Bath, UK

MSc in Construction Management

- Hong Kong Institute of Construction Managers (HKICM) - route to Corporate Membership[1]
- The Australian Institute of Building (AIB) - route to Corporate Membership [2]

The University of Greenwich, UK

Master of Science in Construction Project Management
Master of Science in Real Estate
Master of Science in Facilities Management

- Hong Kong Institute of Construction Managers (HKICM) - route to Corporate Membership[1]

Master of Science in Construction Project Management

- The Australian Institute of Building (AIB) - route to Corporate Membership [2]

Master of Science in Occupational Safety and Health[3]

- The Institution of Occupational Safety and Health (IOSH) - Graduate Member
- Hong Kong Institute of Occupational and Environmental Hygiene (HKIOEH) - Corporate Membership

Master of Science in Occupational Hygiene[3]

- The British Institute of Occupational Hygiene (BIOH) - Exemption from the Diploma Core Examination for Graduate Membership
- Hong Kong Institute of Occupational and Environmental Hygiene (HKIOEH) - Corporate Membership

Middlesex University, UK

Bachelor of Science (Honours) in Work Based Learning Studies (Construction Project Management)

- Hong Kong Institute of Construction Managers (HKICM) - route to Corporate Membership[1]

HKU SPACE Awards

Postgraduate Diploma in Construction Law and Arbitration
Postgraduate Diploma in Construction Law, Mediation and Arbitration

- The Chartered Institute of Arbitrators (CIArb) – Member
- The Hong Kong Institute of Arbitrators (HKIArb) – Associate Member
- The Law Society of Hong Kong – CPD points

Postgraduate Diploma in Construction Law, Mediation and Arbitration

- The Hong Kong International Arbitration Centre – Qualified Mediator (Stage One) [4]
- The Law Society of New South Wales, Australia – Certified Mediator (New South Wales, Australia) [4]
- The Law Institute of Victoria, Australia – Approved mediation course [4]
- The Law Society of Western Australia – Approved mediation course [4]
- Queensland Law Society, Australia – Approved mediation course [4]

Postgraduate Diploma in Facilities Management

- Hong Kong Institute of Facility Management (HKIFM) - route to Corporate Membership [5]

Professional Diploma in Construction Project Management

- Hong Kong Institute of Construction Managers (HKICM) - route to Associate Membership [6]
- The Australian Institute of Building (AIB) – route to Associate Membership

Professional Diploma in Facilities Management

- Hong Kong Institute of Facility Management (HKIFM) - route to Associate Membership [7]

Advanced Diploma in Construction Management

- The Australian Institute of Building (AIB) – route to Associate Membership

Advanced Diploma in Occupational Safety and Environmental Management

- Hong Kong Institute of Occupational and Environmental Hygiene (HKIOEH) – Associate Membership [8]

1. Graduates who are 25 or above and have had at least 3 years' work experience in the construction field in the HKSAR are eligible to apply for Corporate Membership of the Hong Kong Institute of Construction Managers.
2. Graduate who hold at least 3 years of relevant work experience at a professional level are eligible to apply for Corporate Membership of the Australian Institute of Building.
3. Postgraduate Certificate/ Postgraduate Diploma/ Master of Science are all valid qualifications to satisfy the academic requirment for applying registration as a safety officer under the "Factories and Industrial Undertakings (Safety Officers and Safety Supervisors) Requlations" of the HKSAR Government.
4. Mediation Practice module has been accredited by the Law Society of New South Wales, the Law Institute of Victoria, the Law Society of Western Australia and Queensland Law Society in Australia as approved mediation course. On successful completion of the module, students will be certified as a sole mediator in New South Wales (subject to completion of a further role play or co-medication). It is also approved by the Hong Kong International Arbitration Centre as meeting Stage One requirements leading to qualified member of the Centre's General Panel of Mediators.
5. Graduates, subject to fulfilling of the Hong Kong Institute of Facility Management's requirements, are eligible to apply for Associate Membership of the Institute and entitlement to use the designation "AHKIFM". Graduates with relevant bachelor's degrees are eligible to apply for enrolment in the HKIFM's Assessment of Professional Competence and proceed to full Corporate Membership. Once qualified, they are entitled to use the designation of "PFM" and "Professional Facility Manager".
6. Graduates who are 23 or above and have had at least 3 years' work experience in the construction field in the HKSAR are eligible to apply for Associate Membership of the Institute. Students studying the programme are eligible to join as a Student Member.
7. Graduates, subject to fulfilling the Hong Kong Institute of Facility Management's requirements, are eligible to apply for Associate Membership of the Institute.
8. Graduates, subject to the Hong Kong Institute of Occupational and Environmental Hygiene (HKIOEH) requirements for practical experience, are eligible to apply for Associate Membership of the Institute. Furthermore, graduates will be awarded 10 Certificate Maintenance (CM) Points from HKIOEH.

AS 35-808-00 (31) – November 2003 intake
AS 35-808-00 (32) – May 2004 intake
M.Sc. in Construction Management

University of Bath, UK

Enquiries: 2809 9733 Fax: 2214 1510

We offer this distance-learning course with the University of Bath to develop managers for the property and construction industries. The distance-learning materials provided by the University of Bath are supplemented by compulsory Residential Schools that are normally held at weekends in January and July. Students are also assigned an academic tutor and have access to a "helpline".

Recognition: Graduates who are 25 or above with at least 3 years' work experience in the construction field in the HKSAR are eligible to apply for Corporate Membership of the Hong Kong Institute of Construction Managers (HKICM).

Graduates who hold at least 3 years of relevant work experience at a professional level are eligible to apply for Corporate Membership of the Australian Institute of Building (AIB).

In addition the course may exempt students from all examinations for the Chartered Institute of Building (CIOB) Corporate Membership. Applications to the CIOB are sought on an individual basis on completion of the course.

RICS accreditation is pending.

a. For Stage 2, students choose any 2 of the 4 optional modules.
b. Apart from the compulsory Residential Schools, students complete 8 modules in total, which they register for 2 at a time.
c. Holders of the HKU SPACE / HKU Postgraduate Diploma in Construction Project Management or HKU SPACE Postgraduate Diploma in Construction Law and Arbitration or HKU SPACE Postgraduate Diploma in Construction Law, Mediation and Arbitration can apply for exemption(s).
d. The programme can be completed in 3 years, but the maximum period of registration is 5 years.
e. Assessment is based on assignments, case studies, examinations and the final dissertation.

Stage	Item	Minimum timescale for completion
1	Introductory Pack	Variable
	Management in Construction (Compulsory)	3 months
	Economics in Construction (Compulsory)	3 months
	Residential School 1 (Compulsory)	4 days
2	Construction Law (Compulsory)	3 months
	Managing Organisations (Compulsory)	3 months
	Residential School 2 (Compulsory)	4 days
	Pre-contract Management (Compulsory)	3 months
	Strategy in Construction (Compulsory)	3 months
	Residential School 3 (Compulsory)	4 days
	Design Management (Optional)	3 months
	Project Management Techniques (Optional)	3 months
	Property Development Appraisal (Optional)	3 months
	Quantitative Decision-Making (Optional)	3 months
3	Dissertation Workshop (Compulsory)	2 days
	Dissertation (Compulsory)	12 months

Entry Requirements	For MSc level entry, applicants should have one of: • a first degree from a recognised university [such as Bachelor of Science (Honours) in Work Based Learning Studies (Construction Project Management) or Bachelor of Science (Honours) in Work Based Learning Studies (Facilities Management)], or professional qualification such as MCIOB, MRICS, RIBA and MIAS; • an HKU SPACE / HKU Postgraduate Diploma in Construction Project Management; • an HKU SPACE Postgraduate Diploma in Construction Law and Arbitration; • an HKU SPACE Postgraduate Diploma in Construction Law, Mediation and Arbitration; • substantial experience in the construction industry. For Certificate level entry, applicants should have: • an HKU SPACE Advanced Diploma in Construction Management / Property Development; • an HKU SPACE Professional Diploma in Construction Project Management / Facilities Management. Evidence of proficiency in English may be required.
Fee(s)	• Module Fee: $20,000 for 2 modules, non-refundable, including course materials, marking, HKU library reader's card, tutor support and Residential Schools (8 taught modules in total), paid once an offer of a place has been accepted. • Dissertation Fee: $10,000, non-refundable. • Application Fee: $150, non-refundable. • Registration Fee: £350, non-refundable, paid at the beginning of the programme.
Information and Application	Applications are accepted throughout the year, allowing students to begin their studies with the introductory pack of materials. Main intakes to the first modules are in May and November each year. For details of application procedures, please refer to p.215. The closing dates for application are October 2003 for the November 2003 intake and April 2004 for the May 2004 intake .

This course is exempted from registration under the NLHPE Ordinance.

University of Greenwich Master's Programmes

Enquiries: 2809 9717 Fax: 2214 1510

We offer the following 2-year part-time distance-learning master's programmes with the University of Greenwich, UK.
They have been developed in response to the growing demands for different professionals with the right mix of capabilities in the construction and property industries.

- **AS 35-802-00 (31) – September 2003 intake**
  AS 35-802-00 (32) – March 2004 intake
  Master of Science in Construction Project Management
  This programme mainly focuses on management knowledge for resources allocations and integration in design and construction.

- **AS 35-803-00 (31) – September 2003 intake**
  AS 35-803-00 (32) – March 2004 intake
  Master of Science in Real Estate
  This programme mainly focuses on extending graduate students' knowledge and professional competence in property development and investment market.

- **AS 35-805-00 (31) – September 2003 intake**
  AS 35-805-00 (32) – March 2004 intake
  Master of Science in Facilities Management
  This programme aims at developing professional abilities to manage a facility in the way that allows people and organisations to operate effectively in the physical workplace.

Although these programmes focus on different specialisms, they share common features in structure and teaching. In order to gain these master degree awards, students must complete a total of 8 units in their respective specialisms together with a unit known as Personal Learning Portfolio extended over 2 years. Each unit is self-contained and receives its own credits.

Year	Unit (C = Core, O = Option)	CPM	RE	FM
1st	Management Principles for Construction & Property Development	C	C	C
	Research Methods	C	C	C
	Urban Economics	C	C	
	Construction Economics	C		O
	Facilities Management			C
	Property Appraisal		C	O
2nd	Construction Management	C		
	Project Management		C	C
	Property Development and Finance	C	C	C
	Dissertation (2 units)	C	C	C
1st & 2nd	Personal Learning Portfolio	C	C	C

There are 2 intakes with 2 terms in each academic year, September (Autumn Intake) to December and March (Spring Intake) to June. Students may enrol in a maximum of 4 units in the first year, a maximum of 2 units in each term. In the second year, students may complete a dissertation (12,000 – 15,000 words) that counts as 2 units. With support from local tutors, Greenwich University staff give compulsory introductory lectures for each unit during 2 designated study weekends in each intake. Each student is assigned a local tutor who gives guidance on written assessments and examinations.

Although these programmes are mainly designed for students who aim at completing the master degrees, students may decide to pursue lower awards. Students who complete 3 taught units may receive a postgraduate certificate. Students who complete 6 taught units may receive a postgraduate diploma. Students who complete the dissertation receive the master degree in their respective specialism.

a. Students in the MSc in Facilities Management programme choose either Property Appraisal or Construction Economics.
b. Students who have covered relevant units at postgraduate level on courses such as the HKU SPACE / HKU Postgraduate Diploma in Construction Project Management and HKU SPACE Postgraduate Diploma in Facilities Management can apply for exemptions from some units, at least 14 days before the application deadline. There is a non-refundable fee of $500 per unit (subject to review).
c. The programmes can be completed in 2 years, but the maximum period of registration is 5 years.
d. Assessment is based on assignments, examinations and dissertation.

Entry Requirements	Applicants should: • **either,** have a first degree [such as Bachelor of Science (Honours) in Work Based Learning Studies (Construction Project Management) or Bachelor of Science (Honours) in Work Based Learning Studies (Facilities Management)] and/or corporate membership of an approved profession; • **or,** have an HKU SPACE Advanced Diploma in Construction Management or Property Development; • **or,** have an HKU SPACE Professional Diploma in Construction Project Management or Facilities Management; • **or,** have an HKU SPACE / HKU Postgraduate Diploma in Construction Project Management; • **or,** have an HKU SPACE Postgraduate Diploma in Construction Law and Arbitration; • **or,** have an HKU SPACE Postgraduate Diploma in Construction Law, Mediation and Arbitration; • **or,** have an HKU SPACE Postgraduate Diploma in Facilities Management; • **or,** be 25 and have appropriate experience.
Fee(s)	• Unit Fee: $11,000 (subject to review), non-refundable. • Application Fee: $150, non-refundable. • Registration Fee: $1,200, non-refundable, paid once an offer of a place has been accepted.
Information and Application	Applications for each programme are accepted twice a year, in May and November, to allow applicants to start their studies in September or March. For details of application procedures, please refer to p.215. The closing dates are May for the September 2003 intake and November for the March 2004 intake.

These courses are exempted from registration under the NLHPE Ordinance.

AS 35-111-00 (31)/
AS 35-113-00 (31) - 2003/2004 intake
Postgraduate Diploma in Construction Law and Arbitration/ Postgraduate Diploma in Construction Law, Mediation and Arbitration

Enquiries: 2809 9733 Fax: 2214 1510

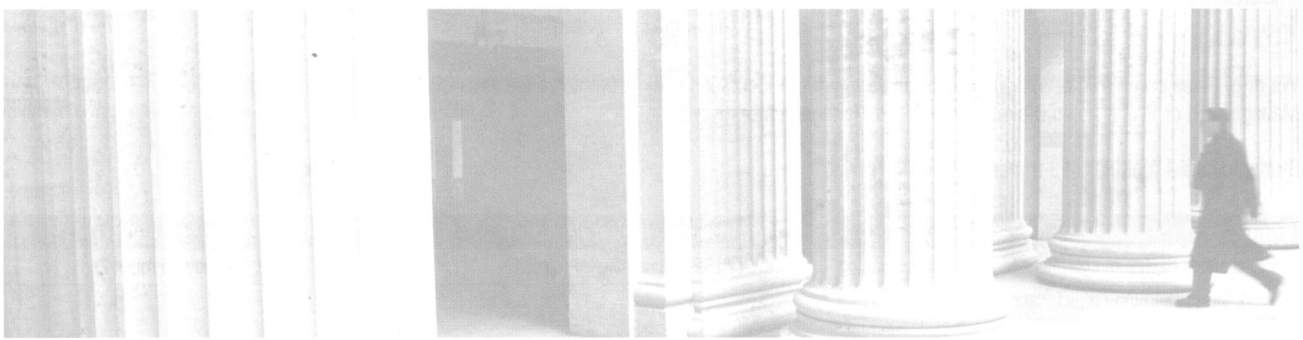
These programmes provide both academic development and practical training to practitioners seeking to develop their career in arbitration and mediation in the construction industry.

Programme Structures

Module	Postgraduate Diploma in Construction Law and Arbitration	Postgraduate Diploma in Construction Law, Mediation and Arbitration
1 : Legal Foundations (non-lawyers only)		
or		
1A : Project Management Practice (lawyers only)	✓	✓
2 : Law of Arbitration and Dispute Resolution	✓	✓
3 : Construction Law	✓	✓
4 : Arbitration Practice	✓	✓
5 : Mediation Practice		✓

a. Apart from Arbitration Practice and Mediation Practice, modules are assessed by coursework (50%) and written examination(50%).
b. Arbitration Practice and Mediation Practice are assessed 100% on the basis of coursework.
c. A minimum of 70% attendance is required at lectures and workshops. For Mediation Practice, 100% attendance is required.

Entry Requirements	In addition to at least 2 years' relevant work experience, applicants should have: • **either,** a bachelor's degree in a legal or construction-related subject [such as Bachelor of Science (Honours) in Work Based Learning Studies (Construction Project Management) or Bachelor of Science (Honours) in Work Based Learning Studies (Facilities Management)]; • **or,** a professional qualification (e.g. RIBA, HKIA, RICS); • **or,** an academic qualification that is considered suitable. Applicants may be required to sit for a qualifying examination.
Day(s) / Times	• Twice a week in the evenings, 6:45 - 9:45 p.m., starting September/October 2003. • Mediation Practice is a 5-day workshop consisting of approximately 40 contact hours.
Duration	One year, part-time in 2 semesters.
Fee(s)	• Programme Fee for Postgraduate Diploma in Construction Law and Arbitration: $41,200 (subject to review), non-refundable, paid once an offer of place has been accepted. • Programme Fee for Postgraduate Diploma in Construction Law, Mediation and Arbitration: $50,200 (subject to review), non-refundable, paid once an offer of place has been accepted. • Application Fee: $150, non-refundable.
Information and Application	For details of application procedures, please refer to p.215. The closing dates for application are 27 June 2003 for batch 1 and 25 July 2003 for batch 2.



AS 35-112-00 (31) – 2003 / 2004 intake
Postgraduate Diploma in Facilities Management

Enquiries: 2809 9747 Fax: 2214 1510

This programme gives facilities managers the knowledge and skills required to manage various types of buildings in the most effective and productive way.

Students take 6 modules in 3 semesters in the following sequence:

Semester 1	Semester 2	Semester 3
• Principles of Managing Facilities	• Strategic Facilities Management	• Intelligent Buildings and Information Technology
• Built Assets Management	• Building Environmental Performance	• Facilities Management Practice

Subject to meeting the Hong Kong Institute of Facility Management (HKIFM)'s requirements, programme graduates are eligible to apply for Associate Membership of the Institute and use the designation "AHKIFM". Graduates with relevant bachelor's degrees are eligible to apply for enrolment in the HKIFM's Assessment of Professional Competence and proceed to full Corporate Membership, allowing them to use the designation of "PFM" (Professional Facility Manager).

Graduates will be awarded 10 Certificate Maintenance (CM) Points from the Hong Kong Institute of Occupational and Environmental Hygiene (HKIOEH).

Assessment is based on coursework and written examinations.

Entry Requirements	Applicants should have: • **either,** a bachelor's degree in a subject related to construction or property [such as Bachelor of Science (Honours) in Work Based Learning Studies (Construction Project Management) or Bachelor of Science (Honours) in Work Based Learning Studies (Facilities Management) • **or,** a relevant professional qualification; • **or,** an HKU SPACE Professional Diploma in Facilities Management. Plus at least two years' relevant work experience. They may be required to take a qualifying examination.
Day(s) / Times	2 evenings a week, 6:45 - 9:45 p.m., with occasional weekend workshops. Starting September 2003.
Duration	1.5 years, part-time
Fee(s)	• Course Fee: $42,000 (subject to review), non-refundable, paid once an offer of a place has been accepted. • Application Fee: $150, non-refundable.
Information and Application	For details of application procedures, please refer to p.215. The closing dates for application are 13 June 2003 for batch 1 and 11 July 2003 for batch 2.

AS 35-809-00 (31)/
AS 35-810-00 (31) – September 2003 intake
Bachelor of Science (Honours) in Work Based Learning Studies (Construction Project Management)/
Bachelor of Science (Honours) in Work Based Learning Studies (Facilities Management)

Middlesex University, UK

Enquiries: 2809 9727 Fax: 2214 1510

We offer these programmes with Middlesex University for students who have completed the HKU SPACE Professional Diploma in Construction Project Management or Professional Diploma in Facilities Management.

Students take 4 modules in 3 trimesters:

Trimester 1 (September – December)	Trimester 2 (January – April)	Trimester 3 (May – August)
• Professional Review of Learning and Programme Planning	• Work Based Learning – Project 1	• Work Based Learning – Project 2
• Work Based Learning Project Planning and Development		

Assessment of all modules is based 100% on coursework.

Entry Requirements	Applicants should have: • **either,** an HKU SPACE Professional Diploma in Construction Project Management; • **or,** an HKU SPACE Professional Diploma in Facilities Management. Applicants may be required to take a qualifying examination.
Duration	The programmes can be completed in 1 year, but the maximum period of registration is 2 years.
Fee(s)	• Course Fee: $51,000 to be paid by 2 instalments ($30,000 + $21,000) (subject to review), non-refundable, paid once an offer of a place has been accepted. A 5% discount is given to members of the Hong Kong Institute of Construction Managers (HKICM). • Application Fee: $150, non-refundable.
Information and Application	For details of application procedures, please refer to p.215. The closing date for application is 30 June 2003.

These courses are exempted from registration under the NLHPE Ordinance.

AS 35-110-00 (31) – 2003 / 2004 intake
Certificate in Construction Project Management / Professional Diploma in Construction Project Management / Professional Diploma in Facilities Management

Enquiries: 2809 9747 Fax: 2214 1510

This programme leads to 3 possible awards:

- Certificate in Construction Project Management, awarded on successful completion of Year 1.
- either Professional Diploma in Construction Project Management, or Professional Diploma in Facilities Management awarded on successful completion of Years 2 and 3.

Suitably qualified applicants can be given direct entry to Year 2, without the need to complete the Certificate in Year 1.

The overall programme is designed to prepare students for entry to higher degree programmes. Holders of either of the professional diplomas can apply for any of the following programmes, in competition with other applicants:

- MSc in Construction Project Management (University of Greenwich)
- MSc in Real Estate (University of Greenwich)
- MSc in Facilities Management (University of Greenwich)
- MSc in Construction Management (University of Bath)
- Postgraduate Diploma in Facilities Management (for Facilities Management graduates only)
- Bachelor of Science (Honours) in Work Based Learning Studies (Construction Project Management)(Middlesex University)
- Bachelor of Science (Honours) in Work Based Learning Studies (Facilities Management)(Middlesex University)

Graduates of the Professional Diploma in Construction Project Management who are 23 or above with at least 3 years' work experience in the construction field in the HKSAR are eligible to apply for Associate Membership of the Hong Kong Institute of Construction Managers. Students in the programme are eligible to join as Student Members.

Graduates of the Professional Diploma in Construction Project Management who hold at least 3 years of relevant work experience at professional level are eligible to apply for Associate Membership of the Australian Institute of Building (AIB).

Graduates of the Professional Diploma in Facilities Management, subject to meeting the Hong Kong Institute of Facility Management's requirements, are eligible to apply for Associate Membership of the Institute.

Year 1 - Foundation Programme (4 modules)	
• Finance and Management Principles	• Legal Context for Real Estate and Construction
• Construction Technology I	• Project Management Process
Year 2 (4 modules)	
• Construction Law	• Construction Technology II
• Property Development	• Contract Strategy and Project Procurement
Year 3 (4 modules)	
Construction Project Management	**Facilities Management**
• Costing and Value Management	• Facilities Management Practice Environment
• Construction Planning and Practice	• Built Assets Management
• Project Management Practice	• Strategic Facilities Management
• Project Application	• Project Application

a. Students who successfully complete Year 1 will be awarded the HKU SPACE Certificate in Construction Project Management.
b. Assessment of all modules except Project Application, is based on coursework and written examinations. Students can only take the written examinations if they attend 70% of the sessions. Assessment of Project Application is based on a 5,000-word project and a class presentation.

Entry Requirements	For Year 1 entry, applicants should: • **either,** have Grade E in HKCEE English (Syllabus B), or an equivalent, and, have a certificate from a higher vocational training institute or post-secondary institute recognised by HKU SPACE; • **or,** be 21 and have 2 years' relevant experience. For direct entry to Year 2, applicants should: • **either,** have Grade E in HKCEE English (Syllabus B), or an equivalent, and, be certificate graduates or holders of a higher certificate in a relevant subject; • **or,** be 23 and have 3 years' relevant work experience. Students may be required to attend an English enhancement course for the progammes at the discretion of the Admission Committee.
Day(s) / Times	Normally twice a week, 6:45 - 9:45 p.m. Some compulsory workshops are held at weekends. There are two 14-week semesters each year, starting September 2003.
Fee(s)	• Year 1: $18,550, non-refundable. Year 2 and 3: $23,700 a year, non-refundable, paid once an offer of a place has been accepted (subject to review). A 5% discount is given to members of the Chartered Institute of Building. • Application Fee: $150, non-refundable.
Information and Application	For details of application procedures, please refer to p.215. The closing dates for application are 13 June 2003 for batch 1 and 11 July 2003 for batch 2.

AS 35-101-00 (31) – April 2004 intake
Advanced Diploma in Construction Management
Advanced Diploma in Property Development

Enquiries: 2809 9727 Fax: 2214 1510

These one-year part-time advanced diplomas are aimed at students who have at least 2 years' work experience in construction management or property development, and have studied at diploma, higher diploma or HND level, but do not have a bachelor's degree in their subject. Holders of either of the advanced diplomas can apply for any of the following programmes, in competition with other applicants:

- MSc in Construction Project Management (University of Greenwich)
- MSc in Real Estate (University of Greenwich)
- MSc in Facilities Management (University of Greenwich)
- MSc in Construction Management (University of Bath)

Students take 4 modules to reflect their area of study:

Advanced Diploma in Construction Management	Advanced Diploma in Property Development
• Legal Studies	• Legal Studies
• Construction Management Practice	• Real Estate and Finance
• Economics	• Economics
• Construction Project Management	• Investment and Cost Forecasting

Assessment is based on set assignments and examinations. Students can only take the written examinations if they attend 70% of the sessions.

Entry Requirements	Applicants should: • have Grade D in HKCEE English (Syllabus B), or an equivalent (e.g. TOEFL 550); • have a diploma, higher diploma, HND or equivalent in a relevant subject. Applicants over 25 with suitable professional work experience can also apply, but may be required to take a qualifying examination.
Day(s) / Times	Normally twice a week, 6:45 - 9:45 p.m. There are two 14-week semesters.
Fee(s)	• Course Fee: $23,700, non-refundable, paid once an offer of a place has been accepted. (Subject to review) • Application Fee: $150, non-refundable.
Information and Application	For details of application procedures, please refer to p.215. The closing date for application for the April 2004 intake is February 2004.

Occupational Safety and Health

職業安全及健康

University of Greenwich Postgraduate Certificate / Postgraduate Diploma / Master's Programmes

Enquiries: 2809 9717 Fax: 2214 1510

We offer the following 2-year distance-learning programmes with University of Greenwich, UK:

AS 35-801-00 (31) – September 2003 intake
AS 35-801-00 (32) – March 2004 intake
Postgraduate Certificate (PGCert) / Postgraduate Diploma (PGDip) / Master of Science (MSc) in Occupational Safety and Health

AS 35-804-00 (31) – September 2003 intake
AS 35-804-00 (32) – March 2004 intake
Postgraduate Certificate (PGCert) / Postgraduate Diploma (PGDip) / Master of Science (MSc) in Occupational Hygiene

These programmes have been developed in response to the growing awareness by government and industry of their responsibilities to the environment and occupational health and safety of the workforce. They have been particularly designed for practitioners of Occupational Hygiene, Safety and Health to pursue their professional development in a structural way.

The programmes share common features in structure and teaching. In order to gain these master degree awards, students must complete a total of 8 units in their respective specialisms. Each unit is self-contained and receives its own credits.

Course Title (C = Core, O = Option)	Occupational Safety and Health			Occupational Hygiene		
	PGCert	PGDip	MSc	PGCert	PGDip	MSc
Occupational Safety Practice	C	C	C			
Safety and Risk Management	C	C	C	C	C	C
Monitoring, Analysis and Control of Toxic Substances in the Work place	C	C	C	C	C	C
Industrial Toxicology, Occupational Health Practice and Epidemiology		C	C	C	C	C
Thermal and Acoustic Environment	C	C	C	C	C	C
Lighting, Ionising and Non-Ionising Radiation		O	O		C	C
Ergonomics and Workplace Psychology		O	O		C	C
Dissertation			C			C

There are 2 intakes with 2 terms in each academic year, September (Autumn Intake) to December and March (Spring Intake) to June. Students may enrol in a maximum of 4 units in the first year, a maximum of 2 units in each term. In the second year, students may complete a dissertation (12,000 – 15,000 words) that counts as 2 units. With support from local tutors, the Greenwich University staff give compulsory introductory lectures for each unit during 2 designated study weekends in each intake. Each student is assigned to a local tutor who gives guidance on written assessments.

Although these programmes are mainly designed for students who aim at completing the master degrees, students may decide to pursue lower awards. Completion of 6 taught units will lead to a PGDip and completion of 4 designated unites will lead to a PGCert.

a. Students who have covered relevant units at the master level can apply for exemption, at least 14 days before the application deadline. There is a non-refundable fee of $500 per unit (subject to review).
b. Assessment is by coursework. Assessment of the dissertation may include an oral presentation and an oral examination.
c. The maximum period of registration is 5 years.

Entry Requirements	Applicants should normally have: • **either,** a degree or equivalent in which a physical science was a major element; • **or,** an appropriate professional qualification coupled with professional experience. Applications will also be considered from anyone who: • **either,** has other qualifications and suitable experience; • **or,** is a mature applicant (over 25) with appropriate experience. Such applicants may be interviewed. All applicants should be proficient in English - TOEFL score of 550 or equivalent.
Fee(s)	• Unit Fee: $12,000 (subject to review), non-refundable. • Application Fee: $150, non-refundable. • Registration Fee: $1,200, non-refundable, paid once an offer of a place has been accepted. • Laboratory Fee, paid as necessary for some sessions.
Information and Application	Applications for each programme are accepted twice a year, in May and November, to allow applicants to start their studies in September or March. For details of application procedures, please refer to p.215. The closing dates are May for the September 2003 intake and November for the March 2004 intake.

These courses are exempted from registration under the NLHPE Ordinance.

AS 35-114-00 (31)
Advanced Diploma in Occupational Safety and Environmental Management

This programme aims to equip professionals in the construction industry with analytical knowledge and skills required to manage construction projects. This training will help course participants resolve occupational safety and environmental management issues that occur in both public and private sectors.

On completion of this programme, graduates may apply for either the MSc in Occupational Safety and Health or the MSc in Occupational Hygiene, offered by HKU SPACE and the University of Greenwich.

Modules included in this programme are:

- Occupational Safety and Health
- Environmental Management
- Occupational Hygiene
- Construction Planning and Practice

Assessment is based on set assignments and examinations. Students can only take the written examinations if they attend 70% of the sessions.

Entry Requirements	Applicants should: • **either**, hold a diploma or equivalent qualification in a construction related discipline; • **or**, hold a certificate or equivalent qualification in an occupational safety and health related subject area with at least 2 years' work experience in a construction related discipline; • **or**, be aged 25 or above, with extensive work experience. All applicants should be proficient in English, as shown by: • **either**, a Grade D in the HKCEE (Syllabus B) or above; • **or**, a score of 550 in TOEFL ; • **or**, an equivalent qualification. Applicants may be required to attend for an interview, take an English enhancement course, or take a qualifying examination.
Day(s) / Times	Normally twice a week, 6:45 – 9:45 p.m. There are two 14-week semesters.
Fee(s)	• Course Fee: $23,700 , non-refundable, paid once an offer of a place has been accepted (subject to review). • Application Fee: $150, non-refundable.
Information and Application	For details of application procedures, please see below. The closing date for application is February 2004 for the April 2004 intake.

APPLICATION PROCEDURES

Detailed information and application forms, which will be available 2-3 months before the closing date for application, can be obtained from: Built Environment Programme Team, 23/F, 494 King's Road, North Point, HK or visit our website at www.hku.hk/space/div_as. Please send a self-addressed A5 size envelope with a $4.20 stamp, specifying the name of the programme.

Life, Biomedical and Medical Laboratory Sciences
生命、生物醫學及醫務化驗科學

TEL 電話 : 2975 5683/ 5697/5698 FAX 傳真 : 2858 3404

AS 40-806-00 (31)
M.Sc. in Medical Science
AS 40-807-00 (31)
Postgraduate Diploma in Medical Science

University of Ulster, UK

Enquiries: 2975 5697

We offer these programmes in conjunction with the School of Applied Medical Science & Sports Studies , University of Ulster. They are specially designed for the postgraduate training of health professionals in the specialist areas of computed tomography, magnetic resonance imaging and medical ultrasound.

The programmes use distance learning materials delivered by the Internet and CD-Rom, with some local teaching support. The modules available are:

- Science and Technology of Computed Tomography.
- Clinical Applications of Computed Tomography.
- Science and Technology of Magnetic Resonance Imaging.
- Research Design and Methods.
- Science and Technology of Medical Ultrasound.
- General Abdominal Medical Ultrasound.
- Clinical Applications of Magnetic Resonance Imaging.

Students choose any 4 modules, to study at their own pace in a minimum period of 2 years, up to a maximum of 5 years. Each module carries 30 credits.

On satisfactory completion of 4 modules (120 credits), students receive a postgraduate diploma. They may then be eligible to apply for the MSc by a Research or Work-based Project route, as approved by the University of Ulster.

Entry Requirements	• **Either,** an honours degree in radiography or equivalent discipline; • **or,** a Diploma of the Royal College of Radiographers; • **or,** an acceptable medical qualification.
Fee(s)	• Postgraduate Diploma: $71,200 (by 3 instalments). • MSc Project: $17,800.
Information and Application	Detailed information and an application form are available from Ms Bonnie Ng, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.4 stamp, specifying the name of this programme. The closing date for application is 12 July 2003 and the course will start at the end of September, 2003.

This course is exempted from registration under the NLHPE Ordinance.

AS 40-805-00 (31)
B.Sc. in Biological Sciences

Napier University, UK

Enquiries: 2975 5698

This programme is offered in association with Napier University, UK. It is an extension programme for higher diploma holders in various Biological Sciences or Medical Laboratory Sciences to degree level and beyond to prepare them for careers in the medical and bioscience industries.

Students take 4 modules, which will be taught by on-line tutorials, hands-on practicals, lectures and tutorials:

Core Modules
• Research Skills
• Dissertation

Optional Modules (any 2 from)
• Introductory and Applied Molecular Genetics
• Applied Immunology
• Microbes and Disease
• Food Microbiology and Biotechnology

Entry Requirements	• **Either,** a Higher Diploma in Food Science and Technology, or Applied Biology / Biotechnology, or Environmental Health, or Environmental Technology, or Pharmaceutical Technology; and, A Level passes in the Use of English and a Science subject [Higher Diploma holders who do not have the A Level passes are required to take the relevant bridging course(s)]; • **or,** a Higher Certificate or Higher Diploma in Medical Laboratory Science.
Duration	1 $^{1}/_{2}$ years of part-time study.
Fee(s)	• Course Fee: $62,000 (subject to review). • Application Fee: $150, non-refundable.
Information and Application	Detailed information and an application form are available from Ms Jacqueline Wong, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Application starts in May each year. The closing date for application is 31 May 2003.

This course is exempted from registration under the NLHPE Ordinance.

BSc (Hons) in Biological Sciences (Subject to approval)

Napier University, U. K.

Enquiries: 2975 5698

This course is offered in association with Napier University, Edinburgh, UK as an extension programme of the BSc in Biological Sciences.

The curriculum consists of 8 taught modules. In addition, students are required to complete a project to satisfy the requirements for the award of this honours degree. For further details, please contact Miss Jacqueline Wong at 2975 5698.

AS 40-809-00 (31)
Diploma in Medical Ultrasound

Hong Kong College of Family Physicians

Enquiries: 2975 5697

This programme is offered jointly with the Hong Kong College of Family Physicians (HKCFP). It is based partly on the distance learning material of the General Abdominal Medical Ultrasound module delivered on-line by the University of Ulster, UK, and partly by face-to-face teaching including clinical practice sessions.

The modules are:

- Basic Principles and Practice of Medical Ultrasound
- General Abdominal Medical Ultrasound
- Clinical Practice of Medical Ultrasound I and II

Entry Requirements	• **Either,** a recognised medical qualification; • **or,** an honours degree or a Diploma of the College of Radiographers.
Day(s) / Times	Saturdays, 2:15 - 4:15 p.m., starting 6 September 2003.
Duration	One year, part time.
Venue	Admiralty Learning Centre (to be advised).
Fee(s)	Course Fee: $32,000 (HKCFP members) or $64,000 (non HKCFP members). (Subject to review.)
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Bonnie Ng, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

AS 40-102-00 (31)
Diploma in HIV Management
AS 40-103-00 (31)
Certificate in HIV Management

The Diploma/Certificate in HIV Management are full-time programmes that offer doctors and healthcare professionals, particularly those who engaged in AIDS/HIV treatment and management in China, opportunities to attend a prescribed course of study in Hong Kong. The programme utilizes Red Ribbon Centre (RRC), an UNAIDS Collaborating Centre for Technical Support in Greater China as a role model for teaching.

Entry Requirements	For the Diploma in HIV Management, an applicant: • should be a medical doctor (of Western or traditional Chinese medicine) • should be registered with his or her country's governing body • is required to study Module IA (Clinical HIV Medicine) and Modules II to V For the Certificate in HIV Management, an applicant: • should be a qualified nurse or related healthcare professional • is required to study Module IB (Clinical Care of People Living with HIV/AIDS) and Modules II to V Applicants should also be: • currently involved in clinical and/or public health HIV management • recommended by one referee and the applicant's affiliating agency • proficient in English, (e.g. TOEFL score not less than 550 or equivalent)
Fee(s)	Course Fee: $28,000 for Diploma in HIV Management $25,000 for Certificate in HIV Management
Medium of Instruction	English supplemented with Putonghua and/or Cantonese.
Information and Application	Detailed information and application forms are available: • **by post**, from Ms Bonnie Ng, 9/F, T.T.Tsui Building, The University of Hong Kong, Pokfulam Road, Hong Kong. • **by phone**, from Ms Bonnie Ng on 2975-5697 or Ms Wong Yin Ling on 2855-4697 • **from the HKU SPACE** website, http://www.hku.hk/space/ The closing date for application is June 2, 2003 for the 2003 intake.

AS 20-101-00 (41)
Higher Certificate in Medical Laboratory Science

Enquiries: 2975 5683

This course has been specially designed for technicians already working in medical laboratories. It serves as preparation for degree level study such as:

- the **B.Sc. in Biological Sciences** offered in HK by HKU SPACE and Napier University, UK;
- the **B.Sc. in Medical Laboratory Science** offered by the Royal Melbourne Institute of Technology in Australia.

Professional Recognition: Holders of the Certificate with relevant experience are eligible to register in Part 1 under the Medical Laboratory Technologists (Registration and Disciplinary Procedure) Regulation 1990 for practice in Hong Kong.

Year 1	Minimum Hours of Tuition
Compulsory Subjects	
H1: Biochemistry 1	80
H1: Physiology 1	80
Plus one subject from:	
H1: Medical Microbiology 1	100
H1: Clinical Biochemistry 1	100
H1: Haematology & Serology 1	100
H1: Histopathology & Cytology 1	100

Year 2	Minimum Hours of Tuition
Compulsory Subjects	
H2: Biochemistry 2	80
H2: Physiology 2	80
Plus one subject from:	
H2: Medical Microbiology 2	100
H2: Clinical Biochemistry 2	100
H2: Haematology & Serology 2	100
H2: Histopathology & Cytology 2	100

a. The number of electives offered will be subject to demand and the availability of resources.
b. At H2 stage, students must study the same elective as at H1.
c. Assessment will be based on both examinations and coursework.

Entry Requirements	Applicants should have any one of: i. A UK Ordinary National Certificate or Ordinary Technical Education Council Certificate, or an HKU SPACE Ordinary Certificate in Medical Laboratory Science, or a Diploma in Medical Laboratory Science from the HK Polytechnic University. ii. HK "A" level passes in 2 science subjects, one of which must be Chemistry, and 5 passes in HKCEE, including English and 2 science subjects. iii. A qualification deemed equivalent to (i) or (ii). Applicants should normally: • be sponsored by their employers; • have 2 years' practical laboratory experience.
Day(s) / Times	3 evenings a week, next course starting September 2004.
Duration	2 years, part-time. 30 weeks a year (260 hours of tuition).
Venue	QMH, and HKU premises on Sassoon Road, Pokfulam.
Fee(s)	$34,000 (Subject to review).
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms S.F. Tam, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

Single Specialist Subject Enrolment

Applications are also accepted from Medical Laboratory Science graduates of the HTC and Hong Kong Polytechnic University's Higher Diploma, who are interested in studying a second specialist subject. They will only attend lectures and practicals of the specialist subject during the course. Students will meet one evening per week depending on their choice of specialist subject. Fee(s): $12,800. (Subject to review)

AS 20-803-00 (31)
Professional Certificate in Diagnostic Cytopathology

Enquiries: 2975 5697

This course has been designed in partnership with the Hong Kong College of Pathologists. It will provide laboratory staff with comprehensive training in diagnostic cytopathology, including the latest developments in the field, such as liquid-based and molecular cytology.

On completion of the course students will be competent in most aspects of laboratory cytopathology, with emphasis on diagnostic skills. They will also be well prepared for examinations such as that of the International Academy of Cytology (IAC).

This programme is designed as a post-training programme for qualified technicians, technologists and trainee pathologists.

Entry Requirements	Applicants should normally have: • **either,** a medical qualification, or a degree or its equivalent in an appropriate field; • **or,** a qualification in medical laboratory science.
Day(s) / Times	Wednesdays (lecture), 6:30-9:30 p.m., and/or Saturdays (workshop), 2:00-5:00 p.m., Launching date to be advised.
Venue	University Pathology Building, QMH (to be advised).
Fee(s)	$7,500 (subject to review).
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Bonnie Ng, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

Specialist Courses in Medical Laboratory Sciences

Enquiries: 2975 5697/698

The courses listed below are specialist courses that we offer in the area of Medical Laboratory Sciences and Biomedical Science. Some of these courses have been accredited by the Institute of Biomedical Science (IBMS) and have been approved as recognised Continuing Professional Development (CPD) activities leading to CPD credits for IBMS members.

The courses will increase the knowledge and competence of medical technologists, and will help the career development of junior staff in particular.

The teaching will be provided by university academics and professionals from the Hospital Authority and the Institute of Pathology, Department of Health.

Entry Requirements	• **Either**, an HKU Higher Certificate in Mediacl Laboratory Science; • **or**, the Polytechnic University's Higher Diploma in Medical Laboratory Science; • **or**, an equivalent award, such as a science degree or Associate Membership of the Institute of Biomedical Science (AIBMS). • **or**, a Registered Medical Laboratory Technologist of the HKSAR Medical Laboratory Technologists Board.
Information and Application	Detailed information and an application form are available from Ms Bonnie Ng, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Tel: 2975 5697.

Certificate in Microbiology Testing

Enquiries: 2975 5697

We offer this course in conjunction with HKU Department of Microbiology. It is mainly aimed at laboratory workers in the bioscience industry who wish to be proficient in microbiology testing of food and environmental samples.

It consists of 3 separate courses, each of which is offered on an on-going basis:

- Workshop in Microbiology Testing
- Advanced Workshop in Microbiology Testing
- Certificate in Microbiology Testing

The courses must be completed in sequence for the award of the certificate, though an exemption from the first Workshop Course may be granted to applicants with appropriate qualifications and experience.

Holders of this certificate are considered by the Hong Kong Accreditation Service (HKAS) as meeting the minimum training requirements for becoming an HKAS Approved Signatory for microbiological tests.

Lecturers and Tutors:
Dr. S.P. Ng BSc (W.Ont.); PhD (HK); M.I.Biol.; C.Biol. (UK); MRIPHH, MIFST.
Dr. W.C. Yam FIBMS (UK); BSc (London); M.I.Biol.; C.Biol. (UK); PhD (HK).

AS 20-003-04 (31): Workshop in Microbiology Testing (previously known as Workshop Course in Applied and Public Health Microbiology)	
This course familiarises laboratory staff with basic microbiological techniques and laboratory safety control measures, and equips them with knowledge in the isolation and handling of micro-organisms that might constitute a public health hazard. Particular reference is made to food and environmental pollutants.	
Day(s) / Times	Tuesdays and Fridays, 6:30 - 9:30 p.m., starting February 2004.
Duration	9 meetings.
Venue	University Pathology Building, QMH (to be advised).
Fee(s)	$7,210.
Application	The closing date for application is early February 2004.

AS 20-003-28 (31): Advanced Workshop in Microbiology Testing (previously known as Advanced Workshop Course in Applied and Public Health Microbiology)	
This course provides laboratory staff with further hands-on experience in the isolation and handling of food, water, and airborne micro-organisms that currently constitute a public health hazard in Hong Kong.	
Day(s) / Times	Tuesdays and Fridays, 6:30 - 9:30 p.m., starting May 2004.
Duration	12 meetings.
Venue	University Pathology Building, QMH (to be advised).
Fee(s)	$8,550.
Application	The closing date for application is early May 2004.

AS 20-801-00 (31): Certificate in Microbiology Testing	
This is the final element in the whole Certificate programme. It will be offered again in 2003 following on from courses AS 20-003-04 (21) and AS 20-003-28 (21). The Certificate in Microbiology Testing will be awarded to students who complete all 3 courses and pass the necessary examinations.	
Day(s) / Times	Tusedays and Fridays, 6:30 - 9:30 p.m., starting September 2003.
Duration	18 meetings.
Venue	University Pathology Building, QMH (to be advised).
Fee(s)	$11,900.
Application	The closing date for application is early September 2003.

AS 20-003-43-01 (31)
ISO 15189 Quality Management Standard for Medical Laboratory Accreditations

ISO 15189 system, which brings together quality management concepts of ISO 9001:2000 and competency requirements of ISO/IEC 17025:1999, is designed to address the specific need of medical laboratory professionals worldwide. On completion of this course, participants will be able to use and adjust the system to fit their workplace, hence to improve the quality of patient testing.

Tutors	:	Stephen C.K. Cheng, FIBMS, Certified ISO 9000 Lead Auditor, Quality Manager, Hong Kong Red Cross Blood Transfusion Service N.K. Chan, BSc, MSc, Scientific Officer, Hong Kong Red Cross Blood Transfusion Service
Venue	:	University Pathology Building, Queen Mary Hospital, Pokfulam, Hong Kong
Date(s)/Times	:	Tuesdays, 6:30 -8:30 p.m., starting 7 Oct 03 (6 meetings)
Fee	:	$1800
Enrolment	:	25

AS 20-003-29-01 (31)
ISO / IEC 17025: 1999 Quality Management System for Clinical and Related Laboratories

Enquiries: 2975 5698

Clinical and all other testing laboratories in Hong Kong are subject to the same requirements as commercial companies and need to achieve a good quality management system (QMS) by the implementation of ISO 9000.

This course introduces the QMS requirements of ISO / IEC 17025:1999 - "General requirement for the competence of testing and calibration". This system is the standard used by major laboratory accreditation bodies like NATA, UKAS, AZLA and HKAS.

Tutors	:	Stephen C.K. Cheng, FIBMS, Certified ISO 9000 Lead Auditor, Quality Manager, Hong Kong Red Cross Blood Transfusion Service N.K. Chan, BSc, MSc, Scientific Officer, Hong Kong Red Cross Blood Transfusion Service Speakers will also be invited from Hong Kong Acreditation Service which operates the Hong Kong Laboratory Accreditation Scheme (HOKLAS)
Venue	:	University Pathology Building, QMH
Day(s)/Times	:	Tuesdays, 6:30-8:30 p.m., starting 18 Nov 03 (6 meetings)
Fee	:	$1,800

AS 20-003-31-01 (31)
ISO GUM and ISO 10012: Workshop in Laboratory Equipment Calibration and Measurement

Enquiries: 2975 5698

This course will explain the ISO 9000 and ISO/IEC 17025 calibration requirements for clinical and testing laboratories and their underlying principles. It will provide participants with hands-on experience of the calibration of common laboratory instruments based on the standard criteria specified in the "ISO Guide to the Expression of Uncertainty in Measurement" (GUM) and Guidance from ISO 10012.

Tutors	:	Stephen C.K. Cheng, FIBMS, Certified ISO 9000 Lead Auditor, Quality Manager, Hong Kong Red Cross Blood Transfusion Service N.K. Chan, BSc, MSc, Scientific Officer, Hong Kong Red Cross Blood Transfusion Service
Venue	:	University Pathology Building, QMH
Day(s)/Times	:	Tuesdays, 6:30-8:30 p.m., starting 23 Mar 04 (6 meetings – 3 lectures plus 3 practical sessions)
Fee	:	$1,800
Enrolment	:	20

AS 20-003-19-01 (31)
ISO 9001:2000 Quality Management System (QMS) for Health Service Organisations

Enquiries: 2975 5698

This course presents the revised quality management system standard (ISO9001:2000) in a clear and concise manner. It explains the new requirements and helps health service organisations to draw up a quality plan that will allow them to meet the challenges of the market place. The key changes from the 1994 standard are emphasised.

Participants who are implementing ISO9001:2000 for the first time will be given the GAP Analysis guidance on migrating from the 1994 version to the revised quality management system, with self-assessment of their own system in compliance with ISO9001:2000 requirements.

Tutors	:	Stephen C.K. Cheng, FIBMS, Certified ISO 9000 Lead Auditor, Quality Manager, Hong Kong Red Cross Blood Transfusion Service N.K. Chan, BSc, MSc, Scientific Officer, Hong Kong Red Cross Blood Transfusion Service Speakers will also be invited from the Hong Kong Quality Service Agency (ISO9001:2000 Certification Body)
Venue	:	University Pathology Bldg., QMH
Day(s)/Times	:	Tuesdays, 6:30-8:30pm starting 3 Feb 04 (6 meetings)
Fee	:	$1,800

Learning Opportunities for the 21st Century

AS 20-003-32 (31)
Workshop on Laboratory Identification of Cryptosporidium and Giardia

Enquiries: 2975 5697

Cryptosporidium and Giardia are 2 common parasites, which may be present in portal water, and they therefore constitute a public health hazard. This workshop is designed to provide participants with knowledge in the characterisation and identification of these pathogens, including some hands-on experience in the use of the microscope and other techniques to eliminate false-positive results. This course is specially designed for those working in the Water Authority.

Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Ms. Bonnie Ng, 9/F, T.T. Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.4 stamp, specifying the name of this programme.

Tutors : WONG, Samson S. Y.,
MBBS; MRCP
YAM W.C.,
FIBMS UK, BSc *Lond*,
MIBiol, CBiol *UK*, PhD *HK*

Venue : University Pathology Bldg., QMH
(to be advised)

Day(s)Times : Tuesdays & Fridays, 6:00-9:00 p.m. and Saturdays 9:00 am-5:00 pm, commencement date to be advised (15 meetings – 5 lectures plus 10 practical sessions)

Fee : $8,600

AS 20-804-00 (22) & AS 20-804-00 (31)
Fundamental Venipuncture Techniques for Phlebotomists

Enquiries : 2975-5698

This course, offered jointly with the Hong Kong Medical Technology Association, introduces personnel working in medical laboratories the important aspects of blood collection : safety procedures and the latest equipment. Besides theory, there will also be demonstrations and practical sessions using artificial arms for vascular canulation (kindly provided by Becton Dickinson Vacutainer System).

Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Ms. Jacqueline Wong, 9/F, T.T. Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.4 stamp, specifying the name of this programme.

Tutors : Constance Mak,
RN. RM, BSN (Hons)
Richard Pang,
BSc, MSc, PhD HK

Venue : Admiralty Learning Centre
(To be confirmed)

AS 20-804-00 (22)

Day(s)Times : Tuesdays & Fridays, 7:00-9:00 p.m. starting 24 June 03
(5 Sessions)

AS 20-804-00 (31)

Day(s)Times : Tuesdays & Fridays, 7:00-9:00 p.m. starting 7 Oct 03
(5 Sessions)

Fee : $1,000

AS 20-003-42-01 (31)
Applications of Molecular Techniques in Medical Sciences

This course covers the theoretical and practical aspects of Polymerase Chain Reaction (PCR) which is an efficient amplification and sensitive detection method for target DNA sequence. The course provides training for professionals working in clinical laboratories, who have little or no previous experience on molecular techniques. Topics covered include primer design, optimisation of temperature and magnesium concentration, precautions and pitfalls of PCR.

Teaching Staff

W.C. Yam FIBMS *UK*; BSc *London*; M.I.Biol.; C.Biol. *UK*; PhD *HK*, Clinical Bacteriologist, Department of Microbiology, The University of Hong Kong.

Entry Requirements	Applicants should be Registered Medical Laboratories Technologists
Day(s) / Times	Wednesdays and Thursdays, 6.00 – 9.00 p.m., starting 5 November 2003.
Duration	6 sessions
Fee(s)	$2,800

Venue	Queen Mary Hospital, Pokfulam Road, Hong Kong (to be advised)
Enrolment	30
Medium of Instruction	English, supplemented by Cantonese.
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre • **by post**, from Ms Jacqueline Wong, 9/F, T.T. Tsui Building, The University of Hong Kong, Pokfulam Road, Hong Kong. Please send a self-addressed envelope with a $1.4 stamp, specifying the name of this programme • **by phone**, from Ms Jacqueline Wong on 2975-5698 • **from the HKU SPACE** website, http://www.hku.hk/space/ The closing date for application is 29 October 2003 for the November intake.

AS 20-003-44-01 (31)
Principles, Safety and Applications of Diagnostic Imaging Techniques

Enquiries : 2975-5697

This course aims to introduce the principles and safety issues related to the application of imaging techniques as diagnostic tools in revealing chronic and fulminating diseases which could not be detected by clinical examination along. Various imaging techniques, such as radionuclide imaging, ultrasound and magnetic resonance imaging will be discussed.

Tutor : Edward Chan, B.Sc., Chairman, Hong Kong Radiographer Association
Venue : Admiralty Centre
Day(s)/Time : Thursdays, 6:30 - 8:30 p.m., starting 9 October 03 (5 meetings)
Fee : $560

Holistic Chiropractic Series
骨肌神經系統整全醫學課程系列

Enquiries: 2975 5683

AS 40-001-20 (21)
How to Prevent Pneumonia by Improving the Body's Self Immunity
如何加強抵抗力以預防肺炎

肺炎肆虐期間，老弱及抵抗力較差者首當其衝，甚至因而喪失生命。本課程闡述身體那幾個內臟器官功能如何直接影響抵抗力，並講述腸、胃功能與抵抗力的關係。示範如何利用骨肌神經系統整全醫學專業技術(TBM)去除病毒及加強抵抗力，並配合食療，達到不用針藥，迅速有效地預防肺炎。

導　師 : 鍾少萍博士
地　點 : 容後公佈
開課日期及時間 : 2003 年 6 月 19 日起逢星期四 8:30-10:00 p.m. (共兩講)
截止報名日期 : 2003 年 6 月 12 日
費　用 : $380

AS 40-001-41 (31)
Chronic Fatique
慢性疲勞都市病

許多都市人都會有懶床、無故昏昏欲睡(所謂睡眠窒息症)，精神不能集中，工作提不起勁，做事有心無力的經驗，並逐漸發展成慢性疲勞。本課程會示範如何檢查大腦功能，並從血糖、心功能、淋巴流動、大腸瓣膜功能及慢性食物中毒等各方面去分析此病的形成。課程會示範如何調整相關的經絡、內臟、頸、腰椎及腦脊髓液(Cerebrospinal Fluid) 的流動，以達改善之效。

導　師 : 鍾少萍博士
地　點 : 容後公佈
開課日期及時間 : 2003 年 7 月 3 日起逢星期四 8:30-10:00 p.m. (共兩講)
截止報名日期 : 2003 年 6 月 26 日
費　用 : $380

AS 40-001-39 (31)
Palpation
椎骨觸診法入門

脊椎是人體的支柱，故明白椎骨的解剖基礎頗為重要。本課程主要訓練學員靈敏的手部觸覺，去辨認不同部份的椎骨及結構。本課程著重實習與理論結合。

導　師　：陳綺文博士
地　點　：容後公佈
開課日期及時間　：2003年8月7日起逢星期四，6:30-8:00 p.m.（共三講）
截止報名日期：2003年7月31日
學費　：$580
名額　：20人

Chiropractic Health Care Series

Enquiries: 2975 5683

This series of courses is designed to convey to the public an appreciation of holistic wellness of the body as the crucial factor in promoting health and disease prevention. It emphasizes on how Chiropractic could integrate into the mainstream health care system and demonstrates the application of non-drug Chiropractic methods in treating health problems and diseases.

AS 40-001-36 (21)
Understanding Chiropractic and Spinal Disorders

This course reviews the basic chiropractic concepts and the application of these concepts to achieve optimal health, understanding how spinal disorders are related to different joints, muscle, ligaments and nervous system. The causes and the mechanisms of these problems will also be reviewed.

Topics covered include :
1. the role of Chiropractic in the holistic health system
2. the basic human anatomy and relationship with different spinal disorders
3. the causes and mechanisms of lower back pain, neck pain, headache and shoulder pain.

Tutors : Dr. Peter Hong, D.C.
Dr. Raymond Fok, D.C.
Venue : To be advised
Day(s)/Time : Tuesdays, 6:30 to 8:30 p.m.
Starting 13 May 2003
Duration : 4 meetings
Fee : $820

AS 40-001-37 (21)
Spinal and Related Disorders and their Preventions

This course aims to present the logical sequence for the diagnosis and treatment of spinal and related disorders by chiropractic. The importance of maintaining correct spinal posture and its relationship with the ways to achieve optimum body performance and prevention of the disorders will also be emphasized. The ways to improve different disorders through diet, general and spinal exercises and trigger point therapy will also be discussed.

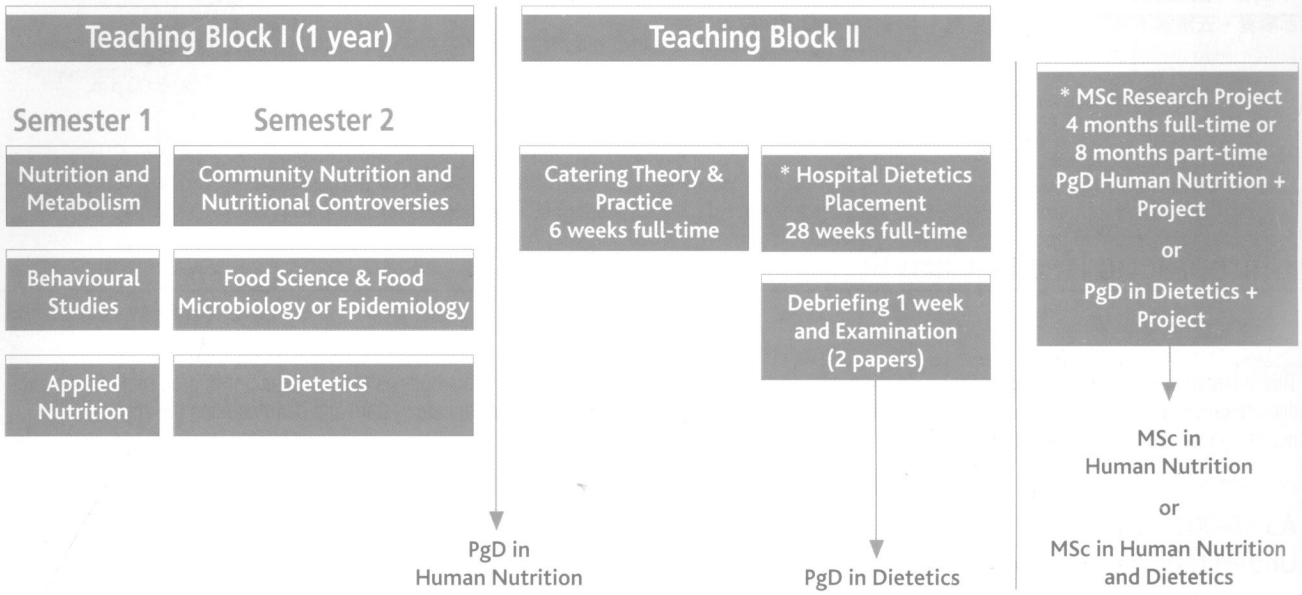
Topics covered include :
1. the diagnosis and treatment of spinal disorders
2. the correct spinal posture at work and home
3. the use of proper diet, exercise and trigger point therapy to improve different disorders.

Tutors : Dr. Peter Hong, D.C.
Dr. Raymond Fok, D.C.
Venue : To be advised
Day(s)/Time : Tuesdays, 6:30 to 8:30 p.m.
Starting 10 June 2003
Duration : 4 meetings
Fee : $820

Food and Nutritional Sciences / Dietetics
食品及營養學

TEL電話 : 2975 5881 FAX傳真 : 2858 3404

Postgraduate Programmes in Human Nutrition and Dietetics



* Depending on the availability of placement, some students may be required to defer entry into clinical placements. Those who wish to undertake the MSc project may do so during this period.

AS 37-801-00 (31)
Postgraduate Diploma in Human Nutrition
AS 37-802-00 (31)
Postgraduate Diploma in Dietetics
AS 37-803-00 (31)
Master of Science in Human Nutrition
AS 37-804-00 (31)
Master of Science in Human Nutrition and Dietetics (presently under revalidation)

University of Ulster, UK

Enquiries : 2975 5881

This programme prepares students to obtain a higher qualification in Human Nutrition or to qualify as Professional dietitians. As shown in the diagram, it consists of 3 parts:

- Teaching Block I : This consists of 6 taught modules and leads to the **Postgraduate Diploma in Human Nutrition**.
- Teaching Block II : After Teaching Block I, students progress on to catering and hospital dietetics placements. This leads to the **Postgraduate Diploma in Dietetics.**
- The MSc Research Project : This leads to the award of either the **MSc in Human Nutrition** or the **MSc in Human Nutrition and Dietetics**.

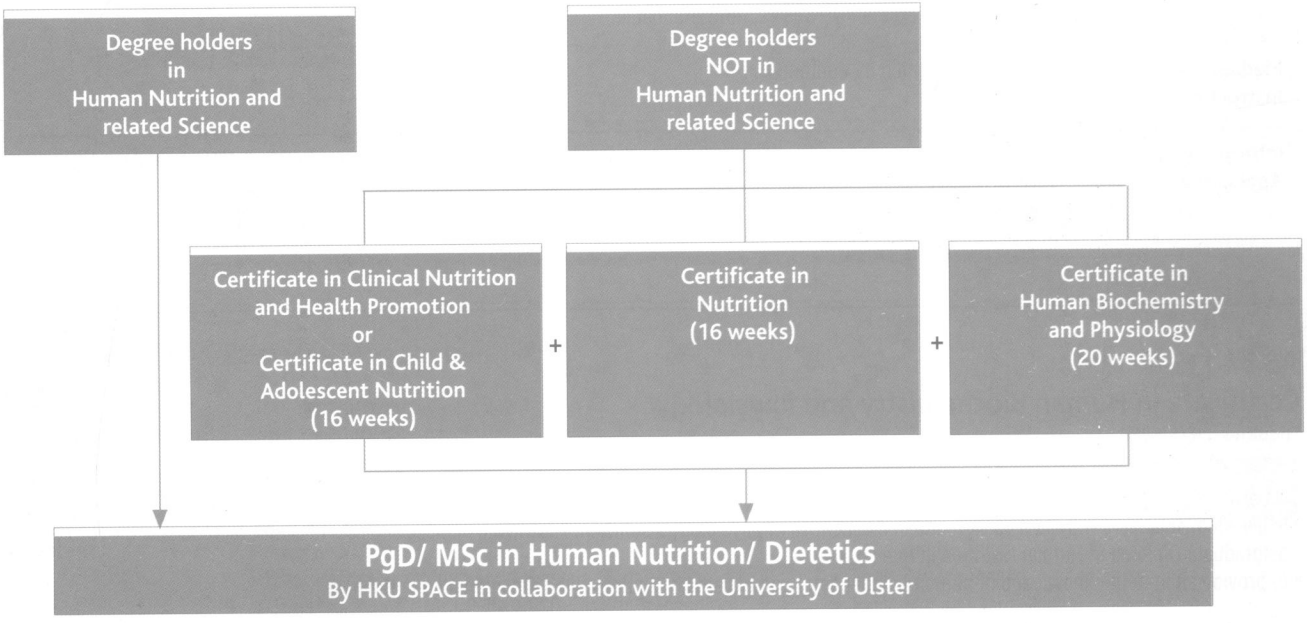
On successful completion of the PgD in Dietetics, Hong Kong graduates may present themselves for consideration for state registration in dietetics with HPC, Health Profession Council (formerly Council for Profession Supplementary to Medicine [CPSM]), UK. Holders of the PgD in Dietetics fulfil the criteria for employment as dietitians by the Hospital Authority, HK.

a. Assessment of the taught modules may include written assignments, critical appraisals, practical reports, seminar presentation and sessional examinations.
b. Assessment of the clinical placement will be based on overall performance throughout 28 weeks. After the placement students sit for the professional dietetics examinations.

Entry Requirements	Applicants should be: • graduates in human nutrition or related science subjects like physiology, biochemistry or food science. **or** • graduates **NOT** in human nutrition / related sciences **with** the completion of – HKU SPACE Diploma in nutrition / child & Adolescent Nutrition **and** – HKU SPACE Certificate in Human Biochemisty and Physiology • will be interviewed by a panel of university representatives and local dietitians.
Day(s) / Times	• Teaching Block I: 3 sessions a week in the evenings or on Saturday afternoons. • Teaching Block II: full-time clinical and catering placements. • Start date to be advised.
Duration	2 years or more.
Venue	HKU SPACE Learning Centres and hospitals.
Information and Application	Detailed information and an application form are available from Ms Flora Lee, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Tel: 2975 5881, email : flora.lee@hkuspace.hku.hk, fax: 2858 3404

These courses are exempted from registration under the NLHPE Ordinance.

Progression Route to the Field of Human Nutrition and Dietetics



Diploma in Nutrition/ Diploma in Child and Adolescent Nutrition

Enquiries: 2975 5881

These Diplomas each consist of 2 Certificate courses:

Diploma in Nutrition	Diploma in Child and Adolescent Nutrition
AS 37-102-00 (31) : Certificate in Nutrition	AS 37-102-00 (31) : Certificate in Nutrition
AS 37-103-00 (31): Certificate in Clinical Nutrition and Health Promotion	AS 37-114-00 (31): Certificate in Child and Adolescent Nutrition

It is recommended that the Certificate in Nutrition is taken before the other Certificates.

Progressian Route

Either one of these Diplomas, together with the HKU SPACE Certificate in Human Biochemistry and Physiology is articulated to the PgD in Human Nutrition. (Application to the PgD in Human Nutrition is restricted to degree holders and will be considered on a case-by-case basis).

The Certificate courses cover:

	Certificate in Child and Adolescent Nutrition	Certificate in Clinical Nutrition and Health Promotion	Certificate in Nutrition
Contents	• Nutrition for Children and Adolescents • Nutrition for Children and Adolescents with Special Needs	• Clinical Nutrition • Health Behavioural Changes	• Basic Principles of Nutrition • Applied Nutrition • Food Microbiology
Start Date	March 2004.	July 2003.	November 2003.
Closing Date for Application	15 January 2004.	15 May 2003.	15 September 2003.
Entry Requirements	Applicants should normally have obtained: (i) proficiency in English (eg. Pass in the HKCEE English syllabus B or equivalent) **and** (ii) • **either,** a degree or equivalent; • **or,** a higher diploma with 2 years' work experience; • **or,** 5 passes in HKCEE, or equivalent, with at least 5 years' work experience.		
Day(s) / Times	Tuesdays and Fridays, 6:30 - 9:30 p.m.		
Duration	approximately 100 hours (16 weeks).		
Venue	HKU SPACE Learning Centre.		
Fee(s)	• Course Fee: $12,400 per Certificate. • Application Fee: $50 per Certificate, non-refundable.		
Medium of Instruction	English supplemented by Cantonese.		
Information and Application	Detailed information and an application form are available from Ms Flora Lee, 9/F, TT Tsui Building, HKU, Pokfulam, HK. • **Tel:** 2975 5881 • **Fax:** 2858 3404 • **e-mail:** flora.lee@hkuspace.hku.hk		

AS 37-115-00 (31)
Certificate in Human Biochemistry and Physiology

Enquiries: 2975 5881

This programme has 2 main aims:
• to give degree holders without a background in biochemistry / physiology a sufficient knowledge of these subjects to enable them to take the HKU SPACE Postgraduate Diploma in Human Nutrition in due course.
• to provide an in-depth knowledge of human biochemistry and physiology to those who are interested in the field.

Progression Route
This Certificate together with the HKU SPACE Diploma in Nutrition / Diploma in Child and Adolescent Nutrition is articulated to the PgD in Human Nutrition. (Application to the PgD in Human Nutrition is restricted to degree holders and will be considered on a case-by-case basis).

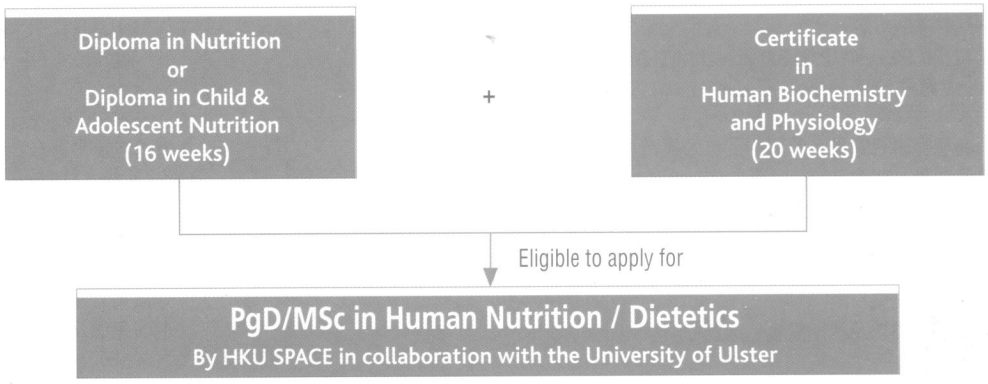
It covers:
• Principles of Human Biochemistry
• Basic Human Physiology
• Introduction to Research Skills

Entry Requirements	Applicants should have: • **either,** a degree or equivalent with at least 2 years' working experience ; • **or,** a higher diploma and 2 years' working experience. All applicants must have a pass in English (Syllabus B) in the HKCEE or equivalent.
Day(s) / Times	2 evenings a week, starting September 2003.

Duration	120 hours (20 weeks).
Venue	HKU SPACE Learning Centre.
Fee(s)	Course Fee: $12,400. Application Fee: $50, non-refundable.
Medium of Instruction	English supplemented by Cantonese.
Information and Application	Detailed information and an application form are available from Ms Flora Lee, 9/F, TT Tsui Building, HKU, Pokfulam, HK. • **Tel:** 2975 5881 • **Fax:** 2858 3404 • **e-mail:** flora.lee@hkuspace.hku.hk Closing date for application is 21 July 2003.

Progression Route to the Field of Human Nutrition and Dietetics

Designed for Degree Holders NOT in Human Nutrition or related sciences



Diploma in Food Business Management

NEW

Enquiries: 2975 5881

This Diploma consists of 2 Certificate courses:

	Certificate in Quality Control and Food Safety Management AS 37-112-00 (31)	Certificate in Food Service Management AS 37-113-00 (31)
Contents	• Food Safety • Environmental Health and Food Hygiene Management • Quality Assurance (HACCP, ISO9000, Disasters Planning)	• Food and Nutrition • Food Service System Management • Basic Management Skills
Start Date	September 2003.	February 2004.
Closing Date for Application	31 July 2003.	31 December 2003.
Entry Requirements	Applicants must: • have 5 passes in the HKCEE or equivalent with at least 1 year of working experience in the relevant field; **or** • be mature students over the age of 25 with extensive working experience. All applicants should have passed English (Syllabus B) in the HKCEE or equivalent. *Preference will be given to those who are recommended by employers.	
Day(s) / Times	2 evenings a week or one evening + Saturday afternoon	
Duration	100 hours (16 weeks).	

Venue	HKU SPACE Learning Centre.
Fee(s)	• Course Fee: $12,400 per Certificate. • Application Fee: $50 per Certificate, non-refundable.
Medium of Instruction	English supplemented by Cantonese.
Information and Application	Detailed information and an application form are available from Ms Flora Lee, 9/F, TT Tsui Building, HKU, Pokfulam, HK. • **Tel:** 2975 5881 • **Fax:** 2858 3404 • **e-mail:** flora.lee@hkuspace.hku.hk

Short Courses

短期課程

Enquiries: 2975 5683 / 5881 / 5698 Fax: 2858 3404

AS 37-117-00 (31)
長者營養學基礎證書
Foundation Certificate in Elderly Nutrition

查詢電話：2975 5881　電郵：flora.lee@hkuspace.hku.hk

本課程旨在為現職或有意從事有關長者照顧的工作人員/醫護人員或在家居照顧長者的人士提供基本的長者營養及飲食知識。

內容包括：
- 基本食物與營養
- 長者營養需求及適當飲食建議
- 長者敘見疾病之特別營養需求及特別飲食治療指引

入學資格：
申請者需 (i) 年滿 21 歲，具工作經驗；或
(ii) 持中五程度(會考五科合格)

地　點　：香港大學專業進修學院教學中心
開課日期及時間　：2004 年 2 月 (每星期兩課、每課 3小時：下午6:30-9:30)共10星期
學　費　：報名費 $50 (概不退還)
學費 $8,000
教學語言　：以廣東話為主 (輔以英語)。所有教材，考試及功課均以英文為主。
截止報名日期　：2003 年 12 月 31 日

AS 37-118-00 (31)
精神病營養治療基礎證書
Foundation Certificate in Nutritional Management in Psychiatric Disorders

查詢電話：2975 5881　電郵：flora.lee@hkuspace.hku.hk

本課程旨在為現職或有意從事有關照顧精神病患者的工作人員/醫護人員或在家居照顧精神病患者的人士提供基本的營養及飲食知識。

內容包括：
- 基本食物與營養
- 精神病營養需求及適當飲食指引
- 精神病患者的特別營養治療

入學資格：
申請者需 (i) 年滿 21 歲，具工作經驗；或
(ii) 持中五程度(會考五科合格)

地　點　：香港大學專業進修學院教學中心
開課日期及時間　：2004 年 2 月(每星期兩課、每課 3小時：下午6:30-9:30) 共10星期
學　費　：報名費 $50 (概不退還)
學費 $8,000
教學語言　：以廣東話為主 (輔以英語)。所有教材，考試及功課均以英文為主。
截止報名日期　：2003 年 12 月 31 日

AS 27-001-04-01 (31)
視覺健康簡介

查詢電話: 2975 5683

隨著社會的變化和日常工作量的增加，我們的視覺系統經常受到重大的壓力，視覺健康間接受損。本課程將會向學員介紹眼睛的結構；各種常見的眼疾，例如青光眼、白內障、視網膜脱落等；眼疾的成因、預防及其正確的治理方法。課程適合一般關心眼睛健康及護理方法的人士選修。

導　師　：麥湘醫生
MB,BS *HK*, Dip *London, Ireland, Melbourne*, FHKAM Ophthalmology, FCOphth *HK*
地　點　：北角英皇道 494 號 9 樓 903 室
開課日期及時間　：2003 年 10 月 6 日起逢星期一 6:30-8:00 p.m. (共 5 講)
學　費　：$560

AS 27-005-01-01 (31)
控制體重基本法

查詢電話: 2975 5683

很多人對個人體重十分重視，甚至不惜花費大量時間與金錢來保持體態的健康，但若不得其法，結果可能適得其反。

本課程將討論各類常見的保持體態方法，分析其特性、優點和缺點，並説明均衡的飲食對控制體重的重要性。本課程以粵語授課。

導　師　：梁胡敏慈女士
BSc *W.Ont*, PgDip *Leeds Poly*, SRD *UK*
地　點　：灣仔灣景中心 CW 302 室
開課日期及時間　：2003 年 9 月 19 日起逢星期五 8:00-9:30 p.m. (共 3 講)
學　費　：$ 340

AS 27-006-01-01 (31)
糖尿病飲食治療

查詢電話: 2975 5683

糖尿病是一種慢性疾病，只可控制而不能根治。飲食治療，俗稱「戒口」，是糖尿病患者維持正常血糖水平最基本及重要之一環，可是，不少病患者對飲食有很多錯誤的觀念，不是抱著任性放棄的態度，就是矯枉過正，以致適得其反。

本課程將從專業營養師的角度詳盡解釋正確的糖尿飲食知識，其中包括患病時各種飲食需知、家居烹調及外出進食指引等。歡迎各糖尿病患者及其親屬、醫護人員，或任何有興趣的人仕參加。

導　師　：羅佩儀女士
BCApSc *Otago*, PgDip *Otago*, SRD *UK*
地　點　：北角英皇道 494 號 12 樓 1201 室
開課日期及時間　：2003 年 10 月 8 日逢星期三 6:30-8:00 p.m. (共 3 講)
學　費　：$340

AS 37-006-01-01 (31)
耆年健康飲食

查詢電話: 2975 5683

隨著社會進步，人類壽命亦相繼延長，社會人口有日漸老化的趨勢。及早認識健康飲食之道，可延緩衰老。本課程亦會針對年長者的常見疾病，如血壓高、血脂肪過高、高血糖等情況，提出適當的飲食建議。課程以粵語授課，適合各界人士修讀。

導　師　：梁胡敏慈女士
BSc *W.Ont*, PgDip *Leeds Poly*, SRD *UK*
地　點　：鰂魚涌萬誠保險千禧廣場 1604 室
開課日期及時間　：2003 年 11 月 14 日起逢星期五 8:00-9:30 p.m. (共 3 講)
學　費　：$340

AS 37-006-09-02 (31)
產前飲食及營養

查詢電話：2975 5881　電郵：flora.lee@hkuspace.hku.hk

婦女在懷孕初期便應加倍注意日常飲食及營養攝取，確保胎兒得到適當營養健康地生長發育。孕婦亦可適當地控制體重，預防嬰兒出現過重或過輕，甚至患病或夭折的情況。

本課程會詳盡講解懷孕婦女在不同階段的營養需求，針對孕婦常見飲食問題，提出適當的飲食建議及指引。適合懷孕婦女及其親屬或任何有興趣人士參加。

導　師　：張嘉倫小姐
　　註冊營養師
地　點　：金鐘海富中心
開課日期　：2003年10月7日起逢星期二
及時間　　6:30-8:00 p.m. (共4講)
學　費　：$600
截止報名日期：2003年9月22日

AS 37-006-04-03 (21) / AS 37-006-04-01 (31)
食物衞生安全課程—
飲食業經理基本課程

查詢電話：2975 5698

為配合政府持牌食肆及其他食物行業的認可衞生管理計劃，香港大學專業進修學院及香港大學醫學院微生物學系合辦一項基礎食物衞生課程。此課程將為在職及未來的食肆衞生經理講述在食物衞生安全方面的原則及運作模式。在此「非典形肺炎」肆虐期間，實踐課程所學知識，不但可為顧客提供安全食物，更可藉此恢復並提高社會對食肆的信心。成功修畢此課程的學員將獲香港大學專業進修學院及微生物學系聯合頒發的「基本飲食業衞生經理證書」。此證書特獲食物環境衞生署認可為食物衞生經理的資格。

導　師　：吳子柏博士
　　任永昌博士
　　谷源清先生
　　香港衞生督察會會長 (1988-2000)
地　點　：容後公佈

AS 37-006-04-03 (21)
開課日期　：2003年6月3日起逢星期二、四
及時間　　2:30-5:30 p.m. (共6講)

AS 37-006-04-01 (31)
開課日期　：2003年9月23日起逢星期二、四
及時間　　2:30-5:30 p.m. (共6講)

學　費　：$1,300
教學語言　：以粵語為主

AS 37-006-07 (31)
Advanced Course in Food Hygiene Management

Enquiries: 2975 5698

For former students who have completed the Basic Food Hygiene course, this course offers a more in depth analysis and discussion on safe food production, food hygiene management practices and the concept of Hazard Analysis Critical Control Point (HACCP). Emphasis will be placed on Licensing Requirements and Conditions for some common types of food premises while more detail discussion will be held on food legislation. Basic Court procedures and examples of Court cases involving certain malpractice and violation of the food law will be used for illustration.

Information and Application	Detailed information and an application form are available: • **in person,** at any SPACE Enrolment Centre. • **by post,** from Ms. Jacqueline Wong, 9/F, T.T. Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

Tutors　：S.P Ng
　　BSc *W.Ont*; PhD.*HK*; M.I.Biol.; C.Biol. *UK*; MRIPHH, MIFST
　　W.C. Yam
　　FIBMS *UK*; BSc *Lond*; MIBiol; CBiol *UK*; PhD *HK*
　　Peter Y.C. Ku
　　MRSH, DMS, MIMgt, Chairman, HKPHIA (1988-2000)
Venue　：To be advised
Day(s)/Times　：Tuesdays & Thursdays, 2:30-5:30 p.m., starting 15 July 03 (13 sessions)
Fee　：$3,800

AS 27-006-11-01 (31)
營養補充品簡介

查詢電話 : 2975 5683

現今市面上自由出售的營養補充品五花八門，有些更是經由非醫護人員的傳銷商推介。究竟選擇那些補充品才真正有助健康，是值得大家關注的問題。本課程將會探討及分析香港常見營養補充品的效用，內容深入淺出，可助學員作最適合自己的選擇。

導　師　：梁胡敏慈女士
BSc *W.Ont*, PgDip *Leeds Poly*, SRD *UK*
地　點　：容後公佈
開課日期　：2003 年 10 月 17 日起逢星期五
及時間　8:00-9:30p.m. (共 3 講)
學　費　：$340

AS 37-006-10-02 (31)
Food and Nutrition for Infants and Young Children

Enquiries: 2975 5881 Email: flora.lee@hkuspace.hku.hk

Good food and nutrition is important from the day baby is born. In this course we will discuss what are the nutritional needs and how this can be achieved: from birth until the child starts school.

Admission requirement:
This course is suitable for the parents, guardians, childcare workers, kindergarten teachers or anyone who has an interest in nutrition for children. No particular academic requirements needed.

Tutor : Ms. KR Chang, Dietitian
Ms. W Ma, Dietitian
Venue : Admiralty Centre, HK.
Day(s) / Times : Wednesdays, 6:30pm – 8:00pm
Starting 8 October, 2003
(4 meetings)
Closing Date for Application : 22 September, 2003
Fees : $600
Medium of Instruction : English

AS 37-006-10-01 (31)
嬰兒及幼兒營養飲食

查詢電話 : 2975 5881 電郵 : flora.lee@hkuspace.hku.hk

充足營養及均衡飲食對初生嬰兒很重要，本課程將討論初生嬰兒至幼兒的不同營養需求及相關建議。本課程適合初生嬰兒至6歲兒童之家長及其親屬、監護人、兒童教育工作者或任何有興趣人士參加。

導　師　：張嘉倫小姐 註冊營養師
馬魯愛儀女士 註冊營養師
地　點　：金鐘海富中心
開課日期　：2003 年 10 月 9 日起
及時間　逢星期四 6:30-8:00 p.m. (共 4 講)
截止報名日期　：2003 年 9 月 22 日
學　費　：$600
教學語言　：廣東話

AS 37-006-11-02 (31)
Food and Nutrition for School Age Children

Enquiries: 2975 5881 Email: flora.lee@hkuspace.hku.hk

Children learn better when they eat well. This course covers food and nutritional issues that affect children from the age of 6 years and up, including the most common nutrition-related concerns in this age group, e.g. factors affecting eating habits, fussy eaters, unusual eating patterns in teenagers, obesity, and vegetarianism.

Admission requirement:
This course is suitable for parents, guardians, childcare workers, kindergarten teachers - anyone who has an interest in the nutrition of children. No particular academic requirements needed.

Tutor : Ms. KR Chang, Dietitian /
Ms. W Ma, Dietitian
Venue : Admiralty Centre, HK.
Day(s) / Times : Wednesdays, 6:30 – 8:00pm
Starting 5 November, 2003
(4 meetings)
Closing Date for Application : 18 October, 2003
Fees : $600
Medium of Instruction : English

AS 37-006-11-01 (31)
學童營養飲食

查詢電話：2975 5881　電郵：flora.lee@hkuspace.hku.hk

充足營養能提高兒童的學習能力。本課程將講授六歲或以上兒童之食物與營養指引，包括討論常見之兒童營養飲食問題，如影響飲食習慣之因素、偏食、青少年的不良飲食習慣、過胖、素食等。本課程適合小學至初中學童之家長及其親屬、監護人、兒童教育工作者或任何有興趣人士參加。

導　師　：張嘉倫小姐 註冊營養師 / 馬魯愛儀女士 註冊營養師
地　點　：金鐘海富中心
開課日期及時間　：2003 年 11 月 6 日起逢星期四 6:30-8:00 p.m.(共 4 講)
截止報名日期　：2003 年 10 月 18 日
學　費　：$600
教學語言　：廣東話

普通話醫療會話(基本階段)

查詢電話：2975 5881　電郵：flora.lee@hkuspace.hku.hk

本課程旨在培養現職及有志加入醫療界之人士的普通話會話能力，提高以普通話與患者及其他醫學專業人員溝通的語文能力及技巧。特別針對醫護人員如醫生、護士、營養師、物理治療師、職業治療師、語言治療師等。採用課堂教授及小組討論、情景對話等方法教學。

課程編號	開課日期	時間	地點
AS 37-006-12-01 (31)	2003 年 7 月 8 日起逢星期二（共十堂）	7:00 — 9:00 p.m.	香港大學專業進修學院教學中心
AS 37-006-12-02 (31)	2003 年 7 月 10 日起逢星期四（共十堂）	7:00 — 9:00 p.m.	香港大學專業進修學院教學中心

導　師　：吳鴻雁女士
截止報名日期　：2003 年 6 月 20 日
學　費　：$1,800
教學語言　：普通話為主，輔以廣東話。

出席率達80%或以上學員，可獲頒發本學院簽發之修讀證明書。

普通話醫療會話(應用階段)

查詢電話：2975 5881　電郵：flora.lee@hkuspace.hku.hk

本課程旨在培養現職及有志加入醫療界之人士的普通話會話能力，提高以普通話與患者及其他醫學專業人員溝通的語文能力及技巧。特別針對醫護人員如醫生、護士、營養師、物理治療師、職業治療師、語言治療師等。採用課堂教授及小組討論、情景對話等方法教學。報讀本課程之學生需先修畢「普通話醫療會話—基本階段」。

課程編號	開課日期	時間	地點
AS 37-006-13-01 (31)	容後公佈	7:00 — 9:00 p.m.	香港大學專業進修學院教學中心
AS 37-006-13-02 (31)	容後公佈	7:00 — 9:00 p.m.	香港大學專業進修學院教學中心

學　費　：$1,800
教學語言　：普通話為主，輔以廣東話。

出席率達80%或以上學員，可獲頒發本學院簽發之修讀證明書。

AS 37-006-14-01 (31)
體育及運動營養學入門課程

查詢電話：2975 5881　電郵：flora.lee@hkuspace.hku.hk

適當營養可提升做體育運動時的表現，本課程宗旨在協助學員對運動的營養需求有進一步認識及了解與及認識傷患的防治。特別適合運動愛好者、在職或業餘體育及運動人士就讀，包括體育教師、運動教練、體適能教練、運動員、運動愛好者等。

出席率達 80%或以上學員，可獲頒發本學院簽發之修讀證明書。

導　師　：註冊營養師（鍾素珊小姐）註冊物理治療師
地　點　：金鐘海富中心
開課日期及時間　：2003 年 8 月 28 日起逢星期四 7:00-8:30 pm (共 6 堂)
截止報名日期　：2003 年 8 月 11 日
學　費　：$980
教學語言　：廣東話

AS 37-006-16-01 (31)
流行食品補充劑及健康

查詢電話：2975 5881　電郵：flora.lee@hkuspace.hku.hk

食品補充劑在香港過往十年市場銷售率不斷激增，種類繁多，令大部份消費者不知從何選擇。本課程將在以下各方面作出詳盡介紹。

課程大綱：
1. 基本營養學。基本營養需求
2. 維生素及礦物質補充劑
3. 食品補充劑，如：營養奶粉、代餐等
4. 減肥食品補充劑
5. 改善運動表現之補充劑
6. 草本健康補充劑(包括中醫藥簡介)

入學條件：
適合食品行業市場人士(推廣員及銷售員)、及任何對營養及食品補充劑有興趣人士參加。

證書頒發：
出席率達 80% 或以上之學員可獲發本學院簽發之修讀證明書

導　師　：註冊營養師
地　點　：營養學治療及教研中心，
　　香港金鐘海富中心 3 樓 S3 室
開課日期　：2003 年 10 月 6 日起逢星期一下午
及時間　　6:30-8:00（共 6 堂）
學　費　：$980
教學語言　：廣東話
截止報名日期：2003 年 9 月 22 日

AS 37-006-17-01 (31)
食品及營養學

查詢電話：2975 5881　電郵：flora.lee@hkuspace.hku.hk

課程內容包括:均衡營養及健康之重要; 主要營養素之功效及需求; 常見都市疾病之預防及控制; 坊間常見傳說一飲食及健康。任何對食物及營養有興趣之人士，均歡迎報名。

出席率達 80%或以上學員，可獲頒發本學院簽發之修讀證明書。

導　師　：張嘉倫小姐 註冊營養師
　　馬魯愛儀女士 註冊營養師
地　點　：金鐘海富中心
開課日期　：2003 年 11 月 4 日起逢星期二
及時間　　6:30-8:00 p.m. (共 6 講)
學費　：$980
教學語言　：廣東話
截止報名日期：2003 年 10 月 21 日

Pharmaceutical Studies
藥物科學

TEL 電話：2376 6751　FAX 傳真：2317 0296

AS 33-801-00 (31)
B.Sc. in Pharmaceutical Studies

University of Sunderland, U.K.

Enquiries: 2376 6751　Fax: 2317 0296

This programme is offered in collaboration with the University of Sunderland, UK. It will train graduates for a career in the pharmaceutical business sectors; in sales, marketing, technical training, clinical trials co-ordination, and the pharmaceutical aspects of health promotion.

It covers:

Term 1	Term 2	Term 3
• Biostatistics	• Biopharmaceutics and Pharmacokinetics	• Epidemiology
• Marketing	• Pathophysiology	• Biotechnology and Pharmaceuticals
• Pharmacology	• Clinical Research	• Drug Regulation
	• International Business	• Molecular Pharmacology

Entry Requirements	Applicants should have: • **either,** a Diploma in Pharmaceutical Science; • **or,** a Higher Diploma in Pharmaceutical Technology awarded by the HKIVE; • **or,** a higher diploma or degree in a relevant science discipline, and at least 3 years' relevant work experience.
Day(s) / Times	3 evenings a week, starting in October 2004.
Duration	15 months.
Fee(s)	• Course Fee: $55,000, paid by 2 instalments. • Application Fee: $150, non-refundable.
Information and Application	Detailed information and an application form are available: • **by phone,** from Ms Wong on 2376 6751. • **by fax,** from 2317 0296. • **from the HKU SPACE website,** http://www.hku.hk/space/ The closing date for application is July 2004.

This course is exempted from registration under NLHPE Ordinance.

AS 33-102-00 (31)
Diploma in Pharmaceutical Science

Enquiries: 2376 6751 Fax: 2317 0296

This programme covers areas of study in life science, chemistry and pharmaceutical science. Graduates of this programme will be able to continue their studies in the BSc in Pharmaceutical Studies programme.

It covers:

	Semester 1	Semester 2
Year 1	• Technical Writing and Communication • General Chemistry • Physiology	• Biochemistry • Physiology
Year 2	• Microbiology • Pharmaceutical Analysis • Physical Pharmacy	• Biopharmaceutical Chemistry • Physical Pharmacy

Entry Requirements	Applicants should have: • **either,** passes in HKALE Chemistry and another science subject; • **or,** a higher diploma or a degree in a relevant science discipline, or a professional diploma in an allied health science; • **or,** a diploma in Nursing or a higher certificate or certificate in Dispensing Studies with a pass in HKCEE Chemistry and relevant experience.
Day(s) / Times	3 evenings a week, starting in September 2004.
Duration	2 years.
Fee(s)	• Course Fee Year 1: $38,000, paid by 2 instalments. • Course Fee Year 2: $38,000, paid by 2 instalments. • Application Fee: $150 (non-refundable).
Application	Detailed information and an application form are available: • **by phone,** from Ms Wong on 2376 6751 • **by fax,** from 2317 0296 • **from the HKU SPACE website,** http://www.hku.hk/space/ The closing date for application is July 2004.

AS 33-101-00 (31)
Certificate in Pharmacology and Pharmaceutical Management

Enquiries: 2376 6751 Fax: 2317 0296

This programme is aimed at training personnel employed in the pharmaceutical business sector.

Entry Requirements	Applicants should: • **either,** have a higher diploma or a degree in a relevant science subject; • **or,** be 25 or above and be working in the health and pharmaceutical sectors, with 2 years' relevant experience; • **or,** have the HKAPI Certificate with 3 years' relevant experience.
Day(s) / Times	One evening a week, starting in October 2004.
Duration	One year.
Fee(s)	• Course Fee: $10,000. • Application Fee: $150, non-refundable.
Information and Application	Detailed information and an application form are available: • **in phone,** from Ms Wong on 2376 6751 • **by fax,** from 2317 0296. • **from the HKU SPACE website,** http://www.hku.hk/space/ The closing date for application is July 2004.

General and Environmental Sciences
普及與環境科學

TEL電話 : 2975 5683 FAX傳真 : 2858 3404

AS 27-801-00 (31)
M.Sc. in Environmental Risk Management (Food Safety Management)

University of Wales Institute, Cardiff, U.K.

Enquiries: 2975 5683 Fax: 2858 3404

We offer this 2-year programme with the University of Wales Institute, Cardiff, UK (UWIC). It has a special emphasis on Food Safety Management. Besides catering for those who wish to specialise in food safety, it also offers continuing education opportunities to people like Public Health Inspectors, who are responsible for the management of public health or environmental services.

There are 6 taught module units and a dissertation. Students who complete all the taught modules but do not submit a dissertation may be considered for the award of a Postgraduate Diploma in Environmental Risk Management.

The modules are:

- Management of Risk I
- Management of Risk II
- Epidemiology
- Management of Outbreaks of Food-Borne Diseases

All counting as 0.5 module unit

- Research Methods
- Policy and Strategy Studies
- Food Safety Management Systems
- Quality Management and Quality Assurance

All counting as 1 module unit

Entry Requirements	Applicants should normally: • **either,** have a first degree, in a science disciplne from a recognised university; • **or,** have relevant professional qualifications in environmental or public health (e.g. the Royal Society of Health Diploma in Public Health or Dipoma in Meat and Other Foods), and be over 25, and have at least 2 years' relevant work experience. Applicants should also demonstrate their proficiency in English by either: (i) having a pass in the Use of English in the Hong Kong Advanced Level Examination; (ii) obtaining a score of 550 in the Test of English as a Foreign Language (TOEFL), or (iii) obtaining a score of 6.0 in the International English Language Testing Service (IELTS).

Day(s) / Times	To be advised, starting in September 2003.
Fee(s)	$114,000. (payable by 3 instalments)
Information	Further information is available from Dr Stephen Wu or Ms S.F. Tam: • **by phone,** 2975 5683; • **by fax,** 2858 3404; • **by e-mail,** stephen@hkuspace.hku.hk or sftam@hkuspace.hku.hk

This course is exempted from registration under the NLHPE Ordinance.

AS 37-116-00 (31)
Foundation Certificate in Meat Science and Meat Safety

Enquiries: 2975 5683

This course provides useful basic knowledge for those who wish to pursue a career in meat inspection or working in meat processing plants. It is also a good refresher course for those who are already engaged in the field.

Topics include:
- Transit of live meat animals; preslaughter treatment and welfare in slaughterhouses; effect of stress on meat quality.
- Methods of slaughter and stunning; slaughter processing systems for cattle, pigs and chickens, meat contamination during slaughter.
- Ante-mortem and post-mortem inspection.
- Meat delivery and problems of cross contamination.
- Sanitation in meat-work premises; pest control.
- Meat spoilage; methods of preservation of meat / meat products.
- Meat chemistry.
- Meat adulteration.
- Parasites in meat and meat pathogens.
- Fish inspection; food-borne diseases in sea-foods.
- Zoonosis in meat-work premises.
- Important meat animal diseases.
- The Hazard Analysis Critical Control Point (HACCP) system.
- Equipment and personal hygiene in meat premises.

Tutor	:	Au Wing-ka, BVSc, MVst, MRCVS, MACVSt
Day(s) / Time	:	Saturdays 2:30 p.m. – 5:30 p.m. Starting September 2003
Duration	:	35 meetings
Venue	:	Room 310, Causeway Centre, Wanchai
Fee(s)	:	$15,000
Medium of Instruction	:	English, supplemented by Cantonese

Application	Please complete the application form (SF26) and return with the fee paid by a crossed cheque payable to "HKU SPACE" to Ms S.F. Tam, 9/F T.T. Tsui Building, The University of Hong Kong, Pokfulam Road, Hong Kong

AS 27-105-00 (31)
Certificate in Statistics: Practical Survey Sampling

Enquiries: 2975 5683

This course provides a basis for future work in probability and statistics, and in conducting survey sampling. Graduates of the course will be able to collect, present and interpret data. They may also register with the Hong Kong Statistical Society (HKSS) as Examination Associates and sit the HKSS examinations, which are fully recognized by the Royal Statistical Society (RSS), UK.

The course has 2 parts:

- Collection and Compilation of Data (40 hours)
- Analysis and Presentation of Data (60 hours)

It covers:

- Official statistics
- Sample surveys
- Sampling designs
- Data collection methods
- Questionnaire design
- Pilot surveys and errors arising from surveys
- Data processing
- Measurement scales of data
- Presenting data using tables
- Presenting data using graphs
- Presenting data using numbers
- Probability
- Regression and correlation analysis
- Time series analysis
- Index numbers

Assessment is based on coursework assignments (30%) and written examinations (70%).

Entry Requirements	Applicants should have some knowledge of mathematics or statistics at HKCEE or GCSE level.
Day(s) / Times	Tuesdays and/or Thursdays, 6:30 - 9:30 p.m., starting 7 October 2003.
Venue	Room 903, 9/F, 494 King's Road, North Point, HK.
Fee(s)	$8,250.
Medium of Instruction	English, supplemented by Cantonese.
Application	Completed application form (SF 26) together with photostat copies of relevant certificates should be returned to "HKU SPACE, 9/F T.T. Tsui Building, The University of Hong Kong, Pokfulam Road, Hong Kong. (Attn: Ms S.F. Tam)"

Diploma in Statistics: Theory and Business Applications

Enquiries: 2975 5683

This course will prepare students to sit for the Higher Certificate in Statistics examination of the Hong Kong Statistical Society (HKSS), which is fully recognized by the Royal Statistical Society (RSS), UK. It consists of 2 separate certificates:

- AS 27-106-00 (31): **Certificate in Statistical Theory**
- AS 27-107-00 (00): **Certificate in Business Statistical Applications**

Students who successfully complete both certificates are awarded the HKU SPACE Diploma in Statistics: Theory and Business Applications.

AS 27-106-00 (31): Certificate in Statistical Theory	
Part 1: Introduction to Mathematical Analysis	**Part 2: Statistical Theory**
• Simple algebra	• Probability
• Mathematical functions and graphs	• Random variables and distributions
• Sequence, series, limits and continuity	• Jointly distributed random variables
• Differentiation and partial differentiation	• Estimation of parameters
• Integration	• Least squares and regression
• Matrix algebra	
Applicants with an A level pass in Pure Mathematics may be exempted from Part 1.	

Entry Requirements	Applicants who wish to take the HKSS Higher Certificate in Statistics should: • **either,** have the HKU SPACE Certificate in Statistics: Practical Survey Sampling, • **or,** have passed the RSS Ordinary Certificate in Statistics, • **or,** have received exemption from the HKSS or RSS Ordinary Certificate in Statistics. Applicants who do not wish to take the HKSS Higher Certificate in Statistics should have a knowledge of Mathematics at HKCEE or GCSE level.	
Day(s) / Times	Tuesdays and/ or Thursdays, 6:30 - 9:30 p.m.	• Starting September 2003. • Closing date for application: 23 August 2003.
Venue	To be advised.	
Fee(s)	• $10,300 for both Parts. • $5,150 for applicants who are exempted Part 1.	

AS 27-107-00 (31): Certificate in Business Statistical Applications	
Part 1: Statistical Methods	**Part 2: Practical Data Analysis with Business Applications**
• Summarising and interpreting data	• Computer-aided statistical analysis
• Sampling distributions	• Official statistics
• Statistical inference: Estimation	• Business forecasting
• Statistical inference: Hypothesis testing	• Report writing using computer packages
• One-sample and two-sample tests	• Professional ethics
• Chi-square (X^2) test and goodness of fit	
• Analysis of variance	
• Non-parametric methods	
• Regression analysis	

Entry Requirements	As for the Certificate in Statistical Theory, except that applicants who do not wish to take the HKSS Higher Certificate in Statistics should have a knowledge of Mathematics at A level.	
Day(s) / Times	Tuesdays and/or Thursdays, 6:30 - 9:30 p.m.	• Starting September 2003. • Closing date for application: 23 August 2003.
Venue	To be advised	
Fee(s)	$10,300 for both Parts.	
Duration	120 hours for each certificate.	
Medium of Instruction	English, supplemented by Cantonese.	
Application	Completed application forms (SF 26) together with photostat copies of relevant certificates should be returned to "HKU SPACE, 9/F T.T. Tsui Building, The University of Hong Kong, Pokfulam Road, Hong Kong. (Attn: Ms S.F. Tam)"	

AS 27-108-00 (31)
Advanced Certificate in Statistics: Statistical Theory and Methods

Enquiries: 2975 5683

This advanced certificate course will prepare candidates for the Hong Kong Statistical Society (HKSS) examinations, which are fully recognized by the Royal Statistical Society (RSS), UK at the graduate diploma level. It will also benefit anyone who needs advanced training in Statistics.

The course covers:

- Probability theory
- Random variables and distribution functions
- Some standard probability distributions
- Jointly distributed random variables
- Order statistics
- Sampling distribution for normal samples
- Simulation
- Markov chains
- Estimation theory
- Hypothesis testing
- Confidence intervals and sets
- Sequential tests
- Bayesian inference
- Decision theory
- Nonparametric inference
- Comparative inference

Assessment is based on coursework and final examination, weighted at 30% and 70% respectively.

Entry Requirements	Applicants should: • **either**, have the HKU SPACE Diploma in Statistics: Theory and Business Applications; • **or**, have passed the Royal Statistical Society Higher Certificate in Statistics examination; • **or**, have a knowledge of mathematics or statistics equivalent to the RSS Higher Certificate in Statistics stage (for candidates who do not intend to sit for the HKSS examination).

Day(s) / Times	Tuesdays and Thursdays, 6:30 - 9:30 p.m., starting 4 November 2003.
Duration	120 contact hours.
Venue	To be advised.
Fee(s)	$12,000.
Application	Completed application form (SF 26) together with photostat copies of relevant certificates should be returned to "HKU SPACE, 9/F T.T. Tsui Building, The University of Hong Kong, Pokfulam Road, Hong Kong. (Attn: Ms S.F. Tam)"

AS 27-015-01-01 (31)
Quantitative Analysis I

Enquiries: 2975 5683

This course gives an introduction to the basic concepts of probabilities, statistics and their applications. It is suitable for researchers in science, social science and business. Candidates preparing for professional examinations in accounting should also find it relevant. Topics to be discussed include: elementary probability; probability distributions including the binomial, Poisson and Normal; sampling distributions including the Normal, t-, chi-square and F distributions; confidence interval and hypothesis testing; regression analysis and correlation.

Tutor : S.K.H. Sim
MPhil *HK*
Venue : Z-M122, 1/F, HKU Main Building
Day(s)/Times : Thursdays, 8:00-9:30 p.m., starting 18 Sep 03 (11 meetings)
Fee : $1,000
Medium of Instruction : Cantonese, supplemented by English

AS 27-015-04-01 (31)
GMAT Mathematics and Logic

Enquiries: 2975 5683

This course is designed for those who intend to take the official Graduate Management Admission Test. Two types of GMAT questions will be discussed: 1. Problem Solving; 2. Data Sufficiency. The course provides revision lectures and practice tests, aiming at improving participants' basic mathematical skills and ability to reason quantitatively. Tactics for solving different question types will also be discussed.

Tutor : S.K.H. Sim
MPhil *HK*
Venue : HKU campus
Day(s)/Times : Mondays, 8:00-9:30 p.m., starting 15 Sep 03 (6 meetings)
Fee : $620
Medium of Instruction : Cantonese, supplemented by English

AS 27-014-01-01 (31)
Pest Control and Pesticide Safety Core Course

Enquiries: 2975 5683

Pesticides are widely used in controlling pests, but can also harm the environment and people if they are not used properly . This course is offered in association with the Pest Control Personnel Association of Hong Kong.

It covers:
- the general principles of pesticides
- pesticide safety and the environment
- legislation related to pesticides
- the concept of integrated pest management.

Students will be awarded a Statement of Achievement on passing a written test held at the end of the course.

Venue : Room 302, 3/F, Causeway Centre, Wanchai
Day(s)/Times : Fridays, 8:00-10:00 p.m., starting 10 Oct 2003 (10 meetings), including examination.
Fee : $2,300
Medium of Instruction : Cantonese, supplemented by English

AS 37-006-15 (31)
Auditing Food Management Systems in the 21st Century

Enquiries: 2975 5683

An important part of food quality system is the assurance of food safety. HACCP, a risk-based approach to managing food safety, is a component of these systems. It is anticipated that the well trained HACCP auditors will be in great demand for government and private companies in the 21st century.

This course is designed to introduce the principles of auditing and their applications to food quality and safety with the use of case studies. Students need not have auditing background but at least a basic understanding of food safety is desirable. The course put much emphasis on interaction with students and use of case studies.

Information and Application	Detailed information and application forms are available from Ms S.F. Tam, 9/F T.T. Tsui Building, HKU, Pokfulam Road, Hong Kong.

Day(s) / Time : To be advised
9:15 a.m. – 5:00 p.m.
Venue : To be advised
Fee(s) : $4,000
Medium of Instruction : English

AS 27-004-05 (31)
Laws on Biotechnology

Enquiries: 2975 5683

This course will focus on areas of law that are of relevance to biotechnology research and should be of interest to scientists and those who are involved in biotechnology development and financing.

Topics include:
1. Introduction to Patent Law
2. Introduction to Copyright Law
3. Employment Law
   a. Restrictive Covenants on confidentiality and use of intellectual property;
   b. Ownership of intellectual property in the course of development
4. Statutory Regulatory Framework and Laws in Hong Kong e.g. Human Reproductive Technology Ordinance, Cap 561, Laws of Hong Kong
5. Legal, medical and ethical issues arising from biotechnology
   a. Artificial fertilization
   b. Cloning
   c. Use of human embryo/stem cells
   d. DNA fingerprints/matching

Tutors : Barry Chin
BSc, MBA, LLB, PCLL, CEng, PEng, RPE, Chartered Engineer *HK*, *Canada*, *UK*, Solicitor *HKSAR*
Yeung C.H.
LLB (Hons), PCLL, LLM, Solicitor *HKSAR*
Venue : To be advised
Day(s) / Time : Mondays, 7:30-10:00 p.m., starting 15 Sep 03 (10 meetings)
Fee(s) : $1,800
Medium of Instruction : Cantonese

AS 27-016-06-01 (31)
野外觀鳥

查詢電話：2975 5683

香港地少人多，大自然似乎遙不可及，但是在這樣的環境中，竟然有四百多種鳥類跟我們一起分享這一片有限的天地。祇要你暫時脫離日常營營役役的繁忙生活，打開心窗，便會發現雀鳥的蹤影經常陪伴你左右；祇要你稍加留意，便能欣賞鳥類生活中無數趣味盎然的片段，從而體會生命的喜悅。

本課程以幻燈片介紹香港野鳥的種類、辨認鳥類的方法和觀鳥常到的熱門地點，並討論野外觀鳥的基本技巧、鳥類的習性、香港鳥類繁多的原因等。除講座外，並將會安排四次野外觀鳥活動，讓學員有機會觀賞到五十種以上的鳥類和學懂辨認其中約二十種常見的品種。

導　師 ：馮寶基先生
BSocSc *HKU*, PC Ed *HKU*, MSc *HKU*
地　點 ：鰂魚涌萬誠保險千禧廣場 1504 室
開課日期及時間 ：2003 年 11 月 19 日起逢星期三 8:00-9:30 p.m. (共 9 講)
(野外觀鳥活動的詳細安排，日後會另行通告，通常於週六或週日舉行)
學　費 ：$930 (包括 4 次野外觀鳥活動)

AS 27-018-03-01 (31)
私人直升機機師執照理論課程
FAA Helicopter PPL Ground Course

查詢電話 2975 5683

本課程以美國私人直升機機師執照筆試為綱，目標是為學員提供考取美國私人直升機機師執照的途徑，協助學員最終考取機師資格，踏進飛行的門檻。

課程內容包括：
1. 航空法及美國聯邦民航規例；2. 直升機流體力學與飛行程序；3. 氣象學及導航；4. 電訊詞彙與通訊；5. 直升機結構和輔助系統；6. 飛行活動與生理反應

學員完成課程並符合下列條件，可獲主講者簽發批文，報考有關的私人直升機機師執照筆試。
1. 模擬筆試成績合格；
2. 出席率達百分之七十五或以上
(香港現設有美國聯邦航空總署的筆試試場，學員可自費報考)

入學資格：報讀本課程者應最少具中五或同等學歷；年齡十八歲或以上；並能讀、聽和書寫英語（國際航空通用語言）

導　師　：翟錦華先生
FAA CFI; CPL (Airplane and Helicopter)
美國聯邦航空總署飛行教練、
商業機師（定翼機及直升機）
開課日期及時間　：2003 年 9 月 1 日起逢星期一及二 6:30 - 9:30 p.m.（共 16 講）
地　點　：鰂魚涌萬誠保險千禧廣場 1504 室
學　費　：$3,400
教學語言　：粵語，輔以英語專業名詞

AS 27-018-01-01 (31)
私人機師執照筆試理論課程

查詢電話：2975 5683

飛行是很多人的童年夢想，學習飛行不單是學習控制高科技機械，而且更可訓練邏輯思維，得到的知識有趣而實用。本課程旨在向公眾人士推廣航空知識和飛行活動；透過教授學習飛行的基本技巧和所需的相關知識，讓有意參加飛行活動的人，對此活動有充份的瞭解，並鼓勵有興趣考取機師執照的學員，加入無國界的天際，享受遨翔之樂。

課程內容包括：航空法及美國聯邦民航規例；流體力學與飛行練習理論課程；氣象學及導航；電訊詞彙與通訊；飛機結構和輔助系統；飛行活動與人體反應。如學員出席率達八成以上及模擬筆試合格，可獲主講的美國聯邦航空總署飛行教練簽發的批文，自行報考有關的私人機師執照筆試(在本港可考取筆試)。

入學資格：報讀本課程者應最少具中五或同等學歷；年齡十八歲或以上；並有足夠的英語水平(國際航空通用語言)。

導　師　：翟錦華先生
FAA CFI; CPL (Airplane and Helicopter)
美國聯邦航空總署飛行教練、
商業機師（定翼機及直升機）
地　點　：鰂魚涌萬誠保險千禧廣場 1504 室
開課日期及時間　：2003 年 11 月 3 日起逢星期一及二 6:30-9:30 p.m.（共 14 講）
學　費　：$3,200
教學語言　：粵語，輔以英語專業名詞

AS 27-016-01 (31)
四季星空巡禮
查詢電話：2975 5683

黃昏後北斗已沒入西北方地平線，銀河正橫跨天際，織女與牛郎隔河對望，互訴相思；而在西南方的蠍子仍然張牙舞爪，好不威風；附近人馬座內多姿多采的星雲星團仍然是望遠鏡下的焦點；而在東方，二百二十萬光年外的仙女座星系正散發出它微弱的光芒，吸引著天文愛好者的視線……事實上，以上的景象一年四季每晚都不斷在星空舞台上演出。工餘或飯後，仰觀星斗，認認有趣的星座排列，聽聽每個星座背後動人的希臘神話故事，看看星座內繽紛的雙星、星雲與星團，探索一下那些宇宙不解之謎，令人心曠神怡。

本課程由如何認識星空開始，逐一介紹星圖的運用、西方星座與希臘神話的關係、中西星空分野的異同、天文望遠鏡的選擇與應用、春夏秋冬四季星座的變化、星座內各類有趣的天體，以及年內香港可以見到的各類特別天象等。如天氣情況許可，講座後將會安排短暫的觀星實習，亦另會安排一次郊外觀星宿營活動（自費參加）。

導　師　：黃衍蕃先生
地　點　：香港大學明華綜合大樓 325 室
開課日期　：2003 年 9 月 18 日起逢星期四
及時間　8:00-9:30 p.m. (共 10 講)
學　費　：$820

AS 27-016-04 (31)
宇宙之奧秘
查詢電話：2975 5683

宇宙深邃浩瀚，引人遐思。自古以來，人類都不斷努力探索其奧秘，嘗試了解真相。在太空科技飛躍發展，人類即將邁向二十一世紀的今天，宇宙間仍有很多撲朔迷離、神秘莫測的現象有待解釋。人們對很多宇宙間重大的問題抱有不同的見解或未有定論。這正是天文學引人入勝的地方。

本課程將透過幻燈片，從天文學的角度了解人類探索宇宙奧秘的歷程，看看天文學家如何試圖揭開那些宇宙之謎。除講座外，並將會安排一至兩次觀星營活動（自由及自費參加）以親身接觸我們的宇宙，領略宇宙的奧妙。

導　師　：黃衍蕃先生
地　點　：香港大學儀禮堂 1 樓 102 室
開課日期　：2003 年 12 月 4 日起逢星期四
及時間　8:00-9:30 p.m. (共 9 講)
學　費　：$750

AS 27-045-02-01 (31)
音響室的設計
查詢電話：2975 5683

本課程由一位具有十七年實踐經驗的專業聲學設計師主講，主要內容將會探討怎樣以建築聲學，空間因素和優化設計為目標去設計聲場，以及解釋人類大腦接收音頻與物理環境的關係，從而確定音響室設計所必須考慮的因素。

本課程適合建築師、音響設計專家、高級音響器材供應商、室內設計師及音響愛好者等人士參加。

導　師　：黃永豪先生
BSc, MSc, CEng, MIOA, MHKIOA, MIMechE, MCIBSE, FHKAAST
地　點　：容後公佈
開課日期　：2003 年 9 月 27 日星期六
及時間　2:00-5:00 p.m. (共 1 講)
學　費　：$1,000

AS 10-019-02-01 (31)
Introduction to TQM and ISO 9000

Enquiries: 2975 5683

This course shows how large and small organisations have gained a competitive advantage in quality and innovation through TQM and ISO 9000.

Participants will learn the concepts and practices of Total Quality Management (TQM), how the ISO 9000 Quality Systems Standard fits into the TQM philosophy, and how to plan its implementation. The course introduces ISO Clauses 5.0, Management Responsibility, and ISO Clauses 4.0 Quality Management Systems.

Tutor	:	Becky Poon, MBA Hull
Venue	:	Rm1504, MLC Millennia Plaza, Quarry Bay
Day(s)/Times	:	Fridays, 6:45-9:15 p.m., starting 19 September 2003 (6 meetings)
Fee	:	$2,000 (a set of handbooks included)
Enrolment	:	25

AS 10-019-03-01 (31)
ISO 9000 Documentation System

Enquiries: 2975 5683

Participants will learn how to develop a Quality Manual and control the documentation of a Quality System that will reduce costs and increase savings by keeping track of paperwork. The course continues with ISO Clauses 4, Quality Management Systems, and introduces Clauses 5.5.6, Control of Document and 5.5.7 Control of Quality Records.

Entry Requirement	Participants should have attended the 'Introduction to TQM and ISO 9000' or equivalent courses.

Tutor	:	Becky Poon, MBA *Hull*
Venue	:	Rm1504, MLC Millennia Plaza, Quarry Bay
Day(s)/Times	:	Fridays, 6:45-9:15 p.m., starting 7 November 2003 (5 meetings)
Fee	:	$1,670 (a set of handbooks included)
Enrolment	:	25

HKU SPACE = Professional Excellence + Quality of Life

AS 10-019-04-01 (31)
Workshop on Calibration

Enquiries: 2975 5683

Calibration is one of the requirements of the ISO 9000 and ISO/IEC 17025 series of quality standards. This 3-day intensive workshop is jointly organised with the Technology Support Centre, HKU. It provides a practical treatment of the topics of calibration and the application of the ISO Guide to the Expression of Uncertainty in Measurement to real-life calibrations and measurements.

The course: introduces the concept of calibration and traceability; introduces methods for the estimation and expression of uncertainty in measurement; discusses how measurements and calibrations should be performed and presented in reports in order to satisfy requirements of accreditation bodies (e.g. HOKLAS); provides hands-on experience in estimation of measurement uncertainties and optimisation of calibration procedures to improve cost-effectiveness.

Topics include: Requirements of standards and accreditation bodies on calibration. Principles of calibration. Mathematical approaches for compounding uncertainties. ISO Guide to the Expression of Uncertainty in Measurement.

Tutors	:	S.H.Lau MSc, *Manchester*, MIEE, MHKIE, PGDipIT, *HKPU* K.P. Li BSc *CUHK*
Venue	:	Rm 2002C, 20/F., Hing Wai Centre, 7 Tin Wan Praya Road, Aberdeen
Day(s)/Times	:	Workshop schedule (lectures & tutorials) Wed. to Fri. 9:00 a.m.-5:00 p.m., 15, 16 & 17 October 2003 * Including visit to Calibration Laboratory of Electronic Services Unit **Practical Sessions** Application is on a first-come, first-served basis. Early enrolment will permit practical examples that are specific to participants.
Fee	:	$6,200 (including lecture notes, tea and lunch for 3 days and a Statement of Attendance.)
Enrolment	:	20

AS 10-014-02-01 (31)
Fire Protection Systems

Enquiries: 2975 5683

This course provides an introduction to all aspects of Sprinkler System Design. Topics include types of sprinkler and design standard; types of water supply; types of system (wet, dry, alternate, deluge, pre-action, recycling, tail-end); hazard classification; density of discharge and Assumed Maximum Area of Operation; Pre-calculated System and Fully Hydraulically Calculated System; Hydraulically Most Favourable Position; Hydraulically Most Unfavourable Position; tank capacity; sprinkler pump flow rate and pressure requirements; introduction to Fire Protection Systems and submission procedures; Code of Practice; fire detection and alarm systems - code requirement, equipment selection and operation; introduction to fire modeling, software and performance-based concept.

Tutors	:	Albert T.S.Tang BEng, CEng, FIFireE Daniel H.W.Chan BEng, CEng, MIFireE
Venue	:	Room 901, 9/F 494 King's Road, North Point
Day(s)/Times	:	Saturdays 2:00-5:30 p.m., starting 6, 13 Sep 03 (2 meetings)
Fee	:	$1,030

AS 10-019-09-01 (31)
Laws for Engineers

Enquiries: 2975 5683

This course will focus on fundamentals and areas of business law that are of relevance and interest to engineers.

Topics include: The Hong Kong legal system; business organisation; tort liability; formation of contract; breach of contract and damages for breach; equitable remedies; agreement between client and engineer; ordinances governing the engineering profession, brief introduction to professional liability, construction law, civil litigation procedure.

Tutors	:	Barry Chin BSc, MBA. LLB, PCLL, CEng, PEng, RPE, Chartered Engineer *HK, Canada, UK*, Solicitor HKSAR Yeung, C.H. LLB (Hons), PCLL, LLM, Solicitor *HKSAR*
Venue	:	Room 603, 6/F 494 King's Road, North Point
Day(s)/Times	:	Saturdays, 2:30-5:00 p.m., starting 13 Sep 03 (10 meetings)
Fee	:	$2,000
Medium of Instruction	:	Cantonese

AS 10-012-01 (31)
From Basics to Broadband

Enquiries: 2975 5683

The course provides a broad introduction to data communications, to familiarise novices with the basic concepts and jargon of data communications. Topics to be covered include: introduction to analog and digital communications; Shannon's Equation, noise, baseband vs broadband; the telephone system; ASK, FSK, PSK, QPSK and modem standards; digital telephone system; PCM, DS1 to DS4 and SONET; the ISDN, B-ISDN an ATM; LAN Ethernet, Fast-Ethernet and FDDI; TCP/IP and the Internet; WWW, HTML, CGI and Java; Security, encryption, SSL and SET; wireless net and future trend.

Tutor	:	Chan, Y. K. BSc *Michigan*, MSc *UCLA*
Venue	:	Rm1604, MLC Millennia Plaza, Quarry Bay
Day(s)/Times	:	Fridays, 6:30-9:30 p.m., starting 5 Sept 03 (6 meetings)
Fee	:	$1,130
Medium of Instruction	:	Cantonese, supplemented by English

Environmental Life Cycle Analysis – ISO 14040

查詢電話：2975 5683

This one-day course introduces the concepts of environmental considerations and life cycle assessment. It describes the life cycle analysis methodologies based on ISO14040 series that covers non-renewable natural resources, from their exploration, transportation, manufacturing, product production and evaluation, product usage and to post life-cycle recycling and/or disposal. This course is designed to meet the continuing professional development needs of individuals involved in managing resource development, product design, project management and environmental management. It is suitable for managers, engineers, scientists, environmental auditors and campaigners, academics, equipment manufacturers and designers.

Tutors	:	Gabriel C.K. Lam, PhD, FHKIE W.M. To, PhD, MHKIE
Venue	:	To be advised
Fee	:	$1,200

Topics include:
- fundamentals in environmental challenges
- identification of environmental issues
- life cycle assessment
- life cycle applications: problems, approaches and valuation
- life cycle analysis: case studies
- life cycle analysis: software and future tools

Course No.	Day	Time
AS 27-069-06-03 (21)	Friday, 27 June 2003	9:30 am – 5:00 pm (including 1 hour lunch break)
AS 27-069-06-01 (31)	Friday, 26 September 2003	9:30 am – 5:00 pm (including 1 hour lunch break)
AS 27-069-06-02 (31)	Friday, 7 November 2003	9:30 am – 5:00 pm (including 1 hour lunch break)

Application Please complete the application form and return with the fee paid by a crossed cheque payable to "HKU SPACE" to Ms S.F. Tam, 9/F T.T. Tsui Building, The University of Hong Kong, Pokfulam Road, Hong Kong

Full-time Commitment to Part-time Education

Nursing Studies and Health Care
護理學及健康護理

TEL 電話 : 2975 5687-8 FAX 傳真 : 2858 3404

AS 34-805-00 (31)
Bachelor of Science (Honours) in Work Based Learning Studies (Nursing)

Middlesex University, UK

Enquiries: 2975 5688 Fax: 2858 3404

This is a Work Based Learning Studies (WBLS) programme that students will find it:

- practical, because the learning is directly related to their work;
- realistic, because it involves them in their regular workplace activities.

It is a 2-year study, though it can be extended to 3 years if necessary. The BSc (Hons) is awarded on completion of 360 credits.

Exemption	120 credits	An exemption of 120 credits is granted to Registered Nurses (General or Psychiatric).
Year 1	120 credits	3 WBLS modules offered by Middlesex University and 2 modules offered by HKU SPACE (Medical Sociology and Health Psychology).
Year 2	120 credits	2 WBLS modules offered by Middlesex University, 1 module offered by HKU SPACE (Professional Issues) and a Work Based Project.
Total	**360 credits**	

a. Exemptions from some modules may be granted by request for similar studies.
b. Completing 3 HKU SPACE modules leads to the award of an HKU SPACE Certificate in Behavioural Sciences for Professional Nursing Practice.
c. Assessment is by coursework for WBLS modules, and by assignments and final examination for HKU SPACE modules.

Entry Requirements	Applicants should: • be registered with the HK Nursing Council, or have a similar qualification; • have 2 years' clinical experience; • be proficient in English. An English test may be required ($100).
Day(s) / Times	The course starts in mid September 2003.
Venue	Middlesex University East Asia Regional Office, Room 2203, Fairmont House, No. 8 Cotton Tree Drive, Admiralty, Hong Kong.
Fee(s)	• Course Fee: $37,500 per year. • Application Fee: $150, non-refundable.
Medium of Instruction	English, supplemented by Cantonese.
Information and Application	Detailed information and an application form are available from Ms Esther Ko, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 20 August 2003.

This course is exempted from registration under the NLHPE Ordinance.

AS 34-809-00
Professional Certificate in Endoscopy Nursing
AS 34-808-00 (31)
Professional Diploma in Gastroenterology Nursing

Enquiries: 2975 5688 Fax: 2858 3404

This programme will enable nurses to function competently and effectively in the specialised area of gastroenterology. It will benefit all Registered Nurses who are interested in gastroenterology nursing, especially those currently working with patients with gastroenterological disorders.

It has 2 parts:

- Part 1, leading to the Professional Certificate in Endoscopy Nursing
- Part 2, leading to the Professional Diploma in Gastroenterology Nursing

The awards are made jointly by HKU SPACE, the HK Society of Gastroenterology and the HK Society of Endoscopy Nurses.

Part 1: Professional Certificate in Endoscopy Nursing

- Endoscopy Nursing, Medical and Surgical Gastroenterology Nursing
- 2-week Clinical Placement

Assessment is based on: attendance (80%); a case study (2,000 - 2,500 words); a final written examination.

Entry Requirements	Applicants should: • be registered with the HK Nursing Council; • have 2 years' post-registration clinical experience.
Day(s) / Times	Wednesdays, 6:30 - 9:30 p.m., starting date to be confirmed.
Duration	Approximately 28 sessions.
Venue	To be advised.
Fee(s)	$9,500.
Medium of Instruction	English, supplemented by Cantonese.
Recommended CNE point	100
Information and Application	Detailed information and a special application form are available from Ms Esther Ko, 9/F, TT Tsui Building, HKU, Pokfulam, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

Part 2: Professional Diploma in Gastroenterology Nursing

- Advances in Therapeutic Endoscopy Nursing and Gastroenterology Nursing, Introduction to Research
- 4-week Clinical Placement

Assessment is based on: attendance (80%); a clinical-based research proposal (3,500 - 4,000 words); presentation of the research proposal; clinical assessment.

Entry Requirements	Applicants should: • be registered with the HK Nursing Council; • have completed the Professional Certificate in Endoscopy Nursing not more than 5 years previously.
Day(s) / Times	Wednesdays, 6:30 - 9:30 p.m., starting 24 September 2003.
Duration	20 - 25 sessions.
Venue	Room 309, Causeway Centre, 28 Harbour Road, Wanchai
Fee(s)	$7,200, including a clinical supervision fee of $1,000. If the supervising institution requires a fee higher than $1,000, the extra cost will be borne by the individual student.
Medium of Instruction	English, supplemented by Cantonese.

Recommended CNE point	100
Information and Application	Detailed information and a special application form are available from Ms Esther Ko, 9/F, TT Tsui Building, HKU, Pokfulam, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 5 September 2003.

AS 34-120-00 (31)
Diploma in Surgical Nursing
AS 34-119-00 (31)
Diploma in Medical Nursing

Enquiries: 2975 5688 Fax: 2858 3404

The courses will:
- introduce participants to the latest advances in surgical / medical nursing;
- prepare registered nurses to function effectively as Nurse Specialists in their chosen area.

The Course includes 3 modules:
- Module 1: The Core Module.
- Module 2: Either the Surgical Nursing Module or the Medical Nursing Module.
- Module 3: The Clinical Practice Module.

Note: These 2 courses are currently being reviewed. Minor changes are expected.

The Core Module includes:	
• Theories and definitions of health and ill health	• Stress and stress management
• Nursing models	• Infection control
• Ethical and legal issues	• Effective counselling
• The psycho-socio-cultural perspective of health and illness	• Research and nursing
• Health education and promotion	• Management of emergency nursing
• Quality assurance	• Concept of home health care

The Surgical Nursing Module includes the nursing management of patients with:	
• Head and neck surgery	• Surgery related to endocrine disorders
• Neurosurgery	• Vascular surgery
• Surgery of the upper and lower gastrointestinal tract	• Cardio-thoracic surgery
• Hepato-biliary-pancreatic surgery	• Reconstruction surgery
• Urological surgery	

The Medical Nursing Module includes the nursing management of patients with:	
• Cardiovascular disorders	• Urological disorders
• Nervous neurological disorders	• Endocrine disorders
• Haematological and immune system disorders	• Respiratory disorders
• Gastrointestinal disorders	

The Clinical Practice Module, includes a 4-weeks mentored clinical practice in an area and 2 weeks in a specialty area of the student's choice where the participants are currently working.

Assessment is based on assignment , oral and written examinations, clinical competence and attendance.

Entry Requirements	Applicants should: • be nurses registered with the HK Nursing Board; • have 2 years' post registration clinical experience; • have been working in their nursing area for 12 months. Preference will be given to registered nurses with a recognised university degree.
Day(s) / Times	Fridays, 6:30 - 9:30p.m. Starting 19 September 2003.

Duration	• Approx.138 hours (46 meetings) of theory. • 240 hours (6 weeks) of supervised clinical practice.
Venue	Room S9, 3/F Admiralty Centre
Fee(s)	$17,550, (The course fee includes a $1,000 Clinical Supervision Fee. However, individual hospitals may have different policies in terms of clinical supervision fee charges. Students may need to pay the differences between the hospital charges and $1,000 paid by HKU SPACE)
Medium of Instruction	English supplemented by Cantonese.
Recommended CNE point	200
Application	Application forms are available from Ms Esther Ko, 9/F, TT Tsui Building, HKU, Pokfulam, HK. Please send a self-addressed envelope with a $1.40 stamp.

AS 34-117-00 (31)
Diploma in Enterostomal Therapy Nursing

Enquiries: 2975 5687 Fax: 2858 3404

This diploma programme is offered in the PRC and Hong Kong:

- **In the PRC:** the award is made jointly offered by HKU SPACE, Sun Yat-sen University, and the HK Enterostomal Therapists Association.
- **In Hong Kong:** the award is made jointly by HKU SPACE and the Department of Surgery, HKU Medical Centre, QMH.

The programme equips nurses with the knowledge, skills and positive attitudes needed for providing efficient holistic care to patients who require stomal care. It has 3 elements:

- **Theoretical Component,** 160 hours, with 4 taught modules: Stoma Care; Incontinence Care; Wound Care and Professional development.
- **Clinical Component,** 160 hours including field observation and supervised clinical practice.
- **Field Project,** 40 hours.

Diploma in Enterostomal Therapy Nursing (Sun Yat-sen University of Medical Sciences, PRC)		
Entry Requirements	Applicants should be registered nurses with 5 years' clinical experience.	Preference will be given to nurses who: • work in surgical wards; • have a degree; • are sponsored by their hospitals. Applicants may be interviewed.
Day(s) / Times	To be advised.	
Medium of Instruction	Putonghua.	

Diploma in Enterostomal Therapy Nursing (Hong Kong)		
Entry Requirements	Applicants should be registered nurses with 3 years' clinical experience.	Preference will be given to nurses who: • work in surgical wards; • have a degree; • are sponsored by their hospitals. Applicants may be interviewed.
Start Date	To be advised.	
Medium of Instruction	English, supplemented by Cantonese.	
Recommended CNE point	200	
Fee(s)	$17,000.	

Information and Application	Detailed information and an application form are available from Ms Pun, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

AS 34-132-00 (31)
Certificate in Intensive Care Nursing
AS 34-101-00 (31)
Diploma in Intensive Care Nursing

Enquiries: 2975 5687 Fax: 2858 3404

This course has 2 Parts:
- **Part 1**, leading to a **Certificate in Intensive Care Nursing**
- **Part 2**, leading to a **Diploma in Intensive Care Nursing**

Students can enrol in Part 1 without any commitment to enrol in Part 2.

The overall aim of the programme is to prepare Registered Nurses with advanced the knowledge and psychomotor skills that they need to work in Intensive Care Nursing.

Part 1: Certificate in Intensive Care Nursing - AS 34-132-00 (31)	
Course Elements	• Fundamentals of Intensive Care Nursing. • Nursing Care Study + Presentation. • End of Course Examination.
Entry Requirements	Applicants should be Registered Nurses with 2 years' post registration clinical experience.
Day(s) / Times	Thursdays, 6:30-9:30 p.m. starting 4 Sept 2003.
Venue	Room 201 Causeway Centre, Wanchai.
Fee(s)	$9,500.

Part 2: Diploma in Intensive Care Nursing - AS 34-101-00 (31)	
Course Elements	• Advances in Intensive Care Nursing. • Introduction to Research. • Clinical project proposal or Research Proposal and Presentation. • Clinical Placement.
Entry Requirements	Applicants should: • be Registered Nurses currently working in an Intensive Care Unit; • have completed the Certificate in Intensive Care Nursing no more than 36 months previously.
Day(s) / Times	To be advised.
Venue	Causeway Centre, Wanchai.
Fee(s)	$7,200. (The course fee includes $1,000 for Clinical Practice. Some hospitals may levy an additional fee to cover the costs of Clinical Practice . This is paid by the individual students concerned.)

Medium of Instruction	English, supplemented by Cantonese, for both Part 1 and Part 2.
Recommended CNE point	100
Information and Application	Detailed information and an application form for both Part 1 and Part 2 are available from Ms Pun, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

AS 34-702-00 (31)
Diploma in Health Services Management for Healthcare Professionals

Enquiries: 2975 5688 Fax: 2858 3404

This course will benefit health care professionals who are either currently engaged in health services management or expect to be in future.

There are 4 modules:
- Health Policy and Administration
- Human Resources Management
- Health Care Economics and Finance
- Total Quality Management

Exemptions may be granted by application to students with appropriate qualifications.

Entry Requirements	Applicants should: • be health care professionals registered with their professional bodies; • have 3 years' working experience. Suitable applicants include Registered Nurses, medical practitioners, physiotherapists, occupational therapists, and other allied health professionals
Day(s) / Times	Tuesdays, 6:30 - 9:30 p.m. Starting 9 September 2003 (Approx. 48 meetings).
Duration	One year. Each module has 12 sessions, lasting about 3 months.
Venue	Room S20, 3/F Admiralty Centre
Fee(s)	$17,000.
Medium of Instruction	English, supplemented by Cantonese.
Recommended CNE point	150
Application	Application forms are available from Ms Esther Ko, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 20 August 2003.

AS 34-112-00 (31)
Professional Diploma in Psychiatric Rehabilitation

Enquiries: 2975 5687 Fax: 2858 3404

In recent years increasing attention has been placed on the development of rehabilitation services for people with psychiatric disabilities, aiming to help them function again with confidence in the community and regain the quality of life.

This course covers:
- Principles and Concepts of Psychiatric Rehabilitation
- Multidisciplinary Assessment of Needs
- Therapeutic Interventions
- Models of Rehabilitation
- Policies and Ethical Issues
- Administrative Principles in Clinical Practices
- Vulnerable Groups with Mental Health Problems
- Research Methodology

There are also:
- Clinical components, including clinical projects on a selected client, a 2-day workshop on Behavioural Modification, computer workshops on the use of SPSS.
- A compulsory Clinical Placement, including hospital-based training (4 weeks), placement at a community-based Psychiatric Rehabilitation Service (2 weeks), and one week visiting other Non-Governmental Organisations. For other allied health professionals, the duration of clinical placement is on a flexible basis.

The award is made jointly by HKU SPACE, the New Life Psychiatric Rehabilitation Association and the Mental Health Association of Hong Kong.

Assessment is based on written assignments, 2 tests, a knowledge-based worksheet and 80% attendance.

Entry Requirements	Applicants should: • be medical, nursing and allied health professionals registered with their respective professional bodies; • perferably have 2 years' clinical experience in psychiatry; or Students who have completed the Certificate in Understanding Mental Health for Health Care Professionals.
Day(s) / Times	Wednesdays, 6:30 - 9:30 p.m., starting 24 Sept 2003.
Duration	• **Lecture time** - 129 hours including 15 hours computing workshop. • **Two full days workshops** - 16 hours; date and venue will be confirmed at a later stage. • **Clinical Placement** - 6 weeks; detailed schedule and timetable will be discussed at the beginning of the course.
Venue	New Life Psychiatric Rehabilitation Association, 332 Nam Cheong St, Kowloon.
Fee(s)	$17,000.
Medium of Instruction	English, supplemented by Cantonese.
Recommended CNE point	200
Application	Application forms are available from Ms Pun, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 10 September 2003.

AS 34-811-00 (31)
Certificate in Sex Education
(An Internet course on Sex Education for Teachers and Health Care Professionals)

We offer this programme with the Department of Psychiatry, Faculty of Medicine, HKU and the Hong Kong Sex Education Association. It is supported by the World Association for Sexology and the Asian Federation for Sexology Ltd.

The programme will give school teachers, healthcare professionals and other interested parties a comprehensive knowledge of sex, as well as the skills that are necessary for sexual counselling. Since students can learn in their own time and place, using web-based education methods, the programme is suitable for people in full time employment.

This is a one-year part-time programme. Students access tutors for advice through e-mail. Chat-room facilities are available on the web. Access is given to e-journals of the Hong Kong Sex Education Association, Journals of Asian Sexology and possibly other international sex education websites.

Students are required to take all Compulsory Modules and two Elective Modules:

Compulsory Modules
Module 1: Sex and Health
Module 2: Sexual Psychology
Module 3: Sex and Society
Module 4: Sex and Education

Elective Modules (Select any two)
Module A: Sexual Variations
Module B: Sexual Abuse
Module C: AIDS Education and Counseling
Module D: Parental Sex Education
Module E: Sex Education Research Project

Each enrolled student will receive three books which is written by Professor M.L. Ng:
- Sexuality in Asia
- Sexuality in the New Millenium
- Sexology World-Wide

Entry Requirements	Applicants should: • be aged 21 or above; • have basic computing skills; • have access to computer and Internet facilities. • and, preferably, hold a Bachelor's degree or equivalent. Priority will be given to those who are: 1. in-service teachers, Registered Nurses, Registered Social Workers and allied healthcare professionals with current or potential sex education duties; 2. working in Hong Kong.
Fee(S)	$10,000
Day(s) / Times	At student's convenience, starting 3 November 2003.
Duration	1 year, part-time.
Medium of Instruction	English, supplemented by Cantonese.
Enrolment	50
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre • **by post**, from Ms Esther Pun, 9/F T.T. Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • **by phone**, from Ms Esther Pun on 2975-5687 • **from the HKU SPACE website**, http://www.hku.hk/space/ The closing date for application is 18 October 2003.

AS 34-131-00 (31)
Certificate in Basic Counselling Skills for Enrolled Nurses

Enquiries: 2975 5858 Fax: 2858 3404

This course has 2 parts:
- Part 1: AS 34-131-01 (31), **Introduction to Counselling**
- Part 2: AS 34-131-02 (31), **Practical Counselling Skills**

Students who complete Part 1 receive an HKU SPACE Statement of Attendance. Students who also complete Part 2 receive the HKU SPACE Certificate in Basic Counselling Skills for Enrolled Nurses.

The course aims to update the knowledge and skills of Enrolled Nurses who need counselling skills for their professional work. It is based on experiential learning, which requires learners to participate in small group work, role-plays and discussions.

Assessment is based on a case presentation (Part 1), written assignments (Part 2) and attendance (85%).

Entry Requirements	Applicants should be Enrolled Nurses with 2 years' clinical experience. Applicants will normally be accepted on a first-come, first-served basis, though some may be interviewed. Enrolment is limited to 36.
Day(s) / Times	Tuesdays, 6:30 - 9:30 p.m. Part 1: 16 September 2003 - 6 January 2004 (17 sessions). Part 2: 13 January 2004 - 18 May 2004 (16 sessions).
Duration	100 hours in total.
Venue	To be advised.
Fee(s)	• Part 1: $4,000. • Part 2: $4,100. Students who enrol in both Parts pay both fees (separate cheque) at the same time.

Medium of Instruction	Cantonese, supplemented by English.
Recommended CNE point	100
Information and Application	Course information and a special application form are available from Miss Cheung, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 2 September 2003.

AS 34-105-00 (31)
Certificate in Mental Health and Ageing

Enquiries: 2975 5687 Fax: 2858 3404

This course provides participants with a comprehensive overview of mental health and the ageing process. It explores cognitive functions and the specific cognitive dysfunctions of the old, and also develops strategies for maintaining a balance of overall health and self-esteem. It includes a visit to a day-care centre where people with dementia are looked after.

The course has 2 Units:

Unit 1

- Understanding Biological and Psycho-Social Ageing.
- Understanding mental health problems.
- Communication Skills.
- Special Approaches - Reality Orientation, Reminiscence.
- Crisis management / Risk Assessment.

Unit 2

- New Clinical Developments in Psycho-geriatric Care – Advanced Treatment and care.
- Psychological Approaches for the Elderly.
- Case Management.
- Community Care.
- Legal Aspects of Institutionalisation, Elderly Abuse and Elderly Empowerment.
- Public Health Education.
- Death & Dying; Bereavement.

Assessment is based on coursework, a project and examination, as well as a clinical placement in one of the Dementia Day Care Centres.

Entry Requirements	Applicants should be: • **either**, Registered Nurses; • **or**, health care professionals in another area with an understanding of mental health and ageing. All applicants should have 2 years' post registration experience.
Day(s) / Times	Tuesdays, 6:00 - 9:00 p.m., starting 16 September 2003.
Duration	36 meetings.
Venue	Room 102, Eliot Hall, HKU
Fee(s)	$7,200.
Medium of Instruction	English, supplemented by Cantonese.
Recommended CNE point	100
Application	Application forms are available from Ms Pun, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 2 September 2003.

AS 34-114-00 (31)
Certificate in Renal Nursing

Enquiries: 2975 5687

This course introduces Registered Nurses to this area of specialisation. It benefits nurses who would like to work in Renal or Intensive Care Units, and those who have just started to work in those Units.

The course covers:

- Renal Anatomy and Physiology
- Fluid, Electrolyte and Acid-base Disorders
- Nursing Assessment and Taking Nursing History in Nephrology
- Acute and Chronic Renal Failure
- Glomerulonephritis
- Nursing Management of Acute and Chronic Renal Failure, Glomerulonephritis
- Renal Replacement Therapy I and II
- Nursing Management of Patients having Haemodialysis, Peritoneal Dialysis (IPD & CAPD, APD) and Renal Transplant
- Nursing Management of CAVH / CVVH, CAVHD, Plasmapheresis
- Psychosocial Aspects of Renal Disorders
- Client and Relative Education
- Water Treatment System
- Recent Development in Dialysers; HD/PD

Assessment will be based on attendance, a case study project, 2 weeks Clinical placement and a written examination.

Entry Requirements	Applicants should be nurses registered with the Hong Kong Nursing Council, and should have 2 years' post registration clinical experience. Preference will be given to Registered Nurses currently working in Renal or Critical Care Units.
Day(s) / Times	Tuesdays, 6:30 - 9:30 p.m., starting 2 Sept 2003 (32 meetings).
Venue	Room 325 Meng Wah Complex, HKU.
Fee(s)	$7,850.
Medium of Instruction	English and supplemented by Cantonese.
Recommended CNE point	100
Information and Application	Detailed information and an application form are available from Ms Pun, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 19 August 2003.

AS 34-115-00 (31)
Certificate in Gerontologic Nursing for Enrolled Nurses

Enquiries: 2975 5858 Fax: 2858 3404

Enrolled Nurses have traditionally had to provide basic nursing care and support to elderly patients. This course gives practising Enrolled Nurses a comprehensive understanding of major aspects of geriatric care and enhances their ability to care for chronically ill elderly people.

There are 2 Units:

Unit 1: Gerontologic Care
This gives participants:
• an understanding of the health problems that are related to ageing;
• an awareness of the common care problems that old people face;
• a holistic approach to the type of care they should provide.

Unit 2: Care of the Elderly with Chronic Diseases
This gives participants:
• understanding of the development of chronic illnesses in the elderly;
• awareness of the needs of chronically ill patients and the role of nurses in caring for them;
• knowledge of common chronic illnesses

Clinical placement in a Dementia Day Care Centre is compulsory for all students.

Assessment is based on coursework, examination and (for Unit 2) a group project.

Entry Requirements	Applicants should be Enrolled Nurses with 2 years' clinical experience.
Day(s) / Times	Mondays, 6:00 - 9:00 p.m., starting 22 September 2003.
Duration	34 meetings.
Venue	Room 01, G/F, James Lee Building, HKU.
Fee(s)	$7,000.
Recommended CNE point	100
Application	Application forms are available from Miss Cheung, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 8 September 2003.

AS 34-104-00 (31)
Certificate in Effective Counselling for Nurses

Enquiries: 2975 5687 Fax: 2858 3404

Effective communication and counselling skills are an essential part of a nurse's role but do not always come naturally. The course aims to prepare registered nurses who are highly motivated and committed with effective.

The course covers:

- The Principles of Effective Communication Skills
- The Counsellor as a Person and as a Professional
- Counselling Theories and Practice
- Working with Individuals and Families
- Integration and Consolidation

a. The teaching involves group work, role-play, workshops and project presentation, as well as lectures.
b. Assessment is based on participation, coursework and final examination.

Entry Requirements	Applicants should be practising Registered Nurses. An interview may be required.
Day(s) / Times	• Regular Meetings: Wendesday , 6:30 - 9:30p.m., starting 20 August 2003. • Workshops: Saturdays, 2:30 - 8:30 p.m., 23 August 2003 (First meeting).
Duration	100 hours.
Venue	Room 202, Ka Chi School, Shek Kip Mei.
Fee(s)	$9,800.
Medium of Instruction	Cantonese, supplemented by English.
Recommended CNE point	100
Information and Application	Detailed information and an application form are available from Ms Pun, 9/F TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 9 August 2003.

AS 34-124-00 (31)
Certificate in Research for Health Care Professionals

Enquiries: 2975 5858 Fax: 2858 3404

This course provides healthcare professionals with the basics of scientific research methodology and enables them both to evaluate and apply the findings of research effectively and safely.

There are 2 Units:

Unit 1: Introductory Skills	Unit 2: Advanced Skills
• Qualitative and qualitative methods in health research.	• Computer skills.
• Writing up a proposal.	• Doing a research project.

Assessment is based on a research proposal that students have to submit.

Entry Requirements	Applicants should be: • **either**, general or psychiatric nurses registered with the HK Nursing Board; • **or**, other healthcare professionals with an interest in health care research.
Day(s) / Times	Wednesdays, 6:30 - 9:00 p.m., starting 8 October 2003.
Duration	About 16 months.
Venue	Room 102, 1/F, Eilot Hall, HKU.
Fee(s)	$11,000.
Recommended CNE point	100
Information and Application	Detailed information and an application form are available from Miss Cheung, 9/F TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

AS 34-130-00 (31)
Certificate in Understanding Mental Health for Healthcare Professionals

Enquiries: 2975 5687 Fax: 2858 3404

This course gives health care professionals a comprehensive introduction to the provision of mental health care in Hong Kong.

The tuition is provided in 2 semesters, but students must pass Semester 1 before being admitted to Semester 2. There are 2 compulsory elements:
- a mental health education project.
- a clinical visit

Apart from these items, assessment is based on coursework, final examination, and 80% attendance. Successful students can apply to take the HKU SPACE Professional Diploma in Psychiatric Rehabilitation.

Entry Requirements	1. Nurses registered with the Hong Kong Nursing Council are eligible to apply. 2. Social Workers, Occupational Therapists, Physiotherapists and other allied professionals who are particularly interested in mental health care services. 3. Others whose job is in contact with psychaitric clients and are interested to learn more about mental health care, are welcome to enroll. (Subject to Acadmic Committee's approval.)
Day(s) / Times	Mondays, 6:00 - 8:00 p.m., starting 15 September 2003.
Duration	46 sessions.
Venue	New Life Psychiatric Rehabilitation Association, 332 Nam Cheong Street, Kowloon.
Fee(s)	$6,000.

Medium of Instruction	Cantonese, supplemented by English.
Recommended CNE point	100
Application	Application forms are available from Ms Pun, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 1 September 2003.

AS 27-102-01 (31)
Certificate in Anaesthesiology for Healthcare Professionals (Module I)

Enquiries: 2975 5683

This is the first module of a 3-module course for nurses or other healthcare workers who work closely with anaesthesiologists. Students must complete Module I before Module II. Those who pass all modules receive a HKU SPACE Certificate.

Module I will concentrate on patient care during the preoperative and intraoperative phases.

Among the topics that Module I will cover are: introduction; hazards in the perioperative period; drugs used in anaesthesia; the anaesthetic equipment; tracheal intubation; mechanical ventilatory support; monitoring of patients during anaesthesia; fluid therapy; blood and blood products; temperature control; positioning of patients; regional anaesthesia; safety in the operating suite; anaesthetic accidents; anaesthetic subspecialties; and auditing and quality improvement in anaesthesiology. Each module of the Certificate course has been approved for the award of 21.5 CNE points by the Institute of Advanced Nursing Studies of the Hospital Authority.

Day(s) / Times	Fridays, 6:15 - 8:00 p.m. Starting 5 September 2003.
Duration	15 meetings
Venue	Room 302, 3/F, Causeway Centre, Wanchai
Fee(s)	$2,500
Medium of Instruction	Cantonese
Application	Enrolment is on a first-come, first-served basis. Early enrolment is strongly recommended. Application forms are available: • **in person**, at any HKU SPACE Enrolment Centre • **from HKU SPACE Website**, http://www.hku.hk/space/div_as

AS 34-815-00 (31)
Competency in Taking Cervical Smear

Enquiries: 2975 5858

This course is jointly offered by HKU SPACE and The Family Planning Association of Hong Kong (FPAHK). It is endorsed by the Hong Kong Society for Colposcopy and Cervical Pathology (HKSCCP).

The course comprises a theoretical component (15 hours) and a practical component (30 hours). Successful participants will be awarded a Statement of Achievement jointly issued by HKU SPACE and FPAHK.

On completion of the course, participants will be able to:

- take a cervical smear competently and to provide sufficient data for pathologist's interpretation
- recognize abnormal changes of the cervix
- understand the meaning and management of abnormal cervical smear
- explain and provide basic counselling to clients on cervical cytology report
- conduct health education on cervical cancer prevention.

Entry Requirements	Applicants should: • be nurses, midwives and medical practitioners registered with their respective professional bodies; • have a minimum of 2 years' post-registration clinical experience. A photocopy of the applicant's Certificate of Registration must be attached.
Day(s) / Times	Fridays, 5:15 – 8:15 p.m. Starting 25 July 2003.
Duration	Lectures: 15 hours/5 meetings; Practical sessions: approximately 30 hours
Venue	Room 217, 2/F, Causeway Learning Centre.
Fee(s)	Course Fee: $4,000
Medium of Instruction	Cantonese, supplemented by English.
Recommended CNE point	40
Information and Application	Detailed information and an application form are available from Miss Katherine Cheung, 9/F TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 4 July 2003.

AS 34-002-16-01 (31)
Respiratory Nursing for Enrolled Nurses

Enquiries: 2975 5858

This course provides Enrolled Nurses with an opportunity to update their skills in the management of patients with respiratory disorders. Enrolled Nurses registered with the Hong Kong Nursing Council are eligible to apply.

On completion of the course, participants will be able to:

- describe the basic Anatomy and Physiology of the respiratory system.
- describe the courses and characteristic features of common respiratory disorders.
- demonstrate special nursing skills based an evidence-based knowledge.

Day(s) / Times	Fridays, 6:30- 8:30 p.m., starting 17 October 2003.
Duration	15 meetings.
Venue	Rm 202, Shek Kip Mei Learning Centre.
Medium of Instruction	Cantonese, supplemented by English.
Fee(s)	$2,700 (subject to revision).
Recommended CNE point	30
Information and Application	Detailed information and an application form are available from Miss Katherine Cheung, 9/F TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. Early application is recommended.

AS 34-002-14 (31)
Renal Nursing for Enrolled Nurses

Enquiries: 2975 5858

This course provides Enrolled Nurses with information on recent developments in the management of patients with renal disorders. It will be of benefit to Enrolled Nurses working in a wide range of health care settings not just to those in renal units. It covers:

- Basic anatomy and physiology of the renal system
- The human body in its homeostasis environment
- Acute and chronic renal failure: causes and management
- Haemodialysis and peritoneal dialysis
- Renal transplants
- Psycho-social aspects of patients with renal disorders and their effect on their families

a. A clinical placement may also be arranged, subject to the approval of the host institution.
b. Assessment is based on coursework, final test and attendance (80%).

Entry Requirements	Applicants should be Enrolled Nurses registered with the Hong Kong Nursing Council. Enrolment is limited to 40 on a first-come, first-served basis.
Day(s) / Times	Start in 2004.
Duration	16 meetings.
Venue	To be advised
Fee(s)	$2,700.
Medium of Instruction	Cantonese, supplemented by English.
Recommended CNE point	32
Information and Application	Detailed course information and an application form are available from Miss Cheung, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

AS 34-002-23 (31)
Health and Illness of School-Age Children and Adolescents (Subject to approval)

Enquiries: 2975 5688

Common causes of morbidity for the school-age children and adolescents are physical and psychological in origin. Of primary significance to this school population are the problems of asthma, juvenile diabetes, epilepsy, substance misuse, autism, schizophrenia, depression, suicide, eating disorders and behavioral disorders. The course focuses on significant health problems pertinent to the school age children and the adolescents.

On completion of the course, participants will be able to:
- identify significant physical and psychosocial development factors characteristic of school age children and adolescents
- identify health related behaviors and risk factors that contribute to school achievement
- identify significant health problems of school age children and adolescents
- discuss strategies involved in managing a student with health problems

Day(s) / Times	Thursdays, 6:00 - 8:30 pm, starting 25 September 2003.
Duration	Approx. 20 sessions.
Venue	To be advised.

Fee(s)	$5,200.
Medium of Instruction	English supplemented with Cantonese.
Information and Application	Detailed information and an application form are available from Ms Ko, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 11 September 2003.

AS 34-002-13-02 (31)
長者照顧綜合技巧訓練課程 - 初級班

查詢電話：2975 5687 潘小姐

本課程為現正從事長者照顧的工作員或在家居照顧年長家人的護老者，提供基本的長者護理知識及技巧訓練。

對象

1. 長者照顧工作人員：包括服務於政府資助或私營安老院、長者日間護理中心、家務助理隊、家居照顧隊、醫院的起居照顧員及家務助理員等。
2. 在家中照顧長者的家人或家庭傭工。

教學時間	共 60 小時 凡修畢初級課程，出席率不少於 80% 之學員，可獲取修讀證明書乙張。此課程資歷是相等於「起居照顧員」。
上課地點	九龍深水埗南昌街 332 號新生會大樓地下
入學資格	本課程屬公開入學形式，並不設任何入學資格，有興趣的人士均可報讀初級班，如達到評估合格標準，可循序漸進升讀香港大學秀圃老年研究中心開辦之保健員訓練課程。學員若希望申請豁免初級班，須事先得到學術委員會的批准。
開課日期及時間	2003 年 9 月 15 日起（逢星期一、四）6:15-9:15 p.m.
學費	$3,100

AS 34-812-00 (31)
基本物理治療技巧入門訓練課程

查詢電話：2975 5687 潘小姐

隨著老年人口不斷上升、平均壽命的延長，香港的長者在照顧需要上與日俱增。照顧長者並非易事，如果具有基本的物理治療技巧和知識，就可以幫助長者減慢退化的過程及其所產生的各種痛症，亦可減低長者的肺感染的染病率。若懂得如何充份與物理治療師合作，更可令長者在晚年仍可享受自主的活動能力、減輕各種因機能退化引起的後遺症，享有健康、愉快的晚年。本課程透過實用教學模式，讓學員從實習中學會基本的物理治療技巧，並懂得遵從及輔助物理治療師為長者所訂立的最佳治療。

在照顧晚期長者時，使用人力扶抱體弱的長者不可避免，為顧及受僱服務人員的身體健康及工業安全，本課程亦注重提供扶抱技巧及工業安全知識。

課程宗旨

1. 提高老人服務機構支援人員對長者照顧及工業安全的認識
2. 加強老人服務機構支援人員對物理治療的認識
3. 促進學員與物理治療師的合作，加強對長者的照顧、復康及治療

課程目標

完成這個課程之後，學員可以達致：

1. 認識物理治療的基本概念及療效
2. 了解物理治療對長者的身心健康的重要性
3. 採用進行物理治療的安全措施及加強對長者及護理者的照顧安全
4. 提高認知及預防長者摔跌
5. 預防長者長期臥床及缺乏活動的後遺症
6. 清楚如何與物理治療師合作

對象

1. 長者照顧工作員：包括在政府資助或私營安老院、長者日間護理中心、家務助理隊、家居照顧隊、醫院工作的起居照顧員及家務助理員等。
2. 在家中照顧長者的人仕如家人或家庭傭工。

課程大綱

1. 物理治療簡介
2. 私營安老院員工工業安全手則
3. 預防摔跌
4. 預防長期臥床及缺乏活動的後遺症
5. 運動學簡介
6. 簡易運動專輯
7. 助行器的使用及扶行手法
8. 輪椅的操作及保養

結業證明

凡成功修畢課程，通過實習技巧測試，出席率不少於 90% 之學員，可獲由香港大學專業進修學院、物理治療學會及伊利沙伯醫院頒發的「成績證明書」乙張。

上課地點	九龍佐敦加士居道 30 號伊利沙伯醫院 P 座康復大樓 2 樓物理治療部大運動室
開課日期及時間	2004 年 1 月（待定）逢星期三 7:00 — 9:00 p.m. (共 18 課)
學費	$3,000
名額	40 人
入學資格	本課程屬公開入學形式，並不設任何入學資格，但長者服務機構受顧人士將獲優先取錄。

AS 34-814-00 (31)
長者全人復康護理訓練課程

查詢電話：2975 5858 張小姐

本課程主要是為需要照料患有慢性病長者的工作人員而設計，課程內容環繞全人健康的理念，以期達到為這些長者提供全人復康護理。

導師 ：護士、醫生、職業治療師、物理治療師、社會工作者、營養師、足病治療師、及院牧等。
地點 ：新界大埔全安路十一號雅麗氏何妙齡那打素醫院 C 座 4 樓視像會議廳
開課日期及時間 ：2003 年 9 月 16 日起逢星期二及星期五 6:00-9:00p.m.
學費 ：$3,000 (學員須於上課首日另付 $100 給予那打素全人健康持續進修學院以購買課本)
名額 ：50
教學語言 ：廣東話

課程宗旨

1. 向非專業護理人員介紹在護養院中使用社區復康護理原則。
2. 提昇相關工作人員的服務品質和維持合理水平的關顧。

課程目標

完成這個課程之後，學員可以達致：

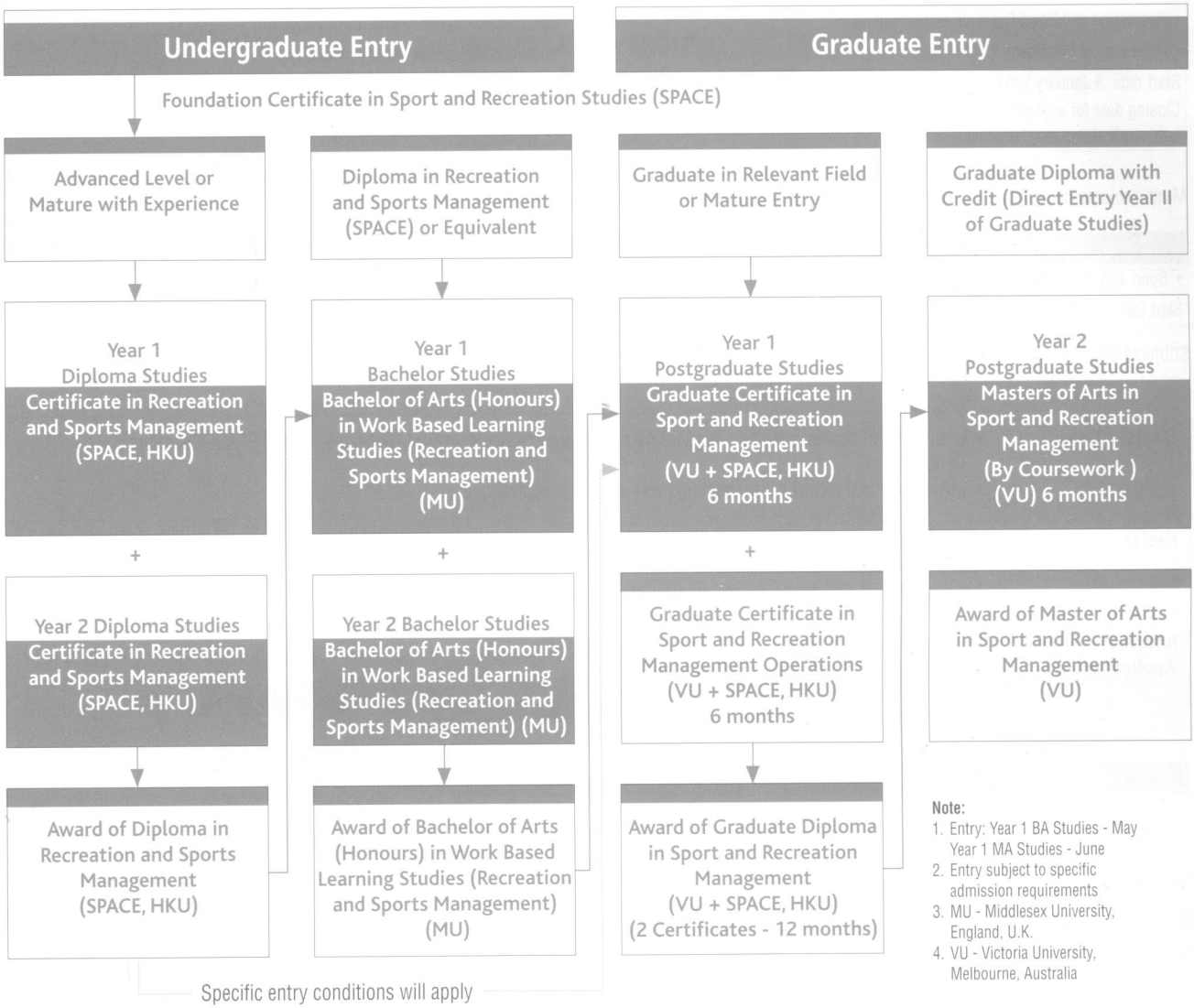
1. 瞭解全人復康護理理念的基本原則。
2. 在監督下，能有效地在慢性病症長者身上運用基本的全人復康的護理。
3. 將所學習的技巧實踐於工作中。
4. 能根據指引執行復康護理計劃。
5. 滿足慢性病症長者的日常需要。
6. 能有效地與慢性病症長者溝通。
7. 能有效地運用復康輔助用具。
8. 能協助慢性病症長者處理常見的急症。

入學資格	1. 在私人或政府資助護養院的工作人員。 2. 需要長期照顧慢性病症長者的家庭成員。 3. 任何對長期照顧慢性病症長者工作感興趣的人士。 4. 健康服務助理員。
教學方式	講授、小組討論、技巧示範和訓練、觀賞錄影帶及角色扮演等。
講義	所有教學材料及講義由那打素全人健康持續進修學院提供。
課程考核	1．個案匯報（40%） 2．期末測驗（60%）—— 技巧測試（30%），口試（20%）與筆試（10%）。
教學時間	66 小時（22 節）
課程統籌	香港大學專業進修學院：黃羅錦注助理教授 那打素全人健康持續進修學院：馮家柏醫生
結業證明	凡成功修畢課程，通過考核，出席率不少於 80% 之學員， 可獲由香港大學專業進修學院及那打素全人健康持續進修學院合頒的「成績證明書」乙張。

Recreation and Sports Management
康樂及體育管理

TEL 電話 : 2975 5726 / 2975 5647
FAX 傳真 : 2858 8472

Pathways to Undergraduate and Graduate Studies in Sport and Recreation Management offered by HKU SPACE and Partner Institutions



Note:
1. Entry: Year 1 BA Studies - May
   Year 1 MA Studies - June
2. Entry subject to specific admission requirements
3. MU - Middlesex University, England, U.K.
4. VU - Victoria University, Melbourne, Australia

Master of Arts / Graduate Diploma / Graduate Certificates in Sport and Recreation Management

Victoria University, Australia

Enquiries: 2975 5726 Fax: 2858 8472

We offer these part-time programmes in response to the growing need for professional skills and knowledge in the area. They are organised as follows:

Year 1

- Graduate Certificate in Sport and Recreation Management
- Graduate Certificate in Sport and Recreation Management Operations

These Certificates are joint awards of HKU SPACE and Victoria University. Students who complete both are awarded the Graduate Diploma in Sport and Recreation Management, which is also a joint award, and can apply for entry to Year 2.

Year 2

- Master of Arts in Sport and Recreation Management, awarded by Victoria University

The subjects offered are:

Year 1: Graduate Diploma in Sport and Recreation Management	
SE 29-805-00 (31) : Graduate Certificate in Sport and Recreation Management Operations	**SE 29-803-00 (31): Graduate Certificate in Sport and Recreation Management**
• Facility Management and Design	• Sport and Recreation Management Business Context
• Programme Administration and Delivery	• Sport and Recreation Planning
• Recreation and Sport Research and Investigation	• Sport and Recreation Resource Management
• Professional Practicum	• Sport and Recreation Strategic Marketing
Start date: 5 January 2004. Closing date for application: 1 December 2003. Late applications may be considered.	Start date: 14 June 2004. Closing date for application: 4 April 2004. Late applications may be considered.

Most subjects have 39 hours. Students may have to attend class for an average of 9 hours a week.

Year 2 – SE 29-801-00 (41): Master of Arts in Sport and Recreation Management (HMSM) (subject to Approval)	
• Sport and Recreation Management Project Development	• Sport and Recreation Management Investigation Report
Start Date: July 2004	Closing date for application: 4 April 2004

Subjects should normally be completed in a minimum of six months

Day(s) / Times	• Graduate Certificates: evenings, 6:45 - 9:45 p.m., with occasional weekend sessions, at HKU SPACE Learning Centres. • MA: occasional lectures and meetings with mentors as arranged.
Fee(s)	• Graduate Certificates: $29,000 each. • MA: $35,000. The fees should only be paid once an offer of a place has been received.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms KY Lee, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

This course is exempted from registration under the NLHPE Ordinance.

SE 29-813-00 (41)
Bachelor of Arts (Honours) in Work Based Learning Studies (Recreation and Sports Management)

Middlesex University, UK

Enquiries: 2975 5647 Fax: 2858 8472

We offer this programme with Middlesex University for people who are currently working in leisure administration or recreation and sport management positions, or who intend to pursue a career in the management of leisure services.

The programme has 2 parts:

Part 1	The HKU SPACE Diploma in Recreation and Sports Management or equivalent, worth 180 credits.
Part 2	2 years of part-time study for a further 180 credits. Starting May 2004, leading to the BA (Hons) award.
	Semester 1 : Recognition and Accreditation of Learning. Semester 2 : Programme Planning, including a Learning Agreement. Project Planning and Development (Research Methods). Semester 3 and 4 : Work-based Projects.

Students should normally be professionals working (paid or non-paid) in a leisure-related position, and are expected to develop their learning in the workplace. Modules are student-centred and require independent study, with the aid of resource packs. Students are also allocated an adviser. Each 12-week semester will include seminars, tutorials and workshop sessions.

Entry Requirements	The HKU SPACE Diploma in Recreation and Sports Management, or equivalent, as decided by Middlesex University. Applicants may be required to attend an interview.
Fee(s)	$64,250, payable over 2 years (Year 1: $33,000, Year 2: $31,250).
Medium of Instruction	English, supplemented by Cantonese.
Information and Application	Detailed information and an application form are available by post from Ms Yvonne Chan, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 3 March 2004.

This course is exempted from registration under the NLHPE Ordinance.

SE 29-101-00 (31)
Diploma / Certificate in Recreation and Sports Management

Enquiries: 2975 5647 Fax: 2858 8472

This programme is offered for people who are currently working in leisure administration or recreation and sport management positions, or who intend to pursue a career in the management of leisure services.

The programme has 2 parts:

- Year 1, leading to the **Certificate in Recreation and Sports Management**
- Year 2, leading to the **Diploma in Recreation and Sports Management**. Holders of this Diploma can apply for direct entry to the Bachelor of Arts (Honours) in Work Based Learning Studies (Recreation and Sports Management).

The subjects offered are:

Year 1: SE 29-101-01 (31) starting April 2004	Year 2: Course SE 29-101-02 (41) starting May 2005
• Principles of Management	• Human Resource Management
• Recreation and Sports Administration in Practice	• Recreation, Sport and the Law
• Basic Accounting and Control	• Strategic Management
• Fundamentals of Marketing	• Management Skills in Recreation and Sport
• Office Administration	• Financial Management
• Programming and Promotion in Recreation and Sports	• Recreation and Sport Marketing

a. Individual modules, which last for 20 hours, can be taken on their own without the need to complete the whole Certificate or Diploma.
b. Assessment is based on coursework and examination.

Entry Requirements	Applicants should: • **either,** have 2 A level passes and 3 HKCEE passes, or equivalent; • **or,** be mature applicants with relevant work experience. As proficiency in English is essential, applicants may be given an English test and / or interview.
Fee(s)	$18,500 a year.
Information and Application	Detailed information and an application form are available by post from Ms Yvonne Chan, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 3 March 2004.

SE 29-106-00 (31)
體育及康樂業務基礎證書
Foundation Certificate in Sport and Recreation Studies

本課程旨在為現職或打算加入體育及康樂活動服務業的人士提供持續專業發展的機會，並為有意升讀康樂及體育管理證書課程「康樂及體育管理文憑的第一部份」的人士而設。

本課程的講授範圍包括：

- 消閒及康樂業務
- 體育及康樂業務
- 設施、器材與安全
- 資源管理與運作
- 活動規劃與推廣
- 顧客服務

a. 基礎證書課程可視為獨立修讀的課程，或作銜接體育及康樂管理證書 / 文憑的預備課程。
b. 證書課程以功課及考試評核成績

入學資格	申請者需 ・年滿十七歲，具中五程度者； ・能書寫及操流利中、英語。
上課時間	2004 年 5 月 10 日開課。逢週一及週三 7:00-9:00 p.m.
課程結構	課程為期八個月；共包含六個單元，每個單元授課十五小時。
上課地點	容後公佈
學費	$8,500
教學語言	以廣東話為主，輔以英語。
截止報名日期	2004 年 3 月 3 日
報名手續	如欲索取本課程的進一步資料，可來信本學院查詢，地址：香港薄扶林道香港大學徐展堂樓八樓康樂及體育管理課程部李小姐收。(電話：2975 5726; 傳真：2858 8472)

SE 29-814-00 (31)
Postgraduate Diploma / Master of Science in Sport and Exercise Medicine (For Doctors by Distance Learning)

University of Bath, UK

Enquiries: 2975 5867 Fax: 2858 8472

We offer this distance-learning programme with the University of Bath, which has an international reputation in the field. It provides doctors in Hong Kong with the theoretical and practical framework for managing medical issues arising from exercise and sport, and an opportunity for professional development.

There are 2 qualifications:

- **The Postgraduate Diploma in Sport and Exercise Medicine,** awarded to students who complete the 8 taught modules listed below, clinical residential periods, a clinical attachment and pass a practical and an oral examination.
  The modules are supported by resource packs, audio tapes, readings and videos.
- **The Master of Science in Sport and Exercise Medicine,** awarded to students who go on to produce a research dissertation, under the guidance of a supervisor.

The 8 taught modules are:

- Primary Care
- The Body in Motion
- Applied Biomechanics
- Exercise Physiology
- The Sporting Mind
- Sport Injuries
- Doping, Therapeutics, Ethics and the Law
- Rehabilitation

Entry Requirements	Applicants should be qualified medical doctors.
Start Date	13 March 2004.
Fee(s)	• Postgraduate Diploma: $96,000. • MSc (additional fee): $14,000.
Information and Application	Detailed course information and an application form are available from Ms Melody Tsang, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 12 January 2004.

This course is exempted from registration under the NLHPE Ordinance.

SE 29-105-00 (31)
Diploma in Fitness and Exercise Studies

Enquiries: 2975 5867 Fax: 2858 8472

This 18-month programme enables people who provide fitness and exercise programmes in both community and commercial organisations to develop their knowledge and embark upon academic studies. There are 2 stages:

Stage 1: SE 29-105-01 (31) starting October 2003	Stage 2: SE 29-105-02 (41) starting August 2004
• Anatomy and Physiology for Exercise	• Body in Motion
• Physical Performance Perspectives	• Participation Behaviour and Exercise
• Aerobic and Anaerobic Exercise	• Nutrition and Health
• Exercise Facilities, Equipment and Safety	• Exercise Techniques
• Exercise Programme and Prescription	• Communication Skills for Exercise Programming
• Professional Practice I	• Professional Practice II
• English Study Skills for Exercise Professionals	

a. Individual modules, which last for 20 hours, can be taken on their own without the need to complete the whole Diploma.
b. Assessment is based on coursework (written and practical) and examination.

Entry Requirements	Applicants should: • **either**, have completed Form 7 in Hong Kong, or equivalent; • **or**, be mature applicants with relevant work experience and professional certification. • **and** demonstrate a proficiency in English at HKCEE(Syllabus B) As proficiency of English is essential, applicants may be given an English test and/or interview.
Day(s) / Times	Normally 2 classes per week held during weekday evenings or weekends.
Fee(s)	$19,500 per stage.
Application and Information	Detailed course information and an application form are available from Ms Melody Tsang, 8/F, TT Tsui Building, HKU, Pokfulam, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.
Closing Date for Application	22 September, 2003

SE 29-102-00 (31)
Certificate in the Foundation Skills of Fitness and Wellness
健體與康健基本功證書
與亞洲運動及體適能專業學院合辦

本課程旨在向現職推廣健體及身心健康工作的專業人士，或有志從事此一行業的人士提供培訓，以配合專業發展的需要，並介紹在俱樂部、健身中心、水療室、公營機構等不同環境中教授康體活動所需的技巧及一般知識。

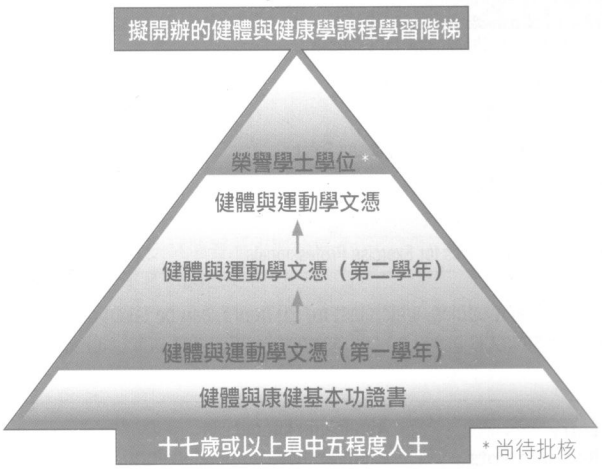
目標
- 簡介健體與健康學 (Wellness) 的概念、專業知識及有關要求
- 講解人體構造、機能及通過運動發展體能的潛質
- 了解顧客的需要，並透過人際技巧及器械運用，有效地開展健體與健康學 (Wellness) 的活動計劃

課程結構
本課程為兼讀制課程，為期4個月，2003年11月12日 (星期三) 開課。成功修畢本課程的學員，將獲學院頒發基礎證書。學院亦開設證書、文憑及更高程度的相關學歷課程，為學員提供學習上的晉昇階梯。

本課程共分6個科目，每個科目包括15小時課堂授課。週一至週日（其中兩日）的上課時間平日7:00-10:00 p.m.，如需於週末上課，上課時間為10:00 a.m.-1:00 p.m.。

本課程的講授範圍包括：
- 社區中的健體與健康學
- 人體的構造和功能
- 人體活動機能
- 基礎營養學與健康
- 健體與健康活動的設計原則
- 英語課程

本課程理論和實踐並重，實踐部分包括：
- 身心健康剖析
- 健體測試



入學資格
歡迎所有人士報讀，所有申請者均宜年滿十七歲，具中五程度者，能書寫流利英語者更佳。

教學方法
入讀本課程的學員應對健體學有濃厚興趣或具備此方面的專業知識。導師全部具備相關的學歷資格及專業工作經驗。

評核方法
導師會按照學生的習作及考試表現作出評核，課程完結後安排考試。

教學語言
以廣東話為主，輔以英語

報名手續
如欲索取本課程的進一步資料及報名表格，可親往各報名中心辦理報名手續，或來信本學院查詢。地址：香港薄扶林道香港大學徐展堂樓八樓康樂及體育管理課程部曾小姐收。 (電話：2975 5867;傳真：2858 8472)

學費
$8,700元

Short Courses in Sport and Recreation

The following courses deal with separate issues related to the recreation and sports industry :
All courses will be taught in English, and some are taught at graduate level.
Brief details of each course are given below. Further information is available from Ms. K Y Lee, Recreation and Sports Management Section, 8/F T T Tsui Building, HKU, Pokfulam Road, HK. Tel: 2975 5726; Fax: 2858 8472.
Completed SPACE enrolment forms should be sent to Ms Lee, with a cheque made payable to "HKU SPACE".
Students meeting graduate level entry requirements may receive recognition at that level.

SE 29-075-05-01 (31)
Sport and Recreation Strategic Marketing

Among the topics to be covered are:

- Marketing processes and practice from a service and recreation management perspective.
- Marketing concepts and their application to a range of recreation settings.

Tutors : Ms. Clare Hanlon
Ms. Elizabeth Dendle
Venue : HKU SPACE Learning Centres
Day(s)/Times : 12 meetings on weekday evenings from 6:45-9:45 pm., in the period Sep to Nov 03
Fee : $7,625

SE 29-075-06-01 (31)
Sport and Recreation Resource Management

Among the topics to be covered are:
- Theories of human performance in relation to work.
- Practical functions of staff recruitment, development, motivation and retention.
- Occupational health and safety.
- Implementing change in the workplace and conflict resolution.

Tutors : Mr. Peter Kalmund
Mr. Steve Chandler
Venue : HKU SPACE Learning Centres
Day(s)/Times : 12 meetings on weekday evenings from 6:45-9:45 p.m. in the period Sept to Nov 03
Fee : $7,625

SE 29-075-07-01 (31)
Sport and Recreation Planning

Among the topics to be covered are:
- Planning practices in the corporate, public, community and natural resource sectors.
- Planning techniques and tools for developing recreation plans.
- Current policies relating to the recreation industry and needs assessment approaches.
- Policy guidelines relating to the development of recreation and human services.
- The influence of organisational and community dynamics on planning and policy.
- Strategic approaches to evaluation.

Tutors : Mr. Andrew Giles
Mr. Paul Cheung
Venue : HKU SPACE Learning Centres
Day(s)/Times : 12 meetings on weekday evenings from 6:45-9:45 p.m. , in the period Jul to Aug 03
Fee : $7,625

SE 29-075-08-02 (21)
Sport and Recreation Management Business Context

Among the topics to be covered are:
- Introduction to recreation and sports management.
- Contemporary management strategies and processes.
- Factors shaping the future and coping strategies for a changing world economy.
- Interdisciplinary links and their application to the workplace.

Tutors : Mr. Peter Kalmund
Mr. Kevin Rushton
Venue : HKU SPACE Learning Centres
Day(s)/Times : 12 meetings on weekday evenings from 6:45-9:45 p.m., in the period Jun to Aug 03
Fee : $7,625

Brief details of each course are given below. Further information is available from Ms. M. Tsang, Recreation and Sports Management Section, 8/F T T Tsui Building, HKU, Pokfulam, HK. Tel: 2975 5867; Fax: 2858 8472.
Enrolment through HKU SPACE centres or other locations as specified.

"Recreation and Sports Management - Education on the Move". HKU SPACE also offers a workshop series which focuses on a range of topics chosen by recreation and sports professionals. For more information about each workshop, please contact Ms M Tsang (details given above).

SE 29-075-04 (31)
Outdoor Adventure Education

Enquiries: 2975 5867 Fax: 2858 8472

We offer this programme with Victoria University, Australia and the YMCA of Hong Kong. It will benefit teachers, social workers, camp leaders, training managers, and others who lead groups in activities based on an outdoor environment, by enhancing the knowledge and skills they need to facilitate effective learning using an outdoor setting.

The different elements of the programme are:

An Introduction: Outdoor Adventure Education

▼

Level I: Outdoor Adventure Experiential Learning

▼

Level II: Outdoor Adventure Experiential Leadership and Programming

▼

Level III: Outdoor Adventure - Facilitated Leadership Development and Application

The courses are progressive, and will be taught in English, supplemented by Cantonese where possible.

An Introduction: Outdoor Adventure Education	
This provides experience of Outdoor Adventure initiatives and activities. Workshops cover: • a range of outdoor activities. • basic programme concepts. • safety issues associated with such programmes.	
Day(s) / Times	Starting 29 November 2003 and 21 February 2004. 4 meetings over 2 weekends (2 Saturday afternoons and 2 Sunday afternoons).
Fee(s)	$2,000.

Level I: Outdoor Adventure Experiential Learning - Theory, concepts and practice in the outdoor setting	
This examines the fundamental theory, concepts and practice used in an outdoor setting. Classes cover: • the skills required for developing experiential programmes in the outdoor environment; • the needs of various groups and individuals in different settings; • using adventure learning to enhance personal development, team building and leadership.	
Day(s) / Times	Starting 24 April 2004, 3 meetings on Wednesday evenings, 7:00-10:00 p.m. and 3 meetings on Saturday afternoon, 2:00-6:00p.m.
Fee(s)	$2,300.

Level II: Outdoor Adventure Experiential Leadership and Programming – Leadership and programme development	
This builds on the previous courses and provides experience of more advanced level leadership and programme development skills. Classes cover: • facilitating and reviewing skills; • development of a portfolio of games and initiatives; • delivery of programmes with a planned approach.	
Entry Requirements	Applicants should normally have successfully completed Level I, but applicants who produce evidence of relevant experience or of having completed similar courses will also be considered.
Day(s) / Times	Starting 27 August 2003, 3 meetings (2 or 3 hours) on weekday evenings, 7:00 p.m. onwards, and 3 half-day sessions on a Saturday, 2:00 - 5:00 p.m.
Fee(s)	$2,500.

Level III: Outdoor Adventure - Facilitated Leadership Development and Application	
This is a further development of Level II and provides an applied focus on leading Outdoor Adventure programmes through a residential workshop in Hong Kong or Macau. Classes cover: • advanced planning and programming • delivery of programmes under supervision • residential - experiential, skill development and role modeling	
Entry Requirements	Applicants should normally have successfully completed the Level II programme.
Day(s) / Times	Starting 11 Oct 2003, 3 meetings (3 hours) on weekday evenings, 7:00 p.m. onwards, or Saturday afternoon, from 2.00p.m. and one weekend residential Friday noon to Sunday evening.
Fee(s)	To be advised
Information and Application	Application on first-come first-served basis, application can be through HKU SPACE Learning Centres or YMCA of Hong Kong, 41 Salisbury Road, Kowloon. For further information, please contact Ms. Melody Tsang at 2975 5867.
Venues	• YMCA of Hong Kong or HKU SPACE Learning Centre • Hong Kong International School, Tai Tam, or similar location • YMCA King's Park Centenary Centre
Assessment	A formal assessment for all participants is compulsory. As an option participants can apply to be assessed for credit towards further academic studies after completing Level I, II or III.
Medium of Instruction	English, supplemented by Cantonese.
Information and Application	Enrolment is on a first-come, first-served basis through the YMCA of Hong Kong, 41 Salisbury Road, Tsim Sha Tsui, Kowloon. For further information please contact Ms Melody Tsang on 2975 5867.

HKU SPACE Adds Value to Your Life

SE 29-075-13 (31)
運動攀登教練初級課程
中國香港運動攀登總會
Sport Climbing Instructors' Course – Level I
SCAHK
查詢電話：2975 5867

本課程為對運動攀登有濃厚興趣，並有志成為運動攀登教練之學員，提供學習機會而設。本課程的講授範圍包括：運動攀登的歷史及其發展；各類不同的比賽形式；教學方法及防護技巧；攀登裝備的認識及保養；場地管理及活動紀錄；專項熱身及創傷後之處理。

全課程共 33 小時，包括六節理論課共 18 小時，三節實習課共 15 小時。

導　師　：中國香港運動攀登總會委派之資深教練
地　點　：香港大學何世光夫人體育中心，香港薄扶林道 111-113 號 (理論課及實習課)。
開課日期及時間　：2003 年 9 月及 2004 年 2 月。星期三、五 (理論) 7:00-10:00 p.m. 及星期六 (實習) 1:00-6:00 p.m.
學　費　：$2,750
教學語言　：以廣東話為主，輔以英語
名　額　：20 人

入學資格
持有中國香港運動攀登總會發出之中級運動攀登證書或場地教練證書或同等資歷者。參加者須先通過技術測試(攀登技術須為 5.9 難度)。

報名手續
如欲索取本課程的進一步資料，可來信本學院查詢，地址：香港薄扶林道香港大學徐展堂樓八樓康樂及體育管理課程部曾小姐收。電話：2975 5867 傳真：2858 8472

SE 29-075-17 (31)
Level I - Rope Access and Rescue Training Course (Abseiling Supervisor) (Subject to approval)
一級繩索技術及拯救課程（尚待批核）
Enquiries: 2975 5867

This is the first in a planned series of programmes for those interested in learning or consolidating their knowledge and techniques concerning rope access and rope rescue in an outdoor environment. This programme aims to introduce participants to:
- the skills involved in safe abseiling, ascending and zip-wire (cableway) traverse;
- rescue techniques in rope activities.

Topics covered:

- History and Background
- Equipment
- Knots
- Rigging
- Hauling System
- The Concept of Access System
- Theory
- Rope Access Techniques
- Rope Rescue

Entry Requirements	Participants should be 17 years old or above.
Day(s) / Times	Starting 9 November 2003, 2 meetings on Thursday evenings (18:30-22:30), and 3 meetings on Sunday (09:00-18:00)
Venue	Flora Ho Sports Centre, The University of Hong Kong
Fee(s)	To be advised
Medium of Instruction	Both Cantonese and English
Application and Information	Enrolment is on a first-come, first-served basis through HKU SPACE enrolment centres. Classes limited to 20 persons.

SE 29-075-15 (31)
Learn to Play Golf

A planned series of programmes that aim to develop participants' golf techniques and prepare them for play on a golf course.
Brief details of each course are given below. Further information is available from Ms.Yvonne Chan, Recreation and Sports Management Section, 8/F T T Tsui Building, HKU, Pokfulam, HK. Tel: 2975 5647, Fax: 2858 8472. Enrolment through HKU SPACE Centres.

SE 29-075-15-01 (31)
Beginners Golf - I

A course through which participants will learn the basic techniques involved in the game of golf. Classes cover:

- the grip
- alignment
- the swing
- rules and etiquette
- posture

For successfully completors a progressive route to more advanced golf techniques is planned.

Entry Requirements	Participants should be 17 years old or above.	
Day(s) / Times	**Course A:**	**Course B:**
	Every Sunday from 19 Oct - 21 Dec 2003 at 10.00 to 11.00 am (10 sessions)	Every Sunday from 19 Oct - 21 Dec 2003 at 12.00 to 1.00 pm (10 sessions)
Instructor	Phil Marmara, Qualified Member of Golf Teachers Federation - Hong Kong and United States (HK GTF, US GTF)	
Venne	Stanley Ho Sports Centre, HKU	
Fee(s)	$3,250 per course	
Medium of Instruction	English	
Information and Application	Enrolment is on a first-come, first-served basis. Classes limited to 20 persons. For further information, please contact Ms. Yvonne Chan.	

SE 29-094-01-21 (31)
團體康樂活動領導技巧訓練
Group Recreational Activities
與團體康樂活動總會合辦

本課程目的在加強老師、社工、學生領袖、活動領袖及服務業員工對團體康樂活動的認識，及掌握帶領團體康樂活動的技巧。

課程分六課兩小時課程及一天日營活動，採活動學習模式 (Action Learning Approach)，讓學員直接從參與活動中學習五項團體康樂活動技巧，包括帶動唱、團體遊戲、集體舞、講故事及短劇。除活動技巧外，課程亦包括解說團體互動形式、領導技巧及如何編排團體康樂活動，目的在加強學員帶領團體康樂活動的信心及技巧。

導　師　：伍建新博士
　　李石樁先生
地　點　：香港中華基督教青年會
　　九龍窩打老道 23 號
開課日期及時間　：2003 年 10 月 3 日至 11 月 7 日
　　逢星期五 7:00-9:00 p.m. (共 6 講)
　　及 2003 年 11 月 9 日一日營
營　址　：暫定於香港中華基督教青年會
　　烏溪沙青年新村
費　用　：$1,500
名　額　：40 人

SE 29-075-16 (31)
一級山藝訓練課程（尚待批核）
Mountain Craft – Level I

查詢電話：2975 5687　傳真：2858 8472

本課程旨在推廣登山運動，讓學員置身山野峰巒和感受大自然的壯觀雄偉及恬靜意趣。導師將教授學員基本的山藝知識、技術，灌輸登山的安全觀念，協助培養良好的登山態度及鼓勵關注和愛護山野環境。

課程內容包括

- 香港攀山總會的簡介及山藝紀錄冊的使用
- 香港登山運動的認識
- 郊野守則及愛護環境
- 野外活動的環保意識
- 遠足裝備及衣著的認識與選擇
- 地圖閱讀：香港常用地圖的認識 (H.M.20C 及郊遊圖) 、指南針運用：定向式指南針的認識
- 行山技巧
- 旅程策劃：旅程的準備
- 山野安全：安全守則

課程分為理論和實習兩部份，包括理論課兩節共6小時及兩次日間遠足旅程實習(每次實習路程不少於十公里)。

評審

教練將在課程期間連續地對學員的表現作出評估(包括理論及實習評審)。成功修畢及取得合格成績的學員，將獲香港攀山總會頒發一級山藝訓練課程證書。

入學資格

參加者須年滿十八歲，及身體狀況良好。

報名手續

如欲索取本課程的進一步資料，可來信本學院查詢，地址：香港薄扶林道香港大學徐展堂樓八樓康樂及體育管理課程部曾小姐收。

導師　：Mr Benson Hong
MISM, M. PROF. BIM, MILT
地點　：容後公佈
開課日期及時間　：二零零三年十二月五日開課星期五(理論) (7:00-10:00 p.m.) 及星期日(實習課) (9:00a.m.-4:00 p.m.)
學費　：容後公佈
教學語言　：以廣東話為主，輔以英語
名額　：22 人

SE 29-094-03 (31)
綜論香港的健康意識
Wellness in the Community: An Overview

香港人近年來對身體健康、身體適能、心理適能日益重視，而本港的健體設施、水療室、健身室及其他與生活方式管理有關的公私營機構亦迅速增加。此外，私人機構、康樂及文化事務署、私人會所、老人中心、復康機構、培訓精英運動員的機構、大型住宅屋苑、學校、大專院校及其他社區團體均有提供個別的諮詢服務。這些機構或團體所提供的服務，其重點均與「健康」（一個關乎心境、身體及精神健康的整全性概念）有關。

此短期課程專為對整全性健康概念有濃厚興趣的人士而設。學員可學習到「健康」的組成元素，並可提昇個人及社會整體的健康生活質素。教授範圍還包括健體活動的優點、健康剖析、健康生活管理、參與及動機、顧客溝通、壓力管理及體適能評核。學員宜積極參與實習環節。

導　師　：Mr. Robey Kwan, MA
地　點　：另行通知
開課日期及時間　：2003年11月12日(星期三)開課，導修課共 15 小時
週三 7:00-10:00 p.m.
週日 10:00 a.m.-1:00 p.m.
學　費　：$1,250
教學語言　：以粵語為主，輔以英語。

Customised Courses 特約培訓課程

The Division of Health and Applied Sciences is committed to providing customised programmes for different organisations and goverment departments. For details, please contact our staff at 2975 5742.
健康及應用科學學部竭誠為各工商機構及政府部門籌劃特約在職培訓課程，詳情請電 2975 5742 與學部職員聯絡。
Customised courses currently offered by the Division are listed as follows:
本學部目前開辦的特約培訓課程包括：

Life, Biomedical and Medical Laboratory Sciences 生命、生物醫學及醫務化驗科學 Enquiries 查詢 : 2855 4805

Customised Courses	Organisations / Government Departments
Diploma in Medical Ultrasound	Hong Kong College of Family Physicians
Professional Certificate in Diagnostic Cytopathology	Hong Kong College of Pathologists
Principle and Application of Medical X-ray Equipment	Electrical and Mechanical Services Department (EMSD), HKSAR
Workshop on Laboratory Identification of Cryptosporidium and Giardia	Office of the Water Authority, HKSAR

General and Environmental Sciences 普及與環境科學 Enquiries 查詢 : 2855 4805

Customised Courses	Organisations / Government Departments
Workshop on Essentials of Food Safety	Food and Environmental Health Department, HKSAR
Workshop on Indoor Air Quality (IAQ) - Monitoring of Microbiological and Chemical Parameters	Architectural Services Department (ASD), HKSAR Electrical and Mechanical Services Department (EMSD), HKSAR
Practical Workshop on Indoor Air Microbiological and Chemical Parameters Monitoring	Architectural Services Department (ASD), HKSAR
Diploma in Biomedical Electronics	Electrical and Mechanical Services Department (EMSD), HKSAR

Computer Studies and Information Technology
電腦科學及資訊科技
Information Systems, E-commerce and Information Security
資訊系統、電子商貿及資訊保安
Library and Information Science
圖書館學及資訊科學

Head of Division 學部主任
Chan, F. T. 陳訓廷

Academic Staff 教學人員
Kan, L.B. 簡麗冰 (Senior Consultant 高級學術顧問)
Cheung, Bruce S.N. 張少能
Lee, Ruby P.W. 李寶雲
Szeto, Raymond C.M. 司徒志文
Kwok, Sylvia L.K. 郭麗娟
Lam, Doris W.W. 林衛華
Leung, Kenneth C.B. 梁振邦
Wong, Helen H.Y. 黃起妍
Li, Thomas S.P. 李少彬
Yu, Billy T.W. 余達緯

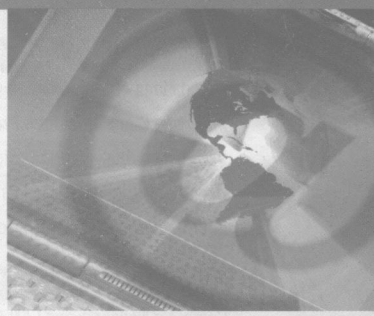
Divisional Affairs Executive 學部事務主任
Hong, Amy Y.K. 康玉琴 *

*Half-time

7/F., Fortress Tower, 250 King's Road, North Point, Hong Kong
香港北角英皇道 250 號北角城中心 7 樓
Fax 傳真: 2807 2054

Information Technology

資訊科技



資訊科技學部提供電腦科學、資訊科技、電子商貿技術應用和圖書館學及資訊科學課程。在今天的資訊時代，學會如何存取和利用信息，對我們來說非常重要。電腦與電訊科技的急速發展，對我們的日常生活、工作和學習產生巨大的影響，資訊科技和信息科學培訓的需求正快速增長。

資訊科技學部提供各種程度的資訊科技課程，包括適合初學者的入門課程、具體技術應用課程、技術證書課程、文憑、學士和碩士學位課程。一些課程專門為資訊科技專業人士而設，另一些課程則為其他有意在工作中應用資訊科技或有志投身資訊科技行業的人士而設；學部亦同時提供支援發展電子商貿或相關應用的課程。

而在圖書館學及資訊科學 (LIS) 方面，學部為圖書館助理、學校園書館主任，以至專業圖書館館長提供範圍最廣泛的訓練課程，其中很多課程更是香港大學專業進修學院獨家提供的，課程設有不同程度的入學點，讓不同學歷的人士都可入讀。

香港特別行政區政府決心提高中小學生的資訊科技知識，使他們能夠善用資訊以提高學業水平。為支持有效利用學校圖書館和資訊科技設備，學部與香港大學教育學院合作，提供一系列學校教師的訓練課程，包括學校資訊科技應用證書課程、學校圖書館管理文憑課程、教育資訊科技學士課程、圖書館學及資訊科學教育學士課程，以及其他以學校或學科為本的培訓課程。

The Division of Information Technology offers courses in Computer Science; Information Technology (IT); e-Commerce (Technical Applications); and Library and Information Science. In the Information Age, it is of great importance that we know how to access and make use of information. The rapid development in the computing and telecommunication technologies has a great impact on our daily life, as well as our work and study. The demand for training in IT and information science is growing fast.

The Division offers IT courses at all levels. These include literacy courses suitable for beginners, courses on specific skills and applications, technical certificates, diploma, bachelor and master's degree courses. Some courses are designed for IT professionals and some are for people from other disciplines who want to apply IT in their areas of work or join the IT profession. Courses to support the development of e-commerce and related applications are also offered.

In the area of Library Information Science (LIS), the Division offers the most comprehensive range of courses in Hong Kong for library assistants, teacher librarians, and professional librarians. Many of these are offered only at HKU SPACE. The courses are designed for entries at different levels to allow for admission of participants with various academic backgrounds.

The HKSAR Government is committed to educating our primary and secondary students to be IT literate and capable to make good use of information so as to enhance their learning. To support the effective use of libraries and IT in schools, the Division, in collaboration with the Faculty of Education of the University, offers many training courses to school teachers. These include a certificate course in using IT in School, a diploma in Teacher Librarianship, a BEd (IT in Education), a BEd (LIS), and other school-based or subject-based training courses.

www.hku.hk/space/div_it

Computer Studies and Information Technology
電腦科學及資訊科技

TEL 電話 : 2807 6908/6903/6912/6937 FAX 傳真 : 2807 2054

IT 06-806-00(31)
Master of Information Technology
Charles Sturt University, Australia

This programme is for graduates of other disciplines whose work involves using computers for data processing and information management. It has 2 stages:

Stage 1 : 5 subjects, leading to a HKU SPACE Diploma in Information Technology

- Foundations of Programming (1 unit)
- Advanced Digital Computer Programming (2 units)
- Information Analysis and Design (1 unit)
- Database Design and Management (1 unit)
- Information Technology Project Management (1 unit)

Stage 2 : 6 subjects, leading to a Master of Information Technology awarded by Charles Sturt University (CSU).

- Computer Networks and LAN (1 unit)
- Ethics and Information Technology (1 unit)
- Multimedia Systems PG (1 unit)
- Readings in Hypermedia/Multimedia (2 units)
- IT Specialisation Project 4 (2 units)
- E-systems Infrastructure Development (1 unit)

Entry Requirements	Applicants should: • **either**, have an undergraduate degree; • **or**, be able to demonstrate professional development by one or more of the following: - membership of a professional association which requires academic and experience-based qualifications; - higher diploma holder with at least 3 years' relevant experience; - professional seniority or status with at least 8 years' relevant experience. No prior academic knowledge of computing is required.
Fee(s)	$81,500 (5 installments)
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre • **by post**, from Ms Alice Wong, Room 708-9, 7/F, Fortress Tower, 250 King's Road, North Point, HK. Please send an A4 size self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • **by fax**, from 2807 2054 • **from the HKU SPACE website**, http://www.hku.hk/space/ • **by email**, from Alice Wong: alice@hkuspace.hku.hk Course starts in July 2003 Closing date for application is 31 May 2003.
Information Seminar	23 May 2003 (Friday) 7.00 p.m. Venue: Room 2, 16/F, 494 King's Road, North Point, HK

This course is exempted from registration under the NLHPE Ordinance.

IT 06-805-00 (31)
Master of Business Systems
Monash University, Australia
Enquiries: 2807 6908

In collaboration with Monash University, we offer this distance learning programme with additional tutorial support. It introduces graduates of other disciplines to the integrated use of Information Technology in the management of business operations.

The normal period of study is from 2 to 6 years, during which students obtain 72 credit points, taking at least 4 Units from each of the following Groups:

Group 1 Units	Group 2 Units	
• Business Information Systems	• Trading Systems and Electronic Commerce	• Graduate Research Project (with permission)
• Computer Models for Business Decisions	• Financial Modelling	• Information Technology Management
• Inventory Management Systems	• Forecasting Methods	• Introduction to Multimedia Computing
• Software Systems Design and Development	• Multimedia Computing and Communications	• Multimedia Programming in Java
• General Operations Management	• Internet Commerce	• GUI Design and Programming
• Business Statistics and Applications	• Project Management	

a. Each Unit is worth 6 credit points, except the Graduate Research Project, which is worth 12 points and needs special permission.
b. Students can also have the option of taking up to two units from (Database Management Systems, Computer Technology, and Information System I) instead of 2 of the Units listed above. Special permission is required.
c. Students are given comprehensive materials, supplemented by 12 hours of tutorials per Unit.
d. Students who leave the programme after completing 48 points receive a Graduate Diploma of Business Systems.

Entry Requirements	Applicants should: • be graduates of an equivalent Australian bachelor's degree or a graduate diploma or an honours degree; • be proficient in English (e.g. IELTS 6.5, TOEFL 577, or successful completion of at least a 2-year tertiary course requiring formal assessment of written work in an English-speaking country).
Fee(s)	For July 2003 intake: • Unit Fee: AUD $1,900, per 6-point Unit.
Information and Application	Detailed information and an application form are available: • **by post,** from Ms Alice Wong, Rooms 708 - 709, 7/F, Fortress Tower, 250 King's Road, North Point, HK. Please send an A4 size self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • **from the HKU SPACE website,** http://www.hku.hk/space/div_it Application Deadline: 24 Nov 2003 (Mon) for Feb 2004 intake and 10 May 2003 (Sat) for July 2003 intake.
Information Seminar	• 27 September 2003 (Saturday) 2:00 p.m. (Venue: To be advised) • 1 November 2003 (Saturday) 2:00 p.m. (Venue: To be advised)

This course is exempted from registration under the NLHPE Ordinance.

IT 06-811-00 (31)
Bachelor of Computing
Monash University, Australia
Enquiries: 2807 6937

(From left) HKU SPACE Director Professor Enoch Young and Dean of the Faculty of Information Technology of Monash University Professor John Rosenberg at the Signing Ceremony.

In collaboration with Monash University, we offer this distance learning programme with additional tutorial support. Its aim is to produce graduates who can meet the computing needs of industry, government and commerce.

The multimedia technology major focuses on the use, design and development of network and multimedia systems and applicantions. The business systems major focuses on information technology applications in business and management decision making.

In order to graduate, students must obtain a total of 144 credit points, by studying 22 units (6 points each) and completing a project (12 points), as indicated in the following table.

There are 3 options:
Option 1: Multimedia Technology (single major), 14 compulsory units + 8 electives + project
Option 2: Business Systems (single major), 14 compulsory units + 8 electives + project
Option 3: Multimedia Technology and Business Systems (double major), 20 compulsory units + 2 electives + project

Compulsory Units (6 points)			
Option	**Unit**	**Option**	**Unit**
1, 2, 3	Human Communications	1, 2, 3	Database Management Systems
1, 2, 3	Programming Fundamentals	1, 2, 3	Object-oriented Analysis and Design
1, 3	Object-oriented Programming	1, 3	Multimedia Signals and Systems
1, 2, 3	Information Systems 1	1, 3	Multimedia Development
1, 2, 3	Computer Technology	2, 3	Project Management
1, 3	Introduction to Multimedia Technology	2, 3	Information Systems Management
2, 3	Computer Models for Business Decisions	1, 3	Advanced Multimedia Technology
2, 3	Internet Commerce	2, 3	Business Information
1, 2, 3	Computer Organisation	1, 3	Discrete Mathematics
1, 2, 3	Information Systems 2	2, 3	Quantitative Analysis
Electives (6 points)			
Option	**Unit**	**Option**	**Unit**
2, 3	General Operations Management	1, 2, 3	Computer Graphics
1, 2, 3	Software Engineering	2	Multimedia Concepts and Applications
1, 2, 3	Data Communications and Networks 1	1, 2, 3	Client-server and WWW Database Applications
1, 3	Human Computer Interaction	1, 2, 3	Data Communications and Networks 2
1, 2, 3	Information Systems Management	1, 2, 3	Applications for Data Mining
Projects (12 points)			
Option	**Unit**	**Option**	**Unit**
1, 3	Multimedia Technology Project	2, 3	Business Systems Project

The normal period of study is from 4 to 6 years, though this can be reduced if students are granted direct credit for previous study.

Entry Requirements	Applicants should: • **either,** have 3 A level subjects (including AS level English and A/AS level Mathematics) with a total score of no less than 16 points; **or,** have a higher diploma or diploma (with "credit" average) awarded by a recognised tertiary institution in Hong Kong; **or,** have an associated degree or a higher diploma (with "credit average") awarded by HKU SPACE; • **and,** be proficient in English, as indicated by IELTS 6, TOEFL 550, or Grade B or above in either HKCEE English (Syllabus B) or AS level English.
Fee(s)	For July 2003 intake: • Unit Fee: AUD$1,900 per 6-point Unit; AUD$3,800 per 12-point Unit.
Information and Application	Detailed information and an application form are available: • **by post,** from Ms Fanny Wong, Rooms 708 - 709, 7/F, Fortress Tower, 250 King's Road, North Point, HK. Please send an A4 size self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • **from the HKU SPACE website,** http://www.hku.hk/space/div_it Application Deadline: 24 Nov 2003 (Mon) for Feb 2004 intake and 10 May 2003 (Sat) for July 2003 intake.
Information Seminar	• 19 September 2003 (Friday), 7:00-9:00p.m. (Venue: Room S11, 3/F, Admiralty Learning Centre, 18 Harcourt Road, Hong Kong.) • 8 November 2003 (Saturday), 2:00-4:00p.m. (Venue: To be advised.)

This course is exempted from registration under the NLHPE Ordinance.

CI 63-801-00
Postgraduate Diploma in Information Technology

Enquiries: 2807 6908

This Postgraduate Diploma programme is jointly organised with the Cyberport Institute of Hong Kong. It is specially designed for non-IT graduates to equip them with fundamental concepts and knowledge of IT, state-of-the-art IT technology and applications. Hands-on practices of technologies and applications will be provided.

Knowledge and skills in IT are now essential to the development of almost all types of business and all kinds of organizations. Graduates of other disciplines acquiring IT competency will have a great competitive advantage to apply IT for enhancement in their own disciplines. The programme can also serve as a stepping stone for these graduates to join the IT profession.

Please visit the website: http://cyber-i.hku.hk/ for details.

NIIT Certified Computer Application Programmes

IT 06-812-00
NIIT Certified Basic Diploma in Computer Application
IT 06-814-00
NIIT Certified Diploma in Computer Application
IT 06-815-00
NIIT Certified Advanced Diploma in Computer Application
IT 06-816-00
NIIT Certified Professional Diploma in Computer Application

Enquiries: 2807 8225

There is a series of 4 NIIT programmes that equip students with the concepts, technical knowledge and practical skills that they need to work as members of technical staff in an IT environment. Each course is offered in both a full-time mode (up to 12 hours per week) and a part-time mode (up to 6 hours per week).

The full series of courses is:

Award Level		Exit Profile
Basic Diploma in Computer Application	➠	Programmer Trainee, Technical Support
Diploma in Computer Application	➠	Junior Programmer, Database Administrator, Oracle Application Developer
Advanced Diploma in Computer Application	➠	Multimedia Programmer, Network Specialist
Professional Diploma in Computer Application	➠	Multimedia System Designer, System Security Administrator

NIIT is India's largest provider of computer training courses. Its 2,000 centres worldwide train some 350,000 students per year. More information about NIIT can be found on their website: www.niit.com

Semester 1: Basic Diploma in Computer Application	
• Operating System Architecture	• Unified Modelling Language
• Programming Logic and Techniques	• Java
• Linux	• Hyper Text Markup Language
• Microsoft .NET Framework	• Object-Oriented Programming using C++
• C#	• Internet Search and Analysis Skills

Semester 2: Diploma in Computer Application
• Exploring Design and Implementation of RDBMS using Microsoft SQL server 2000
• Object-Oriented Analysis and Design
• JavaScript
• Enterprise Java
• Exploring Design and Implementation of RDBMS using Oracle 9i
• Internet Search and Analysis Skills

Semester 3: Advanced Diploma in Computer Application	
• Software Development Life Cycle	• Visual Basic .NET
• Extensible Markup Language	• Active Server Pages .NET
• Networking and Data Communication	• Internet Search and Analysis Skills
• Software Quality Assurance	

Semester 4: Professional Diploma in Computer Application	
• Software Development Life Cycle	• Visual Basic .NET
• Extensible Markup Language	• Active Server Pages .NET
• Networking and Data Communication	• Internet Search and Analysis Skills
• Software Quality Assurance	

Entry Requirements	Applicants should: • **either,** have at least 5 passes in HKCEE at one sitting, including English Language (Syllabus B - or Grade C in Syllabus A); **or** equivalent; • **or,** have completed Project Yi Jin Programme with satisfactory results; • **or,** be 21 or above. Preference will be given to applicants who are recommended by their employers. Some applicants may be asked to attend an interview.
Duration	120 hours per semester.
Fee(s)	$15,000 per semester.
Information and Application	Detailed information, including a course schedule and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Winnie Lam, Units 706-7, Fortress Tower, 250 King's Road, North Point, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • **by phone,** by calling Ms Winnie Lam on 2807 8225. • **by fax,** from 2571 2514. The courses are offered several times a year. The closing date for application is usually one month before each course starts.

These courses are exempted from registration under the NLHPE Ordinance.

IT 06-118-01 (21)
Certificate in Information Technology Literacy

Enquiries: 2807 6912

This programme prepares participants to sit for the International Computer Driving License (ICDL) module tests and the HKU SPACE Chinese Input Speed Test.

Information Technology (IT) literacy is now so essential for both work and study, that it stands alongside language and mathematical skills in importance. This course will equip participants with the IT skills and knowledge that they need in the workplace or for their studies. It consists of 8 modules:

- Basic Concepts of IT
- Using Computers and Files Management
- Word-processing
- Chinese Input Methods (including a Typing Speed Test)
- Spreadsheets
- Presentation
- Database
- Internet, Communication and Simple Web Page Design

Assessment will be based on performance in examinations for all 7 modules of the internationally-recognised certificate International Computer Driving License (ICDL), and a Chinese Input Speed Test.

Students who are only interested in individual modules may apply to take those modules without any commitment to take the whole programme. Their fees will include the module test, which will be conducted in the last session of the module.

Entry Requirements	This course has been specially designed for non-IT participants, such as secretaries, clerical and administration staff, and students. Competency in English (up to F.3 standard) is required.
Day(s) / Times	Thursdays, 6:30 - 9:30 p.m., starting 19 Jun 2003. Full details given below.
Duration	102 hours (35 sessions including all module tests).
Venue	Rm 3, 14/F Fortress Tower
Fee(s)	$11,500 (including the ICDL Skill Card, ICDL Examination Fees and Chinese Input Speed Test).
Medium of Instruction	Cantonese, supplemented by English.
Application	Application forms are available at any HKU SPACE Enrolment Centre. The closing date for application is 29 May 2003.

Code	Module	Sessions	Contact Hours	Module Fee*	Module Fee**
IT 06-007-26-01 (21)	Word Processing	19, 26 Jun 03 & 10, 17 Jul 03 & 7 Aug 03 (Test)	15 hrs	$1,850	$1,650
IT 06-007-27-01 (31)	Spreadsheets	24, 31 Jul 03 & 14, 21 Aug 03 & 11 Sep 03 (Test)	15 hrs	$1,850	$1,650
IT 06-007-28-01 (31)	Database	4 Sep 03 & 18, 25 Sep 03 & 2 Oct 03 & 23 Oct 03 (Test)	15 hrs	$1,850	$1,650
IT 06-007-29-01 (31)	Presentation	9, 16, 30 Oct 03 & 6 Nov 03 & 27 Nov 03 (Test)	15 hrs	$1,850	$1,650
IT 06-007-24-01 (31)	Basic Concepts of IT, Using Computers and Files Management	13, 20 Nov 03 & 11 Dec 03 (2 hours Test)	8 hrs	$1520	$1,320
IT 06-007-25-01 (31)	Information, Communication and Simple Web Page Design	4, 18 Dec 03 & 8, 15 Jan 04 & 5 Feb 04 (1 hour Test)	13 hrs	$1,680	$1,480
IT 06-007-30-01 (31)	Chinese Input Methods	29 Jan 04 & 12, 19, 26 Feb 04 & 4, 11 Mar 04 & 15 Jul 04 (Test)	21 hrs	$2,200	N/A

* includes module test fee and skill card – except Chinese Input Methods
** includes module test but exclude skill card

For detailed information, please contact Ms Abby Lam at 2807 6912.

IT 06-108-01 (31)
Certificate in Advanced Digital Computer Programming

Enquiries: 2807 6908

This course teaches the essentials of:

- Advanced Programming Techniques: Modular Problem Solving, Algorithms.
- File and Data Structures: Array, Linked List, Stack, Queue, Tree.
- Object Oriented Programming Concepts: Class and Object, Overloading, Inheritance, Polymorphism.
- Windows Application Development: Graphic User Interface Design and Coding, Event Driven Programming, Simulation, Communications.

Students are required to write programs using the C/C++ and Visual Basic programming languages.

Assessment is based on coursework, examination and attendance (75%).

Entry Requirements	Applicants should have programming experience. Priority will be given to holders of the HKU SPACE Certificate in Digital Computer Programming.
Day(s) / Times	Meetings: Wednesdays, 7:00 - 9:30 p.m., starting 8 October 2003. Workshops: Fridays, 6:30 - 9:30 p.m., starting 10 October 2003.
Duration	28 meetings, 15 workshops.
Venue	Meetings: Room S7, 3/F, Admiralty Learning Centre. Workshops: Room 203, 2/F, Admiralty Learning Centre.
Fee(s)	$7,400.
Application	Application forms are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Ms Alice Wong, Rooms 708 - 709, 7/F Fortress Tower, 250 King's Road, North Point, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 15 September 2003.

微型電腦及網絡管理證書

查詢電話：2807 6912

中小型企業要電腦化，必須有熟悉電腦操作的管理專員，負責選購和安裝適當的軟件和硬件，提供技術支援及培訓，協助企業中文電腦化和連接資訊高速公路。本課程特為培訓電腦管理專員而設，學員將認識最新中文軟件應用；市面硬件之種類及適當之配搭；如何測試和清除硬件故障及電腦病毒；認識新一代電腦語言；管理新一代微電腦之網絡系統及軟硬件設備；連接全球資訊高速公路，收取最新訊息及傳遞電子郵件等。

課程大綱：

1. 認識微電腦發展趨勢及電腦故障檢測與病毒預防
2. 中文 Windows 9x/Me 安裝、系統調校及急救技巧
3. 中文版 Word 2000 XP 文書處理紳入應用
4. 中文版 Excel 2000 電子試算表紳入應用
5. 中文版 Access 2000 電子資料庫功能運用
6. Visual BASIC 程式編寫
7. 認識 Outlook 2000 螢幕組件、通訊及工作架構
8. 電腦通訊與 Internet 應用
9. FrontPage 2000 網頁製作及建設 Intranet 內聯網站
10. 電腦網絡系統應用及基本管理
11. 網絡系統 Windows 2000 Server 管理
12. 區域網絡 LAN 與遙距 Remote 遠端存取及管理
13. Internet 專線接駁與 Web Server 之關係及調校(IIS 4.0)
14. 建立 Exchange Server 管理電子郵件及電子公告板
15. 認識電子商貿 E-Commerce 運作過程
16. RedHat Linux 網絡系統應用及管理

入學資格

學員需具中五或同等學歷，有兩年以上實際操作電腦經驗，對辦公室軟件如 Word, Excel 等之應用相當純熟。

結業證書

完成課程後，符合下列三項條件之學員，可獲本學院頒發證書：

一. 出席率達百分之七十五或以上；
二. 於指定時間內完成所有作業；及
三. 畢業考試成績合格。

導　師　：WUN, T.S.
BSc *James Cook U*
Fong, W.W.K.
BSc (Hons.) *Poly U*, MCSE, MCP+I
TSOI H.C.
BEng (Hons.) *CUHK*, MCP, CNE
Lam, W.L.
BEng (Hons.) MSc *CUHK*
Susanna Ho
BEng, MPhil(CS) *HK*, MCSE, MCP+I

地　點　：弘智電腦學會
香港灣仔譚臣道 114 號
廣亞大廈四樓

學　費　：$7,010

名　額　：22 人

IT 06-105-01-01(31)

開課日期及時間　：2003 年 8 月 31 日起逢星期日 9:30a.m.-12:00 p.m（共 32 講）

IT 06-105-01-02(31)

開課日期及時間　：2003 年 9 月 26 日起逢星期五 8:10p.m.-10:10p.m.（共 40 講）

IT 06-105-01-03(31)

開課日期及時間　：2003 年 12 月 14 日起逢星期日 12:30p.m.-3:00p.m.（共 32 講）

IT 06-007-32-01 (31)
Introduction to Microsoft Windows CE.NET

Enquiries: 2807 6912

This course provides an overview of the tools and technologies used to build custom images of Windows CE.NET for powering the next generation of 32-bit, small-footprint and mobile devices. It will suit embedded engineers and project managers who intend to familiar themselves with Windows CE.

After completion of the course, students will be able to:
- explain Windows CE.NET system architecture and supported technologies
- describe the development life cycle and development tools for building Windows CE applications
- configure and build an operating system image using Platform Builder
- explain the Windows debugging process

Participants will have hands-on training and the course is best for embedded engineers and project managers who intend to get familiar with Windows CE.

Entry Requirements	Applicants should have some basic knowledge of embedded platforms.

Venue	:	To be advised
Day(s)/Times	:	Mondays, 6:30-9:30p.m., starting 8 Dec 03 (4 workshops)
Closing Date for Application	:	1 Dec 03
Fee	:	$1,600
Medium of Instruction	:	Cantonese, supplemented by English
Enrolment	:	25

IT 06-007-33-01 (31)
Building Applications for Microsoft Windows CE with Visual Basic

Enquiries: 2807 6912

This course will help experienced Microsoft Visual Basic programmers develop applications and components for Microsoft Windows CE by using the Visual Basic development system for Windows CE.

The programme consists of:
- components and architecture of Windows CE
- types of applications and components for Visual Basic by using Windows toolkit
- Windows CE development
- ActiveXTM Data Objects for Windows CE (ADOCE) and requirements to implement it.

Participants will have hands-on training and the course is best for Microsoft Visual Basic programmers.

Entry Requirements	Applicants should have Visual Basic programming and/or object-oriented programming skills and concepts.

Venue	:	To be advised
Day(s)/Times	:	Wednesdays, 6:30-9:30p.m., starting 3 Dec 03 (3 workshops)
Closing Date for Application	:	26 Nov 03
Fee	:	$1,200
Medium of Instruction	:	Cantonese, supplemented by English
Enrolment	:	25

Learning Opportunities for the 21st Century

IT 06-012-07-01 (31)
Innovation Management and Mobile Computing

Enquiries: 2807 6912

This course introduces the latest technologies used in mobile computing such as Bluetooth, GPRS, 3G, EMS, J2ME etc. and also introduces how to cultivate innovation. It will suit IT professionals, business executives, managers and system analysts who are interested in applying mobile solutions in their business.

Topics include: overview of m-commerce; cultivation of innovation; business models & strategy making; mobile technologies; mobile application development; mobile payment system; mobile computing case studies; m-marketing.

Participants will have hands-on training and the course is best for IT professionals, business executives, managers and sytem analysts who are interesred in applying mobile solutions in their business.

Venue	:	To be advised
Day(s)/Times	:	Tuesdays & Fridays, 6:30-9:30p.m., 4, 7, 11, 14, 18, 21, 25, 28 Nov & 2, 5, Dec 03 (10 workshops)
Closing Date for Application	:	28 Oct 03
Fee	:	$3,600
Medium of Instruction	:	Cantonese, supplemented by English
Enrolment	:	25

Advanced MS Excel

Enquiries: 2807 6937

This course will focus on the more advanced functions of MS Excel. Plenty of examples will be used to illustrate applications.

Topics include: address referencing techniques; use of range names; data sorting and filtering; use of the powerful pivot table; creating a macro; recording actions in a macro; introduction to Excel Visual Basic; automating repetitive tasks and making decisions with macro; creating charts from database; goal seeking; what-if analysis; use of Excel functions on logical, string, date & time, financial applications; and lookup tables.

Entry Requirements	Participants should be familar with basic operations of Excel.

Tutor	:	L.M. LO
Venue	:	Rm 3, 14/F, Fortress Tower
Fee	:	$1,490

IT 06-007-06-01 (31)

Day(s)/Times	:	Sundays, 2:00-5:00 p.m., starting 20 Jul 03 (6 workshops)
Closing Date for Application	:	13 Jul 03
Medium of Instruction	:	Cantonese
Enrolment	:	35

IT 06-007-06-02 (31)

Day(s)/Times	:	Sundays, 2:00-5:00 p.m., starting 19 Oct 03 (6 workshops)
Closing Date for Application	:	12 Oct 03
Medium of Instruction	:	English
Enrolment	:	35

PowerPoint 2000 多媒體製作

Enquiries: 2807 6912

本課程應用PowerPoint以最簡單方式把原材料製作多媒體投影展示，並以互動方式配合播放預先剪輯的片段，投影製作可包含：動態式字幕、卡通動畫、數碼照片、Animated GIF 電腦動畫、Video 錄影片段、QuickTime Movie 影像、配音旁述及 MIDI 背景音樂等。

課程內容包括教授製成之作品如何脫離 PowerPoint 軟件，讓一台不需要安裝有PowerPoint軟件的電腦都能播放，如何燒錄在光碟以求易於攜帶並永久保存等。註：本課程不會詳細教授原材料之製作，只示範如何在電腦中擷取有關之原材料。

本課程適合有 PowerPoint 基本操作經驗人士修讀。

導　師　：Wilson FONG Wai-Kit
BSc (Hons) *Poly U*, MCSE, MCP+I
LAM W. L.
BEng, (Hons) MSc, *CUHK*
地　點　：弘智電腦學會
香港灣仔譚臣道 114 號
廣亞大廈四樓

IT 06-007-31-01 (31)

開課日期及時間　：2003 年 8 月 5 日及 12 日
逢星期二
6.30-9.30p.m. (共 2 講)
截止報名日期　：2003 年 7 月 29 日

IT 06-007-31-02 (31)

開課日期及時間　：2003 年 10 月 7 日及 14 日
逢星期二
6.30-9.30p.m. (共 2 講)
截止報名日期　：2003 年 9 月 30 日

學　費　：$650
名　額　：每班 22 人

Introduction to Microsoft Access

Enquiries: 2807 6903

This course is suitable for those who want to learn a database package with a user-friendly graphical interface.

Topics include: concepts of database and access objects; designing, creating and opening a database; changing and customizing tables, entering, importing and exporting data; generating SQL statements using Query Design; creating a screen form with Form Wizard; writing reports with ReportWizard, storing, adding graphs into databases and reports; creating and printing mailing labels;and writing and running Macros.

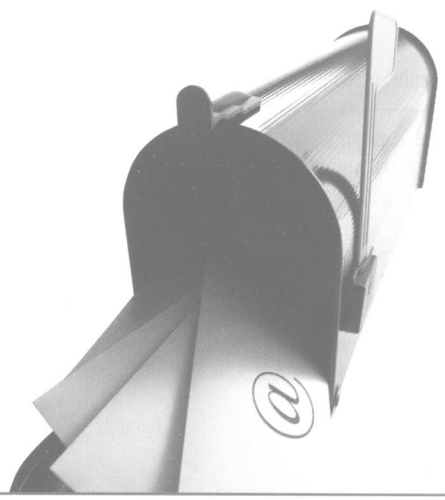
Entry Requirements	Participants are expected to have basic concepts and experience in Windows operations.

IT 06-007-17-01 (31)

Venue : Rm NP1108, 11/F Fortess Tower, North Point
Day(s)/Times : Fridays, 7:00-10:00 p.m., starting 1 Aug 03 (5 workshops)
Closing Date for Application : 25 July 03
Fee : $1,550
Medium of Instruction : Cantonese, supplemented by English
Enrolment : 35

IT 06-007-17-02 (31)

Venue : Rm 1403, 14/F Fortress Tower, North Point
Day(s)/Times : Tuesdays, 7:00-10:00 p.m., starting 28 Oct 03 (5 workshops)
Closing Date for Application : 21 Oct 03
Fee : $1,550
Medium of Instruction : English
Enrolment : 35



Practical Techniques for Windows and Internet Applications

Enquiries: 2807 6937

This Course aims to help new PC users get the most out of Microsoft Windows and the Internet. Participants learn basic IT skills such as setting up a simple home computer network, using built-in tools, Windows XP features, and anti-virus tools.

Tutor : L.M. Lo
BSc *Essex*, MSc *CUHK*, CPE, CAE *Cambridge*, Int. Teacher's Cert *HKPU*, CEng, MIEE, MACM, MHKCS, MOUS
Venue : Rm 3, 14/F, Fortress Tower
Fee : $1,650

IT 06-007-23-01 (31)

Day(s)/Times : Sundays, 10:00a.m.-1:00 p.m., starting 20 Jul 03 (6 workshops)
Closing Date for Application : 13 Jul 03
Medium of Instruction : Cantonese
Enrolment : 35

IT 06-007-23-02 (31)

Day(s)/Times : Sundays, 10:00a.m.-1:00 p.m., starting 19 Oct 03 (6 workshops)
Closing Date for Application : 12 Oct 03
Medium of Instruction : English
Enrolment : 35

IT 06-009-15-01 (31) Building Web-based Applications with Perl

Enquiries: 2807 6912

This course teaches the participants to write Perl programs for developing CGI (Common Gateway Interface) web-based applications. Adopting the CGI, a web-based system can be developed.

Topics include:

- Relationships between web server, application server and client machine
- Perl programming language and program debugging
- Web form development
- Data transmission, validation, processing and storage in the server
- Server Side Include concept
- Web application with electronic mail transmission
- Case studies on system development including web-based surveys, graphic presentations

Entry Requirements	A general knowledge of HTML, and JavaScript is essential. Potential applicants without this knowledge are highly recommended to first take the Developing Web Pages Using HTML and JavaScript course.

Venue : To be advised
Day(s)/Times : Thursdays, 6:30-9:30p.m., starting 4 Dec 03 (8 workshops)
Closing Date for Application : 27 Nov 03
Fee : $2,500
Enrolment : 35

IT 06-011-04-01 (31)
倉頡輸入法與中文 WORD 2000 文書處理

Enquiries: 2807 6912

入學資格：須有基本電腦操作認識。

本課程應用中文 Windows Me 視窗系統操作平台，並據此掌握倉頡中文輸入法之技巧，及應用中文版 WORD 2000 做文書處理工作。內容包括：視窗系統主項功能應用、倉頡中文輸入法取碼原則、分拆字根先後取碼及難字、認識電腦字庫中欠缺的本港常用字、各款中文字體安裝及應用繁簡字體。文書處理功能包括：一般中文公函製作，每頁加上頁頭及頁尾標籤、加插特別符號及圖片、中文表格製作、檔案處理、郵遞標籤列印及一般編印技巧等。

本課程特別適合須經常製作高質素中文稿件的從業員修讀。

導　師　：FONG, W.W.K.
BSc (Hons.) *Poly U*, MCSE, MCP+I
Susanna Ho
BEng, MPhil(CS) *HKU*, MCSE, MCP+I
KUO, A.Y.S.
BSc (Hons) *Staffordshire*
地　點　：弘智電腦學會
香港灣仔譚臣道 114 號
廣亞大廈 4 樓
開課日期及時間　：2003 年 9 月 29, 10 月 6 日，13 及 20 日(星期一) 6:30-9:30 p.m. (共 4 講)
學　費　：$1,140
名　額　：22 人

IT 06-011-11-01 (31)
應用電腦中文商業書信編寫

查詢電話：2807 6912

本課程重點教授編寫中文商業書信和文件的方法及技巧，通過課程，學員將能熟練地掌握中文電腦軟件“Word”編制中文商業文件，提高學員處理中文文件的能力。
課程內容：
1. 中文商業文件及書信概述。
2. 內地中文函件的常用格式。
3. 中文商業書信常用語（稱謂、結語、落款等）。
4. 中文常用商業書信（邀請信、感謝信、交涉信、投訴信、查詢信等）。
5. 投資中國內地常見的商業文件（意向書、可行性報告、合同、章程等）。
6. 中文貨物買賣合同、技術貿易合同等格式和編制特點。
7. 特別的文言詞和書語、常用成語在商業文中的應用。
8. 中文寫作稿件常用的修改符號。
9. 中文電腦系統基本知識。
10. 倉頡輸入法的原理和拆碼方法。
11. 應用中文“Word”編制中文商業信件的技巧。

入學資格：具有中五程度，懂中英文打字。
要求完成所有作業及考試，考試將在最後一課舉行。本學院將頒發考生成績證明書(Statement of Achievement)。

導師　：關炳鑾 先生
伍山科技發展有限公司
中文電腦培訓中心主任
地點　：容後公佈
開課日期及時間　：2003 年 9 月 3 日起逢星期三 6.30-9.30p.m. (共 10 講)
學費　：$2,400
名額　：20 人

Internet and World Wide Web (www)

Internet Web Page Design and Setup Workshop

Enquiries: 2807 6912

This course covers the design and setup of a web page for personal contacts or business development. It provides a guide to creating homepages with hyper links, graphic images, and interactions.

Topics include: introduction to World Wide Web, understanding World Wide Web browsers and their accessories, smart web surfing techniques; introduction to HTML, how to write and publish your homepage on Internet; designing the structure of the web site; enhanced webpage publishing by invoking image and sound effects; creating Chinese homepage & advanced HTML features such as form filling, tables, frames, animated graphics.

Participants should have knowledge of the Internet.

Tutors : WUN T.S.
BSc *James Cook U*
FONG, W.W.K.
BSc *Poly U*, MCSE,MCP+I
KUO, Y.S.
BSc *Staffordshire*
Venue : Whiz Club Ltd.,4/F, Kwong Ah Bldg., 114 Thomson Road, Wahchai, Hong Kong
Fee : $980
Enrolment : 22

Couse Code	IT 06-009-03-01 (31)	IT 06-009-03-02 (31)	IT 06-009-03-03 (31)
Day(s)/Times	14 & 21 Jul 03, 6:30-9:30p.m., Monday (2 workshops)	19 & 26 Aug 03, 6:30-9:30p.m., Tuesday (2 workshops)	27 Oct & 3 Nov 03, 6:30-9:30p.m., Monday (2 workshops)
Closing Date for Application	7 Jul 03	12 Aug 03	20 Oct 03
Medium of Instruction	Cantonese, supplemented by English	English	Cantonese, supplemented by English

Flash And Dreamweaver 動畫網頁製作

Enquiries: 2807 6912

入學資格：需有實際網頁製作經驗。

本課程專為有基本網頁製作經驗人士進修。透過 Flash 5 動畫製作軟件及 Dreamweaver 4 網頁排版軟件，加插特別效果於網頁上。學員可自範例中取得靈感，構思設計，增加網頁吸引力。課程內容包括：應用 Flash 5 製作動畫、修飾圖像、編輯場景、剪輯播放效果、處理時間軸面板、匯入聲音檔、製作角色及動作指令運用、匯出動畫檔。應用 Dreamweaver 4 規劃網頁流程、管理網站、超連結 Link、網頁影像 Image、樣式表 Cascading Style Sheet、多層面設計 Layer、網框設計 Frame 等。

本課程特別適合製作高質素網頁人士修讀。

導　師　：WUN T.S.,
BSc *James Cook U*
Susanna Ho
BEng, MPhil (CS) *HK*, MCSE, MCP+I
地　點　：弘智電腦學會
香港灣仔譚臣道 114 號
廣亞大廈四樓

IT 06-009-12-01 (31)

開課日期及時間　：2003 年 7 月 28 及 8 月 4, 11, 18 日
逢星期一, 6:30-9:30p.m. (共 4 講)
截止報名日期　：2003 年 7 月 21 日

IT 06-009-12-02 (31)

開課日期及時間　：2003 年 10 月 21, 28 及 11 月 4, 11 日
逢星期二, 6:30-9:30p.m. (共 4 講)
截止報名日期　：2003 年 10 月 14 日
學　費　：$1,140
名　額　：22 人

IT 06-009-14-01(31)
Developing Web Pages Using HTML and JavaScript

Enquiries: 2807 6912

This course introduces the basic techniques for building Web pages without using a Web development tool such as FrontPage or Dreamweaver. This knowledge is mandatory when writing complicated web-based applications. The first part of the course gives participants a sufficient knowledge of HTML for building web pages with text, list, image, table and frame elements as well as applying the Cascading Style Sheets for layout formatting. The second part focuses on writing JavaScript programmes to create interactive web pages including event handling, form control and image animation.

Topics include :

- HyperText MarkUp Language (HTML)
- Hyperlink Creation and Use
- List and Table Creation
- Frame Building
- Cascading Style Sheets
- Objects, Controls, Methods & Properties
- Designing interactive forms
- Dynamic Images & Graphics Animation
- Working with Cookies
- Writing JavaScript

Venue : To be advised
Day(s)/Times : Tuesdays, 6:30-9:30 p.m., starting 7 Oct 03 (8 workshops)
Closing Date for Application : 30 Sep 03
Fee : $2,500
Enrolment : 35

IT 06-009-16-01 (31)
Advanced Web Pages Development with Dynamic HTML and XML

Enquiries: 2807 6912

Using HTML alone, web page authors are limited to creating static web pages. This course teaches web developers to enhance their development with dynamic and systematic presentation through the use of dynamic HTML and XML.

Topics include:
- Document Object Modal
- Object Containers and Layering
- Dynamic Content Generation and Special Effects with Animation
- Event Driven Modal
- Windows Objects Manipulation
- XML Document Creation
- Document Type Definition (DTD) and XML Parser
- XML Data Source and Binding
- Namespaces and Schemas in XML

Entry Requirements	A general knowledge of HTML and JavaScript is essential. Potential applicants without this knowledge are recommended to first take the Developing Web Pages Using HTML and JavaScript course.

Venue : To be advised
Day(s)/Times : Tuesdays, 6:30-9:30p.m., starting 2 Dec 03 (7 workshops)
Closing Date for Application : 25 Nov 03
Fee : $2,100
Enrolment : 35

HKU SPACE = Professional Excellence + Quality of Life

Computer Networking / Telecommunication

IT 06-820-00 (31)
Cisco Networking Academy Programmes

Practical Workshop on Cisco Certified Network Associate I and II

This course intends to equip IT practitioners with fundamental knowledge and skills in configuring Cisco Router and Switches. The course is taught by Cisco Certified Academy Instructor (CCAI) of the Cisco Networking Academy Programme (CNAP). Student can access the Cisco Web server for the e-learning material developed by Cisco Systems, and have plenty of lab hours to configure Cisco router and switch.

After completing the course, students can sit for the Cisco Certified Network Associate (CCNA) examination which is widely recognized in the IT industry and academic sectors globally.

Course Contents

This course will be conducted primarily in part-time, face-to-face teaching and e-learning mode. The medium of instruction will be Cantonese supplemented with English. The course consists of two parts:

Module I (IT 06-820-03-31)			
E-learning	Tutorial	Lecture	Lab
5 x 3 hrs	2 x 2 hrs	12 x 2 hrs	7 x 3 hrs

Module II (IT 06-820-04-31)			
E-learning	Tutorial	Lecture	Lab
6 x 3 hrs	2 x 2 hrs	10 x 2 hrs	7 x 3 hrs

Module I covers fundamental concepts in Local Area Network (LAN) and basic router configuration skills:

- OSI Reference Model
- TCP/IP Model
- Router Command Line Interface (CLI)
- Router Components
- RIP Routing Protocol
- Routing Protocol and Addressing

Module II covers fundamental concepts in Wide Area Network (WAN) and basic switch and router configuration skills:

- WAN Protocols
- Virtual LANs
- LAN Design
- Access Control Lists (ACLs)
- IGRP Routing Protocols
- Network Management

Awards

Students are required to attend at least 70% of the scheduled meetings. A Statement of Attendance will be conferred to students who have fulfilled the attendance requirement.

A certificate issued by the Cisco Systems will be given to those students who have successfully completed each module. Students can also get the discount voucher from Cisco if they meet the requirement set by Cisco.

Entry Requirements	Applicants should possess some knowledge and practical work experience of networking. In addition, applicant must: • **either,** have 2 years experience in implementing and supporting network; • **or,** be 21 or above. Preferences will be given to applicants with letter of recommendation from current employer. Applicants may be invited to attend interview(s).
Day(s)/Times	2 evenings a week, starting August 2003 (51 meetings)
Fee(s)	$6,000 for each module
Information and Application	Detailed information and application form are available: • **by phone,** from Ms. Abby Lam on 2807 6912 • **by fax,** from 2807 2054 • **by email,** from Ms. Abby Lam – enquiry@cnap.hkuspace.hku.hk For additional information of Cisco Networking Academy Programmes, please visit the following websites: www.cisco.com/asiapac/academy (Asia Pacific) www.cisco.com/edu/academy (Global) Cnap.hkuspace.hku.hk (HKU SPACE)

IT 06-012-06-01 (31)
網路系統安裝與管理

Enquiries: 2807 6912

現今的電腦已經不單是應用來處理文件的工作，接駁網路系統可把電腦變為一種無國界的通訊設備，用來溝通人際間的想法與觀念及傳播資訊等。當連上網路後各台電腦之間就會產生互動，你在管理網路時的一舉一動，也可能會影響到網路上的其他系統。本課程深入淺出講解TCP/IP的通訊架構及基本組態設定，對已安裝Internet互聯網24小時連線之辦公室之網路管理者尤其實用。

課程內容包括認識網路系統基本硬件及鋪線需求、認識TCP/IP通訊協定原理、基本組態設定及資源分享、Windows 2000伺服器安裝及網路管理：架設及設定網路伺服器DNS, BOOTP, DHCP, WINS, SNMP, Microsoft Management Console (MMC), NT File System 5 (NTFS 5) 資料儲存及設備管理、終端機網絡群組及權限的設定、瞭解Active Directory Service (ADS)的加強功能，2000 Server的安全服務Kerberos性協定、認識Internet Information Server (IIS)的網站管理功能、認識管理電子郵件及電子公告板資訊、Intranet及Extranet的基本架構及定義、認識網路安全: 防火牆, 存取監控。

本課程適合有電腦操作經驗人士修讀；每人一機上課。

講　師　：Wilson FONG Wai-Kit
BSc *PolyU*, MCSE, MCP+I
Susanna Ho
BEng, MPhil.(CS) *HK*, MCSE, MCP+I
地　點　：弘智電腦學會
香港灣仔譚臣道114號
廣亞大廈四樓
開課日期及時間　：2003年9月1,8,15,22日
逢星期一, 6:30-9:30 p.m.
(共4講)
學　費　：$1,200
名　額　：每班10人

Digital Video Production and Editing

數碼影像剪接與VCD製作

Enquiries: 2807 6912

入學資格：須有實際Windows95操作經驗。

本課程教授如何運用多媒體電腦，透過影像擷取硬件(Video Capture Device)，把手提攝錄機Hi-8或DV Camcoder、電視、錄影機等拍攝的影像輸入成AVI檔案。運用數碼影像剪接軟件MediaStudio Pro做剪輯、加上字幕及配音等，編製成自己心愛的數碼電影。這類製作適用於產品宣傳、教學、生活記錄及藝術欣賞等。燒錄在光碟上更可供一般VCD機播放，及長期保存。

課程內容：
1. 如何把錄影帶的影像透過影像擷取媒介輸入電腦；
2. 數碼影像剪接軟件MediaStudio Pro的應用；
3. 運用Video Capture把原始題材數碼化；
4. 以Video Editor來做編輯的工作；
5. 拿Video Paint視訊彩繪工具給影片增添特別效果；
6. 使用CG Infinity向量標題製作工具，建立動態文字及圖形；
7.Audio Editor為片段配樂及消除背景雜音；
8. 把輯錄完成的片段燒錄在光碟上，製成VCD。

本課程特別適合有興趣嘗試自己動手製作數碼電影人士。

導　師　：Wun T.S.
BSc *James Cook U*
Fong W.W.K.
BSc *PolyU*, MCSE, MCP+I
地　點　：弘智電腦學會，香港灣仔譚臣道
114號廣亞大廈四樓

IT 06-007-21-01 (31)
開課日期及時間　：2003年7月8,15,22,29日起
逢星期二 6:30-9:30 p.m. (共4講)

IT 06-007-21-02 (31)
開課日期及時間　：2003年9月9,16,23,30日起
逢星期二 6:30-9:30 p.m.(共4講)

學　費　：$1,450
名　額　：每班22人

IT 06-009-13-01 (31)
Introduction to Interactive 3D Graphics Online

Enquiries: 2807 6912

This course introduces the basic concepts of web-based interactive 3D content creation. Participants will be introduced to the practical use of "ViewPoint", which is available for free download, in creating interactive 3D graphics on web. Other web-based 3D software will also be discussed. The course will suit e-commerce developers, 3D web / graphic design beginners and computer technologists who intend to upgrade their knowledge and skills on 3D graphics online.

The programme consists of:

- Introduction to interactive 3D graphics online
- Using the ViewPoint authoring tool
- Interactive 3D on the web market study
- Introduction to ViewPoint scripts
- Concepts of different 3D file formats
- ViewPoint animation, hotspot and texture animation
- Workflow of 3D enabled web production

Entry Requirements	Applicants should have a basic knowledge of HTML and JavaScript.

Tutor : Perfect Solution Information Technology Limited
Venue : To be advised
Day(s)/Times : Mondays, 6:30-9:30p.m., starting 6 Oct 03 (8 workshops)
Closing Date for Application : 29 Sept 03
Fee : $2,800
Medium of Instruction : Cantonese, supplemented by English
Enrolment : 25

Computer Aided Drafting

IT 06-010-02-01 (31)
AutoCAD Basic Drafting

Enquiries: 2807 6903

This course covers the fundamental concepts and operation of AutoCAD 2D drafting. HKU is an authorised AutoCAD Training Centre and a certificate will be awarded.

Topic include: concepts of AutoCAD drafting; editing methods; adding text to drawings; calculating a defined area and inquiry methods; using layers and object properties; controlling the drawing display; creating dimensions; plotting CAD drawings in model space; working with multiple drawings; and using AutoTrack method.

Entry Requirements	Applicants should have a basic knowledge of microcomputers and be familiar with Window 95/NT operations.

Tutor : Ho, A.K.W.
BSc *Chu Hai College*
Venue : Rm 1801, 494 King's Rd, North Point
Day(s)/Times : Mondays & Fridays, 6:30-9:30 p.m., 21,25,28,July, 1,4,8,11,15,18,22, Aug 03 (10 workshops)
Closing Date for Application : 14 July 03
Fee : $3,200
Medium of Instruction : Cantonese, supplemented by English
Enrolment : 38

Full-time Commitment to Part-time Education

IT 06-010-03-01 (31)
AutoCAD Advanced Drafting

Enquiries: 2807 6903

This course will equip participants with the skills necessary to take full advantage of AutoCAD advanced drafting features. HKU is an authorised AutoCAD Training Centre and a certificate will be awarded.

Topics include: zooming techniques by using aerial view, named views, viewports, and working with display commands transparently; drawing management; setting up prototype drawing; creating symbol libraries; working with attributes; using external references and editing references in place; using paper space and model space; creating and managing dimension styles; working with raster images; creating compound documents with OLE; creating a layout to plot; and managing content with AutoCAD Design Center.

Entry Requirements	Applicants should have completed the 'AutoCAD Basic Drafting' or equivalent course.

Tutor	:	Ho, A.K.W. BSc *Chu Hai College*
Venue	:	Rm 1801, 494 King's Rd, North Point
Day(s)/Times	:	Mondays & Fridays, 6:30-9:30 p.m., 1,5,8,15,19,22,26,29 Sep. 3,6, Oct 03 (10 workshops)
Closing Date for Application	:	25 Aug 03
Fee	:	$3,200
Medium of Instruction	:	Cantonese, supplemented by English
Enrolment	:	38

IT 06-010-04-01 (31)
AutoCAD 3D

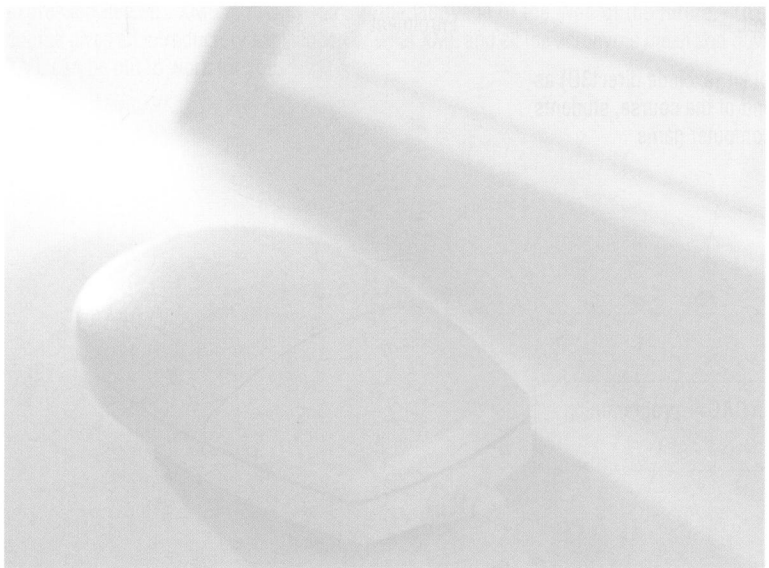
Enquiries: 2807 6903

CAD systems allow users to generate 3D views of a design quickly and accurately. This course covers various techniques in 3D manipulation and the application of these techniques in 3D visualization and spatial appreciation. HKU is an authorised AutoCAD Training Centre and a certificate will be awarded.

Topics include: differences in 2D, 2.5D, and 3D; creating 3D objects using wireframe modelling, surface modelling, and solid modelling methods; using standard 3D views and projections; interactive viewing in 3D; defining a user coordinate system; working with multiple viewports in 3D; editing in 3D;changing 3D solids; and rendering and imaging.

Entry Requirements	Applicants should have completed the 'AutoCAD Basic Drafting' or equivalent course.

Tutor	:	Ho, A.K.W. BSc *Chu Hai College*
Venue	:	Rm 1801, 494 King's Rd, North Point
Day(s)/Times	:	Mondays & Fridays, 6:30-9:30 p.m., 20,24,27,31 Oct, 3,7,10,14,17,21,Nov 03 (10 workshops)
Closing Date for Application	:	13 Oct 03
Fee	:	$3,200
Medium of Instruction	:	Cantonese, supplemented by English
Enrolment	:	38



IT 06-010-15-01 (31)
Introduction to Game Development

Enquiries: 2807 6912

Despite the recent downturn in economy, the video game market has been enjoying growth of double digits. People of all ages are crazy about video games. Large multinational companies like Sony and Microsoft, recognizing huge potential of the market, are investing heavily in the industry. Due to the escalating cost of game production with increasing complexity of game, production of video game in Asia Pacific where the production cost is much lower is no longer a nice-to-have but a must-have. As such, learning this "black-art" is going to make you unique in the current poor labor market.

This course is an introductory course to the development of game programming. By the end of the course students are expected to have a good understand of the industry and the process of game development. This is also a preparatory course for the next course in the series "Introduction to Computer Game Programming".

Topics:
- Game history
- Game Design
- Technical Design
- Game Development Process
- Level Design

Tutor	:	Indicium Education and Consulting Ltd.
Venue	:	To be advised
Day(s)/Times	:	Mondays, 6:30-9:30p.m., starting 8 Sep 03 (3 workshops)
Closing Date for Application	:	1 Sep 03
Fee	:	$900
Medium of Instruction	:	Cantonese, supplemented by English
Enrolment	:	35

IT 06-010-16-01 (31)
Introduction to Computer Game Programming

Enquiries: 2807 6912

To build a high quality game is a surprisingly difficult and challenging process. It is said that game programming is without a doubt the most intellectually challenging field of Computer Science in the world.

Despite the recent downturn in economy, the video game market has been enjoying growth of double digits. People of all ages are crazy about video games. Big multinational companies like Sony and Microsoft, recognizing huge potential of the market, are investing heavily in the industry. Due to the escalating cost of game production with increasing complexity of game, production of video game in Asia Pacific where the production cost is much lower is no longer a nice-to-have but a must-have. As such, learning this "black-art" is going to make you distinctive and unique in the current poor labor market.

This course will introduce the basics of Microsoft DirectX tool kit (exclude direct3D) as well as basic Windows APIs for game development. By the end of the course, students should have acquired basic knowledge in development of 2D computer game.

Topics:
- Game design and development
- Introduction to Visual C++ 6.0
- Windows API
- DirectX 9.0
- Debugging and Packaging tools

Tutor	:	Indicium Education and Consulting Ltd.
Venue	:	To be advised
Day(s)/Times	:	Mondays, 6:30-9:30p.m., starting 13 Oct 03 (8 workshops)
Closing Date for Application	:	6 Oct 2003
Fee	:	$2,400
Medium of Instruction	:	Cantonese, supplemented by English
Enrolment	:	35

Entry Requirements	Applicants should have experience in C&C++ programming

Programming Languages

Introduction to C and C++

Enquiries: 2807 6937

This course acts as an introduction to C and the more sophisticated C++, knowledge of which will enable participants to maintain and enhance their software systems for years to come. Participants should have a basic knowledge of computers and Windows operations, but do not need previous programming experience.

Topics include: Overview of C and C++ features, benefits and drawbacks compared with other popular languages, Performing basic tasks with C, Essential techniques for sequencing, selection and iteration, Pointers, arrays, strings, and how they relate to memory addresses, Using files and file operations with pointers, Basics of object-oriented programming with C++, Program re-use with inheritance and user-defined operators, Encapsulation, polymorphism, and application examples, Use of debugger as a development tool.

Tutor : Lo, L.M.
BSc *Essex*, MSc *CUHK*, Int. Teacher's Cert *HKPU*, CEng, MIEE, MACM, MHKCS. MOUS
Venue : Rm 3, 14/F, Fortress Tower, North Point
Fee : $2,100

IT 06-008-06-01(31)

Day(s)/Times : Sundays, 6:00-9:00 p.m., Wednesdays, 7:00-10:00p.m., 20, 23, 27, 30 July, 3, 6, 10, 13 Aug 03 (8 workshops)
Closing Date for Application : 13 Jul 03
Medium of Instruction : Cantonese
Enrolment : 38

IT 06-008-06-02(31)

Day(s)/Times : Sundays, 6:00-9:00 p.m., starting 19 Oct 03 (8 workshops)
Closing Date for Application : 12 Oct 03
Medium of Instruction : English
Enrolment : 38

IT Seminars and Workshops

Extensible Markup Language (XML)

Enquiries: 2807 6908

The Extensible Markup Language (XML) is a standard way of encoding structured data for easy exchange. It is an enabling technology that can be used to simplify business-to-business transactions on the Web. XML allows information (data and metadata) to be expressed in a structured manner that can be easily parsed. While HTML Web pages will be around for the forseeable future, more and more information sources on the Web are being expressed in XML. XML is fast becoming the language of the Web of the future. This course gives an introductory explanation of what XML and all the acronyms mean and how XML can be put to work for you.

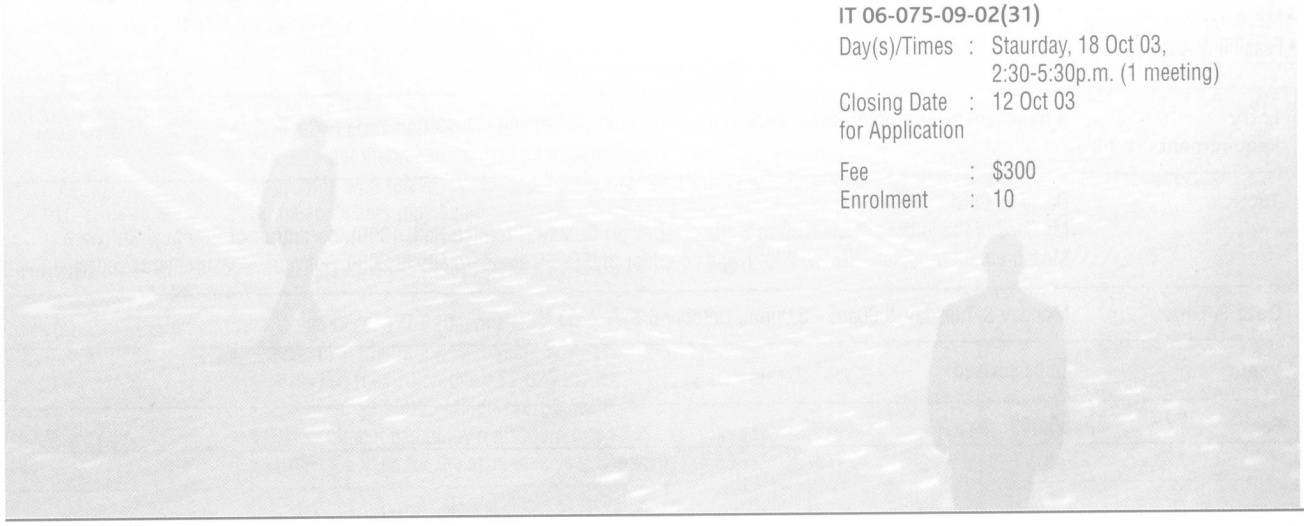
Tutor : Dr. K.P. Lee
Venue : RM1403, 14/F, Fortress Tower

IT 06-075-09-01(31)

Day(s)/Times : Monday, 13 Oct 03, 6:30-9:30p.m. (1 meeting)
Closing Date for Application : 6 Oct 03

IT 06-075-09-02(31)

Day(s)/Times : Staurday, 18 Oct 03, 2:30-5:30p.m. (1 meeting)
Closing Date for Application : 12 Oct 03
Fee : $300
Enrolment : 10



XML and XSL Workshop

Enquiries: 2807 6908

XML (Extensible Markup Language) is fast becoming the lingua franca of the Internet. This workshop takes a more in-depth look at XML and discusses how to write schemas for an application and how to validate XML documents. As more and more information is encoded in XML, the need to manipulate and transform XML documents increases. XSL (Extensible Stylesheet Language) is designed for this purpose. XSL is composed of two parts: XSLT (XSL Transformations) and XSL-FO (XSL Formatting Objects). The former is concerned with transforming one source of information (in XML) into a more useful organisation. The latter transforms XML documents into different presentation media such as structured text (Word document or PDF), audio, graphics. This workshop will cover both aspects of this important and new language. Hands-on sessions enable participants to practise relevant concepts and techniques.

Prerequisites for this workshop are an understanding of XML and ability to program in a high-level language.

Tutor : Dr. K.P. Lee
Venue : Rm 1403, 14/F, Fortress Tower

IT 06-075-11-01(31)

Day(s)/Times : Tuesday & Wednesday, 6:30-9:30p.m., 14 & 15 Oct 03 (2 meetings)
Closing Date for Application : 7 Oct 03

IT 06-075-11-02(31)

Day(s)/Times : Saturday, 25 Oct 03, 2:30-5:30p.m., & 6:30-9:30p.m (1 meeting)
Closing Date for Application : 18 Oct 03

Fee : $500
Enrolment : 10

IT 06-075-12-01 (31)
XML and Multimedia Workshop

Enquiries: 2807 6908

Although XML at present is used primarily for encoding textual data, it can also be used to represent multimedia. Two W3C Recommendations have been approved: SMIL (synchronized Multimedia Integration Language) is used to synchronize multiple multimedia sources, while SVG (Scalable Vector Graphics) describes 2D graphics. Both are based on XML and therefore can take full advantage of XML technologies. This workshop introduces the two languages SMIL and SVG, with plenty of hands-on exercises to understand their capabilities and how they can be used to develop multimedia applications.

Prerequisites for this workshop are an understanding of XML and ability to program in a high-level language.

Tutor : Dr. K.P. Lee
Venue : To be advised
Day(s)/Times : Thursday & Friday, 6:30-9:30 p.m., 16 & 17 Oct 03 (2 meetings)
Closing Date for Application : 9 Oct 03
Fee : $500
Enrolment : 10

IT 06-075-13-01 (31)
Practical Software Measurement

Enquiries: 2807 6908

This course provides an introduction to software measurement for project management decision-making. It serves as an implementation guide for ISO/IEC Standard 15939: 2000, which has been adopted as the basis for the Measurement and Analysis Process Area of the CMMI.

Topics include:

- Measurement Planning
- Feasibility Analysis
- Project Estimation
- Status Monitoring

Entry Requirements	A minimum of 12 months' experience in the information technology industry.
Tutor	David N. Card Mr Card is the author of Measuring Software Design Quality (Prentice Hall, 1990), co-author of Practical Software Measurement (Addison Wesley, 2002), and co-editor of ISO/IEC standard 15939:2000, Software Measurement Process.
Date & Time	Monday & Tuesday, 9:00am – 6:00pm, October 6 & 7, 2003
Venue	To be advised
Fee	$5,000

Information Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre • **by post**, Ms Alice Wong, Room 708-9, 7/F, Fortress Tower, 250 King's Road, North Point, Hong Kong, Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. Closing date for application: 15 September 2003

Information Systems, E-Commerce and Information Security
資訊系統、電子商貿及資訊保安

TEL 電話 : 2807 6905/6911/6913 FAX 傳真 : 2807 2054

IT 06-803-00
Master of Science in Business Information Technology

Middlesex University, UK

Enquiries: 2807 6905

The focus of this programme is on the way that Information Technology has developed and its implications for the global market. It covers:

First Year			
1st Trimester			
20 credits	IT 06-803-01	Internet Commerce	(BIS4226)
10 credits	IT 06-803-02	Object Oriented Software Development	(CMT4120)
2nd Trimester			
10 credits	IT 06-803-03	Information Systems Analysis and Design	(BIS4111)
20 credits	IT 06-803-04	Database Systems	(BIS4222)
3rd Trimester			
20 credits	IT 06-803-05	Information Systems Management Strategy	(BIS4225)
10 credits	IT 06-803-06	Design and Evaluation of Interactive Systems	(CMT4130)
Second Year			
1st Trimester			
20 credits	IT 06-803-07	Computer Networks: Operations and Applications	(CCM4223)
10 credits	IT 06-803-08	Management Support Systems	(BIS4127)
2nd and 3rd Trimester			
60 credits	IT 06-803-09	Postgraduate Computing Project	(BIS4992)

a. Students who satisfactorily complete all parts of the course except the project are eligible for a postgraduate diploma. The project involves a dissertation marked by at least 2 members of Middlesex staff.
b. Middlesex University provide students with a comprehensive set of web-based materials, which HKU SPACE supplements with local tutorial and supervisory support.
c. There are 3 intakes a year, in January, June and September.
d. Assessment is based on coursework and examination.

Entry Requirements	Applicants should: • have a 2nd class honours degree from a recognised university; • be computer literate and proficient in written and spoken English. a. Applicants with relevant work experience and other formal qualifications may also be considered by Middlesex. b. Some applicants may be interviewed.
Duration	2 years, part-time (minimum); 4 years, part-time (maximum).
Fee(s)	Total Course Fee: $77,320, consisting of: • Middlesex Registration Fee: $920, non-refundable. • Module Fee (per 10 credits): $2,625 to Middlesex, $2,625 to HKU SPACE. • Project Fee: $3,950 to Middlesex, $9,450 to HKU SPACE. • Early enrolment can enjoy a discount rate at around 5% of the course fees from the HKU SPACE side. These fees are valid for the academic year September 2003 – August 2004.

Medium of Instruction	English
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre • **by post,** from Ms Angie Ng, Rooms 708–709, 7/F Fortress Tower, 250 King's Road, North Point, HK. Please send a self-addressed envelope with a $7.20 stamp, specifying the name of this programme. The closing date for application is July 31 2003 for the September 2003 intake.

This course is exempted from registration under the NLHPE Ordinance.

IT 06-804-00
Master of Science in Electronic Commerce

Middlesex University, UK

Enquiries: 2807 6913

We offer this programme with Middlesex University to give holders of a first degree in Information Technology or in Business Administration or equivalent the knowledge and skills necessary for developing e-businesses.

There are 6 modules and a project:

Year 1	1st Trimester	IT 06-804-01	Internet Commerce (BIS 4226)
		IT 06-804-02	Computer Networks: Operations and Applications (CCM 4223)
	2nd Trimester	IT 06-804-04	Cyber Organisations and Regulation of Cyberspace (BIS 4096)
		IT 06-804-05	Economics of Electronic Commerce (BIS 4224)
	3rd Trimester	IT 06-804-06	Online Database Systems (BIS 4227)
		IT 06-804-08	Electronic Marketing (BIS 4228)
Year 2	1st and 2nd Trimester	IT 06-804-09	Postgraduate Computing Project (BIS 4992)

a. Middlesex provide course materials, while HKU SPACE provides local tutorial and supervisory support.
b. All coursework is set and moderated by Middlesex staff. All modules have a final examination.
c. The project involves a dissertation marked by at least 2 members of the Middlesex staff.
d. There are 3 intakes a year, in January, June and September.

Entry Requirements	Applicants should: • **either,** have a second class honours degree in Information Technology or Business Administration; **or,** have an equivalent qualification from a recognised university; **or,** have relevant work experience and other qualifications acceptable to Middlesex. • **and**, be proficient in written and spoken English. Some applicants may be interviewed and required to take an aptitude test.
Duration	1 year & 8 months, part-time (minimum); 4 years, part-time (maximum).
Fee(s)	Total Course Fee: $77,320, consisting of: • Middlesex Registration Fee: $920, non-refundable. • Module Fee : $5,250 to Middlesex; $5,250 to HKU SPACE. • Project Fee: $3,950 to Middlesex; $9,450 to HKU SPACE. • Early enrolment can enjoy a discount rate of around 5% of the course fees from the HKU SPACE side. These fees are valid for the academic year September 2003 – August 2004.
Medium of Instruction	English
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Grace Cheung, Rooms 708 - 709, 7/F Fortress Tower, 250 King's Road, North Point, HK. Please send a self-addressed envelope with a $7.20 stamp, specifying the name of this programme. The closing date for application is July 31 2003 for the September 2003 intake

This course is exempted from registration under the NLHPE Ordinance.

IT 06-813-00 (31)
Postgraduate Diploma in Information Security

Enquiries: 2807 6911

With the rapid growth of the Internet and the increasing reliance of companies on information systems for their daily business transactions, information security has become an important issue in the business computing environment.

This programme provides professional and comprehensive training to enable candidates who wish to:

- keep up with the latest developments in information security;
- receive certification as qualified information security professionals.

There are 6 modules:

- Information Security Management
- Encryption Technology
- Advance Telecommunications and Network Security
- Disaster Recovery and Business Continuity Planning
- Deploying Public Key Infrastructure
- Cyber Law in Hong Kong

Entry Requirements	Applicants should : • **either,** have a degree in an IT-related subject; • **or,** have a degree in a different subject area plus 3 years' IT-related work experience.
Duration	1 year (minimum) to 2 years (maximum).
Fee(s)	$36,000.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Sarah Fan, Rooms 708-709, 7/F Fortress Tower, 250 King's Road, North Point, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • **by e-mail,** from Ms Fan – swfan@hkuspace.hku.hk

IT 06-819-00 (31)
Bachelor of Science (Honours) Computer Networks

Middlesex University, UK

Enquiries: 2807 6913

This programme aims to produce graduates with in-deph understanding of computer communications, and equip them with the disciplines and knowledge of the application of emergent technologies such as networks, client-server-based applications, global Internet technology and distributed multimedia systems.

Level 1

1st Semester	2nd Semester
• Introduction to Computer Programming	• Information Technology in Organisations
• Undergraduate Development Skills	• Microcomputing
• Computer Systems and Networks	• Plus one elective of: - PC Applications in Business - Fundamentals of Data Structures and Algorithms

Level 2

1st Semester	2nd Semester
• Host Operating Systems and Network Engineering	• Network Installation and Programming
• Ethical, Legal and Professional Issues of Computing	• Microprocessing and Networks
• Data Communications	• Plus one elective of: - Specification and Software Design - Digital Audio Applications - Human Computer Interactions: Users, Tasks and Designs

Level 3 - Stream A

1st Semester	2nd Semester
• Computer Networks	• Undergraduate Computing Project
• Multimedia Systems and Advanced Network Engineering	• Distributed Systems
• Computing Project Management	• Plus one elective of: - Formal Methods and Software Engineering - Operating Systems for Networked Computers - HCI: Understanding the Human Element - Digital Audio Technology

Level 3 - Stream B

1st Semester	2nd Semester	3rd Semester
• Computer Networks	• Distributed Systems	• Undergraduate Computing Project
• Multimedia Systems and Advanced Network Engineering	• Plus one elective of: - Formal Methods and Software Engineering - Operating Systems for Networked Computers - HCI: Understanding the Human Element - Digital Audio Technology	
• Computing Project Management		

a. All coursework is set and moderated by staff from Middlesex University. All modules have a final examination except Undergraduate Development Skills, Computing Project Management & Undergraduate Computing Project.
b. Middlesex University provides course materials, while HKU SPACE provides local tutorial and supervisory support.
c. There are 2 intakes a year, in January and September.

Entry Requirements	Applicants should: 1. • **either,** have passes in two "A" Level subjects plus three GCSEs subjects • **or,** have passes in three "A" Level subjects plus two GCSEs subjects • **or,** have relevant working experience and other formal qualification 2. be computer literate. 3. be proficient in English language. 4. aged 17 or above. Exemption will be granted by Middlesex University to holders of the three-year Higher Diploma in Information Technology at HKU SPACE. For holders of Higher Diploma in Telecommunication, Engineering, or equivalent, exemption may be granted at the discretion of Middlesex University. For direct entry to Level Two or Level Three, applicants should normally possess a qualification in Information Technology awarded by a British or a recognised university (or equivalent) at the higher diploma level or equivalent. Applicants with relevant working experience and other formal qualifications may be considered by Middlesex University on individual basis. Except HKU SPACE Higher Diploma in Information Technology holders who will follow Level 3 - Stream B, all candidates will follow Level 3 - Stream A.
Duration	18 months (minimum) to 7 years (maximum)
Fee(s)	• Course Fee: $115,000 • Middlesex Registration Fee: $920, non-refundable These fees are valid for the academic year September 2003 - August 2004
Medium of Instruction	English
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre • **by post,** from Miss Grace Cheung, Room 708-709, 7/F, Fortress Tower, 250 King's Road, North Point, HK. Please send a self-addressed envelope with a $7.20 stamp, specifying the programme title. The closing date for application is July 31, 2003 for Sept 2003 Intake.

This course is exempted from registration under the NLHPE Ordinance.

** In order to be considered for the award of the degree with Honours, students have to pass an individual project.

IT 06-801-00 (31)
BSc in Computing and Information Systems for External Students

University of London, UK

Enquiries: 2807 6906

This University of London degree is specially designed for people who would like to gain a business perspective on Computing and Information Technology. HKU SPACE provides the courses listed below to prepare candidates for the University of London examinations.

Level 1: 4 compulsory full units

- IT 06-801-02 (31), Mathematics for Computing (CIS 102)
- IT 06-801-04 (31), Introduction to Information Systems (CIS 105)
- IT 06-801-22 (31), Introduction to Computing (CIS 106)
- IT 06-801-27 (31), Introduction to JAVA and Object-oriented Progamming (CIS 109)

Level 2: 4 compulsory full units

- IT 06-801-09 (31), Telecommunications and Computer Communications (CIS 208)
- IT 06-801-21 (31), Database Systems (CIS 209)
- IT 06-801-20 (31), Software Engineering and Development (CIS 210)
- IT 06-801-28 (31), Programming: Advanced Topics and Techniques (CIS 212)

Level 3: 6 half units plus a project, from:

- IT 06-801-05 (31), Algorithmic Graph Theory (CIS 321)
- IT 06-801-10 (31), Compilers (CIS 309)
- IT 06-801-11 (31), Artificial Intelligence (CIS 310)
- IT 06-801-12 (31), Neural Networks (CIS 311)
- IT 06-801-13 (31), Software Engineering Management (CIS 314)
- IT 06-801-14 (31), Human Computer Interaction (CIS 315)
- IT 06-801-15 (31), Mathematical Techniques of Operational Research (CIS 316)
- IT 06-801-16 (31), Accounting Information Systems (CIS 317)
- IT 06-801-17 (31), Information Systems Management (CIS 318)
- IT 06-801-18 (31), Decision Support and Executive Information Systems (CIS 319)
- IT 06-801-19 (31), Project (full unit) (CIS 320)
- IT 06-801-25 (31), Electronic Commerce (CIS 323)
- IT 06-801-26 (31), Computer Secuity (CIS 326)

Exemptions from some of these units are available for applicants with appropriate qualifications, though a fee of £50 is raised for each full unit for which exemption is requested. Full details of exemptions are available by request.

Entry Requirements	Applicants should: 1. • **either,** have passes in 3 "A" Level subjects + 1 "O" Level subject; • **or,** have passes in 2 "A" Level subjects + 2 "AS" Level subjects; • **or,** have passes in 2 "A" Level subjects + 3 "O" Level subjects. **One of the A Level or AS Level passes must be in a Mathematical subject or equivalent.** 2. be proficient in English. Some higher certificates, higher diplomas or diplomas awarded in Hong Kong, and some computing qualifications awarded in the UK, are also acceptable. Full details are available by request. A further entry route is available through the University of London Diploma in Computing and Information Systems for External Students studied through HKU SPACE. See below.
Duration	3 years (minimum) to 8 years (maximum).
Fee(s)	HKU SPACE Fees: • Course Fee: $7,000 per full-unit course; $3,700 per half-unit course; $9,900 per project. (To be Confirmed) • Students who enroll the courses on or before late August can enjoy a discount rate at around 5% University of London Fees: • Application Fee: £41 (on or before 31 August 2003). • Initial Registration Fee: £432 (on or before 31 August 2003).
Medium of Instruction	English
Information and Application	Detailed prospectus and application forms can be downloaded from http://www.soul.hkuspace.org/portal/it/ Application forms can also be obtained and applications can be processed from the following office directly: University of London External Programme (Admission Unit), Room S8, 3/F, Admiralty Centre, 18 Harcourt Road, Hong Kong. (Mon. to Fri.: 8.30 a.m. to 7.30 p.m., Sat.: 8.30 a.m. to 5.30 p.m., Tel: 2547 2225, E-mail: londonu@hkuspace.hku.hk.) Please complete and submit the application form together with the documents mentioned below in person: - • original and photocopied evidence of your full name and date of birth, e.g. Hong Kong identity card, passport, etc. • evidence of qualification listed, including original certificates and two sets of photocopies. • application handling fee of £41 (non-refundable) **(Please note that original certificates will be verified by our Admission Unit and returned to you immediately at no extra cost; students are NOT required to send your certificates to the British Council for verification).** Information seminars are also held in June, July and August each year. **HKU SPACE Courses** Students who register for this programme can enrol in HKU SPACE courses. Classes start in September. The closing date for application is 17 September 2003, but application before **the end of July** is strongly recommended.

This course is exempted from registration under the NLHPE Ordinance.

IT 06-802-00 (31)
Diploma in Computing and Information Systems for External Students

University of London, UK

Enquiries: 2807 6906

This diploma has been developed both as a worthwhile qualification in its own right and as an entry route into the University of London BSc in Computing and Information Systems for students without the formal qualifications for entry to that programme.

To be eligible to register for the diploma, students are required to attend the following instructional courses:

- IT 06-802-01 (31), Study Skills in English
- IT 06-802-02 (31), Mathematics for Business (CIS001)
- IT 06-802-04 (31), Mathematics for Computing (CIS102)
- IT 06-802-06 (31), Introduction to Information Systems (CIS105)
- IT 06-802-07 (31), Introduction to Computing (CIS106)
- IT 06-802-09 (31), Introduction to JAVA and Object-oriented Programming (CIS109)

Entry Requirements	Applicants should: • **either,** be at least 17 and have passed at least 4 subjects, including Mathematics, at Grade C at GCE / GCSE, or equivalent; • **or,** have a higher certificate, higher diploma or diploma awarded in Hong Kong acceptable to the University of London. (Full details of acceptable awards are available on request.) Applicants should apply for admission to the University of London External Programme before applying to join the HKU SPACE course.
Duration	2 years (minimum) to 5 years (maximum).
Fee(s)	HKU SPACE Fees: • Course Fee: $7,200 per course, except Study Skills in English and Mathematics for Business ($5,200) each (To be confirmed). • Students who enroll the courses on or before late August can enjoy a discount rate at around 5% University of London Fees: • Application Fee: £41 (on or before 31 August 2003). • Initial Registration Fee: £432 (on or before 31 August 2003).
Medium of Instruction	English
Information and Application	Detailed prospectus and application forms can be downloaded from http://www.soul.hkuspace.org/portal/it/ Application forms can also be obtained and applications can be processed from the following office directly: University of London External Programme (Admission Unit), Room S8, 3/F, Admiralty Centre, 18 Harcourt Road, Hong Kong. (Mon. to Fri.: 8.30 a.m. to 7.30 p.m., Sat.: 8.30 a.m. to 5.30 p.m., Tel: 2547 2225, E-mail: londonu@hkuspace.hku.hk.) Please complete and submit the application form together with the documents mentioned below in person: - • original and photocopied evidence of your full name and date of birth, e.g. Hong Kong identity card, passport, etc. • evidence of qualification listed, including original certificates and two sets of photocopies. • application handling fee of £41 (non-refundable) **(Please note that original certificates will be verified by our Admission Unit and returned to you immediately at no extra cost; students are NOT required to send your certificates to the British Council for verification).** Information seminars are also held in June, July and August each year. **HKU SPACE Courses** Applicants for the HKU SPACE courses must be registered with the University of London before joining the HKU SPACE courses. Classes start in September. The closing date for application is 17 September 2003, but application before the **end of July** is strongly recommended.

This course is exempted from registration under the NLHPE Ordinance.

IT 06-817-00
Certificate in Information Systems Security

Enquiries: 2807 6911

With the growth of information system applications and increasing dependence on them, protecting data and resources is one of the important issues. This programme gives participants the latest knowledge of information systems security, and provides information on security policies, standards, procedures and management of the information system across organisations.

Students take 2 modules, which will be delivered electronically through the Smart Open Universal Learning (SOUL) system. Students can also attend face-to-face workshop conducted monthly.

The modules are:

Module 1
Part I – Fundamentals of Information Security
Part II – Cryptography and Public Key Infrastructure
Part III – Security Architecture and Information Risk Management Practices
Part IV – Telecommunications and Network Security

Module 2
Part I – Information Systems Acquisition, Development and Maintenance Security
Part II – Information Processing Operations Security and Environmental Controls
Part III – Business Continuity Planning, Testing and Maintenance
Part IV – Legal and Regulatory Framework of Information Security

Entry Requirements	Applicants should: • **either**, have a diploma, higher diploma or degree related to IT; • **or**, have a diploma, higher diploma or degree not related to IT plus 2 years' work experience in the IT field.
Duration	3 months per module, 4 intake per year, in January, April, July and October.
Fee(s)	$10,000
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Sarah Fan, Rooms 708–709, 7/F, Fortress Tower, 250 King's Road, North Point, HK. Please send an A4 size self-addressed envelope with a $3.70 stamp, specifying the name of this programme. • **by e-mail,** swfan@hkuspace.hku.hk. The closing date for application is one month before each intake.

IT 06-113-00
Diploma in e-Commerce (Applications and Technology)

Enquiries: 2807 6911

This course will give students the knowledge and techniques necessary for them to do business in the modern environment. The course comprises 4 modules, which will be delivered electronically through the Smart Open Universal Learning (SOUL) system. Students can also face-to-face workshop conducted monthly.

The modules are:

Module 1
Part I - Web Design, Evaluation and Multimedia
Part II - Electronic Payment Systems

Module 2
Part I - Database Management in E-Commerce
Part II - E-Commerce Data Mining

Module 3
Part I - Web Programming - the Client Side
Part II - Web Programming - the Server Side

Module 4
Part I – e-Marketing
Part II - CRM

Entry Requirements	Applicants should: • have a degree or higher diploma in Computer Science, or equivalent, or 3 years' work experience in Information Technology. • have a basic knowledge of Java programming.
Duration	1 year (minimum); $1^1/_2$ years (maximum). 3 months per module. 4 intakes a year, in January, April, July and October
Fee(s)	$9,270.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Sarah Fan, Rooms 708–709, 7/F, Fortress Tower, 250 King's Road, North Point, HK. Please send an A4 size self-addressed envelope with a $3.70 stamp, specifying the name of this programme. • **by e-mail,** swfan@hkuspace.hku.hk. The closing date for application is one month before each intake.

IT 06-119-00
Certificate in Information and Communication Technology

Enquiries: 2807 6911

This programme has been specially designed to give non-IT graduates a solid foundation in information and communication technology. It focuses on the way that IT is impacting on society at large and the business environment in particular. Courses will be delivered electronically through the Smart Open Universal Learning (SOUL) system. Students can also attend face-to-face workshop conducted monthly.

The Certificate will be awarded to students who pass all modules within one year.

The modules are:

Module 1
Part I - Introduction to Programming Using Java
Part II - Introduction to Computer Networks

Module 2
Part I - Information System Management
Part II - Data Structures and Databases

Entry Requirements	Applicants should: • have a degree or higher diploma, or equivalent, in a non-IT subject; • have a proven ability in understanding technical and business English. Some applicants may be required to attend an interview or take an aptitude test.
Duration	3 months per module, 4 intakes a year, in January, April, July, and October
Fee(s)	$6,200.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Sarah Fan, Rooms 708–709, 7/F, Fortress Tower, 250 King's Road, North Point, HK. Please send an A4 size self-addressed envelope with a $3.70 stamp, specifying the name of this programme. • **by e-mail,** swfan@hkuspace.hku.hk. The closing date for application is one month before each intake.

New Credit-based Programme
全新學分制深造文憑課程

為向在職人士提供一個更富彈性的進修途徑，學院推出全新的學分制深造文憑課程。學員可以選讀由學院或學院與其他機構合辦的學分制課程，課程內容切合不同公、私營機構及志願團體的需要，為學員提升資訊科技專業技能。

修讀資訊科技深造文憑課程，除了可透過極富彈性的方式獲得專業知識和國際認可的學歷外，文憑上將會註明學員所選修的專業範疇。詳情可瀏覽學院網址 http://www.soul.hkuspace.org/home/eng/courses/.

The 'credit-based' Postgraduate Diploma aims at providing our mature students with a highly flexible path to develop their own postgraduate qualifications based on their unique professional development needs. Our students can choose to study in the pool of recognized 'credit-based' courses run either by HKU SPACE, or run jointly by HKU SPACE and other professional training providers. Courses are basically customized to meet the professional learning needs of both individuals and organizations from the public, private and voluntary sectors. The objective is to help people achieve excellence in their professional practice.

By taking courses in the Postgraduate Diploma in Information Technology (Streams), not only can students develop professional knowledge and prepare for internationally-recognized qualifications, but they can also gain credit for their postgraduate diploma qualifications in highly flexible paths. The awards obtained can distinguish the students from others as their streams of study will be indicated in the award. For details, please visit our website at: http://www.soul.hkuspace.org/home/eng/courses/.

IT 06-831-00
Postgraduate Diploma in Information Technology (Streams)

This credit-based programme provides a highly flexible path to a postgraduate qualification that matches the professional development needs of each individual student. Students choose from a pool of recognised credit-based courses either run solely by HKU SPACE, or by HKU SPACE in co-operation with other professional training providers.

The courses available are:

HKU SPACE Core Courses
• Certificate in Information and Communication Technology (2 modules x 3 credits)
• Diploma in e-Commerce (Applications and Technology) (4 modules x 3 credits)
• Certificate in Information Systems Security (2 modules x 3 credits)
• Postgraduate Diploma in Information Security (6 modules x 3 credits)

HKU SPACE / HP Joint Courses
• HP-UX System and Network Administration (6 credits)
• HP-UX System and Network Administration for Experienced Administrators (6 credits)
• HP-UX Advanced System and Network Administration (3 credits)
• HP-UX Networking (6 credits)
• HP-UX Operations (6 credits)
• HP-UX Performance (3 credits)
• HP-UX Security (3 credits)
• HP-UX High Availability (6 credits)
• HP OpenView Network Management (6 credits)
• HP OpenView Application & System Management (6 credits)

On accumulating 18 credits, including at least 6 credits from the HKU SPACE core courses, students can apply for the postgraduate diploma award.

Students who acquire more than 9 credits in one stream can apply for the postgraduate diploma award in that stream.
Students who acquire more than 9 credits in each of two different streams can apply for the postgraduate diploma award with double streams.

Full details are given at: http://www.soul.hkuspace.org/eng/courses

Entry Requirements	Applicants should : • **either,** have a recognised honours degree; • **or,** have 5 years' professional experience plus a. **either,** a recognised professional qualification b. **or,** an associate degree or higher diploma c. **or,** an equivalent qualification.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Sarah Fan, Rooms 708 - 709, 7/F, Fortress Tower, 250 King's Road, North Point, HK. Please send an A4 size self-addressed envelope with a $3.70 stamp, specifying the name of this programme. • **by e-mail,** from swfan@hkuspace.hku.hk

HKU SPACE Adds
Value to Your Life

IT 06-821-00 (31)
HP-UX System and Network Administration

Enquiries: 2807 6911

Modules:
- Fundamentals of the UNIX System
- HP-UX System and Network Administration I
- HP-UX System and Network Administration II

Entry Requirements	Applicants are expected to have basic IT knowledge
Duration	6 months
Fee(s)	$10,000
Information and Application	Detailed information and an application form are available: • **by email,** swfan@hkuspace.hku.hk

IT 06-822-00 (31)
HP-UX System and Network Administration for Experienced Administrators

Enquiries: 2807 6911

Modules:
- HP-UX System and Network Administration for Experienced UNIX System Administrators
- POSIX Shell Programming
- Perl Programming

Entry Requirements	Applicants are expected to have experience in UNIX System.
Duration	6 months
Fee(s)	$10,000
Information and Application	Detailed information and an application form are available: • **by email,** swfan@hkuspace.hku.hk

IT 06-823-00 (31)
HP-UX Advanced System and Network Administration

Enquiries: 2807 6911

Module:
- HP-UX System and Network Administration III

Entry Requirements	Applicants should: • have completed the HP-UX System and Network Administration; • **or,** HP-UX System and Network Administration for Experienced Administrators; • **or,** pass the HP 3HO-002 Examination.
Duration	3 months
Fee(s)	$5,000
Information and Application	Detailed information and an application form are available: • **by email,** swfan@hkuspace.hku.hk

IT 06-824-00 (31)
HP-UX Networking

Enquiries: 2807 6911

Modules:
- Networking Fundamentals and Implementation
- Advanced UNIX System Networking
- Managing DNS and BIND
- Managing NIS and NIS+
- Customizing Your Apache Web Server on HP-UX

Entry Requirements	Applicants should: • have completed the HP-UX System and Network Administration; • **or,** HP-UX System and Network Administration for Experienced Administrators; • **or,** pass the HP 3HO-002 Examination.
Duration	6 months
Fee(s)	$10,000
Information and Application	Detailed information and an application form are available: • **by email,** swfan@hkuspace.hku.hk

IT 06-825-00 (31)
HP-UX Operations

Enquiries: 2807 6911

Modules:
- Hands-on with Logical Volume Manager
- HP-UX System and Network Troubleshooting
- Managing Software with Ignite-UX
- POSIX Shell or Perl Programming

Entry Requirements	Applicants should: • have completed the HP-UX System and Network Administration; • **or,** HP-UX System and Network Administration for Experienced Administrators; • **or,** pass the HP 3HO-002 Examination.
Duration	6 months
Fee(s)	$10,000
Information and Application	Detailed information and an application form are available: • **by email,** swfan@hkuspace.hku.hk

IT 06-826-00 (31)
HP-UX Performance

Enquiries: 2807 6911

Modules:
- HP-UX Performance and Tuning
- Performance Management with HP OpenView

Entry Requirements	Applicants should: • have completed the HP-UX System and Network Administration; • **or,** HP-UX System and Network Administration for Experienced Administrators; • **or,** pass the HP 3HO-002 Examination.
Duration	3 months
Fee(s)	$5,000
Information and Application	Detailed information and an application form are available: • **by email,** swfan@hkuspace.hku.hk

IT 06-827-00 (31)
HP-UX Security

Enquiries: 2807 6911

Modules:
- Practical UNIX System and Network Security
- Internet Security

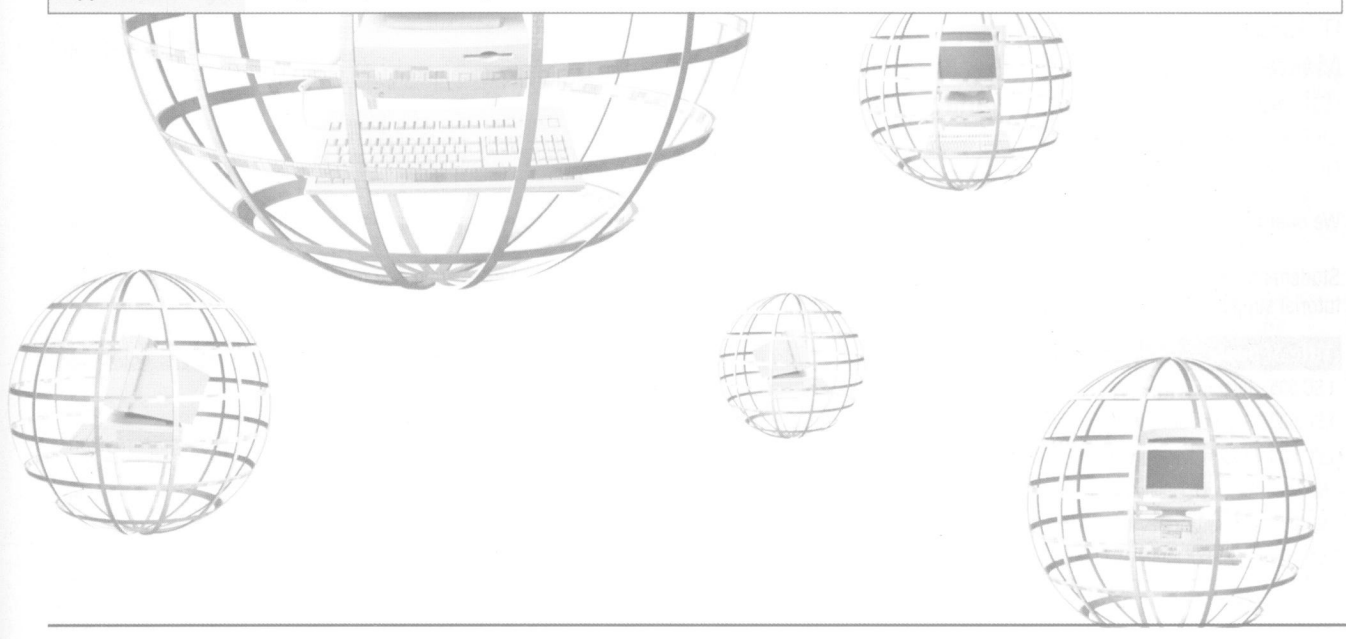
Entry Requirements	Applicants should: • have completed the HP-UX System and Network Administration; • **or,** HP-UX System and Network Administration for Experienced Administrators; • **or,** pass the HP 3HO-002 Examination.
Duration	3 months
Fee(s)	$5,000
Information and Application	Detailed information and an application form are available: • **by email,** swfan@hkuspace.hku.hk

IT 06-828-00 (31)
HP-UX High Availability

Enquiries: 2807 6911

Modules:
- Hands-on with Logical Volume Manager
- Hands-on with MC/ServiceGuard
- MC/ServiceGuard II

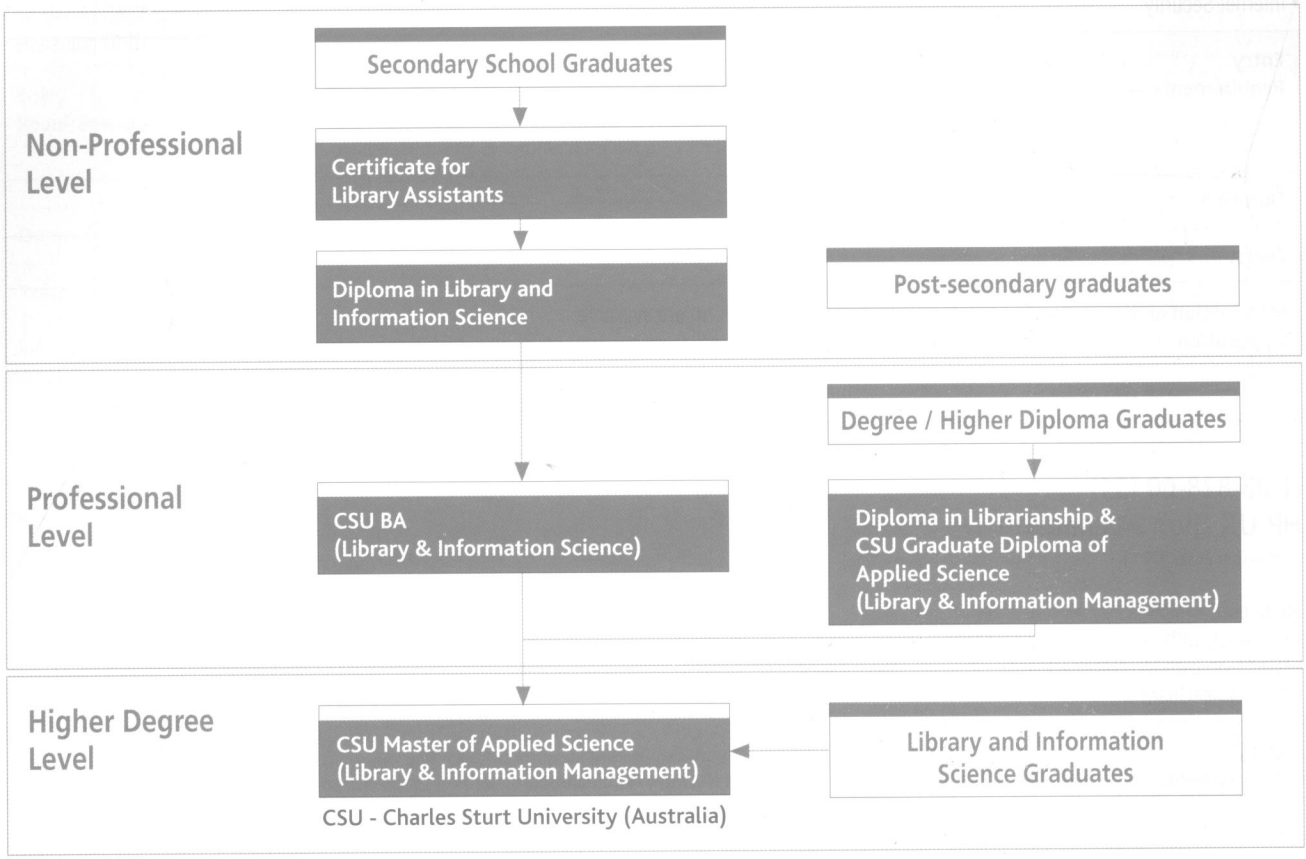
Entry Requirements	Applicants should: • have completed the HP-UX System and Network Administration; • **or,** HP-UX System and Network Administration for Experienced Administrators; • **or,** pass the HP 3HO-002 Examination.
Duration	6 months
Fee(s)	$10,000
Information and Application	Detailed information and an application form are available: • **by email,** swfan@hkuspace.hku.hk



Library and Information Science
圖書館學及資訊科學

TEL 電話 : 2807 6909 FAX 傳真 : 2807 2054

Library & Information Science Education Opportunities at HKU SPACE



Director of Studies

Dr. Kan Lai Bing

BSc (H.K.), MA, MLS (Calif.), PhD (H.K.), ALAA, MIInfSc, FHKLA, HonDLitt (CSU), Honorary University Fellow (HKU), former University Librarian, HKU, Senior Consultant, HKU SPACE

IT 18-801-00
Master of Applied Science (Library and Information Management)

Charles Sturt University, Australia

Enquiries: 2807 6907 / 1779

We offer this course with Charles Sturt University to give students in-depth knowledge of developments in library science and information management.

Students take 4 to 6 papers in one of 2 streams depending on their academic background. The papers are based on distance learning packs, with local tutorial support. Charles Sturt staff also give study sessions in Hong Kong.

Title of papers:	
LSC 505 - Information Personnel Management	ETL 523 - Information Policy Issues
LSC 506 - Sources of Power & Funding in Information Agencies	ETL 521 - The Teacher Librarian in the Learning Community
LSC 508 - Information Services to Business & Industry	ETL 401 - Introduction To Teacher Librarianship
INF 417 - Research Evaluation	ETL 525 - Knowledge Management
INF 428 - Performance Evaluation for Libraries	INF 501 - Readings in Information Studies
INF 511 - Advanced Information Retrieval	ETL 522 - Information Service Provision

Entry Requirements	Applicants should: • have an approved degree or graduate diploma in Library and Information Management, Information Technology or equivalent; • have a minimum of 2 years' relevant professional experience. Graduate diploma and 4-year degree holders will normally be required to study 4 subjects only.
Information and Application	Applications for the next intake in Feburary 2004 open in October 2003.

This course is exempted from registration under the NLHPE Ordinance.

IT 18-101-00 (31)
Diploma in Librarianship

Hong Kong Library Association
Charles Sturt University, Australia
Enquiries: 2807 6909 / 1779

We offer this 3-year programme with the Hong Kong Library Association and Charles Sturt University, Australia. It leads to the Charles Sturt Graduate Diploma of Applied Science (Library and Information Management).

Students take 4 papers in a face-to-face mode and 4 papers in a distance-learning mode. They also complete a 2-week professional placement and make 3 study visits.

Title of papers:	
Paper I - Information Seeking	Paper VI - Human Resources Management in Libraries (DE)
Paper II - Organising Information	Paper VII & - Research Evaluation (DE)
Paper III - Information Sources and Services	Paper VIII or Topics in Library Management (DE)
Paper IV - Information Technology in Libraries	or The Information Superhighway (DE)
Paper V - Collection Management (DE)	

Entry Requirements	Applicants must have at least a 3-year degree or an appropriate diploma from a recognised university or tertiary institution in a field other than librarianship. Preference will be given to candidates working in libraries or related fields.
Information and Application	Applications for the next intake in February 2004 open in October 2003.

IT 18-102-00 (41)
Diploma in Library and Information Science

Enquiries: 2807 6909 / 1779

This course is for librarians or information personnel. It leads to the Charles Sturt Bachelor of Arts (Library and Information Management) degree. Students take 13 subjects. They also complete a 2-week professional placement professional activities and make 3 study visits.

Entry Requirements	Applicants should have completed a programme at post-secondary level in a recogonised institution, or equivalent; and be proficient in written and spoken English. Graduates of Associate Degree and Higher Diploma programmes will be eligible for admission and exemption.
Information and Application	Applications for the next intake in February 2005 open in October 2004.

IT 18-103-00 (31)
Certificate for Library Assistants

Enquiries: 2807 6907

This course has been planned with the Hong Kong Library Association to give non-professional training to Library Assistants and those working in children's libraries. Apart from being delivered in a different language, it is basically the same as the course conducted in Chinese (see below). The 2 courses share a common examination.

There are 4 parts:

Part 1 Library Routines and Methods (36 meetings)
Part 2 General Library Principles and Practice (16 meetings)
Part 3 Children's and School Libraries (8 meetings)
Part 4 Practical Work and Visits to Libraries (in the 3 days before Good Friday, the 3 days after Easter Monday, and on 2 other Saturdays in both November and May)

Assessment is based on final examination and attendance (75%). Practical work and visits are compulsory. Applicants are advised not to take any other public examinations in the same year.

Entry Requirements	Applicants should have 5 passes, including English, at grade E or above in HKCEE or equivalent. Priority will be given to those working in libraries. If possible, they should forward a letter from their employers with their application.
Day(s) / Times	Mondays & Thursdays, 6:15 - 7:45 p.m., starting 22 September 2003.
Venue	HKU.
Fee(s)	$4,500.
Medium of Instruction	English, with Cantonese for some parts of the syllabus.
Information and Application	The closing date for application is 5 August 2003 for the 2003 intake.

IT 18-104-00 (31)
Certificate for Library Assistants (Chinese)

Enquiries: 2807 6907

This course has been planned with the Hong Kong Library Association to give non-professional training to Library Assistants and those working in children's libraries. Apart from being delivered in a different language, it is basically the same as the course conducted in English (see above). The 2 courses share a common examination.

Entry Requirements	5 passes, including English and Chinese, at grade E or above in HKCEE or equivalent. Priority will be given to those working in libraries. If possible, they should forward a letter from their employers with their application.
Day(s) / Times	Tuesdays and Fridays, 6:15 - 7:45 p.m., starting 23 September 2003.
Venue	HKU.
Fee(s)	$4,500.
Medium of Instruction	Cantonese, supplemented by English terminology.
Information and Application	The closing date for application is 5 August 2003 for the 2003 intake.

IT 18-106-00 (31)
Certificate in Archives and Records Management

Hong Kong Archives Society

Enquiries: 2807 6916

We offer this course with the Hong Kong Archives Society. It will especially benefit those who have to look after archives and records, but will also be of interest to anyone with an interest in preserving documents. The award is made jointly by the Hong Kong Archive Society and HKU SPACE.

There are 3 elements:
- Archives Theory and Practice
- Records Management
- Practical Work (2 visits to archival institutions and a 1-day workshop on records conservation and restoration techniques)

Assessment is based on examinations, a group project and attendance (75%).

Course Directors
Dr. Louis Ha, Secretary General, Hong Kong Archives Society
Miss Sarah Choy, Archivist, Public Records Office, HK

Entry Requirements	Applicants should have passed 5 subjects, including English, at grade E or above in HKCEE or equivalent. Priority will be given to applicants with experience in an archives / records / information environment.
Day(s) / Times	Mondays, 7:00 - 9:30 p.m., starting 6 October 2003.
Duration	24 weeks
Venue	Admiralty Centre.
Fee(s)	$5,000.
Medium of Instruction	Cantonese, supplemented by English.
Information and Application	The closing date for application is 1 September 2003 for the 2003 intake.

Customised Courses 特約培訓課程

The Division of Information Technology is committed to providing customised programmes for different organisations and goverment departments. For details, please contact our staff at 2807 6908/ 2807 1779.
資訊科技學部竭誠為各工商機構及政府部門籌劃特約在職培訓課程，詳情請電 2807 6908/ 2807 1779 與學部職員聯絡。
Customised courses currently offered by the Division are listed as follows:
本學部目前開辦的特約培訓課程包括：

Computer Studies and Information Technology 電腦科學及資訊科技 Enquiries 查詢 : 2807 6903

Customised Courses	Organisations / Government Departments
Refresher Training Courses for School Teachers (2003) on Interactive Learning and Teaching with IT	Education and Manpower Bureau, HKSAR

Library and Information Science 圖書館學及資訊科學 Enquiries 查詢 : 2975 6907

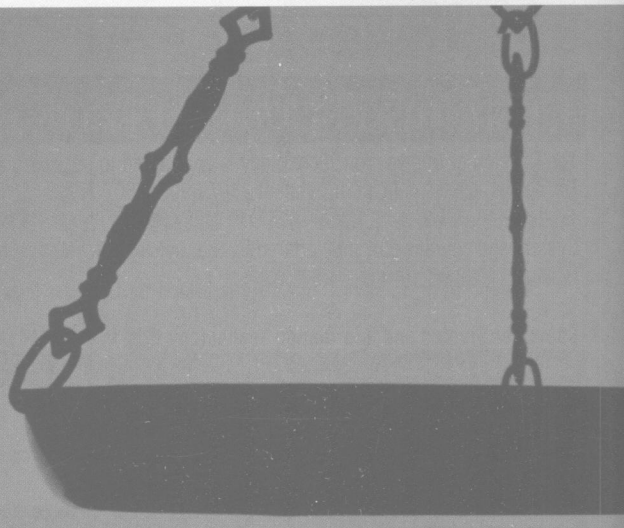
Customised Courses	Organisations / Government Departments
Diploma in Teacher Librarianship	Education and Manpower Bureau, HKSAR

Head of Division 學部主任
Davies, Lee Bronwyn

Academic staff 教學人員
Fisher, Michael J.
Ho, Tommy K.K. 何冠驥
Browne, Edith Ann
Chew-Chu, Michelle N.H. 周朱玉霞
Ko, Martin K.Y. 高家耀
Wong, K.C. 黃嘉俊

Divisional Affairs Executive 學部事務主任
Tai, Jo C.M. 戴頌雯

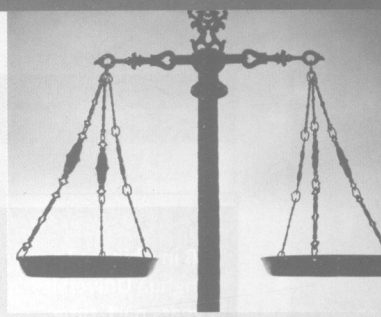
Common Law Studies 普通法
China Law Studies 中國法律
Professional Legal Studies 專業法律課程



10/F., T.T. Tsui Building, The University of Hong Kong,
Pokfulam Road, Hong Kong
香港薄扶林道香港大學徐展堂樓 10 樓
Fax 傳真: 2546 0295

Law

法律



法律學部一直以提供法律教育為己任，課程種類繁多，包括不拘入學資格的文憑課程，以及學位、深造及法律專業課程。

法律學部的學生不一定以執業為職志，但他們都明白掌握法律專業知識的重要性。因此，本學部著重的是傳授實質法律知識的教育。

普通法是香港法治的基礎，故大部份課程均以普通法為本。此外，由於中國法律日漸受到重視，所以本學部正積極發展有關課程。

英語是各項課程的主要授課語言，但也有課程是以廣東話及普通話進行的。法律學部的課程均以面授為主，由本地或海外的優秀法律學者與律師任教。為方便兼讀制學生，上課一般會安排在平日黃昏以及週末。

社會對本學院的法律課程需求殷切，故入學申請踴躍，競爭很大。學生來自不同行業，他們在本學院的法律課程中均表現出色。

The Division of Law aims to provide the opportunity for legal education at every level. Courses are offered from diploma level, open to those having no formal qualifications, to degree, postgraduate and professional level.

The Division emphasises legal education, recognising that most of its students will not, ultimately, choose to progress to legal practice, but still appreciate the importance of legal expertise and understanding.

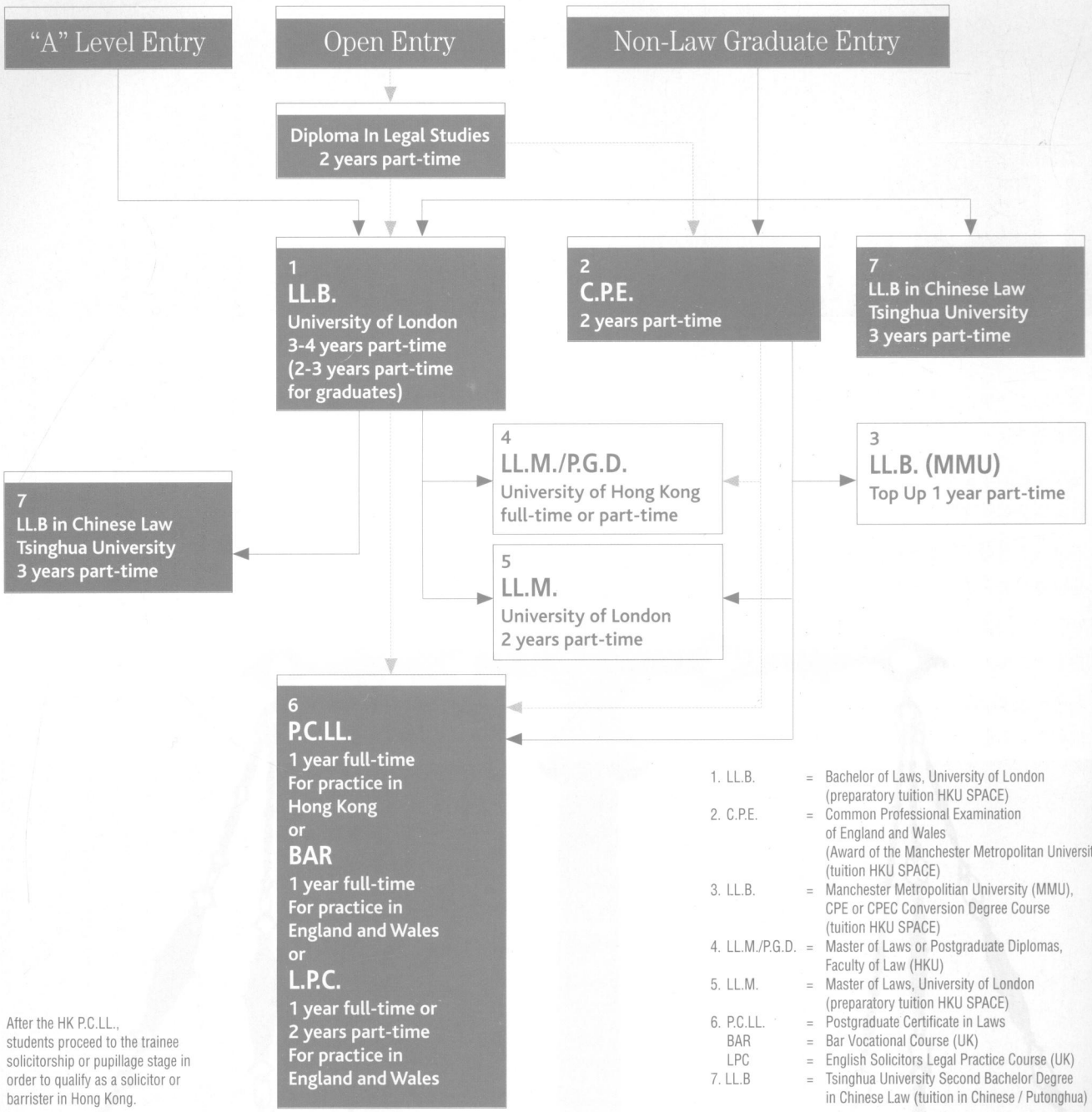
Most of the courses offered are based on the common law on which Hong Kong is founded and to which it remains committed. The Division, however, recognises the importance of an increased awareness of Chinese law and is increasing its China law coverage.

While English remains the usual medium of instruction, some courses are now offered in Cantonese and Putonghua. All law courses offered include a significant element of face-to-face tuition provided by the best local and overseas academics and practitioners. Most of this tuition is offered on a part-time evening and weekend basis so that HKU SPACE students remain, for the most part, in full-time employment.

Demand for HKU SPACE law courses remains high and entry to some programmes is highly competitive. HKU SPACE students come from a very wide range of occupations and background. The examination results of our students are very impressive and those who proceed to the professional stage perform very well.

www.hku.hk/space/div_lw

Routes To Legal Qualifications



After the HK P.C.LL., students proceed to the trainee solicitorship or pupillage stage in order to qualify as a solicitor or barrister in Hong Kong.

1. LL.B. = Bachelor of Laws, University of London (preparatory tuition HKU SPACE)
2. C.P.E. = Common Professional Examination of England and Wales (Award of the Manchester Metropolitan University) (tuition HKU SPACE)
3. LL.B. = Manchester Metropolitian University (MMU), CPE or CPEC Conversion Degree Course (tuition HKU SPACE)
4. LL.M./P.G.D. = Master of Laws or Postgraduate Diplomas, Faculty of Law (HKU)
5. LL.M. = Master of Laws, University of London (preparatory tuition HKU SPACE)
6. P.C.LL. = Postgraduate Certificate in Laws
   BAR = Bar Vocational Course (UK)
   LPC = English Solicitors Legal Practice Course (UK)
7. LL.B = Tsinghua University Second Bachelor Degree in Chinese Law (tuition in Chinese / Putonghua)

Common Law Studies
普通法

TEL 電話 : 2975 5721 FAX 傳真 : 2546 0295

LW 56-101-01-01 (31)
Diploma in Legal Studies (Degree Access Programme)

Enquiries: 2975 5721

This 2-year, part-time programme educates students in the study of law as well as prepares them for formal training in law, legal practice and future career development. It consists of 4 Certificate courses that can be taken either individually in their own right or with a view to completing the full Diploma programme. However, only students who have completed Certificate in Legal Studies 1 will be accepted into Certificate in Legal Studies 2. Students should complete their study within a maximum period of 5 years.

The following subjects would be taught for Year 1 and Year 2 Certificates:

- Hong Kong Legal System
- Contract Law
- Employment Law
- Criminal Procedure
- Family Law
- Probate Practice
- Introduction to Legal Practice
- Civil Procedure 1
- Business Practice
- Land Law
- Matrimonial Practice
- Tort
- Civil Procedure 2
- Criminal Law
- Conveyancing
- Succession

Year 1	
LW 56-101-01-01 (31) Certificate in Legal Studies 1	
Day(s) / Times	Tuesdays and / or Thursdays, 6:30 - 9:30 p.m., starting in September 2003.
Fee(s)	$11,800
LW 56-101-02 (31) Summer Certificate in The Basic Law and the Hong Kong Bill of Rights	
Day(s) / Times	Tuition will be provided over a concentrated period in June / July 2004, on dates to be advised.
Fee(s)	$3,800, to be paid in May 2004 (Subject to review)

Year 2	
LW 56-101-03 (31) Certificate in Legal Studies 2	
Day(s) / Times	Mondays, Wednesdays and / or some Fridays, 6:30-9:30 p.m., starting in September 2003.
Fee(s)	$11,800 (Subject to review)
LW 56-101-04 (31) Summer Certificate in Introduction to the Chinese Legal System 🔒	
Day(s) / Times	The next intake is in June / July 2004
Fee(s)	$3,800, to be paid in May 2004 (Subject to review)

a. The Diploma in Legal Studies is awarded to students who complete all 4 Certificates.
b. Assessment is based on coursework, examinations and attendance (70%).
c. The Certificate in Legal Studies 2 and the Diploma both act as access routes to further legal studies with reputable academic institutions.

Entry Requirements	There are no formal entry requirements, but applicants must be proficient in English, as demonstrated by a pass in HKCEE or equivalent examination, or by suitable business, commercial or academic experience.
Venue	HKU Main Campus
Information and Application	Detailed course information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Law Division, 10/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $2.20 stamp, specifying the name of this programme. Enrolment is on a first-come, first-served basis. Early enrolment is strongly recommended.

🔒 This module has been included in the list of reimbursable courses for CEF purposes.

LW 56-801-00 (31)
Bachelor of Laws (LL.B.) Preparation Courses

University of London, UK

Enquiries: 2975 5721

LL.B. degrees are studied by those who hope to become lawyers, by those who feel that a Law qualification would help them in their present profession, and also by those who are simply interested in the courses offered. We provide preparatory courses for 15 of the University of London LL.B. subjects including all compulsory subjects. In 2003/2004, we are likely to offer:

Intermediate (First Year)	
LW 56-801-01 (31)	Public Law*
LW 56-801-02 (31)	Criminal Law*
LW 56-801-03 (31)	Elements of the Law of Contract*
LW 56-801-04 (31)	English Legal System*

Part 1 (Second Year)	
LW 56-801-05 (31)	Evidence
LW 56-801-06 (31)	Land Law*
LW 56-801-07 (31)	Law of Tort*
LW 56-801-08 (31)	Law of Trusts*

Part 2 (Third Year)	
LW 56-801-09 (31)	Company Law
LW 56-801-10 (31)	Family Law
LW 56-801-11 (31)	Jurisprudence and Legal Theory**
LW 56-801-12 (31)	Succession
LW 56-801-17 (31)	Intellectual Property Law
LW 56-801-18 (31)	Commercial Law
LW 56-801-19 (31)	EU Law***

* Compulsory subjects
** Compulsory subject for non-graduates
*** Compulsory subject to obtain a qualifying Law degree

Students recognised by the University of London as graduate entrants take 9 subjects in a minimum of 2 years. Non-graduates take 12 subjects over a minimum of 3 years.

These LL.B. preparation courses are aimed at candidates for the University of London examinations, but can also be taken by other students. Attending these courses is not compulsory, but will greatly improve a candidate's chances of success in the examinations.

Candidates for the University of London examinations must make sure that they register as students with the University of London and then that they register for the specific examinations in good time.

All HKU SPACE students receive a course manual for each subject. Individual lecturers, mainly from the University of London or other leading UK universities, will also provide supplementary materials in lecture and revision courses. Local teachers will provide seminars for first and second year subjects.

Entry Requirements	The minimum entry requirements for the University of London LL.B. programme are: • **either,** 2 "A" level and 3 "O" level passes (not necessarily obtained in one sitting); • **or,** completion of HKU SPACE Certificate in Legal Studies 2.
Fee(s)	Fee(s) $4,400 per course.
Information and Application	The following University of London brochures are available from Room S8 3/F, HKU SPACE Admiralty Learning Centre: • University of London External Programme: Undergraduate and Postgraduate Study in Laws prospectus. • University of London LL.B. brochure (available from April / May). They contain full information about University of London regulations and requirements. Further information about the HKU SPACE preparatory courses is available from Law Division, 10/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed A4 size envelope with a $8.20 stamp, specifying the name of this programme. Enrolment will start in April / May 2003 and will be on a first-come, first-served basis. Early enrolment is strongly recommended.

This course is exempted from registration under the NLHPE Ordinance.

LW 56-803-01 (31)
Bachelor of Laws (LL.B.) (For C.P.E. / C.P.E.C. Holders)

Manchester Metropolitan University, UK

Enquiries: 2975 5721

This is a one-year conversion programme that leads to the award of a Manchester Metropolitan University (MMU) LL.B. (Honours). It is aimed at students who have passed:
- either, the C.P.E. examination
- or, the C.P.E.C. examinations of HKU

The course programme covers the following core subjects:	To be awarded the LL.B. students must also complete the following Special Introductory Courses offered by HKU SPACE: (see page 327)
• Commercial Law	• Business Associations
• International Export Trade Law	• Evidence
• Intellectual Property Law	

a. Students are provided with distance learning materials, which are supplemented by introductory and revision lectures delivered in teaching "blocks" by MMU staff and tutorials given by local teaching staff.
b. Assessment is based on examinations set by MMU (75%) and an essay for each subject (25%).
c. The Honours degree classification is based on results in the 3 core subjects listed above, but also takes into account performance in 3 C.P.E. / C.P.E.C. subjects: Criminal Law, Equity and Trusts, and Land Law.

Entry Requirements	Applicants must be holders of either the C.P.E. (see page 324) or the HKU C.P.E.C.
Duration	One year, part-time
Fee(s)	• Course Fee: $24,500, paid to HKU SPACE • Examination Fee: approximately £400 per sitting, paid to MMU
Information and Application	Detailed course information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Law Division, 10/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 15 August 2003.

This course is exempted from registration under the NLHPE Ordinance.

LW 56-805-00 (31)
Master of Laws (LL.M.) Preparation Courses

University of London, UK

Enquiries: 2975 5721

The University of London LL.M. degree consists of written papers in 4 subjects, which can be taken either on the same occasion or in 2 parts.

We offer regular preparation courses for these papers. In 2003 / 2004, we will probably offer the following popular courses:
- LW 56-805-01 (31) : Company Law
- LW 56-805-03 (31) : Marine Insurance
- LW 56-805-09 (31) : Modern Chinese Law

These courses are recognised by the Law Society of Hong Kong for the purposes of its CPD scheme.

Entry Requirements	Applicants should normally: • **either,** have a 2nd class Law degree; • **or,** have a first degree with Law as a major component; • **or,** be a C.P.E. graduate.
Fee(s)	$9,000 per subject (including revision classes)
Information and Application	The following University of London brochures are available from Room S8, 3/F, HKU SPACE Admiralty Learning Centre: • University of London External Programme: Undergraduate and Postgraduate Study in Laws prospectus. • University of London LL.M. brochure, (available from April / May). They contain full information about University of London regulations and requirements. Further information about the HKU SPACE preparatory courses is available from Law Division, 10/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed A4 size envelope with a $8.20 stamp, specifiying the name of this programme. Enrolment is on a first-come, first-served basis. Early enrolment is strongly recommended.

This course is exempted from registration under the NLHPE Ordinance.

Full-time Commitment to Part-time Education

LW 56-806-00 (31)
Common Professional Examination (C.P.E.) of England and Wales
Postgraduate Diploma in English and Hong Kong Law

Manchester Metropolitan University, UK

Enquiries: 2975 5721

The C.P.E. course, which is intended for graduates from disciplines other than Law, leads to the award of a Postgraduate Diploma in English and Hong Kong Law by Manchester Metropolitan University (MMU).

There are 8 subjects, taken over 2 years of part-time study:

Year 1	Year 2
• Public Law	• Criminal Law
• European Union Law	• Equity and Trusts
• Law of Contract	• Land Law
• Law of Tort	• Hong Kong Constitutional Law

a. Teaching is provided by MMU staff as well as by local academics and legal practitioners.
b. Assessment is based on coursework, written examinations, and attendance.
c. Holders of the C.P.E. are eligible for entry to the P.C.LL. programme, though they must first complete 2 short courses: Business Associations, and Evidence (see page 327).

Entry Requirements	Applicants should: • **either,** be graduates from a discipline other than Law; • **or,** have a qualification considered equivalent to a degree; • **or,** be mature applicants with a suitable background.
Day(s) / Times	Evenings and weekends, starting in September 2003.
Duration	2 years, part-time.
Fee(s)	• Year 1 Course Fee: $24,000, paid to HKU SPACE • Examination Fee: approximately £300 per sitting, paid to MMU
Information and Application	Detailed course information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Law Division, 10/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $3 stamp, specifying the name of this programme. The closing date for application is 26 July 2003.

This course is exempted from registration under the NLHPE Ordinance.

China Law Studies
中國法律

TEL 電話：2975 5721 FAX 傳真：2546 0295

HK Students Awarded Tsinghua Law Degrees
香港學生獲頒清華大學法律學士學位

一月十八日的北京，氣温降至零下，雪紛飛而下，二十七位中國法學專業第二學士的香港學生覺得這雪景份外美麗，這一天是三年多的努力獲得回報的日子，他們從香港專程往北京清華參加畢業典禮，領取由清華大學法學院頒發的學位。

清華大學合辦的兼讀制中國法學專業第二學士課程的首屆畢業生來自各個行業，如法律、會計、行政管理、商業貿易及公共機構等，各自在其行業已有豐富工作經驗。

課程報讀人數眾多，足見香港社會對中國法律知識的殷切需求。中國法學專業第二學士學位課程於1999年首次招生以來，反應熱烈。申請人由1999年的100多位，逐年增加到2002年的350多位。在2000年，課程增添了一年兼讀「民商法專業課程進修結業證書」。

On 18 January, in snowy Beijing, the eyes of the twenty-seven graduates of the part-time three-year Second Bachelor Degree in Chinese Law programme were bright as they received their law degree from Tsinghua

These students came from different professions: law, accounting, management, commerce and public institutions. Launched in 1999, the Law programme immediately gained popularity. Enrollment has risen from over a hundred in 1999 to more than 350 in 2002. The one-year Professional Certificate in Chinese Civil and Commercial Law was launched in 2000.

LW 55-804-01 (31)
中國法學專業第二學士學位

清華大學

查詢電話：2975 5721

香港是中國的特別行政區，又是國際大都會，隨著中國的開放，香港的專業人才需要增加中國法律知識，強化專業才能，好好把握新機會。開辦本課程的目的便是為了適應新時代，培養高質素的跨科域中國法律專業人才。

凡持有非中國法學本科學位的人士均可申請入學。學生完成課程後，應能掌握中國法學的核心理論知識及技巧，學以致用。

課程內容

完成了第一、第二學習階段的學員，可獲清華大學法學院及香港大學專業進修學院共同發給相應的階段性結業證書。

完成第一階段的學員獲「中國法學基礎結業證書」(Postgraduate Certificate in Foundation of Chinese Law)；完成第二階段的獲「中國民商法專業課程進修結業證書」(Professional Certificate in Chinese Civil and Commercial Law)。

完成全部三個階段的，由清華大學授予法學士。學員可於完成一整個學習階段之後決定進級或短暫休學。修業期最長為六年，最短三年。

第一學年 / 階段	第二學年 / 階段	第三學年 / 階段
· 法學緒論	· 民法學	· 國際法學
· 憲法學	· 民事訴訟法學	· 國際私法學
· 刑法學	· 商法學	· 國際經濟法學
· 刑事訴訟法學	· 經濟法學	· 法律文書與寫作
· 行政法與行政訴訟法	· 知識產權法學	· 三門選修科 *
	· 一門選修科 *	· 畢業論文
		· 畢業及學位頒授禮及考察活動 (北京)

*** 選修科暫包括 (開班與否視乎選修情況而定)：**

· 香港基本法	· 科技法	· 自然資源與環境保護法學	· 外國法制史學	· 中國法制史學
· 稅法學	· 法律邏輯	· 律師、公證與仲裁制度	· 產品責任法	· 中國司法制度與司法倫理
· WTO 法規與法律制度	· 案例分析			

學歷認可

由於招收的學生都已有第一個學位，故完成本課程後所取得的學位屬「第二學士學位」，學位是清華大學頒授的法學士（LL.B.）。

評核方法

必修科的評核方法主要為考試（開卷或閉卷），選修科的為考查（提交指定作業、簡短報告等）。命題及批卷均由清華大學法學院之教授負責。沒有通過評核的，必須補考。未能通過補考的必須重修。

到了第三個學習階段，學生得提交畢業論文（5,000 至 8,000 字），由清華法學院教授指導。畢業論文通過後，學員得親往清華大學參加畢業及學位頒授典禮，行程包括訪問內地的律師事務所、司法機關等。整個行程約四至五天。所需費用（交通、食宿及生活開支）由學生負擔。

基本入學條件	申請者須: 1. 在清華大學及香港大學所共同承認的高等教育院校，已取得一個非中國法律學位；或 2. 在清華大學及香港大學所共同承認的高等教育院校，已取得一個普通法(Common Law)學位。 (符合基本入學條件的申請者，也必須通過中文（漢語）能力考試，成績及格方被考慮予以錄取。)
開課日期 / 時間	開課日期為 2003 年 10 月 6 日（暫定），每科目包括一至三週的密集講授課，每週上課不多於四個晚上（每晚約三小時），另加週六下午（約四小時）或週日上午或下午（約三小時）。
上課地點	香港大學本部（薄扶林）或專業進修學院的市區教學中心
修讀年期	每階段為期一學年，由每年 10 月至翌年 8 月。畢業學員因要撰寫畢業論文，故第三學年下學期將延至 11 月結束。
學費	報名費：$200.00（取錄與否，恕不退還。） 學費： 每年 $28,000.00 (學費包括教科書及考試費等，內地課堂及參加學位授予典禮所需之費用除外。)
上課模式	由清華法學院的教授及本地中國法律學者任教; 教學語言為中文（普通話）； 教學方式包括：講授課及輔導課

截止報名日期	2003年7月23日（星期三）
入學考試 (中文能力)	2003年8月13日（星期三）晚上7時30分至9時（另有專函通知）

本課程已獲豁免《非本地高等及專業教育(規管)條例》註冊。

LW 55-804-04 (31)
中國民商法專業課程進修結業證書

本課程為不打算修讀學位，但卻希望學習專門的中國法律者而設，適合律師、會計或從事內地商貿業務的人士，但申請者最好對法律有基本認識。

課程內容
本課程實為第二學位課程的第二學習階段，學員必須完成5門必修科及1門選修科，十分適合律師、會計師或從事內地商貿業務的人士。民商法的學員與第二年的同學一起上課。

學歷認可
學生完成本課程後，將獲清華大學法學院與香港大學專業進修學院共同發給「中國民商法專業課程進修結業證書」(Professional Certificate in Chinese Civil and Commercial Law)。此證書雖不是完整的學位資格，但卻能充份證明學生在中國法學的個別學科，已達到了一定的學術水平。

進修「第二學士學位」課程
如果學生在獲得「中國民商法專業課程進修結業證書」後三年之內繼續進修「中國法學專業第二學士學位」，只需補修第一及第三學習階段。

基本入學條件	與第二學士學位課程的基本入學條件相同，申請者也必須通過中文（漢語）能力考試，對法律有基本認識者將獲優先考慮。
開課日期 / 時間	與第二學士學位課程第二年的同學一同上課
學費	報名費：$200.00（取錄與否，恕不退還。） 學費：$28,000.00 （包括教學、教科書及考試費）
截止報名日期	2003年7月23日（星期三）
開課日期	2003年10月6日（暫定）

本課程已獲豁免《非本地高等及專業教育(規管)條例》註冊。

Professional Legal Studies
專業法律課程

TEL 電話：2975 5721 FAX 傳真：2546 0295

LW 17-808-00 (41)
Diploma in Hong Kong Trade Mark Law and Practice

The Hong Kong Institute of Trade Mark Practitioners
Enquiries: 2975 5721

We offer this course in collaboration with The Hong Kong Institute of Trade Mark Practitioners. This course is recognised by the Law Society of Hong Kong for the purposes of its CPD scheme.

Entry Requirements	Applicants must: • have minimum university entry requirements; • be proficient in English. Preference will be given to applicants with legal or other relevant experience.
Application	Application for the next intake in 2005 will be opened in October 2004.

LW 17-077-01 (31)
Special Introductory Courses in Business Associations
LW 17-077-02 (31)
Special Introductory Courses in Evidence

Enquiries: 2975 5721

One of the requirements for entry to a P.C.LL. programme is that applicants must have completed a course in Business Associations (Company Law) and/or Evidence. These courses are also suitable for those who wish to gain knowledge in these areas.

These courses are offered in July/August each year for applicants whose previous legal studies did not include these subjects.

Deadline for Application	31 May 2003
Duration	4 hours of lectures a day for 10 days.
Fee(s)	$4,000

LW 57-701-00 (31)
CPD Programmes

Enquiries: 2975 5661

HKU SPACE is accredited by the Law Society of Hong Kong to provide Continuing Professional Development (CPD) Courses for lawyers. The School offers a range of seminars and workshops, covering all areas of practice and catering for all levels of knowledge and experience.

For further information please call 2975 5661 or visit our Web site at: www.hku.hk/space/

LW 55-101-00 (31)
中國商事法實務基礎證書

本課程專為香港從事商貿、或對中國法律有興趣的人士而設，對象包括從事貿易、會計、銀行、公司行政、法律等業務的人員。課程涵蓋中國商事法多個範疇，培訓學員掌握相關的基礎實務知識。由兩個單元組成：

- 單元(一)：中華人民共和國公司法
- 單元(二)：中華人民共和國合同、擔保及融資法律

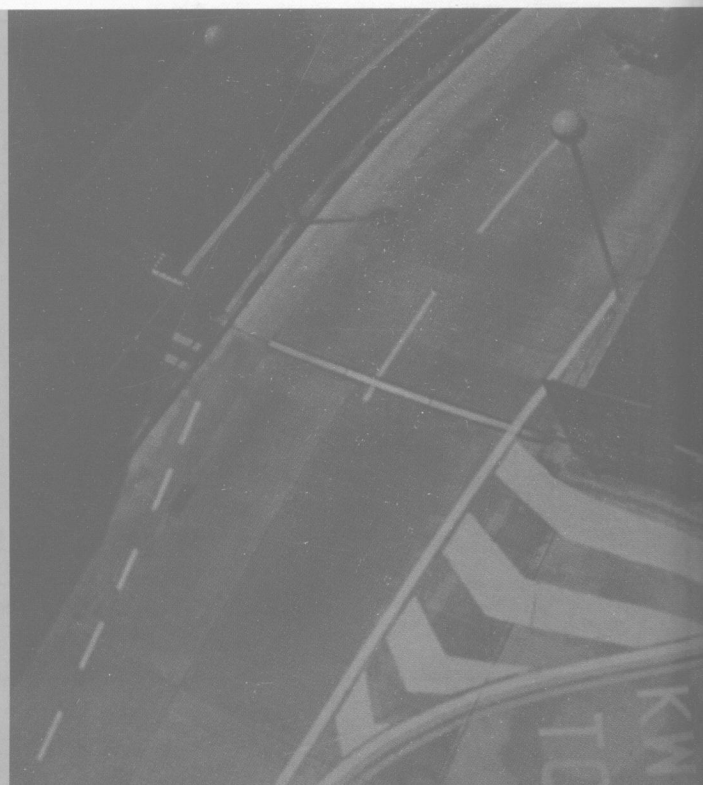
入學條件	凡對中國商事法有興趣的人士均可報讀。申請者必須具備基本中文聽、寫、講能力。
開課日期及時間	中華人民共和國公司法── 2003 年 9 月 9 日 (為期約 3 個月，共 30 小時) 中華人民共和國合同、擔保及融資法律── 2004 年 2 月間 (為期約 6 個月，共 42 小時) 每週上課一節，每節 2 小時，通常為星期二晚上 6:30 至 8:30。
學費	$8,500 (包括教材等費。)
導師	李曙峰先生，LL.B.（中國律師、現職本港某律師事務所中國及項目融資部主管）
教學語言	中文（粵語），輔以普通話及英語。
評核及證書授予	學員必須通過每單元的評核，方可獲得證書。每單元的評核包括一份作業及一次堂上小測驗。首次「不及格」的學員可補考一次。 沒有參加評核的學員，或未能通過補考的學員，若出席率達70%或以上，可向本學院申請單科聽講證明書 (Statement of Attendance)。

Head of Division 學部主任
Cheng, Chung Y.L. 鄭鍾幼齡

Academic Staff 教學人員
Leung, K.Y. 梁剛銳
Kennedy, Peter 甘令德
Kwong, T.M. 鄺子文
Liu, N.R. 劉寧榮
Sodusta, J. 舒婕素
Chan, Joseph Y.H. 陳以漢
Choy, B.K. 蔡炳綱
Kan, Sam C.F. 簡頌輝
Lam, Pansy M.Y. 林美凝
Cho, Jackson K.S. 曹吉蓀
Ha, Stephen, C.F. 夏志輝
Li, Emily N. 李妮
Chan, William W.S. 陳偉生
Cheng, Michael C.B. 鄭子斌
Wong, Raymond W.K. 黃維國

Divisional Affairs Executive 學部事務主任
Tam, Maggie M.M. 譚美梅

Criminal Justice, Public Order and Public Administration 刑事執法、公安及公共行政
Education 教育
Housing Management 房屋管理
Journalism and Communication 新聞及傳播學
Sociology, Social Work and Psychology 社會學、社會工作及心理學
Training and Human Resource Management 培訓及人力資源管理
Transport, Logistics and Urban Studies 運輸、物流及城市研究



8/F., T.T. Tsui Building, The University of Hong Kong,
Pokfulam Road, Hong Kong
香港薄扶林道香港大學徐展堂樓 8 樓
Fax 傳真: 2858 8472 / 2858 3404 / 2508 6403

Social Sciences, Urban Studies and Education

社會科學、城市研究及教育

社會科學、城市研究及教育學部由七個既獨特而又互相關聯的學科組成：刑事執法、公安及公共行政；教育；房屋管理；新聞及傳播學；社會學、社會工作及心理學；培訓及人力資源管理；運輸、物流及城市研究。這些學科組合在一個學部裡，不但確認彼此之間的相互聯繫，還將它們集中在社會科學、城市研究及教育的範疇內，為社會人士提供培訓。

學部並提供一系列廣泛的通識技能訓練，包括寫作技巧、表達方式、解決問題的程序等，這些訓練都是發展具教育水平的勞動力所必備的條件。學部還提供多媒體科技、教室教學、輔導、社會工作及房屋管理等專門技能訓練。學員可獲證書、文憑至碩士學位學歷；學部設有多項學歷頒授課程，以供學員選擇修讀。

The Division of Social Sciences, Urban Studies and Education is made up of 7 distinct but complementary disciplines : Criminal Justice, Public Order and Public Administration; Education ; Housing Management; Journalism and Communication; Sociology, Social Work and Psychology; Training and Human Resource Management; Transport, Logistics and Urban Studies. The combination of these programmes into one division recognises the interdependence of these disciplines, providing training in many applied areas of the social sciences, urban studies and education.

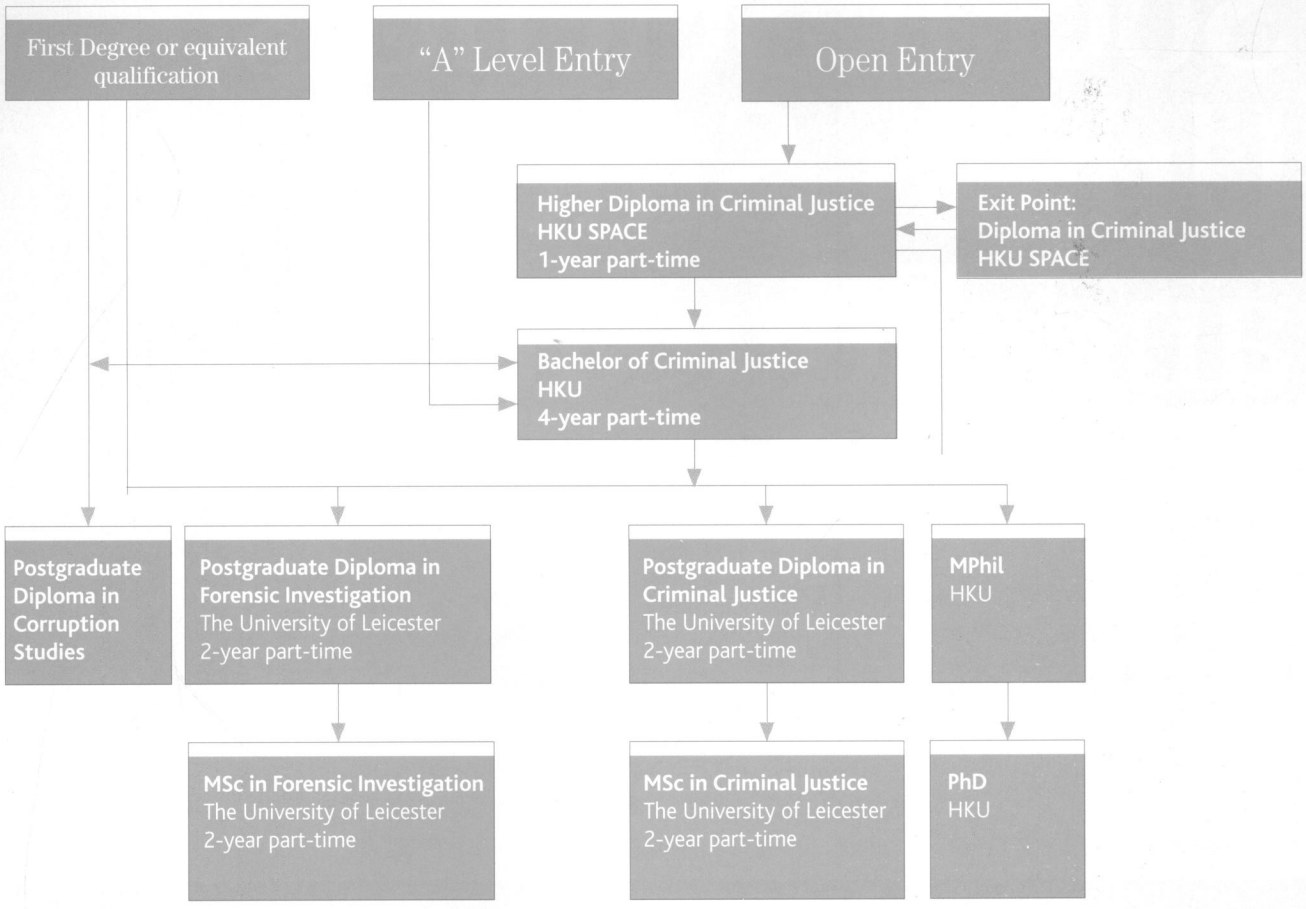
The Division provides a broad range of training in transferable skills (writing, presentation, problem-solving) essential for the development of an educated workforce. It also offers more specific skills in multi-media technology, classroom teaching, counselling, social work and housing management. Students are offered a broad range of qualifications from certificate and diploma to master levels. There are many study options within the award-bearing programmes.

www.hku.hk/space/div_se

Criminal Justice, Public Order and Public Administration
刑事執法、公安及公共行政

TEL 電話 : 2975 5685/5691 FAX 傳真 : 2858 8472

Criminal Justice
Routes to Higher Qualifications



SE 32-101-00 (31)
Higher Diploma in Criminal Justice

Enquiries: 2975 5685

This course is for people who are involved in criminal justice work in either private or public sector agencies. It gives them a means of entry to degree level studies in the subject, even if they lack the necessary formal education qualifications. Among the courses that are open to holders of this higher diploma are:

- the HKU **Bachelor of Criminal Justice**;
- **Master's programmes** offered by the Scarman Centre, University of Leicester, UK.

The course consists of:

Core Subjects
• Crime and Criminals
• Introduction to Criminal Justice
• Law Enforcement
• Perspectives on Crime
• Research Methods in Criminal Justice

Supplementary Topics
• Professional English Communication Skills
• Professional Chinese Language Enhancement
• 2 x Criminal Justice Workshops
• Subject Seminars

a. Assessment is based on coursework, examination and participation in workshops and seminars.
b. Students can exit with a Diploma in Criminal Justice without completing all these elements, and rejoin the Higher Diploma at a later date.
c. Students who have completed the Certificate in Criminal Justice and Diploma in Criminal Justice will be considered for top up courses leading to the Higher Diploma in Criminal Justice award provided they have successfully completed the following modules:
- Research Methods in Criminal Justice
- Crime and Criminals
- Two workshops

Each module is assessed on coursework (40%) and examination (60%). Workshops are assessed by class participation and group projects. Duration is for 3 months. Course fee is $7,000 and application fee is $150, non-refundable.

Entry Requirements	Applicants should have: • at least 2 years' work experience; • proficiency in English. Some applicants may be required to take a qualifying examination.
Day(s)/Times	Mondays and Wednesdays, 6:30-10:00 p.m., starting 22 September 2003.
Duration	1 year, part-time.
Venue	Rm 1203, 12/F, United Centre.
Fee	Course Fee: $19,000. Application Fee : $150, non-refundable.
Information and Application	Detailed information and an application form are available : • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Carmen Chan, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $3.00 stamp, specifying the name of this programme.

Anti-Corruption Programme Innovative, said Mainland Expert
學院貪污研究課程有新意

「香港企業到內地投資不斷增加，多認識中國的反貪污法律及程序會很有用。」葉峰博士說。

葉峰博士現為國際檢察官聯會副主席兼中華人民共和國最高人民檢察院外事局局長，他從北京遠道而來為學院的貪污研究深造文憑課程作客席講師。中國在一九七九年至二零零二年，處理五萬宗貪污個案，他豐富的知識和經驗令學生獲益匪淺。

葉峰博士認為這個課程是全球首個防貪污課程，有創意兼有意義，相信會對本地以至國際反貪污人員帶來深遠影響。

貪污研究深造文憑課程於一月開辦，為期六個月。由前廉政公署副廉政專員兼執行處首長郭文緯先生擔任課程主任。學院擬再開辦一個為期兩個月的防貪污課程，以應本地及海外人士的需求。

"As more Hong Kong companies are doing business in the PRC, it would be useful to better understand its anti-corruption law and legal procedures," said Dr. Ye Feng, PRC's Vice President of International Association of Prosecutors, and Director General of International Judicial Cooperation Department of Supreme People's Prosecution Service, as he gave a guest lecture to Postgraduate Diploma in Corruption Studies.

From 1979 to 2002, PRC had dealt with five hundred thousand corruption cases.

Dr. Ye said HKU SPACE's corruption studies programme "is the first anti-corruption education programme in the world. It is very innovative and meaningful. I believe it will have an impact on local and international practitioners."

The six-month Corruption Studies programme was launched in January 2003, with Mr. Tony Kwok, former Deputy Commissioner of the Independent Commission Against Corruption as the Programme Director. Given continued demand, a two-month intensive course will follow.

中國最高人民檢察院外事局局長葉峰博士
Dr. Ye Feng

SE 32-104-00 (31)
Postgraduate Diploma in Corruption Studies

Enquiries: 2975 5865

This course introduces students to (a) concepts and theories of corruption, (b) strategies and measures to tackle corruption, and (c) code of ethics and corruption prevention system. It is designed for professionals involved in internal auditing, security, personnel and risk management in both business and public sectors. The teaching staff includes university academics, overseas experts, retired senior ICAC officers, serving officers from law enforcement agencies and senior counsel from the Department of Justice.

The programme has 2 elements:
- 3 modules, leading to the award of a Postgraduate Certificate in Corruption Studies;
- 6 modules, leading to the award of a Postgraduate Diploma in Corruption Studies.

Participants from other countries in the Asia-Pacific region will be invited to attend the programme.

The 6 modules are:	
• Introduction to Corruption	• Corruption Legislation
• Types of Corruption and Systemic Approaches to Reduce Corruption	• Corruption Prevention and Education
• Comparative Studies of Anti-corruption Structures and Strategies	• Measures to Investigate Corruption

Assessment is based on a project, written assignments and attendance.

The Career Professional Development (CPD) Accreditation Sub-Committee of the Law Society of Hong Kong has approved the programme for CPD accreditation of up to 15 CPD points of the annual CPD requirement.
Honorary Course Director: Mr. Tony Kwok, SBS, IDS, retired Deputy Commissioner of ICAC and Visiting Professor of the National Prosecutor College of PRC

Entry Requirements	Applicants should normally: • be graduates of an approved university or other institute of higher education, or have an approved professional qualification considered equivalent to a first degree; • preferably have two or more years of relevant experience; and • be proficient in both spoken and written English.
Day(s)/Times	• Full-time mode: Mondays - Fridays: 9:00a.m. - 5:00p.m., starting 29 September 2003 • Part-time mode: Thursdays, 6:30-10:00p.m.; Saturdays, 2:00 p.m. - 7:00p.m. , starting 2 October 2003
Duration	• Full-time mode: 6 weeks • Part-time mode: 1/2 year
Venue	To be advised.
Course Fee	$25,000.
Application fee	$150, non-refundable.
Information and Application	Detailed information and an application form are available : • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Emma Ng, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $2.40 stamp, specifying the name of this programme.

TEL 電話 : 2975 5873 FAX 傳真 : 2858 8472

SE 25-060-10-01 (31)
Introduction to Public Administration

Enquiries: 2975 5873

This is a practical course which covers fundamental concepts and issues in public administration.

Topics covered include:
- definition of public administration
- differences between private and public administration
- comprehensive rationality
- incrementalism
- public choice
- communication
- leadership
- street-level bureaucrats
- accountability and administrative ethics

The mode of delivery include lectures, supplemented by case studies, and open discussions.

Tutor	:	Mr Bruce Kwong Kam Kwan BSocSc *Macau*, MPhil *CUHK*, PhD Candidate *HK*
Venue	:	To be advised
Day(s)/Times	:	Thursdays, 8 – 10p.m., starting 16 Oct 2003 (6 meetings)
Fee	:	$880
Medium of Instruction	:	Cantonese, supplemented by English

SE 25-060-08-01 (31)
Understanding Hong Kong Political Issues

This practical course examines some of the key political issues currently facing Hong Kong, and the way that the HKSAR Government and various interest groups have responded to them. Among the issues covered are: the financial crisis, unemployment, education reform, health care including SARS, ecological priorities, human rights, and globalisation.

The course will benefit anyone seeking an insight into Hong Kong politics and the way they affect both society at large and the lives of individual people here.

There will be workshops, lectures and case studies.

Tutor	:	Mr. Bruce Kwong Kam Kwan BSocSc *Macau*, MPhil *CUHK*, PhD Candidate *HK*
Venue	:	To be advised
Day(s)/Times	:	Mondays, 8:00-9:30 p.m., starting Sept 29 (12 meetings)
Fee	:	$1,200
Medium of Instruction	:	Cantonese, supplemented by English

HKU SPACE = Professional Excellence + Quality of Life

TEL 電話 : 2975 5685/5691 FAX 傳真 : 2858 8472

Adult Education
成人教育

SE 01-804-00 (31)
MSc Applied Professional Studies in Lifelong Learning

University of Surrey, UK

Enquiries: 2975 5865 Fax: 2858 8472

This is a distance learning programme that will benefit those professionally involved in lifelong learning. It leads to 3 possible awards:

- a Postgraduate Certificate for students who complete 4 modules, normally in one year.
- a Postgraduate Diploma for students who complete 8 modules, normally in 2 years.
- an MSc in Applied Professional Studies in Lifelong Learning for students who complete 8 modules and submit a 15,000 - 20,000 word dissertation.

The modules are:

Core Modules	Elective Modules	
• Foundations of Lifelong Learning	• Teaching and Learning Methods	• Ethics, Education and Lifelong Learning
• Policy Analysis for Lifelong Learning and Education	• The Educational Relationship: Teachers and Learners	• Teaching English as a Foreign Language
• Researching Education, Training and Learning	• Curriculum & Course Design	• Post Compulsory Education and Developing Societies
• The Learning Professional	• Assessment, Evaluation and Educational Measurement	• Introduction to Information and Communications Technologies
	• Self Directed Inquiry Project	• Educational Technology: Designing Learning Experiences and Materials
	• Management Issues in Education	

a. Students will be given study materials, and will also be able to attend support tutorials and workshops in Hong Kong.
b. Assessment is based on coursework assignments (normally essays), and a dissertation.
c. Exemptions on 2 elective modules are available to students with a Diploma in Adult Education and Training.

Entry Requirements	Applicants should have: • a first degree from a recognised university or equivalent; • relevant professional experience.
Duration	2 years, plus a dissertation.
Fee(s)	• Course Fee: To be confirmed. • Application Fee: HK$150, non-refundable.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Emma Ng, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $2.40 stamp, specifying the name of this programme. The closing date for the next intake in October 2003 is 1 September 2003.

This course is exempted from registration under the NLHPE Ordinance.

SE 01-103-00 (31)
Diploma in Adult Education and Training

Enquiries: 2975 5865 Fax: 2858 8472

This programme will benefit people involve in providing education and training courses to adults. Holders of the Diploma may be given exemption from 2 elective modules of the MSc in Applied Professional Studies in Lifelong Learning, University of Surrey .

It has 2 parts:
- **Part 1**, leading to the **Certificate in Adult Education and Training.**
- **Part 2**, 6 modules leading to the **Diploma in Adult Education and Training.**

Teachers and graduates at the Presentation Ceremony for Diploma in Adult Education and Training

Among the topics covered are:
- Concepts and Definitions in Adult Education and Training
- Sociology of Adult Education
- Theories of Adult Learning
- Methods of Teaching and Learning
- Curriculum Planning
- Needs Analysis and Programme Design
- Approaches to Evaluation and Assessment
- Coaching
- E-Learning
- Presentation Skills
- Learning Organisation
- Intellectual Capital and Lifelong Learning

a. Besides attending lectures, participants also conduct 2 teaching sessions before their peers and the course tutors.
b. Assessment is based on written assignments, examinations, materials presentation, a project and peer teaching.

Entry Requirements	Applicants should: • **either,** be 21, have 3 years' work experience, and be proficient in English; • **or,** have a diploma or degree from a recognised institution. Students with a HKU SPACE Certificate in Adult Education and Training, preferably with a high pass, can ask for exemption from Part 1.
Day(s) / Times	Wednesdays, 6.30 - 9.30 p.m., plus occasional Saturdays starting 10 September 2003.
Duration	1 year
Venue	HKU Campus
Fee(s)	$15,450.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Emma Ng, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $2.40 stamp, specifying the name of this programme. The closing date for application is 31 August 2003.

SE 01-105-00 (31)
Certificate in the Foundation of Experiential Learning

Enquiries: 2975 5685

This course provides theoretical and practical guidance in the use of experiential learning. It will help people in a range of professions who want to acquire knowledge and skills in applying experiential learning into their work.

There are 4 modules:
- Theoretical Foundations of Experiential Learning
- Adventure-based Experiential Learning
- The Process and Principles of Experiential Learning
- Experiential Learning. e.g. psycho drama, drawing

Assessment is based on coursework and continuous assessment.

Entry Requirements	Applicants should: • be over 21 and have 2 years of relevant work experience; • have a good standard of general education; • be proficient in English and Cantonese.
Day(s) / Times	Tuesdays, 6:30 - 9:30 p.m., starting 14 October 2003.
Duration	One year part-time, 30 sessions, plus outdoor activities.
Venue	Rm 209, 2/F, Causeway Centre, Wanchai
Fee(s)	$9,000
Information and Application	Detailed information and an application form are available in May 2003 • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Carmen Chan, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

Education
教育

香港首個終生教育博士課程
HK's First Doctorate in Lifelong Education

香港首個終生教育博士課程甫推出反應即非常熱烈，吸引了海外學員。其中一名學員汪啟富是中央廣播電視大學的高級行政人員，主理持續教育課程的發展及推廣。他在教育方面已有很豐富的經驗，不過面對現時中國對成人教育的龐大需求，他認為這個課程可助他有系統研究成人教育理論，且可以國際視野檢視內地現行的政策，對未來事業發展有莫大幫助。因此即使他目前工作已很繁忙，仍值得在未來數年抽空專程來港修讀課程。

終身課程乃近年各地教育發展趨勢，在歐美早已有此類課程推出，以深入的學術研究，配合社會政策發展。

香港大學推出全港首個終生教育博士課程，亦是學院首個博士課程。現時課程暫招收了二十六名學生，大多是資深教育人員。終生教育博士研究的範圍集中成人教學與學習、管理終生學習轉變及比較教育的政治和經濟學等。課程為資深的教育人員而設，旨在加深他們深入分析本土教育，並與其他地區作比較，從而令本土教育系統和運作更趨完善。終生教育博士課程由學院與英國諾定咸大學聯合推出，兼讀制可於四年內完成，內容包括四個必修科及一份研究論文。

Response to the School's first doctorate in lifelong education in HK was good. 26 students, mostly senior education practitioners, have enrolled. All except Wang Qifu are from Hong Kong. Wang, who comes from Beijing's continuing education provider China Central Radio & TV University, is hoping to research on lifelong learning in China through taking up the programme. It means that he has to fly between Hong Kong and Beijing but he said it is worth the effort, and he is ready to take up the challenge.

The first term that had started in February required students to take four compulsory taught modules and a research project to be submitted within the next four years. Areas covered include adult teaching and learning, management of change in lifelong education and comparative perspectives on the political economy of education. It is hoped that students' research projects will help contribute and inculcate good practice in their respective areas of work.

The programme is offered in collaboration with the UK's University of Nottingham. The University's Chair of Teaching and Learning of School of Continuing Education, Professor Mal Leicester was on hand to welcome new students in an induction talk.

Nottingham's continuing education chief Professor Mal Leicester
英國諾定咸大學持續教育學院負責人

SE 09-807-00 (41)
Doctor of Education (Lifelong Education)

University of Nottingham, UK

Enquiries: 2975 5865

This distance-learning programme will enable senior educators, school managers and policy-makers in the field of Lifelong Education to study at doctorate level on a part-time basis.

Years 1 and 2

Participants study 4 core modules, each module will be taught over two intensive long week-ends once a quarter by experienced staff from the University of Nottingham:

- Models of Adult Teaching and Learning
- The Political Economy of Education: Comparative Perspectives
- Management of Change in Lifelong Education
- Theory, Methods and Application of Research in Lifelong Education

a. The 4 modules each carry 30 credits and are assessed by means of an 8,000 - 10,000 word assignment or equivalent.
b. All 4 modules must be completed before students proceed to individual research in Years 3 and 4.

Years 3 and 4

Students prepare a 40,000 - 50,000 word thesis on an original research project on a particular aspect of Lifelong Education, for which individual supervision is provided. This thesis will be examined by internal and external examinations, including an oral examination.

HKU SPACE will provide tutorials, academic writing skills and workshops to supplement the distance-learning materials.

Entry Requirements	Applicants will be considered on an individual basis. They should normally: • have a master's degree or equivalent; • have 2 years of appropriate professional experience; • be proficient in both written and spoken English.
Starting Date	March 2005.
Duration	4 years (minimum), 6 years (maximum).
Venue	HKU Campus
Fee(s)	• Course Fee: £4,000 per year. (for yrs 1-4); HK$5,000 per year (for yrs 5-6) • Application Fee: HK$200, non-refundable.
Information and Application	The next intake will be in March 2005.

This course is exempted from registration under the NLHPE Ordinance.

SE 09-801-00 (31)
Master of Education in Information Technology
SE 09-804-00 (31)
Graduate Certificate in Computer-Based Learning
SE 09-806-00 (31)
Master of Arts (Information Technology in Education and Training)

University of Wollongong, Australia

Enquiries: 2975 5691

These programmes will help participants develop and understand the uses of information technology in teaching and learning. They are taught on-line, using materials provided by the University of Wollongong, and through lectures and intensive workshops provided in Hong Kong by experienced staff from the University and HKU SPACE.

They lead to 3 possible awards, depending on the applicant's background:

- **Graduate Certificate in Computer-Based Learning,** awarded to students who earn 24 credit points in one year.
- **Master of Education in Information Technology,** awarded to students who earn 48 credit points in 2 years.
- **Master of Arts (Information Technology in Education and Training),** awarded to students who earn 48 credit points in 2 years.

There are 3 core subjects and 7 elective subjects available. Each subject carries 8 credit points.

Core Subjects
• Information Technology in Education and Training
• Instructional Strategies and Authoring
• Research Methods in Education (IT)

Elective Subjects - 3 chosen from:	
• Network-Based Learning	• Research in Learning Environments
• Interactive Multimedia Design	• Digital Media Design
• Implementation and Evaluation of Technology-Based Learning	• Minor Project
• Cognition and Interface Design	

a. For MA IT students, Research Methods in Education (IT) is optional.
b. Assessment is based on coursework, web-based study guides and projects.

Entry Requirements	• A first degree from a recognised institution, preferably in Education, or Training, or a related discipline. • Proficiency in English. Applicants whose first degree is not in Education or Training or a related discipline will be directed to the MA.
Date(s)/Times	Occasional tutorials will meet on Saturday afternoon, 2:30-4:30 p.m., Starting January 2004.
Duration	• Graduate Certificate: 1 year, part-time. • Master of Education: 2 years, part-time. • Master of Arts: 2 years, part-time.
Fee(s)	• Graduate Certificate: $21,500. • Master's Programmes: $86,000, paid in 3 instalments. • Application Fee: $200, non-refundable.
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Ms Emily Chin, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $2.40 stamp, specifying the name of this programme. The closing date for application is 20 November 2003.

These courses are exempted from registration under the NLHPE Ordinance.

SE 09-802-00 (31)
Master of Educational Administration

University of New England, Australia
Enquiries: 2975 5691

This distance-learning programme will enable educational administrators to use research and scholarship to reflect on their role as leaders. Students are required to complete all 8 units of one of the following areas of specialisation:

School Management
• Contemporary Organisation Theory
• Managing Organisational Transition
• Educational Administration and Organisation: Principles and Issues
• Finance and Education
• Research in Educational Administration
• The Principalship
• Planning and Policy
• Research Project - on a special topic

Tertiary Education Management
• Contemporary Organisation Theory
• Managing Organisational Transition
• Tertiary Education: Administration and Management
• Human Action in Organisation (or Finance and Education)
• Research in Educational Administration
• Tertiary Education: Managing University Research
• Planning and Policy
• Research Project - on a special topic

Two new specially selected units are offered and taught by the Australian Catholic University (ACU). The Units are:
- **EDLE 620: Values and Ethics for Leadership**
- **EDLE 623: Leading the Caring Community**

These units are VALUE based and are attractive to current and aspiring administrators in Christian and religious educational institutions. Upon successful completion of these 2 units from ACU and 6 units from the University of New England (UNE), students will receive the UNE Master of Educational Administration award.

a. The units will be delivered in Hong Kong using high quality materials supplied by the University of New England (UNE). These materials will be supplemented by lectures and seminars given in Hong Kong by UNE staff and by tutorials organised by HKU SPACE.

b. There is the option of replacing one study unit by a study tour option, which will involve visits to Australia, the USA or Europe on the management of schools or tertiary institutions.

Entry Requirements	Applicants should: • have a first degree from a recognised university; • have 3 years appropriate work experience; • be proficient in English. Credit will be given for the HKU SPACE Postgraduate Certificate in Tertiary Educational Administration and Management and the HKU SPACE Certificate in School Self Evaluation: The Basis for School Management and Improvement.
Date(s)/Times	Intensive schools and occasional tutorials, starting August 2003.
Duration	2 years, part-time.
Venue	To be advised.
Fee(s)	$69,000, in 3 instalments.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Emily Chin, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $2.40 stamp, specifying the name of this programme. The closing date for application is 2 July 2003.

This course is exempted from registration under the NLHPE Ordinance.

SE 09-101-00 (31)
Postgraduate Certificate in Tertiary Educational Administration and Management

Enquiries: 2975 5865

This course will develop participants' understanding of some of the major issues that are of current significance in Hong Kong higher education, and of the ways in which these are being addressed in different sectors of the higher education community.

The course includes:

- Quality Assurance and Improvement
- Strategic Planning in Higher Education in Hong Kong and the Sutherland Report; the role of the UGC
- Managing and Coping with Change in Higher Education Institutions: Management, Governance and Staff Roles
- Lifelong Learning and the Roles of of Continuing Education Units
- Coping in the Changing Workplace; Job and Career Development

a. Holders of this Postgraduate Certificate may apply for exemption from the University of New England Master of Educational Administration.
b. Assessment is based on coursework, a 3,000 to 5,000 word project, submission of a report and attendance.

Entry Requirements	Applicants should: • have a first degree from a recognised tertiary institution, or equivalent. • have 3 years' professional experience. • be proficient in written and spoken English.
Date(s)/Times	Wednesdays, 6:30 - 9:30 p.m., plus occasional afternoon visits to other tertiary institutions, starting 7 January 2004.
Duration	27 meetings
Venue	To be advised
Fee(s)	$15,800
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE enrolment center • **by post,** from Ms Emma Ng, 8/F TT Tsui Building, HKU, Pokfulam, HK. Please send a self-addressed envelope with a $2.40 stamp, specifying the name of this programme.

SE 09-803-00 (31)
Bachelor of Arts (Honours) in Work Based Learning Studies (Education)

Middlesex University, UK

Enquiries: 2975 5691

The basic principle of Work-based Learning Studies is that learning takes place in many areas of life, not just in the classroom. This course will benefit current or former teachers.

Entry Requirements	Applicants should: • have a recognised Teacher's Certificate; • have at least 3 years' teaching experience; • be proficient in English.
Date(s)/Times	Occasional tutorials on Weekday, 6:30-9:30 p.m., starting October 2003.
Venue	Middlesex University East Asia Regional Office, 2203. Fairmont House, 8 Cotton Tree Drive, H.K.
Fee(s)	• Course Fee: $75,000, in 3 instalments. • Application Fee: $150, non-refundable.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Emily Chin, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $2.40 stamp, specifying the name of this programme. The next intake will commence in October 2003. The closing date for application is 30 August 2003.

This course is exempted from registration under the NLHPE Ordinance.

SE 09-103-00 (31)
Certificate in School Self Evaluation: The Basis for School Management and Improvement

Enquiries: 2975 5865

This course is mainly designed for middle and senior managers in primary and secondary schools, especially if they are in schools that are already, or are about to become, self-managing, but will also benefit other school administrators, advisers and inspectors. It provides a useful preparation for other courses that HKU SPACE offers in higher education administration.

There are 6 modules that will be delivered by lectures, group work and tutorials. The course is both theoretical and practical, and reflects the practical experience of schools in undertaking self-evaluation.

Assessment is based on group and individual assignments.

Entry Requirements	Applicants should preferably be: • **either,** senior or middle managers in schools; • **or,** advisers or inspectors with the Education Department. Applications will also be considered from qualified teachers.
Date(s)/Times	Thursdays, 6:30 - 9:30 p.m., plus occasional Saturdays, starting 16 October 2003.
Duration	9 months, part-time.
Venue	Rm 309, 3/F, Causeway Centre, Wanchai
Fee(s)	$9,000.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Emma Ng, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $2.40 stamp, specifying the name of this programme. The closing date for application is 30 September 2003.

Housing Management
房屋管理

TEL 電話 : 2508 8822 FAX 傳真 : 2508 6403

SE 31-601-00 (41)
Master of Housing Management

The University of Hong Kong
Enquiries: 2508 8823 Fax: 2508 6403

We offer this course with the Faculty of Social Sciences and the Centre of Urban Planning and Environmental Management of HKU. It has 2 streams: the Academic Stream and the Professional Stream. Holders of the Master of Housing Management (Professional Stream) are eligible to apply for Corporate Membership of the Chartered Institute of Housing in the UK and the Hong Kong Institute of Housing after meeting "Practical Experience Requirements".

Academic Stream

Year 1

- Theories of Urban Development
- Quantitative Methods
- Management Theories and Techniques in Housing
- Sociology of Housing

Year 2

- Housing Economics
- Comparative Housing Policy and Management
- 2 optional courses from a list that may vary from year to year

Professional Stream

Year 1

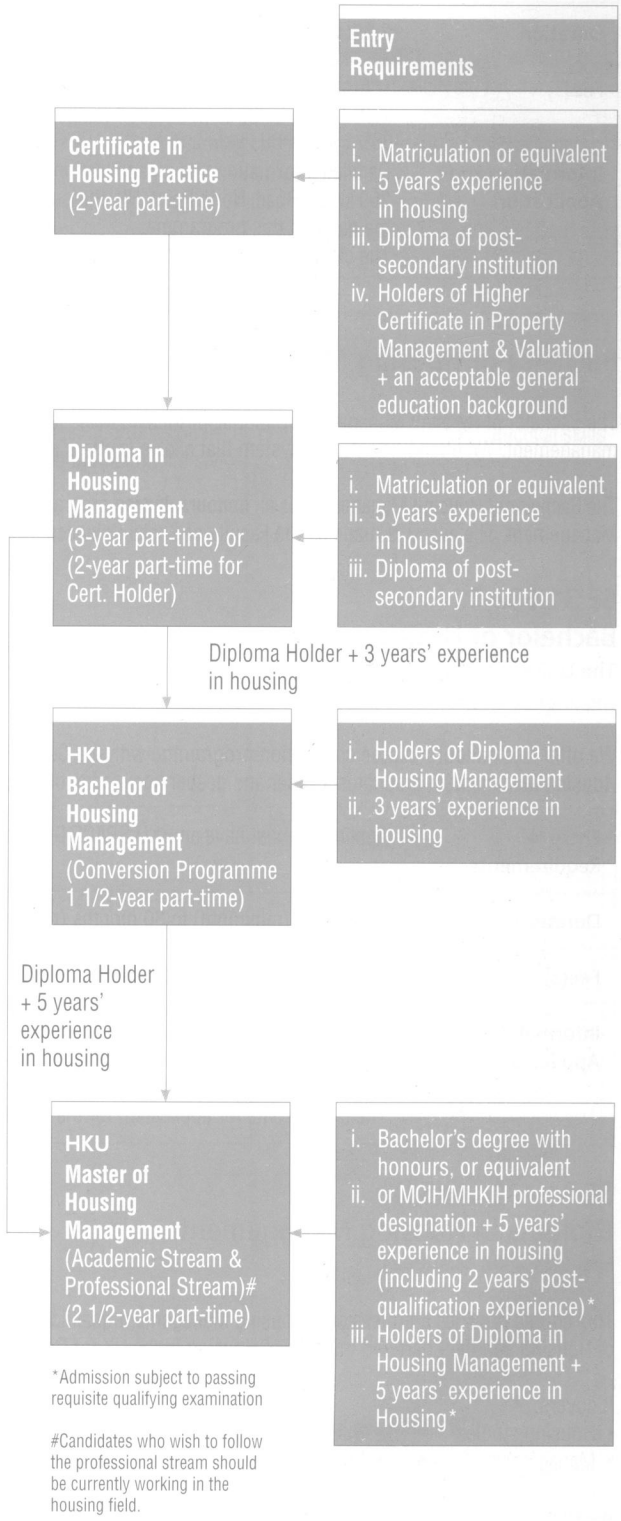
- Practices of Housing Management
- Management Theories and Techniques in Housing
- Building Services
- Business Management: Accounting and Marketing
- Principles of Law and Land Law

Year 2

- Housing Policy and Management
- Housing Maintenance and Management
- Comparative Housing Policy and Management
- Housing Economics
- Property Laws

Each year students also take one optional course from a list that may vary from year to year

a. Each course lasts 12 weeks.
b. In the last 6 months of the programme students work on a dissertation.



Entry Requirements	Applicants must have: • **either,** a bachelor's degree with honours or a qualification of equivalent standard from HKU or another recognised university; • **or,** an HKU SPACE Certificate or Diploma in Housing Management and 5 years' relevant work experience; • **or,** the MCIH or MHKIH professional designation and 5 years' relevant work experience, 2 of which must be post-qualification. Applicants for the Professional Stream should be currently working in the housing field.
Day(s) / Times	Weekday evenings and Saturdays, usually 2 hours each session.
Duration	2 1/2 years, part-time.
Fee(s)	• Academic Stream: $45,000 (subject to approval). • Professional Stream: $55,000 (subject to approval).
Information and Application	Detailed information and an application form are available from the Course Coordinator, 11/F, Fortress Tower, 250 King's Road, North Point, HK. Please send a self-addressed envelope (A4 size) with a $4.40 stamp, specifying the name of this programme. The closing date for application for the next intake is 13 March, 2004.

Bachelor of Housing Management / Diploma in Housing Management

The Bachelor of Housing Management/Diploma in Housing Management aims to provide learners with both professional and academic training in housing management. We offer a flexible exit system that allows learners to pursue academic or professional qualifications at their own pace.

The Bachelor of Housing Management is an **honours degree** programme jointly offered by HKU SPACE and the Centre of Urban Planning and Environmental Management. The award is made by the Faculty of Social Sciences, HKU.

SE 31-602-00 (41)
Bachelor of Housing Management

The University of Hong Kong

Enquiries: 2508 8833/8823

We offer this honours degree conversion programme with the Centre of Urban Planning and Environmental Management of HKU. It gives Diploma in Housing Management graduates a wider and deeper knowledge of housing studies. The programme consists of 7 courses and a dissertation.

Entry Requirements	Applicants must have an HKU SPACE Diploma in Housing Management and 3 years' relevant work experience.
Duration	18 months (minimum) to 30 months (maximum), part-time.
Fee(s)	$9,000 per course (subject to approval).
Information and Application	Detailed information and an application form are available from the Course Coordinator, 11/F, Fortress Tower, 250 King's Road, North Point, HK. Please send a self-addressed envelope (A4 size) with a $4.40 stamp, specifying the name of this programme. The closing date for application for the next intake is 31 March 2004.

SE 31-101-00 (31)
Diploma in Housing Management

Enquiries: 2508 8820/8821

This course provides a professional Housing Management qualification to people already working in the field. It is recognised by the Hong Kong Institute of Housing and the Chartered Institute of Housing in the UK for Corporate Membership (MHKIH and MCIH).

It covers:

- Housing studies
- Management studies
- Building studies
- Legal studies
- Social studies
- Practical work

Assessment is based on coursework and examination.

Entry Requirements	Applicants must: • **either,** be matriculants or holders of a diploma from a post-secondary institution; • **or,** have 5 years' relevant work experience, including 2 years at managerial level, and an acceptable general education background. Some applicants may be required to take an entry test. All applicants must be sponsored by their employers.
Duration	3 years, part-time.
Fee(s)	$21,840 (subject to approval).
Information and Application	Detailed information and an application form are available by post from the Course Coordinator, 11/F, Fortress Tower, 250 King's Road, North Point, HK. Please send a self-addressed envelope (A4 size) with a $4.00 stamp, specifying the name of this programme. The closing date for application is 15 May 2003 for the 2003/2004 intake, and May 2004 for the 2004/2005 intake.

SE 31-111-00 (31)
Diploma in Quality Living Management

Enquiries: 2508 8823

This programme provides an opportunity for continuing professional development for housing professionals, by giving them the necessary practical skills and expertise in technology that will help them to improve the quality of our living environment and life style.

The programme has 2 elements:
- any 3 modules, leading to the award of a Certificate in Quality Living Management.
- 3 further modules, leading to the award of a Diploma in Quality Living Management.

There are 6 modules:
- Community Relations
- Environmental Management in Housing Estates
- Home Service Management
- IT Support for Quality Living
- Quality Management
- Residential Club House and Recreational Management

Entry Requirements	Applicants should have: • **either,** a diploma or degree from a recognised post-secondary institution; • **or,** Grade E or above in 2 HKALE subjects or equivalent; • **or,** Grade E or above in at least 5 HKCEE subjects, including English Language (Syllabus B) and Chinese Language, or equivalent, and 2 years' relevant work experience; • **or,** at least 3 years' relevant housing-related managerial experience and an acceptable general education background.
Day(s) / Times	2 to 3 evenings a week, depending on the choice of modules.
Duration	12 to 30 months, depending on the choice of modules.
Fee(s)	• Course Fee: $3,500 per module. • Application Fee: $150, non-refundable.
Medium of Instruction	Cantonese, supplemented by English.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from the Course Director, 11/F, Fortress Tower, 250 King's Road, North Point, HK. Please send a self-addressed A4-sized envelope with a $3.70 stamp, specifying the name of this programme. The closing date for application is 31 July, 2003.

SE 31-104-00 (31)
Certificate in Housing Practice

Enquiries: 2975 5668

This course provides training in housing at a practical and technical level. Holders of the Certificate are eligible to apply for Housing Practitioner membership of the Hong Kong Institute of Housing and the Chartered Institute of Housing in the UK as long as they meet the practical experience requirement. It covers:

- Housing studies
- Management studies
- Building studies
- Legal studies
- Social studies
- Practical work

Assessment is based on coursework and examination.

Entry Requirements	Applicants must: • **either,** be matriculants or equivalent; • **or,** have an HK Polytechnic University Higher Certificate in Property Management and Valuation, 5 years' relevant work experience, and 5 HKCEE passes, including English; • **or,** have a diploma from a post-secondary institution; • **or,** have 5 years' relevant work experience, including 2 years at managerial level, and an acceptable general education background. All applicants must be sponsored by their employers.
Duration	2 years, part-time.
Fee(s)	$20,600 (subject to approval).
Information and Application	Detailed information and an application form are available by post from the Course Coordinator, 11/F, Fortress Tower, 250 King's Road, North Point, HK. Please send a self-addressed envelope (A4 size) with a $4.00 stamp, specifying the name of this programme. The closing date for application is 15 May 2003 for the 2003/2004 intake, and May 2004 for the 2004/2005 intake.

SE 31-107-00 (31)
Certificate in Shopping Centre Management
SE 31-112-00 (31)
Diploma in Shopping Centre Management

Enquiries: 2508 8816

The programme introduces practical and professional management skills and technology in managing shopping centres. It aims to enable participants to:

- learn the role and responsibilities of shopping centre managers;
- acquire knowledge and skills to meet the changing demands in managing shopping centres in Hong Kong; and
- provide opportunity for continuing professional development for shopping centre management / housing management professionals.

Course Structure:

Level One (Certificate in Shopping Centre Management)

Year I

Module 1: Introduction to Shopping Centre Management
Module 2: Leasing and Marketing Principles
Module 3: Introduction to Facilities Management

Level Two

Year I

Module 4: Managing People in Shopping Centres
Module 5: Real Estate Agency Practice
Module 6: Legal Studies for Shopping Centres

Year II

Module 7: Shopping Centre Marketing
Module 8: Design and Refurbishment of Shopping Centres
Module 9: Security and Safety of Shopping Centres
Module 10: Customer Service Management
Module 11: Property Valuation
Module 12: Seminar Series
The Group Project

Entry Requirements	Applicants should: • **either,** have obtained a diploma or degree awarded by recognized post-secondary institutions; • **or,** be members of recognized professional bodies; • **or,** have obtained Grade E or above in two HKALE subjects or equivalent; • **or,** have obtained Grade E or above in at least five HKCEE subjects or equivalent; and possess at least three years' shopping centre-related working experience; • **or,** have completed the Certificate in Shopping Centre Management programme. All applicants should be working in the property management industry. Preference will be given to those who are currently working in shopping centres or related fields. Holders of the Certificate in Shopping Centre Management are exempted from Level I of the Diploma programme. Those who have no less than three years of managerial working experience in relevant fields and have an acceptable general education background will also be considered.
Day(s)/ Times	3 evenings a week
Duration	2 to 3 years
Fee(s)	Course fee: Level 1: $3,100 per module Level 2: $3,100 per module Application Fee: $150 non-refundable
Medium of Instruction	Cantonese, supplemented by English.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre • **by post,** from the Course Director, Shopping Centre Management Programmes, 11/F, Fortress Tower, 250 King's Road, North Point, HK. Please send a self-addressed A4-sized envelope with a $2.40 stamp to collect the programme brochure. The closing date for application is 31 July 2003.

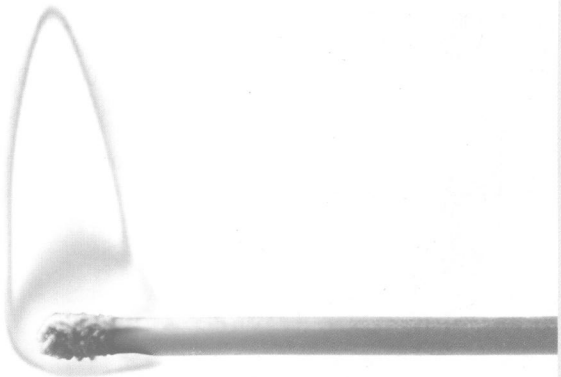
AS 10-101-00 (31)
Certificate in Building Fire Safety

Enquiries: 2975 5683 Fax: 2858 3404

This course gives participants the knowledge and skills needed to address the practical issues associated with the provision and maintenance of fire safety. It covers:

- Fire Science and Building Environment
- Passive Fire Protection
- Active Fire Protection
- Smoke Control, Human Behaviour and Modelling
- Fire Codes and Related Regulations
- Local Practices and Procedures in Fire Service
- Fire Safety Planning and Management
- Field Trips

a. Besides lectures, the course also includes site visits.
b. Assessment is based on coursework and written examinations.



Entry Requirements	Applicants should have: • **either,** a post-secondary diploma or a degree, or equivalent; • **or,** 5 HKCEE passes and 3 years' relevant work experience.
Day(s) / Times	Mondays and Tuesdays, 6:45 - 9:45 p.m., starting 6 October 2003.
Duration	81 contact hours, plus examinations.
Venue	Rm 1604, MLC Millennia Plaza, Quarry Bay
Fee(s)	$9,000, plus site visit expenses.
Medium of Instruction	Cantonese, supplemented by English.
Information and Application	Detailed course information and an application form are available from Ms S.F.Tam, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 27 September 2003.

SE 31-102-00 (31)
Foundation Certificate for Trainers in Security Services

Enquiries: 2508 8816 Fax: 2508 6403

This is a "Train-the-Trainers" course for managerial grade security personnel, especially those responsible for staff training and development. It will enable them to provide appropriate training to their subordinates.

The course covers:

- Legal aspects
- Operational aspects
- Learning and training theories and principles, and their application

Entry Requirements	All applicants should be sponsored by their employers and: • **either**, be matriculants or have equivalent qualifications; • **or**, be 30 and have 5 years' relevant work experience; • **or**, be a member of a relevant professional body.
Day(s) / Times	2 evenings a week.
Fee(s)	$8, 500
Information and Application	Detailed information and an application form are available: • **in person**, at any SPACE Enrolment Centre. • **by post**, from the Course Director, Foundation Certificate for Trainers in Security Services, 11/F, Fortress Tower, 250 King's Road, North Point, H.K. Please send a self-addressed A4-sized envelope with a $2.40 stamp, to collect the programme brochure. The closing date for application is 13 September 2003.

SE 31-110-00 (31)
Foundation Certificate in Property Management

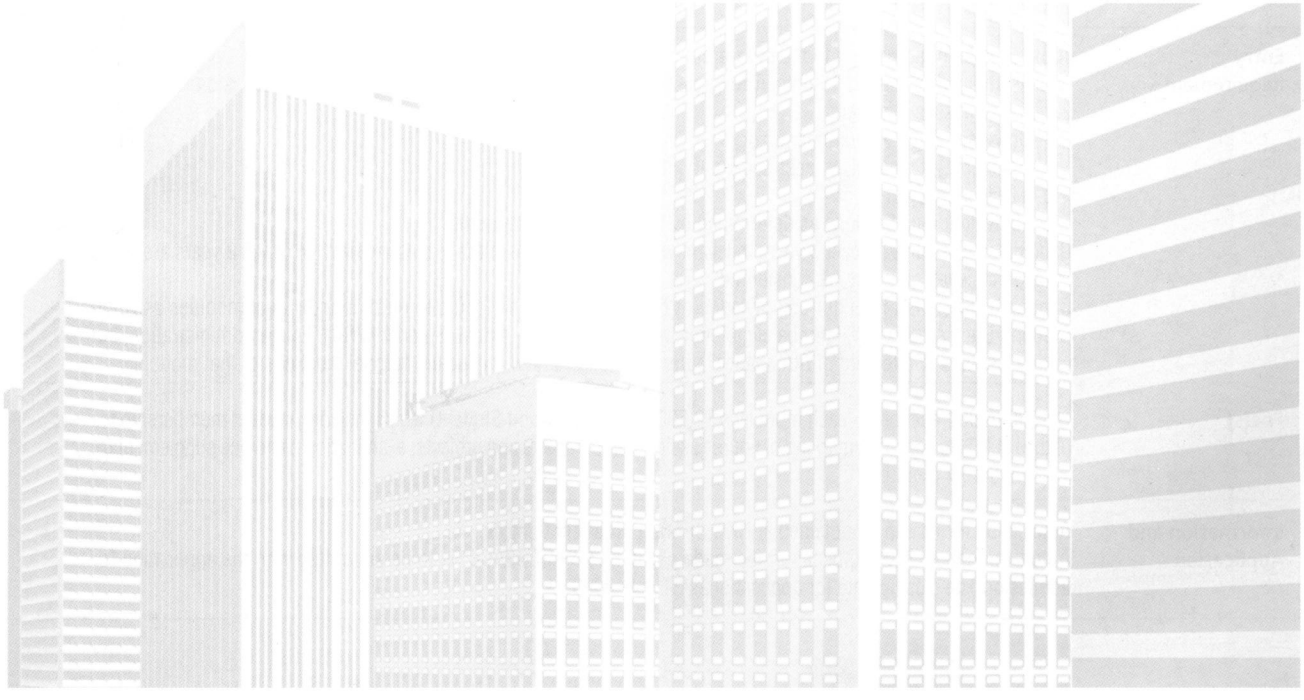
Enquiries: 2508 8816 Fax: 2508 6403

This programme provides vocational training both to newly-recruited property officers and assistants, and also to anyone who would like to extend their knowledge in this area.

There are 8 modules:

- Managing Maintenance Services and Building Systems
- Introduction to Property Laws
- Property Management and Office Administration
- Communicating for Effectiveness
- Introduction to Information and Communications Technologies
- Finance and Accounting Principles
- Managing Commercial and Industrial Properties
- Security Management

Entry Requirements	Applicants should have: • **either**, Grade E or above in 2 HKALE subjects or equivalent; • **or**, Grade E or above in at least 5 HKCEE subjects or equivalent, and 2 years' work experience; • **or**, be 21 or above and have 2 years' relevant property management experience.
Day(s) / Times	2 evenings a week.
Duration	10 months.
Fee(s)	• Course Fee: $9,800 • Application Fee: $150, non-refundable.
Medium of Instruction	Cantonese, supplemented by English.
Information and Application	Detailed information and an application form are available: • **in person**, at any SPACE Enrolment Centre. • **by post**, from the Course Director, Foundation Certificate in Property management, 11/F, Fortress Tower, 250 King's Road, North Point, H.K. Please send a self-addressed A4-sized envelope with a $2.40 stamp, to collect the programme brochure. The closing date for application is 9 August 2003.



SE 44-101-00 (31) – 2003 September Intake
Professional Diploma in Real Estate Administration
Diploma in Real Estate Administration
Certificate in Real Estate Administration

Enquiries: 2508 8819

This is a three-year part-time programme offered by HKU SPACE in conjunction with Hong Kong Institute of Real Estate Administration (H.I.R.E.A.).

Two exit certificates will be awarded to those who have completed year 1 or year 2 of the programme. The programme is designed to provide not only extensive education on the technical aspects of project development, but also to furnish students with practical knowledge in real estate administration. Graduates should have comprehensive knowledge on every aspect of the real estate industry.

The scope of study includes:
- Real Estate Development Process
- Building Design and Construction
- Law of Real Estate
- Property Management
- Real Estate Marketing

Professional Recognition

The H.I.R.E.A. has agreed to waive all managerial experience requirements for Associate Membership for graduates of this programme. Holders of the Professional Diploma can become Associate Members (or Ordinary Members if they have 5 years managerial experience in related fields) on payment of the requisite fees.

Teaching Mode

Except for Law of Real Estate (36 hours), each module comprises 30 hours of lectures extending over 10 lecture sessions. Students are required to participate through discussing problems related to lecture topics or issues resulting from their work experience. Students will also be expected to produce reports/projects as coursework.

Scholarships

The Real Estate Developers Association of Hong Kong has sponsored the Real Estate Developers Association of Hong Kong Award for the best three students in each level of this course, and The Hong Kong Institute of Real Estate Administration has also sponsored the scholarship award for the student of best average mark in this course. Further details can be obtained from H.I.R.E.A.

Exemption

University graduates may seek exemption from Year 1 Modules and may be allowed direct entry to Year 2 programme subject to approval by the Admission Committee.

Entry Requirements	To be eligible for admission to the programme, a candidate shall at least: 1. have attained the age of 18 on before September 1 of the year in which an application for admission is lodged. 2. possess passes in either: a. University Entry Requirements; or b. a Diploma of recognised post-secondary institution; or c. a University Degree; or d. equivalent qualifications as determined by the Admission Committee Candidates who have at least 3 years' relevant working experience in the real estate field, of which 2 years are at the managerial level, may also be considered. Candidate who wish to acquire knowledge of certain areas are welcome to enrol in individual modules as Audit Student. Such students will not be eligible for the award of Professional Diploma in Real Estate Administration, but will be issued a "Statement of Attendance" after attending 70% of the lecture/tutorial meetings of that module.
Fee(s)	For 2003/2004, the fee for each module is $2,530 ($2,400 for Audit Student) which includes student membership fee of the H.I.R.E.A.; lectures; marking of course assignments, reports and projects; examinations; and one supplementary examination, if required.
Information and Application	Application forms can be obtained at HKU SPACE Enrolment Centres. A non-refundable $150 application fee made payable to "HKU SPACE" is to be submitted with the application for admission.The closing date for application is 31 July 2003.

SE 44-078-01 (31)
地產代理發牌考試精修課程

香港大學專業進修學院獲得地產代理監管局認可，與資深業界人士合作為地產代理提供終生學習階梯課程。

課程內容
- 簡介香港地產代理業
- 地產代理條例
- 地產代理條例及地產代理實務
- 規管地產代理實務和物業轉易程序的法例
- 土地註冊制度、查冊及與物業有關的資料系統的介紹
- 簡介與建築物有關的知識、物業分類及物業管理
- 物業估價
- 批租和租務事宜
- 有效管理地產代理業務及監督營業員

導師
本課程由從事與地產代理有關之資深專業人仕主講，法律實務課程由有地產實務豐富經驗之律師主講。

入學資格
任何有意從事地產代理工作之人士。完成中五或具有同等程度學歷(獲豁免者除外)。

開課日期及時間
2003年6月9日起逢星期一、四 6:30 - 9:30 p.m. (課程分10講合共30小時)

上課地點
星期一：灣仔灣景中心CW206室
星期四：灣仔灣景中心CW202室

學費
$ 2,060

截止報名日期
2003年5月28日

申請手續
詳細資料及報名表可：
- 於香港大學專業進修學院報名中心索取。
- 郵寄至香港大學專業進修學院，北角英皇道250號北角城中心十一樓索取。

申請人請連同報名表及支付學費之劃線支票 (抬頭請寫「香港大學專業進修學院」)親身或郵寄報名。

Learning Opportunities for the 21st Century

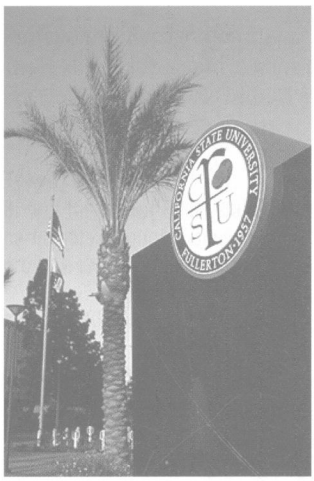
Journalism and Communication
新聞及傳播學

TEL 電話 : 2975 5725
FAX 傳真 : 2858 8472

Public Relations and Advertising
公關及廣告課程

SE 15-801-00 (32)
Master of Arts in Communications
With Concentration in Public Relations and Advertising
California State University, Fullerton

SE 15-112-00 (31)
Postgraduate Diploma in Integrated Marketing Communications
Enquiries: 2975 5735 / 725 E-mail: cflam@hkuspace.hku.hk Fax:2540 1043



In the marketplace of 21st century, the driving force is not companies with products to sell but customers' perceptions of messages they receive about products. This shift in focus makes the demand for communications skills in the business world more important than ever. To respond to this demand as well as to cater to the continuing education needs of communications professionals, HKU SPACE has launched two programmes. These programmes are designed to incorporate both local and US perspectives, and to keep a balance between practice and the knowledge frontier for professionals in advertising, public relations, marketing communications, media management, and entertainment industry.

To provide highest flexibility to candidates who like to attain awards of different levels, HKU SPACE offers the Postgraduate Diploma in Integrated Marketing Communications (IMC), and the Master of Arts in Communications with an emphasis on public relations and advertising.

Master of Arts in Communications
With Concentration in Public Relations and Advertising
California State University, Fullerton

HKU SPACE offers this master programme with California State University, Fullerton. Its College of Communications has one of the largest and most comprehensive programmes in advertising and public relations in the United States. This programme equips students with contemporary developments of conceptual knowledge in the field and develops students into professional practitioners. It is dedicated to enhancing the applied competencies that are required for managing marketing communications in a changing world.

Postgraduate Diploma in Integrated Marketing Communications

Integrated Marketing Communications is a strategic approach focused on managing all organizational communications. It aims to help companies build successful brand relationships with customers and other stakeholders, including employees, government, community, the media, the financial sector, and other segments of the public. This programme provides extensive training in integrated marketing communications, with a focus on commercial applications.

Students will be required to take eight courses of Postgraduate Diploma in Integrated Marketing Communications, as well as six courses taught by staff from California State University, Fullerton, plus a Comprehensive Examination. HKU SPACE staff will teach the Postgraduate Diploma courses. Staff from California State University, Fullerton will travel to Hong Kong and teach courses that lead to a master degree programme. Applicants can choose to apply for either a Postgraduate Diploma or a Master Degree.

To be awarded the Master of Arts in Communications and the Postgraduate Diploma in IMC, students must successfully complete all course work. Courses are arranged to facilitate students to acquire these two awards in 21 months.

Postgraduate Diploma in IMC (216 hours)
(Courses taught by HKU SPACE staff)

- IMC Principles and Practices
- Strategic Marketing Management
- Advertising and Promotion Management
- Marketing Public Relations
- Stakeholder Relationship Management
- Creative Strategy and Media Planning
- Brand Communication
- IMC Project

Postgraduate Diploma in IMC (216 hours)

+

Courses taught by
California State Univ., Fullerton staff (240 hours)

- Theory and Literature of Communications
- Public Relations Practicum
- Social Science and Humanistic Research Methods
- Audience Behavior
- Integrated Brand Communications Campaign
- Entertainment Public Relations / Tourism and Travel

+

Comprehensive Examination

Awards	Postgraduate Diploma in IMC (HKU SPACE)	Postgraduate Diploma in IMC (HKU SPACE) Master of Arts in Communications (Cal State Univ.)
Entry Requirements	Applicants should: • have a first degree • submit samples of their writing, in both English and Chinese Applicants with relevant experience who do not have a degree will be considered on their merits.	Applicants should: • have a first degree (GPA 2.5 or above in the last two years or the last 60 units); • have a TOEFL score of 550 or above. Applicants whose first degree is from a university in an English-speaking country are exempt from the TOEFL requirement.
Day(s) / Times	Weekday evenings, and weekends, starting February, 2004	Weekday evenings, and weekends, starting February, 2004
Duration	15 months	21 months
Fee (s)	• Course Fee: HK$28,000, paid in two instalments. • Application Fee: HK$150, non-refundable.	• Course Fee: HK$28,000, plus US$8,379, paid in two instalments. • Application Fee: HK$150, non-refundable. • Registration Fee: US$55.
Information and Applications	The standard HKU SPACE application form (SF26) should be sent to Ms Ada Lam, 5/F, or Ms Ming Lam, 8/F, TT Tsui Building, HKU, Pokfulam, HK, with all following documents required:	
	a. Copies of academic certificates b. Copies of English and Chinese writing samples c. A letter outlining the applicant's education, training and work experience, and saying how he/she will benefit from the programme d. A crossed cheque for HK$150 made payable to 'HKU SPACE' The closing date for application is December 15, 2003.	a. Copies of academic certificates and original official transcripts from applicants' universities b. TOEFL result slip (if applicable) c. A 1000-word personal statement describing the applicant's professional accomplishments and how the programme would help him/her reach professional goals d. Three recommendation letters for this programme e. Resume f. A crossed cheque for HK$150 made payable to 'HKU SPACE' The closing date for application is September 15, 2003. Applications will not be processed unless all necessary documents are in place.

The Master course is exempted from registration under the NLHPE Ordinance.

SE 15-108-00 (31)
Postgraduate Diploma in Public Relations

Enquiries: 2975 5725

This programme will benefit both newcomers to Public Relations (PR) and existing practitioners. It uses a problem-solving approach that allows students to put the communication and PR theories that they learn into practice.

It has 2 elements:

- 4 introductory modules.
- 4 advanced modules.

Introductory Modules (108 hours)	
1. Contemporary Public Relations and Theory	3. Basic PR Skills: Event Management and Presentation Techniques
2. Basic PR Skills: PR Planning	4. Writing and Production of PR Materials
Advanced Modules (108 hours)	
5. Communication through the Media	7. Specialist PR Practices
6. Strategic PR Functions	8. Project Presentations

Assessment is based on coursework, written examination and a final project.

Entry Requirements	All applicants: • should have a first degree; • have to submit samples of their writing in English and Chinese, on the basis of which they may be invited for an interview; • need basic computer skills. Applicants with relevant experience who do not have a degree will be considered on their merits.
Day(s) / Times	Saturdays, 2:30 - 5:30 p.m., starting 27 September 2003.
Duration	1½ years, part-time.
Venue	Rm S7, 3/F, Admiralty Centre, 18 Harcourt Road, HK
Fee(s)	• Course Fee: $28,000, paid in 2 equal instalments. • Application Fee: $150, non-refundable.
Application	Applicants should send the normal HKU SPACE application form (SF 26) to Ms Ming Lam, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK with: • copies of their academic certificates; • copies of English and Chinese writing samples produced by them; • a letter outlining their education, training and work experience and saying how they think they will benefit from the programme. The closing date for application is 30 August 2003.

Course Director: Mr. Fred Yeung, LLB.

SE 15-106-00 (31)
Certificate in Corporate Communications

PR Association of Hong Kong

Enquiries: 2975 5725

This course gives participants the basic knowledge and skills that they need to work in the area of corporate communications. There are 5 modules:

- Media
- Writing Techniques
- Practical Skills
- Strategy and Special Topics
- Project Presentation

Assessment is based on coursework, examinations and attendance.

Entry Requirements	Applicants should: • have a good standard of general education, preferably at post-secondary level; • be proficient in English; • be working in Public Relations or a related area.
Day(s) / Times	Wednesdays, 8:00 - 10:00 p.m., starting 8 October 2003
Duration	60 hours, 30 sessions.
Venue	Room 206, 2/F, Causeway Centre, 28 Harbour Road, Wanchai, HK
Fee(s)	$5,200.
Medium of Instruction	English and Cantonese.
Application	The normal HKU SPACE application form (SF 26) should be sent to Ms Ming Lam, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK, with copies of qualifications. The closing date for application is 10 September 2003.

Course Director: Education Committee, PR Association of Hong Kong

SE 15-114-00 (31)
Foundation Certificate in Marketing Communications

This course aims to introduce participants to marketing and promotional principles used to increase awareness of and change in buyer attitude and behaviour about products, services and organisations. Participants learn how to evaluate promotional mixes, examine the role of marketing communications and develop strategies with various stakeholder audiences.

Topics include:
- Marketing Communications Mix and Related Communication Theories
- Buying Behaviour
- Understanding Important Stakeholders
- Marketing Communications Tools

Assessment for this course comprises a written assignment (50%) and a final project (50%).

Entry Requirements	Applicants should have post-secondary education and be proficient in written and spoken English (a pass in HKCEE English Language [Syllabus B] or equivalent). Applicants with lesser qualifications will be considered if they are aged 21 or above, with a few years of experience in public relations, advertising or marketing fields.
Day(s) / Times	Tuesdays, 8:00-10:00 p.m., starting 16 September 2003
Duration	60 hours, 30 sessions
Fee	$6,000
Medium of Instruction	Cantonese, supplemented by English.
Information and Application	The normal HKU SPACE application form (SF 26) should be sent to Ms. Ming Lam, 8/F., T.T. Tsui Building, HKU Pokfulam Road, HK, with copies of qualifications. The closing date for application is 20 August 2003.

Course Director: Lo Tse On, General Manager, Kalmet Promotion Ltd.

SE 15-109-00 (31)
Foundation Certificate in Advertising

Enquiries: 2975 5725

This certificate programme consists of 3 short courses that can be taken either individually or with a view to completing the certificate. The courses:

- show how advertising campaigns are produced
- show how advertising is co-ordinated with marketing
- show how advertising campaigns develop from research
- teach students to write advertising copy for different media
- teach students how to select the best media for an advertising campaign

SE 15-043-24 (31) – Advertising Planning • 23 September – 25 November 2003	
• Evolution of Modern Advertising	• Elements of a Successful Advertising Campaign
• Concepts of Marketing	• Advertising Objectives and Budgeting
• Elements of the Communication Process	• Message Strategy
SE 15-043-25 (31) – Advertising Management • 2 December 2003 – 3 February 2004	
• Choosing a Dependable Advertising Agency	• Components of the Media Plan
• Maintaining a Cordial Client-agency Relationship	• Media Buying
• Media Trends and Characteristics	
SE 15-043-26 (31) – Advertising Production and Campaign • 10 February – 27 April 2004	
• Creating an Advertising Copy	• The Complete Advertising Campaign
• Electronic Message Tactics	• Internet Marketing
• Copy-writing Workshops	

Entry Requirements	Applicants should: • have a good standard of general education, preferably at post-secondary level; • be proficient in English and Chinese.
Day(s) / Times	Tuesdays, 7:00p.m. to 10:00p.m.(1-8 sessions), 8:00 - 10:00 p.m. (9-10 sessions).
Duration	28 hours, per short course. 84 hours for the whole certificate.
Venue	Room 901, 9/F, 494 King's Road, North Point, HK
Fee(s)	$8,250, for the full course or $2,790 for individual courses.
Medium of Instruction	Cantonese and English.
Application	The normal HKU SPACE application form (SF26) should be sent to Ms Ming Lam, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK.

Course Director: Mr. Dominic Shui, Business Director, Proad Communications Ltd.

SE 15-043-32-41 (31)
財經公關入門

香港是地區主要金融服務中心，上市公司的數目不少，而且每年計劃上市的公司亦愈來愈多，因此財經公關在近年的發展可謂非常蓬勃，對這方面人才的需求極大。本課程不同於一般公關理論課程，內容主要以實際個案和行內資深從業員包括金融界專才、財經公關和財經記者的經驗為主，著重雙向交流及討論。

課程內容

1. 金融市場概覽；2. 大中華投資市場；3. 財經公關的發展、角色與功能；4. 投資者關係；5. 財經傳媒關係；6. 首次公開招股公關企劃；7. 長期公關計劃；8. 個案分析：紅籌國企、科網公司、資產置換(Backdoor listing) 等。

導　師　：Ms. Lau Pik Shan, Doris
BSSc *HK Baptist University*
地　點　：容後公佈
開課日期及時間　：2003 年 9 月 10 日起逢星期三 8 - 10 p.m. (共十二講)
學　費　：$1,800
教學語言　：廣東話

SE 15-043-31-41 (31)
Internet Marketing Communications

This course introduces students to the facts, key concepts and theories of using Internet technology for Marketing Communications. Reference will be made to information as a product of the Knowledge Economy; Customer Relationship Management (CRM) and related developments; the impact of the Internet on business, in particular the concept of Business to Consumer (B2C) and Business to Business (B2B) Marketing.

Applicants should already have 2 years of experience in marketing communications.

Tutor	:	Mr. Robert Lai MBA, *Sheffield*
Venue	:	To be advised
Days/Times	:	Thursdays, 8-10 p.m., starting 11 Sep 03 (10 meetings)
Fee	:	$1,800
Medium of Instruction	:	Cantonese, supplemented by English

SE 15-043-37 (31)
廣告創作心法
The Secret of Creating an Advertisement

課程綱要

廣告創作人爭分奪秒，為求一語中的而廢寢忘餐，搜索枯腸，既要洞悉商品或服務的特質和市場形勢，更要捉摸宣傳對象的個性、生活習慣和口味，在客戶給予的有限時空中糅合市場學、心理學、修辭學及設計美學的精髓，藉以迸發出令人擊節讚賞的新意念(big Idea)。創作人與時競賽之餘，還須飽經百煉千錘，才將文稿書諸筆墨，或宣之於口，藉各類媒體綻放誘人魅力。優秀的廣告就仿如在萬點繁星中突現的一顆耀目流星，光芒閃爍，劃破長空，令觀賞者怦然心動，留下幾許思念與回憶。廣告撰稿員(copywriter)舞文弄墨的心路歷程卻仿如甘蔗經歷榨汁機的多番壓榨提鍊，方能令廣告文稿（或稱文案）成為一杯又一杯甜美的蔗汁。本課程旨在與學員探討撰作廣告文稿的心法技巧，以及分享講師過往的創作體驗和心得。

導　師　：余自立先生
BA (Hons) *HKU*
地　點　：北角英皇道 494 號 801 室
開課日期及時間　：2003 年 9 月 27 日起逢星期六 8-10p.m. (共 12 講)
學　費　：$ 1,800
教學語言　：粵語（輔以英語）

Journalism Courses
新聞課程

SE 15-105-00 (31)
新聞學證書

本課程專為有志從事新聞事業及對新聞事業有興趣或日常工作與新聞事業、新聞寫作有密切關係之人士而設，提供專業的訓練，更通過各項參觀與實習，讓學員對新聞事業有全面性的認識，而現時的新聞工作從業員，又可藉此課程得到進修的機會，以提高工作的效能。

課程內容

新聞學導論；大眾傳播媒介；新聞自由與道德；新聞採訪與新聞寫作；新聞翻譯；社論寫作；廣播與電視；新媒體。

入學資格

申請人須至少具下列任何一項資格：
(甲) 持有大專畢業證書；
(乙) 大學入學試合格（若不能達到此程度，則中英文中學會考須五科合格，而中英文成績良好）。

結業證書

課程結束後，學員若能符合下列三項條件，則可獲取本學院頒發證書：
(一)畢業考試合格；
(二) 上課次數超過百份之八十；及
(三) 完成所有課程作業。

申請手續

申請者須於9月20日以前將申請表格及函件寄回香港大學專業進修學院，香港大學徐展堂樓8樓林小姐。函內須附原服務機構推薦信，學歷及工作經驗證件副本及詳情。報名時請以支票付款。

導　師　：張圭陽先生
香港電台新聞總監
楊祖坤先生
大公報總編輯
陳淑薇小姐
商台新聞及公共事務總監
李梁鋒先生
前星島報系編輯
趙來發先生
前明報副總編輯
劉文傑先生
前明報採訪主任
袁建國先生
前電視台採訪主任
地　點　：北角英皇道 494 號 12 樓 1201 室
開課日期及時間　：2003 年 10 月 15 日起逢星期三 8:00-10:00 p.m. (共 48 講，另加兩星期六實習與參觀)
學　費　：$6,000
名　額　：32 人

SE 15-042-21-41 (31)
News Translation

This course, which involves both theory and practice, will help students improve their ability to translate the news. Topics covered include:

- Criteria of good translation.
- Comparative studies of Chinese and English, both language and culture.
- Introduction to news writing.
- Translating the lead, body and headline of a news story.
- Coping with long sentences and idioms.

On completion of the course, students should have a high degree of competence translating English news reports into Chinese and a good ability in translating Chinese news reports into English.

Tutor	:	Mr Joseph Chan BA *CUHK*; MA *Missouri, USA*
Venue	:	To be advised
Day(s)/Times	:	Wednesdays , 8:00 - 10:00 p.m., starting 17 Sep 03 (12 meetings)
Fee	:	$1,540
Medium of Instruction	:	English and Cantonese

SE 15-043-38 (31)
小型刊物的編輯與出版
Newsletter Editing

公司或社團機構的通訊刊物，學校實驗報刊，以致各式商業推廣雜誌、小冊子、目錄等印刷品，都是常見的小型刊物。本課程詳細介紹各類小型刊物，由構思、設計、組稿、審稿、排版、印刷及發行的實際知識及步驟，讓你掌握出版之道，為工作能力增值。

課程範圍包括：
1. 認識小型刊物，成本與發行
2. 出版工作流程
3. 內容結構、組稿與選材
4. 資料搜集與寫作
5. 稿件及圖片的處理與加工
6. 專業排版及排版 DIY
7. 印刷實務

導　師　：李玉蓮小姐
地　點　：容後公佈
開課日期及時間　：2003 年 9 月 19 日起逢星期五 8-10p.m. (共七講)
學　費　：$ 750

Presentation and Communication Skills
演講及溝通技巧課程

SE 15-113-00 (31)
Foundation Certificate in English PR Writing Techniques & Presentation Skills

Communication is the essence of public relations. This course prepares participants for a successful career in PR by enabling them to practise and improve their English skills in:

- writing;
- desktop publishing;
- presentations.

This is an intensive, comprehensive and up-to-date course that accurately reflects PR practice in the 'real world'. Students will plan, prepare, write, distribute and deliver PR materials using various media, formats and methods.

Entry Requirements	Applicants should have received a good standard of education (normally at post-secondary level) and be proficient in written and spoken English (e.g. a pass in HKCEE English Language [Syllabus B] or equivalent). Preference will be given to those who have worked in public relations or a related field.
Day(s) / Times	Saturdays, 2:30 - 5:30 p.m., starting 18 October 2003.
Duration	25 meetings.
Venue	Rm 603, 6/F., 494 King's Road, North Point, HK
Fee(s)	$7,000
Medium of Instruction	English
Tutor	Ms. Ada Leung, B Com *UBC*, MBA *CUHK*.
Information and Application	The closing date for application is 27 September 2003.

SE 15-043-30-41 (31)
English Public Relations Writing

In a world where the volume of information keeps growing, but our attention span is getting shorter, successful PR practitioners must write persuasively and clearly. This course will help participants get to the point, while being sensitive to complex client requirements and technical detail. It includes practice in writing news releases, pitch letters, bios, fact sheets, and backgrounders, with weekly exercises and critical evaluation. Participants will plan and write a press kit. Knowledge of basic PR is recommended.

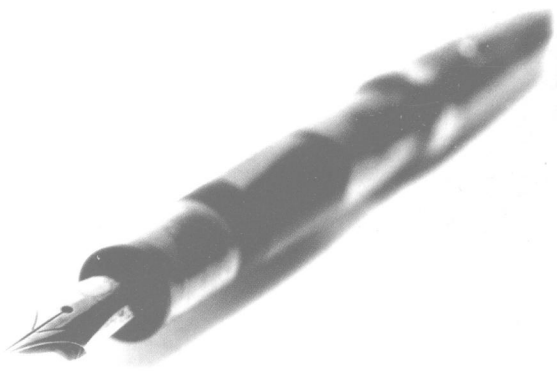
Tutor : Mr. Maijid Gafoor
PR/Media Director, *Word Smart*
Venue : To be advised
Days/Times : Saturdays, 2:30 – 5:30 p.m., starting 20 Sep 03 (10 meetings)
Fee : $2,300
Medium of Instruction : English

SE 15-042-03-41 (31)
聲藝與口才

我們生活在這個蓬勃多姿的群體社會裏，隨時隨地都需要談吐應對，或發表言論，現身說法，或肩負司儀職務，甚至以聲音作藝術表演。但是說話怎樣才能得體，聲調運用得優美，情感貫注，產生感染力，而達到悅耳傳神，聲情並暢的境地，就有賴於口才的訓練，運聲技巧的掌握，語調情感的控送，以及對聲藝應用在不同聽覺藝術範疇時的不同表達方法，有深入的認識與探討。本課程對此提供研究和學習機會。

課程內容包括聲調控送的技巧；粵音九聲的變化；常用語音的分類；演說技巧及練習；司儀方法及練習；唸詞方法及口才訓練等。

導　師 : 彭永才先生
前亞洲電視藝員訓練主管及導師
地　點 : 容後公佈
開課日期及時間 : 2003 年 9 月 12 日起逢星期五 8:00-10:00 p.m.（共 10 講）
學　費 : $1,160
名　額 : 28 人



SE 15-042-24-41 (31)
表演語言工作坊—溝通技巧訓練班

「表演」的定義不只是舞台表演，日常生活的待人接物、與人相處，以至與客戶接觸，給學生授課，我們都在運用一套自己的「表演語言」。若能成功地掌握及配合自己的性格，自然信心十足，相反便會造成自卑、誤解等溝通障礙。本課程旨在透過認識身體關節、吐字、呼吸節拍等元素，藉著「劇場遊戲」、「處境實習」、「面具訓練」、「模擬演出」及「聆聽身體語言」等練習，發掘並接納自我的性格，掌握「表演語言」的運用方法，增強自己的表達能力，找到與人溝通的成功路徑。(因場地關係，學員須穿著便服脫鞋上課。)

導　師　：何紹勳先生
　　國際演藝評論家協會專業會員
地　點　：灣仔灣景中心 3 樓 305 室
開課日期　：2003 年 9 月 15 日起逢星期一
及時間　　8:00-10:00 p.m. (共 10 講)
學　費　：$1,250
教學語言　：粵語 (輔以英語)

SE 15-042-27-41 (31)
Enhancing Non-verbal Communication in a Competitive World

Non-verbal communication is an indispensable tool for communicating effectively in the current competitive world. This course introduces both the theories and practice of non-verbal communication in a group camp setting. Participants will be made aware of their own performance via video playback analysis, so that improvements can be made. Teachers, managers, marketing and sales professionals, and social workers will all benefit from this course.

Tutor : Dr. Anthony Chan
BSc, MSc, MA(Ed), MA (ClinPsy), PhD.
Venue : To be advised.
Day(s)/Times : Wednesdays, 7-10pm; starting 5 Nov 03 (6 meetings)
Fee : $1,140
Medium of Instruction : Cantonese and English

SE 15-067-01-42 (31)
Communication Skills with an Autistic Individual

Parents, teachers, and caseworkers often find it difficult to communicate with autistic people. Through personal demonstration and practical exercises, the course tutor will draw on his personal experience and lead participants through the initial communication skills essential to communicating with those with autism. Participants are required to bring along their own video cameras and blank tapes for recordings to be made and the results to be analysed as part of the learning process.

Tutor : Dr. Anthony Chan
BSc, MSc, MA(Ed), MA (ClinPsy), PhD.
Venue : To be advised.
Day(s)/Times : Wednesdays, 7-10pm. starting 7 Jan 04 (6 meetings)
Fee : $1,140
Medium of Instruction : Cantonese and English

Full-time Commitment to Part-time Education

SE 15-102-00 (31)
專業及廣告攝影證書

本課程宜供已修讀四十小時課程的學員深造進修，課程包括：1. 特技攝影—高速動態凝固、戲劇性投影、激光影像、太空效果、色光分離、GOBO圖像、光繪LIGHT-PRINT紅外線、黑白正片、8x10保麗來；2. 歐、美、日攝影大師介紹及作品欣賞；3. 香港著名攝影師訪問；4. 專業攝影器材講座；5. 參觀PRO-LAB及數碼輸出中心OUTPUT—CENTER；6. 廣告數碼攝影；7. 成立影樓及經營職業攝影方法；8. 外籍專業模特兒咭片COMPOSITE實習；9. 攝影潮流及趨勢；10. 數碼攝影工作室；11. 戶外廣告攝影實習；12. 學員畢業作品集研討。詳細可看www.studio3.com.hk。學員必須拍攝作品集一套，作為證書成績釐訂及畢業標準，學員將頒發證書。本學院有權挑選合資格的申請者入學。

將提供頂級專業攝影電腦及黑房器材免費作實習用。黑房及影樓三千呎。但學員需自付消耗性材料如菲林、藥水等約$300。

導　師　：蔡克信先生
　　香港專業攝影師公會會員
地　點　：香港英皇道1044號福昌樓三樓2字B4室香港專業攝影學院(Studio 3)
開課日期及時間　：2003年9月11日起逢星期四 7:30-9:30 p.m. (共20講)
截止報名日期　：2003年8月28日
學　費　：$3,300
名　額　：12人

專業及廣告攝影課程(初級班)

本課程適合一般對攝影有興趣，有志於晉身「專業攝影」人士選讀。課程中理論與實習並重，教授專業攝影電腦及黑房器材的使用方法及操作原理，先充份了解專業攝影器材各個系統，從而掌握有關技術。

主要內容包括: 1. 專業大型4x 5 相機系統；2. 專業黑白沖晒技巧包括自動沖機及可變反差黑白放大；3. 影樓燈光系統及特性；4. 舞台及表演攝影；5. 測光系統；6. 專業立體3D攝影系統；7. 數碼錄影系統；8. 照片庫之經營方法；9. 前背景投式幻燈機操作；10. 支柱腳架天花路軌影棚設計；11. 專業數碼相機及電腦工作站，及12. 影樓人像拍攝實習。詳細可看www.studio3.com.hk。

免費提供電腦及黑房器材作實習用。但學員需自付消耗性材料如菲林、藥水等約$150。

導　師　：蔡克信先生
　　香港專業攝影師公會會員
地　點　：香港英皇道1044號福昌樓三樓2字B4室香港專業攝影學院(Studio 3)

SE 15-043-12-41 (31)
開課日期及時間　：2003年9月8日起逢星期一 7:30-9:30 p.m.（共10講）

SE 15-043-12-42 (31)
開課日期及時間　：2003年9月9日起逢星期二 7:30-9:30 p.m.（共10講）

學　費　：$1,640
名　額　：每班14人

專業及廣告攝影課程(中級班)

本課程適合具有攝影基礎人士修讀（修讀初級班優先取錄）。課程著重介紹商業攝影技巧及方法，認識攝影助手、攝影師及開設影樓等專業攝影工作，課程包括：

1. 8 x10 大型相機及商品攝影；
2. 微距與微型產品如晶片，鑽石攝影；
3. 專業彩色沖晒，黑房包括彩色自動沖機，幻燈片直接晒相；
4. TURBO-FILTER製作廣告照片；
5. 專業模特兒咭COMPOSITE拍攝實習；
6. 全景建築攝影與室內設計拍攝方法；
7. 室內影樓燈光婚紗攝影實習；
8. 海報與插圖攝影；
9. 100MB6000X7000DPI以上高解像度商品數碼攝影；
10. 廣告常用之數碼特技。詳細可看www.studio3.com.hk。

免費提供電腦及黑房器材作實習用。但學員需自付消耗性材料如菲林、藥水等約$200。

導　師　：蔡克信先生
　　香港專業攝影師公會會員
地　點　：香港英皇道1044號福昌樓三樓2字B4室香港專業攝影學院(Studio 3)

SE 15-043-16-41 (31)
開課日期及時間　：2003年11月24日起逢星期一 7:30-9:30 p.m.（共10講）

SE 15-043-16-42 (31)
開課日期及時間　：2003年11月25日起逢星期二 7:30-9:30 p.m.（共10講）

學　費　：$1,720
名　額　：每班14人

SE 15-043-23-41 (31)
專業廣告人像、時裝及婚紗攝影課程

本課程適合有意以人物攝影“創業”的人士修讀，理論及實習並重，詳細可看 www.studio3.com.hk。

內容包括: 專業攝影師常用器材運用；影樓燈光效果；佈光原理與測光系統；特別菲林運用及沖洗原理；專業黑白照片自行大幅放大；歐、美、日寫真大師示範及作品欣賞；數碼人像；實習課三堂。

本課程提供影樓，但學員需自備消耗性材料 ($150) 另選用(AMA) 香港專業模特兒公會之模特兒，各學員需自備相機及菲林作實習及繳付模特兒費 ($400)。

導　師　：蔡克信先生
　　香港專業攝影師公會會員
地　點　：柴灣影廠 (香港柴灣工業城第 1 期 1812 室) (Studio 3)
開課日期及時間　：2003 年 9 月 19 日起逢星期五 7:30-9:30 p.m. (共 10 講)
學　費　：$2,480
名　額　：每班 8 人

SE 15-043-13-41 (31)
錄影製作初階

本課程利用講解及分組討論形式，逐一介紹錄影製作各環節，先從認識各類型攝影器材開始。

內容包括: 攝影機及鏡頭的運用；各類作品分析；拍攝技巧；燈光效果；音響控制；劇本創作；剪接功能；混音/配音。課程除講授外，並輔以佳作示範及實地拍攝工作，理論與實際互相配合。

導　師　：黎頌圖先生
　　黎秋華先生
　　Executive Producer, R.T.H.K.
地　點　：萬誠保險千禧廣場 1504 室
開課日期及時間　：2003 年 9 月 13 日起逢星期六 4:00-6:00 p.m. (共 12 講)
學　費　：$1,240
教學語言　：粵語為主
名　額　：24 人

SE 15-043-08-41 (31)
錄影製作進階

本課程著重從實際拍攝中熟習錄影製作技巧，學員須構思劇本，參與前、中、後期製作，並參加演出。課程以單機製作為主，探討以不同敘事風格處理同一題材之結果。

內容包括: 影像敘事文法；一般攝錄、燈光、聲效技巧；有效率的攝錄隊如何工作；現場實習；把錄影機之電子效果溶入劇中；即興習作；後期製作；及平衡之創作心態。

導　師　：王璐德女士
　　黎頌圖先生
　　黎秋華先生
地　點　：萬誠保險千禧廣場 1504 室
開課日期及時間　：2003 年 12 月 13 日起逢星期六 4:00-6:00 p.m. (共 12 講)
學　費　：$1,240
教學語言　：粵語為主，部份以英語講授
名　額　：30 人

SE 15-043-18-41 (31)
Concept Mapping Applications in the 21st Century

The importance of concept mapping as a cognitive tool has become more and more prominent in the last 10 years in the Western world. Front-line intellectuals, managers, politicians and professionals are using this strategy to assist them in their day-to-day operations. It has now become a basic course for students in many universities. Dr. Chan will share his personal experience of applying this strategy over the last 20 years and demonstrate with concrete examples how much it has assisted him in learning acquisition, lecturing, administration, planning, reading, problem solving, data storage, case analysis and synthesis.

This course will be of particular benefit to:
- professionals who are required to assimilate a high volume of information and to solve problems at short notice.
- trainers and lecturers who have to conduct effective deliveries to all types of audience.
- social workers and psychologists who have to manage critical cases with complex data and at short notice.

Reference: Buzan T., The Mind Map Book (London; BBC Publishing 1995)

Tutor : Dr. Anthony Chan
CTT, DRS, BSc, MSc, MA(Ed), MA(ClinPsy), PhD
Venue : Rm 310, 3/F., Causeway centre, 28 harbour Road, Wanchai, HK
Day(s)/Times : Wednesdays, 7:00-10:00 p.m., starting 10 Sep 03 (6 meetings)
Fee : $1,140
Medium of Instruction : Cantonese and some English

Sociology, Social Work and Psychology
社會學、社會工作及心理學

Psychology
心理學

TEL 電話 : 2975 5873 FAX 傳真 : 2858 8472

SE 26-105-01 (31)
Foundation Certificate in Applied Psychology for Executives

Enquiries: 2975 5873

This course prepares executives for the challenges posed by promotion or organisation restructuring with its increased responsibilities and the need to supervise subordinates and lead them in a fast-changing working environment.

There are 5 modules:

Module 1 : Self-understanding and Consolidating Inner Strength (21 hours)
Module 2 : The Operational Environment: Business and Work Psychology (21 hours)
Module 3 : Mini Workshops and Personal Effectiveness Training (15 hours)
Module 4 : Mental Health, Mental Disorders and Productivity (21 hours)
Module 5 : Group Facilitation Skills and Leadership Training (24 hours)

Assessment is based on written assignments and attendance.

Entry Requirements	Applicants should be executives from either the public or private sector. Preference will be given to those who supervise others or are involved in Human Resources Management.
Day(s) / Times	Thursdays, 7:00 - 10:00 p.m., starting 4 September 2003.
Venue	To be advised
Duration	34 sessions – 102 contact hours.
Fee(s)	$8,760.
Medium of Instruction	Cantonese, supplemented by English.
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Rebecca See, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • **from HKU SPACE website,** http://www.hku.hk/space/div_se/ The closing date for application is 31 July 2003.

SE 26-106-00 (31)
Foundation Certificate in Applied Health Psychology for Health and Social Service Professionals

Enquiries: 2975 5873

This course provides health and social service professionals with post-qualification training in applied health psychology. It will enhance their understanding of:

- the relationship between psychology and health;
- psychological factors in medical communication and treatment;
- the practical applications and intervention approaches of applied health psychology.

There are 5 modules:
- Theoretical Foundations of Health Psychology (21 hours)
- Coping with Illness and Death (21 hours)
- Interacting with the Health Care System (21 hours)
- Specific Applications of Psychology to Health (21 hours)
- Developing Clinical Intervention Skills Workshops (15 hours)

Assessment will be based on attendance, coursework and final examination.

Entry Requirements	Applicants should be health and social service professionals (e.g. medical doctors, nurses, social workers, psychologists, physiotherapists and occupational therapists), and should have a professional qualification relevant to their own profession. Priority will be given to applicants who work directly with patients or are in the field of health education.
Day(s) / Times	(Mainly) Thursdays, 6:30-9:30 p.m., starting 16 October 2003.
Duration	33 sessions; 99 contact hours.
Venue	To be advised
Fee(s)	$8,755.
Medium of Instruction	Cantonese and English. Teaching materials, handouts, assignments and the final examination will all be in English.
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Ms Rebecca See, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • **from HKU SPACE website**, http://www.hku.hk/space/div_se/ The closing date for application is 18 September 2003.

SE 26-061-01-01 (31)
心理學導論(一)

在過去數十年來，一般人對心理學的興趣都不斷增加，為使學員對心理學有基本認識，特別提供心理學導論課程，整個課程將分為兩部份，第一部份介紹普通心理學的綱要，而第二部份則集中研讀社會心理學。

心理學導論（一）內容包括：心理學之概念、源流及派別；學習的理論和歷程、記憶與遺忘；動機的性質，生理及心理的動機；感覺與知覺等。

導　師　：陳永昌教授
　　香港大學心理學榮譽教授
地　點　：香港大學邵逸夫樓 206 室
開課日期　：2003 年 10 月 7 日起逢星期二
及時間　　6:30-8:00 p.m. (共 12 講)
學　費　：$780
名　額　：25 人

SE 26-061-02-01 (31)
心理學導論（二）

此課程乃心理學導論（一）之延續，目的為向學員提供有關普通心理學的進一步認識，內容著重社會及文化對個體行為之影響。

課程綱要：自然環境、文化背景及社會結構對心理發展及思想的影響；觀念之形成和改變；個性之偏差與異常行為；領袖和領導；偏見之形成；現代都市生活及稠密之人口對行為之影響等。

心理學導論（一）及（二）為兩個獨立課程，學員可自行選擇選修次序，亦可以同時報讀兩個課程。

導　師　：陳永昌教授
　　香港大學心理學榮譽教授
地　點　：香港大學邵逸夫樓 206 室
開課日期　：2003 年 10 月 7 日起逢星期二
及時間　　8:00-9:30 p.m. (共 12 講)
學　費　：$780
名　額　：25 人

SE 26-044-01-01 (31)
認識及培養工作間的情緒智能

情緒智能(EQ)有助個人、家庭、人際關係及事業發展。本課程內容包括認識自我的情緒智能、機構內的情緒能源；與上司、下屬及同事間的情緒處理；善用情緒智能解決問題等。主要教學形式包括小組討論、經驗分享、遊戲及短講。

導　師　：李穎明女士
　　機構心理學家、臨床心理學家
地　點　：統一中心十二樓 1204 室
開課日期　：2003 年 10 月 8 日起逢星期三
及時間　　6:30-9:30 p.m. (共 5 講)
學　費　：$1,050
名　額　：15 人

SE 26-044-02-01 (31)
性格的透視與發展

每個人的思想、情緒、行為、人際關係等各方面都很受性格影響。本課程是特別為那些希望更加認識自己及別人性格的人士而設，有助促進心理健康和性格發展。

本課程內容包括：
1. 性格心理學的基本理論；
2. 性格的發展和形成因素；
3. 家庭和童年經歷對性格的影響；
4. 從人際關係的層面中去了解性格；
5. 如何針對性格中的長處和短處發展自己和別人的性格。

上課形式以體驗性學習為主，並有小組討論、角色扮演及性格測驗等。為確保學習的連貫，參加者必須出席全部十一課。參加者應具有中五或以上程度。

導　師　：劉錦麟博士
　　臨床心理學家
地　點　：統一中心十二樓 1204 室
開課日期　：2003 年 10 月 6 日起逢星期一
及時間　　6:00-7:55 p.m. (共 11 講)
學　費　：$1,020
名　額　：25 人

SE 26-061-14-01(31)
異常心理學導論

本課程是為對異常心理學有興趣的人士而設。內容主要討論何謂異常心理，並分析常見的異常心理行為、成因及處理方法。範圍包括「正常」和「異常」的概念、兒童及青少年的心理發展及問題、成年人的心理發展、日常生活的壓力、精神病及異常性行為、暴力及自毀行為等等。

上課形式包括講座和個案分析論，授課以中文為主輔以英語，參加者應具有中五或以上程度。

導　師　：吳乃江先生
　　臨床心理學家
地　點　：待定
開課日期　：2003 年 10 月 9 日起逢星期四
及時間　　6:30-8:00 p.m. (共 12 講)
學　費　：$830
名　額　：25 人

SE 26-061-08-01 (31)
Introduction to Dream Analysis

This course introduces the basic theories and skills of dream analysis, therapeutic approaches and techniques in dreamwork.

Topics to be covered include: Historical perspective and most current relevant literature of sleep and dreaming; Freud's, Jung's, Perls' Gestalt & Faraday's theories of dreamwork; Modern models of dreamwork; Principles of symbolic interpretation; Dream language; Advice for counsellors when working with parents of children who have night terrors; Structuring group feedback; Dreamwork techniques for working in groups; Skills in remembering and recording dreams; Dreams in psychotherapy; and Dreams in the Bible.

The course will suit school guidance teachers, mental health professionals, physicians, nurses, counsellors, and other similar professionals.

Tutors　: Alex C. W. Lo,
　　Phd, EdD and guest tutors
Venue　: Rm 310, 3/F, Causeway Centre
Day(s)/Times　: Wednesdays, 8:00-9:30 p.m.,
　　starting 10 October 2003
　　(10 meetings)
Fee　: $880
Medium of Instruction　: Cantonese, supplemented by English
Enrolment　: 25

SE 26-044-05-01 (31)
Effective EQ Programmes for Adolescents and Youth

The course will cover:
- The Nature of Emotional Intelligence
- "Emotional Awareness" programmes
- "Emotional Management" programmes
- "Thinking and Beliefs" programmes
- "Stress Management" programmes
- "Empathy and Interpersonal Effectiveness" programmes

The class format consists of lectures, group discussion, experiential exercises, video and live demonstrations, role-plays and homework assignments.

The course will benefit helping professionals, such as social workers, counsellors and teachers who work with adolescents and young people.

On completion, participants should:
- have a sound theoretical base for EQ training;
- understand the principles and strategies of EQ programmes;
- be able to design effective programmes and activities for EQ training;
- have acquired the techniques and skills necessary for implementing EQ programmes for adolescents and youth.

Tutor	:	Simon K. K. Chow (MA, PD)
Venue	:	Rm UC-1204, 12/F United Centre
Day(s)/Times	:	Tuesdays, 6:00-7:55 p.m., starting 14 October 2003 (10meetings)
Fee	:	$1,020
Medium of Instruction	:	Cantonese, supplemented by English
Enrolment	:	25

SE 26-061-15-01 (31)
Understanding and Handling Specific Learning Difficulties

SLD (Specific Learning Difficulties/Disorders) occurs in children of average or above average intelligence, and is characterised by a significant delay in one or more areas of learning. Parents, clinicians, and teachers who have not been trained in managing SLD children are very frustrated and often need help to maintain a satisfactory relationship with them.

This course:
- identifies Specific Learning Difficulties or Disorders in reading, writing, spelling, arithmetic, and languages (comprehension & expression);
- enhances the improvement in SLD children in terms of their attention, concentration, competence, impulse control, persistence, and sensory integration;
- improves SLD children's cognitive functioning and emotional status;
- enhances relationships among children, parents, clinicians, and teachers.

The 12 lectures will include case discussions and site visits in HK or China.

Tutors	:	Alex C. W. Lo, PhD, EdD amd guest tutors
Venue	:	Rm 310, 3/F, Causeway Centre
Day(s)/Times	:	Wednesdays, 6:30-8:00 p.m., starting 15 October 2003 (12 meetings)
Fee	:	$980
Medium of Instruction	:	Cantonese, supplemented by English
Enrolment	:	25

SE26-063-06-01 (31)
Gestalt Art Therapy with Children

Gestalt art therapy is a powerful and creative way to engage clients in their own process of healing and growth. By using visual art, participants can integrate many parts of themselves and make choices for change. The course will consist of mini lectures and demonstrations. No art work experience is required.

Tutor	:	Lo, K.K.Y. MSW Carleton, RSW Canada, Post-grad Certificate in Expressive Arts Therapy (JFK)
Venue	:	Rm 901, 494 king's Road (Oct 22) Rm 601, 494 king's Road (Oct 23) to be advised (20, 21 Oct)
Day(s)/Times	:	20,21,22&23 October 03 6:30-9:45p.m. (Total 13 hours)
Fee	:	$860
Medium of Instruction	:	Cantonese, supplemented by English
Enrolment	:	15

SE 26-063-10-01 (31)
Gestalt Family Therapy

Gestalt Family therapy believes that collecting historical facts is of doubtful value and instead focuses on existential encounter – the face to face meeting in the immediate moment – as the essential force in the therapeutic process. This course aims to provide theoretical and experiential learning in enhancing students' skills and creativity in doing family therapy.

Content of the course includes: goals of therapy, awareness of the here-and-now, basic assumptions, gestalt interactive cycle, change and resistance, contact boundary.

Tutor	:	Lo, K.K. Y. MSW Carleton, RSW Canada Post-grad Certificate in Expressive Arts therapy (JFK)
Venue	:	Rm 603, 494 King's Road (Oct 24) Rm 801, 494 King's Road (Oct 25)
Dates	:	October 24,2003 (Friday) (6.30 p.m. – 10.00 p.m.) October 25,2003 (Saturday) (9.15 a.m.- 12.15 p.m. & 1.15p.m. – 5.45 p.m. (total 11 hours)
Fee	:	$710
Medium of instruction	:	Cantonese, supplemented by English
Enrolment	:	15

SE26-063-09-01(31)
舞蹈治療工作坊

本課程特為從事社會服務的專業人士而設。舞蹈治療是採用一些淺易舞蹈及基本活動練習而提升心理健康。

舞蹈治療深信「身心合一」的理念，「有於心、形於外」，身體動作及形態的改變是會引發心理上的轉變。本課程的目的是希望學員可以重拾「身心合一」的平衡狀態。為了釋放貯藏在身體不同部位的壓力，一些簡單舞蹈、活動練習會被挑選及加插在課程中。學員可透過活動的體驗，加深自我認知，改善人際關係及自我形象，學習創意減壓方法。

導　師	：	張玉賢小姐 輔導心理學家
地　點	：	香港大學明華綜合大樓 4 樓 學生輔導處 411 室
開課日期及時間	：	2003 年 11 月 15 日、 11 月 22 及 29 日星期六 9：30 am-12：30 pm (共 3 講)
學　費	：	$630
教學語言	：	粵語為主，輔以英語
名　額	：	18 人
衣　著	：	輕鬆舒服

SE26-061-21-01 (31)
活得豐盛

過去數十年以來，心理學大部分的研究都集中在心理問題或病態的課題上。近年來，心理學學者開始討論及研究正面心理學(Positive Psychology)，期望更可以促進人們的心理健康及提高生活素質。

本課程的目的及內容包括：1. 介紹正面心理學的基本概念；2. 人性的弱點 (Vulnerability)； 3.抗逆能力 (Resiliency)；4.積極思考方法 (Optimism)；5.希望 (Hope)；6.快樂 (Happiness)；7.享受現狀 (Flow)；8.活在當下 (Mindfulness)。課堂形式包括：理論、小組討論、體驗練習等；從而使學員更可以掌握正面思維及生活態度的技巧，改變舊有思維及習慣，提昇生活素質，使生活更充實。

導　師	：	羅苑華小姐 臨床心理學家及客座導師
地　點	：	待定
開課日期及時間	：	2003 年 10 月 8 日起逢星期三 7:00-9:30 p.m. (共七講)
學　費	：	$880
名　額	：	30 人

SE26-044-06-01 (31)
創意解難

此課程旨在為學員提供在工作與生活上不同範疇的全面性基礎訓練。修畢此課程後，學員在解難觀念和技巧方面能夠有整體的了解，並能決定繼續進修的方向。課程著重培養學員的認知能力、溝通能力、分析及概念性思維。藉著不同的課堂活動和習作，學員可運用所學的知識和技能，實踐創意，克服困難。

課程目標包括：1. 提昇個人管理決策個性與品質；及 2. 培養個人及整 體創意解難思考能力。

課程綱領包括：1. 創意解懶：突破習以為常的處事模式; 建立跳脫的思維空間；2. 創意解煩：要求與限制;善用資源, 界定難解事情的緩急先後輕重；3. 創意解困：順應與變通; 突發應變的解困心法口訣；4. 創意解難：靈巧與分吋; 掌握情報 , 七步解難方法論。

導　師　：徐維磊先生
地　點　：統一中心十二樓 1204 室
開課日期　：2003 年 9 月 8 日起逢星期一
及時間　　6:00p.m.- 10:00p.m.(共四講)
學　費　：$750
名　額　：20 人

SE 26-061-22-01 (31)
人人都有型 - 九型性格學

「九型性格學」(Enneagram) 是一個將不同性格歸類的系統，它把千差萬別的人類性格，劃分為互相扣連的三類九型。它相信每個人基本是屬於其中一種性格的，由於在人際相處與社會關係等不斷影響下，你我均會學習其他類型性格的特質，使同一類型的性格也會有不同表現。

本課程目的包括協助參加者掌握九型性格學 (Enneagram) 的基礎及確定自己的性格類型，突破性格障礙和發揮個人魅力，適合任何有興趣認識及改進自己的人士報讀。

導　師　：鄧國永先生
　　社會工作碩士
　　國際九型性格學協會會員 (IEA)
地　點　：容後公佈
開課日期　：2003 年 9 月 30 日起逢星期二
及時間　　7:00p.m.- 10:00p.m.(共四講)
學　費　：$560
教學語言　：以廣東話為主，輔以英語
名　額　：40 人

Social Work and Sociology
社會工作及社會學

TEL 電話：2975 5657/ 5667　FAX 傳真：2858 8472

SE 28-118-00 (31)
Postgraduate Diploma in Family Mediation

Enquiries: 2975 5667

Each year thousands of couples undergo the painful and stressful ordeal of divorce in a court. However, family mediation can provide an alternative means of arriving at a mutually satisfactory agreement. This is a well-established procedure in other developed countries, and is now the subject of a 3-year pilot scheme in the Family Court in Hong Kong .

This course will train competent practitioners to meet the potential demand for family mediation. Participants will gain:
- the knowledge and skills necessary to be a family mediator;
- an academic base for further studies and professional development.

The course covers:

Subject 1	Introduction to Alternative Dispute Resolution and Family Mediation.
Subject 2	Preparatory Training:
Subject 2a	Self-understanding, Sensitivity Training and Interviewing Skills (for students without a counselling background).
Subject 2b	Family Law and Related Legal Knowledge (for students without a legal background).
Subject 3	Family Mediation: Theory and Practice 1
Subject 4	Concurrent Studies: a) Supervised Practice; b) Outside Learning Experience; c) Writing up Personal Portfolio of Learning.
Subject 5	Family Mediation: Theory and Practice 2

a. The different subjects are taught in 3 semesters, each lasting 4 months.
b. Assessment is based on coursework, written examination, supervised practice and attendance.

Professional recognition:
This programme is accredited by the Hong Kong International Arbitration Centre as a family mediator training programme.
It is also an approved course under the CPD scheme of the Law Society of Hong Kong. Legal practitioners who take this course can get up to 15 points of the annual CPD requirement.

Entry Requirements	Applicants should have: • a bachelor's degree in Social Work, Law, Counselling or related area; • **and**, at least 3 years' experience in one of these areas; • **and**, access to clients who need a family mediation service or be prepared to identify suitable clients for the service.
Day(s) / Times	Wednesdays, 6:30 - 10:00 p.m., starting 8 October 2003 (Subject 2a may be held on Monday evenings). 12 meetings per semester, plus weekend workshops for intensive practical skills training.
Duration	12 months. October 2003 - September 2004
Venue	To be advised
Fee(s)	$45,500, paid in 2 instalments: $25,500 + $20,000.
Information and Application	Detailed information and an application form are available from Ms Candy Cheung, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme.

Towards a Professional Delivery of Social Security Service
提升社會保障服務專業水平

Social security has now taken up the equivalent 11%, or over $22 billion of government's total spending. Given such a huge figure, and social security's close interface with the public, the system has become increasingly complex and sophisticated involving finance, service standards, delivery patterns, management, ethics and other issues.

The government sees the need for frontline practitioners to be trained in relevant knowledge and skills to ensure a professional delivery of social security and related services to the public.

Against such a background, HKU SPACE has been commissioned to launch Hong Kong's first three-year part-time Higher Diploma in Social Security for the government's social security staff.

The arrival of this long-awaited and much-needed programme was hailed by the Department's Assistant Director Mrs Rachael Cartland as "a dream that came true".

Mrs Cartland was joined by HKU Social Work and Social Administration's Chair Professor Nelson Chow, who is also Honorary Course Director of the programme. Professor Chow said the programme would provide "better insight for the staff to manage the social security schemes in a more fair and humane way."

The Higher Diploma in Social Security is now under way with 45 students. It is another of HKU SPACE's initiatives to provide customized courses to meet community needs.

近年，政府用於提供社會保障服務之開支已高達二百二十億港元，相等於政府總開支百份之十一。由於開支額龐大，而且與公眾的利益息息相關，社會保障服務機制亦漸趨全面及精密，其中涉及服務水平、審批模式、操守及管理制度等各方面。有見及此，政府有關方面亦認同需為前線的社會保障服務人員提供合適的培訓，以確保他們能面對及適應不斷的轉變。

香港大學專業進修學院獲香港特別行政區政府委任，創辦全港首項為社會福利署社會保障部職員而設的三年制社會保障高級文憑兼讀課程。社會福利處助理署長簡何巧雲太平紳士於開學典禮中致辭時形容此課程為「夢想成真」，因為它來得正切合時宜及能提升職員於社會保障服務方面的最新知識及技能。

香港大學社會工作及社會行政學系講座教授兼本課程之榮譽主任周永新教授更表示，透過此課程，希望職員能以公平及理性的態度來處理個案及掌握社會保障服務計劃的要訣。

課程已於二月二十五日開課，現有四十五名學員，此課程再一次見證了學院為配合社會需要而特別開辦有關課程而付出的努力。

Assistant Director of Social Welfare Department Mrs. Rachel Cartland flanked by Director of HKU SPACE Professor Enoch Young (left); and Chair Professor of HKU Department of Social Work and Social Administration and Course Honorary Director Professor Nelson Chow.
香港大學專業進修學院院長楊健明教授(左起)、社會福利署助理署長簡何巧雲及香港大學社會工作及社會行政學系講座教授兼課程榮譽主任周永新教授。

SE 28-739-00 (31)
Higher Diploma in Social Security

Enquiries: 2975 5655

This course, the first of its kind in Hong Kong, aims to provide knowledge and skills for those working in the social security and related fields. This course will also benefit those interested in gaining a better understanding of how social security schemes function in society.

There are 6 study areas:
- Social science foundation
- Understanding self and work targets
- The welfare system of Hong Kong
- Social policy and administration, management and information technology
- Integrative project
- Elective subjects

Assessment is based on course assignments and final examinations. Students are required to complete this course within 3 years. Exemption of subjects will be considered on individual basis.

Entry Requirements	Applications should: • **either**, obtain grade E or above in one subject at HKAL, or grade E or above in two subjects at HKASL, and grade E or above in 6 subjects at HKCEE, including Chinese Language and English Language (Syllabus B) or grade C or above in English Language (Syllabus A), or equivalent; • **or**, be of age 25 years on or before September of the year in which admission is sought, with evidence of service in social security or related areas. Applicants may have to attend an admission interview.
Date	2 weekday evenings and Saturdays (afternoon and evening) every week, starting from September 2003, with 2 semesters per year. Each semester is 15 weeks. Teaching venue will be in one of the HKU SPACE Learning Centres.
Duration	3 years (Part-time)
Fee(s)	Around $29,000 per year
Medium of Instruction	English, supplemented with Chinese
Mode of Teaching	Lectures, workshops, tutorials, case analyses, laboratory training, skills demonstration and group projects. The teaching team includes Professor Nelson Chow, Professor Jimmy Chan, Dr. Caroline Yeung, Mr. Stanislaus Lai, Mr. Leung Wai Hong, Dr. Choy Bing Kong and other experts in social security and related fields.
Information and Application	Detailed information and an application form are available: • **in person**, at any HKU SPACE Enrolment Centre. • **by post**, from Ms. Karina Cheng, HKU SPACE, 8/F, T.T. Tsui Building, HKU, Pokfulam Road, Hong Kong. Please send a self-addressed envelope (A5 size) with a $2.80 stamp, specifying the name of this programme. • **from the HKU SPACE Web site**, http://www.hku.hk/space/div_se/

SE 28-102-00 (31)
Certificate in the Foundations of Art Therapy

Enquiries: 2975 5657

This course introduces the theory and practice of art therapy, and will provide a good basis for anyone wishing to undertake further studies that might lead to a professional qualification. It includes both classroom teaching and experiential learning, through regular monthly sessions and workshops.

Specific topics to be covered include:

- Theory of Creativity, Art and Art Development (10 hours)
- Individual and Group Development Theory (10 hours)
- The Kinesthetic Approach to Art Materials (20 hours)
- The Directive Formula (20 hours)
- The Non-Directive Formula (20 hours)
- Practicum (20 hours)

Entry Requirements	Applications will be considered from all human service personnel who are interested in, and already have a basic understanding of art therapy.
Day(s) / Times	• Regular Monthly Meetings on Saturday & Sunday of last week of each month. Starting September 03- March 04 (total 10 sessions) Saturday (10am - 8pm) Sunday (10:30am - 5: 30pm) • Two 3-day Workshops
Venue	Robert Black College, HKU
Fee(s)	$12,500, not including art materials fees.
Information and Application	Detailed information and an application form are available: • by post, from Ms P Y Chung, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • from HKU SPACE website, http://www.hku.hk/space/div_se/ The closing date for application is 25 August 2003.

SE 28-115-00 (31)
Certificate in Play Therapy
Enquiries: 29755657

Objectives
This course is designed to provide the theoretical foundation and practical experience in play therapy to those who are interested in the application of play therapy in helping children and their families.

Course Content
The course includes the following modules:
1. Theoretical approaches to the practice of play therapy (15 hours)
2. Play and Child Development (15 hours)
3. Play therapy techniques and skills (15 hours)
4. Play therapy applications (15 hours)
5. Practicum/ Supervision (38 hours)

Entry Requirements	Applicants will be considered from all human service personnel who work directly with children and are interested in the field of play therapy. The course will be limited to a maximum of 24 students.
Day(s) / Times	• Regular meetings: Mondays, 6:30 - 9:30 p.m., September 2003 - June 2004 • Students are required to conduct play therapy sessions with two children each week for six weeks and attend group supervision class at the same time.
Venue	To be advised
Fee(s)	$8,500.-
Assessment and Awards	Successful completion will depend on a minimum attendance of 90%. Assessment consists of both written assignment and practical work. Students must pass all areas of assessment for the award of the certificate.
Medium of instruction	Cantonese, supplemented by English
Instructor	Poon W.C. Samuel, Ph.D. and guest lecturers
Information and Application	Detailed information and an application form are available: • by post, from Miss P.Y.Chung, 8/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. • from HKU SPACE website, http://www.hku.hk/space/div_se/ The closing date for application is 1 Sep 2003.

SE 28-063-01-08 (31)
音樂治療入門

音樂作為治療工具有很悠長的歷史。而「音樂治療」的概念亦由原始部落的巫醫拿音樂驅鬼，演變成現今音樂治療師以科學及系統的方法，來把音樂使用於治療上。

本課程介紹今天音樂治療的理論及在社會上的應用，包括行為、人本和心理分析心理學與音樂治療的關係，及介紹音樂治療在醫療、心理治療、老人服務、特殊教育等等的運用。

導　師　：彭嘉華先生
　　註冊音樂治療師
地　點　：統一中心 UC-1204 室
開課日期　：2004 年 1 月 8 日起逢星期四
及時間　　6:25-7:55pm (共 4 講)
學　費　：$360
名　額　：25 人

「兒童為本」遊戲治療法

「兒童為本」遊戲治療法(Child-Centered Play Therapy)創始人艾詩蘭 (V. Axline) 指出，遊戲是三至十歲的兒童最自然自我表達和與人溝通的媒介。在遊戲中與兒童建立關係，讓他們感到安全及獲接納，並能自由地探討及表達自己的感受、思想和人際關係的經驗。當兒童的行為得到治療員的有效回應，他們便懂得成熟地處理自己的情緒及問題。

課程內容包括：1. 遊戲對兒童的意義；2. 遊戲治療的歷史及發展；3.兒童為本的遊戲治療法；4. 遊戲治療師；5. 遊戲室及玩具；6. 家長如何參與療程；7. 怎樣建立關係；8. 有效的回應；9. 如何設定治療作用的限制；10. 如何決定結束個案；11. 療程中常見的問題；12. 難題處理。

授課形式以講授、討論、角色扮演、示範、個案研究等形式進行。歡迎愛護兒童人士及兒童工作者報讀。

導　師　：潘偉智博士
地　點　：容後公佈
學　費　：$930
名　額　：每班 25 人

SE 28-063-02-16 (31)
開課日期　：2003 年 9 月 25 日起逢星期四
及時間　　9:30 a.m.-12:30 p.m. (共 5 講)

SE 28-063-02-17 (31)
開課日期　：2003 年 11 月 6 日起逢星期四
及時間　　：9:30 a.m.-12:30 p.m. (共 5 講)

SE 28-064-01-09 (31)
認識及協助兒童語言之發展

語言不單是表達思想和溝通的工具，更在兒童的認知、情緒及社交發展上扮演重要的角色，若在語言發展重要期間給予兒童適當的語言刺激，可促進他們在語言及各方面的發展。

本課程歡迎家長、醫生、護士、幼兒工作員、教師及關心兒童語言發展之人士參加。

內容包括：正常兒童語言發展階段及理論、兒童其他發展對語言之影響、如何提供合適的語言刺激幫助兒童語言理解、表達、及發音能力發展。本課程除講授外，亦輔以研討、分組活動等方式。

導　師　：古梅聲小姐
　　言語治療師
地　點　：統一中心十二樓 UC-1204 室
開課日期　：2003 年 9 月 18 日起逢星期四
及時間　　：6:00-7:55 p.m. (共 5 講)
學　費　：$620
名　額　：25 人

SE 28-064-02-08 (31)
如何建立及提高特殊兒童的溝通能力

本課程目的在給家長、經常接觸特殊兒童之醫生、護士、幼兒工作員、教師等，提供有關特殊兒童語言能力的基本知識，讓他們在生活和工作上協助提升該等兒童之溝通能力。

內容包括：溝通之定義及組成成分、溝通障礙及言語治療之認識、各類特殊兒童之語言特徵及教導技巧等。上課形式以講授、研討、角色扮演等為主，學員須積極參與討論及小組練習。學員必須對正常語言發展已有清楚之認識。

導　師　：古梅聲小姐
　　言語治療師
地　點　：統一中心十二樓 UC-1204 室
開課日期　：2003 年 10 月 23 日起逢星期四
及時間　　6:00-7:55p.m. (共 6 講)
學　費　：$730
名　額　：25 人

SE 28-064-03-09 (31)
兒童成長問題專探
防止虐待兒童會合辦

本課程以探討兒童在成長中的三個主要方面—學習、性心理、情緒及行為為主，並會介紹處理這些問題之適當及有效方法。

兒童學習方面包括：
1. 討論兒童一般的學習問題及表徵—如逃學、欠交功課、不專心等；
2. 如何幫助兒童面對學習問題；如何培養兒童學習興趣及能力。

性心理方面包括：
1. 兒童的性心理發展及他們所面對的一般有關「性」的問題；
2. 如何與兒童談性；
3. 如何幫助 / 教導兒童預防性侵犯。

情緒及行為方面包括：
1. 兒童究竟是否會有焦慮、悲傷等的複雜情緒? 兒童的偷竊、說謊、厭食或甚至攻擊性行為是否不正常呢?
2. 面對兒童的上述問題應用甚麼方法來處理呢?

導　師　：防止虐待兒童會社工及客座講師
地　點　：容後公佈
開課日期及時間　：2004 年 1 月 3、10、17 及 31 日 星期六 2:30-5:30 p.m (共 4 講)
學　費　：$560
名　額　：50 人

SE 28-063-09-09 (31)
家庭輔導基礎工作坊

近幾年間越來越多人對家庭輔導產生興趣，究竟甚麼是家庭輔導？家庭輔導與其他的輔導形式有甚麼分別呢？本課程會以學員的經驗為出發點，藉角色扮演、小組活動，並輔以家庭輔導的理論和錄影帶，來幫助學員探討家庭輔導的特色和做法。

此外，課程亦會介紹家庭輔導的歷史和發展，在不同類型的個案中的應用，和進修家庭輔導的途徑。課程的對象是從事輔導、教育、社會及醫療服務的人士。本課程講者是香港家庭研究所 (Family Studies, Hong Kong) 之教師，教學所用錄影帶亦會由該研究所提供。

導　師　：鍾麗珊醫生及客座講師
地　點　：統一中心十二樓 UC-1204 室
開課日期及時間　：2003 年 11 月 12 日起 逢星期三 6:30-9:00 p.m. (共 8 講)
學　費　：$1,010
教學語言　：粵語輔以英語
名　額　：25 人

SE 28-065-07-09 (31)
Introduction to Counselling

This course helps students understand the therapeutic process and acquire specific counselling skills. It will utilise Gerald Egan's conceptualisation of the counselling process and will briefly explore how this approach can be adapted to various theoretical models.

The course will introduce fundamental counselling concepts and procedures, including: the nature and parameters of counselling, client assessment and referral, therapeutic stages and their corresponding interventions, client transference and other client/therapist dynamics. Basic Egan counselling skills will be taught including: active listening, empathy, advanced accurate empathy, immediacy, and problem solving. Other specific techniques will be introduced, such as using metaphors, lifelines, guided imagery, and termination rituals. Methods of avoiding counsellor burn-out will also be addressed.

The class format will consist of lectures, discussions, role plays, and video-taping. The course is designed to benefit teachers, social workers, para-professional counsellors, and other helping professionals.

Tutor : Experienced psychologists & Social workers
Venue : Rm UC-1204, 12/F, United Centre
Day(s)/Times : Fridays, 7:45-9:45 p.m., starting 5 Sep 03 (15 meetings)
Fee : $1,450
Medium of Instruction : Cantonese, supplemented by English
Enrolment : 25

SE 28-064-05-06 (31)
不一樣家長教子法

從前家長教子重德重智，現在家長教子重情(E.Q.)重理。從前著重父嚴母慈，現在著重恩威並濟。本親子課程，以現代理論為經，以實際經驗為緯，幫助小學生家長及幼兒教師認識自己及孩子，改善家庭生活，從而建立一套現代的正確教子方法。

課程內容包括：1. I.Q. 與 E.Q.；2. E.Q. 考試法；3. 親子溝通之道；4. 給孩子自尊與自信；5. E.Q. 讀書法；6. 教子十全大法。

導　師　：趙榮德先生
B.A., Dip.Ed., Dip. Guidance
曾潔雯博士
B. Soc.Sc., M. Soc.Sc. (Clin. Psy.) Ph.D.
地　點　：石硤尾嘉智學校 202 室
開課日期及時間　：2003 年 10 月 15 日起逢星期三 6:15-7:45p.m. (共 6 講)
學　費　：$550
名　額　：30 人

SE 28-064-15-10 (31)
情緒智能(EQ)與舒緩壓力

本課程探討不斷變遷的社會如何給個人製造生活壓力，教導學員提高自覺及自信，以適應變化，做到處變不驚！課程內容包括：一、自覺與自信；二、自我操控的能力；三、表裡合一，情緒穩定；四、改變自己才能影響別人；五、放開懷抱，迎接轉變。課程以EQ學說為基礎，生命交流為骨幹，務求透過小組討論及經驗流動，每個學員按自己情況調整生活步履，緩危有序。

導　師　：姚賽清女士
教育心理學碩士
地　點　：石硤尾嘉智學校
開課日期及時間　：2003 年 10 月 2 日起逢星期四 6:50 - 9:50p.m. (共 12 講)
學　費　：$1,500
名　額　：25 人

SE 28-065-05-04 (31)
專題研習：都市精神病的認識及預防—附錄影帶示範

根據一項精神健康調查顯示，香港約五人便有一人有某程度的精神病 ，較普遍的有神經衰弱、憂鬱症、老人癡呆症.....等。本課程將會以深入淺出的講授配合錄影帶示範，去介紹什麼是精神病、常見的精神病(包括癡呆症、精神分裂症、躁狂症、憂鬱症、神經衰弱等)、精神治療與康復、精神病的預防方法等。並會探討一些與精神病相關的課題，如自殺、產後精神病、酗酒、虐妻及虐待兒童等。各學員亦可在課堂中提出任何與精神病有關的問題向講者發問及討論。

本課程適合社工、教師、輔導員、護士及中五程度或以上的市民參加。

導　師　：趙伯宏醫生
地　點　：石硤尾嘉智學校 G02 室
(2003年10月30日至11月20日)
石硤尾嘉智學校 204 室
(2003 年 11 月 27 日)
開課日期及時間　：2003 年 10 月 30 日起逢星期四 8:00 - 9:30 p.m. (共 5 講)
學　費　：$440
名　額　：50 人

Introduction to Art Therapy

Freud, Jung, Plato and Aristotle are but 4 of the thinkers who have clearly defined the value of arts in human growth and development. Aristotle is said to have prescribed the arts (painting, music, drama) as therapy for mentally and emotionally disturbed people.

This course aims to give a comprehensive introduction to art therapy. Through exploring a variety of art materials and emerging themes, participants will learn to trust the creative process and begin to understand the gentle healing power of art as therapy. This may be achieved through a commitment to and interaction with the course participants, within a therapeutic environment, using art as a tool for communication. Lectures by professionals from related disciplines, video and colour slides of images will form part of this introduction.

Tutors : Julia Byrne, MA
and Guest Lecturers
Venue : Rm 3405, 34/F, United Centre
Fee : $1,900
(including art material fee)
Enrolment : 14

SE 28-063-04-16 (31)
Day(s)/Times : Saturdays, 9:00-11:30am
Starting Sept. 27, 03 (10 meetings)

SE 28-063-04-17 (31)
Day(s)/Times : Tuesdays, 2:00-4:30pm
Starting Sept. 23, 03 (10 meetings)

SE 28-063-05-09 (31)
Cognitive-behavioral Group Therapy : Theory and Practice

This course will focus on the applications of cognitive-behavioral theories and techniques in conducting psychotherapeutic and psychoeducational group programmes in various settings. The course will cover: a) theoretical assumptions and tenets of cognitive-behavioral therapy; b) cognitive-behavioral assessment and intervention strategies; c) conducting cognitive-behavioral group programmes that target different emotional/behavioral problems, e.g. anxiety, depression, anger, stress, conduct and addiction problems; d) the interface of the cognitive-behavioral approach and Hong Kong/Chinese culture - the indigenisation of western theories.

The learning will be comprehensive, experiential and practical. Various teaching methods such as mini-lectures, structured exercises, role-plays, discussions and simulated experiences will be used. This course will benefit counsellors, social workers, teachers, medical personnel, and other helping professionals. Participants should have basic training in counselling/psychotherapy and preferably possess some knowledge of cognitive-behavioral therapy.

Tutor : Simon K.K. Chow, MA, PD
Venue : Rm UC-1204, 12/F, United Centre
Day(s)/Times : Tuesdays, 8:00-9:55 p.m., starting 14 Oct 03 (10 meetings)
Fee : $980
Medium of Instruction : Cantonese, supplemented by English
Enrolment : 25

SE 28-044-01-10 (31)
音樂與智能

音樂是否可以提高我們的智能本課程將會講述聆聽音樂、背景音樂、學習樂器、和音樂課程四方面的科學研究資料，並探討音樂對人類智能發展的影響。由於社會上有很多關於這方面的誤傳 (例如有人說聽莫扎特的音樂可以提高智商30%等等)，本課程亦會對這些誤解作出解釋；除此之外，我們亦會從「多重智能」(Multiple Intelligence) 的概念來探討音樂對兒童智能發展的重要性。

本課程適合任何人士參加，尤其是那些希望使用音樂協助孩子成長的家長們。

導　師 ：彭嘉華先生
註冊音樂治療師
地　點 ：統一中心十二樓 UC-1204 室
開課日期及時間 ：2003 年 12 月 4 日起逢星期四 6:25-7:55 p.m. (共 3 講)
學　費 ：$300
名　額 ：25 人

SE 28-042-02-09 (31)
演說領導技巧

公開演說是口頭傳播的主要媒介，工此者可以啟發群眾，鼓動風潮，造成時勢。要登此領導地位，必先要利其器。在啟發別人之前，必先受啟發，把你的表達力、洞察力和判斷力提升。這項連續十講的課程，將會訓練參加者在正式面對群眾的演講和團體聚會時，能成功和有效地表達思想和見解。

課程內容將包括：說話技巧、焦慮心理的處理、了解聽眾、講稿準備、輕鬆生動的語調、印象深刻的措詞、親切感的建立、表情與姿勢和個人形像的處理等。上課形式包括：啟發講授、示範、課堂實習及個別指導等。

導　師 ：徐維磊先生
前電台監製兼主持
地　點 ：統一中心十二樓 UC-1204 室
開課日期及時間 ：2003 年 9 月 18 日起逢星期四 8:00-10:00 p.m. (共 10 講)
學　費 ：$980
名　額 ：25 人

HKU SPACE Adds Value to Your Life

SE 28-042-03-04 (31)
The Art of Interactive Communication for Executives

This course will benefit executives who want to get ahead, by developing the sorts of interpersonal behaviour and techniques that can win over their audience and assist them in all phases of their life. It covers:

- Listening vs Relationships
- Reasons People (Don't) Listen
- Effective Communication
- The Secret of Good Delivery
- Platform, Presence and Personality
- Memory and Diction
- How to Open and Close a Dialogue
- Refreshing Humour
- Audience Sensitivity
- Preparing for TV and Radio Interviews

Tutor : Mr. William Zee
Former Radio Programme Director and Talk-show Host
Venue : Rm UC-1204, 12/F, United Centre
Day(s)/Times : Thursdays, 8:00-10:00 p.m., starting 4 Dec 03 (10 meetings)
Fee : $1,200
Medium of Instruction : Cantonese, supplemented by English
Enrolment : 25

SE 28-063-14-02 (31)
家庭暴力—男性施虐者輔導工作：理論與實務

本課程由『理解』開始，以『怎樣做』為重點設計目標，例如：與男性建立良好工作關係、接觸他們被封印已久的情緒、提升他們改變的動機和透過特定的工作手法以求達致共同的期望和理想。雖然此課程以男性施虐者服務為主要探討藍本，但亦適合一般做男士輔導工作的人士參加。

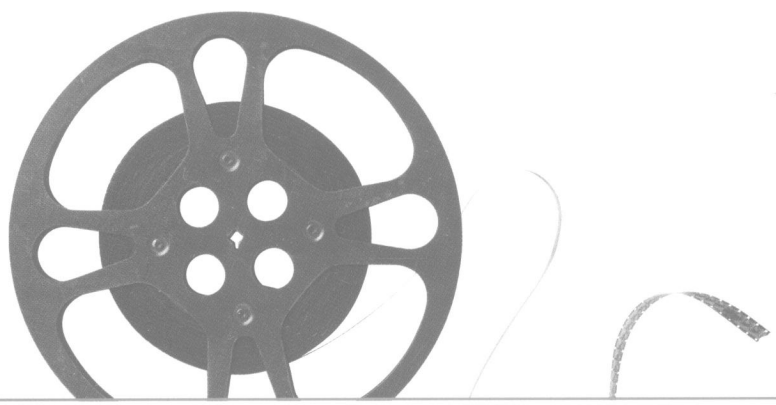
課程內容包括：男性施虐者的特色和心理狀態; 施虐原因; Man(男士)熱線接聽技巧; 個案工作處理等。

導　師 ：和諧之家社工
地　點 ：待定
上課日期及時間 ：2003 年 9 月 6,13,20 及 27 日 星期六 2:30-5:30 p.m. (共 4 講)
學　費 ：$550
名　額 ：25 人

SE 28-095-31-01 (31)
電影與社會學

如果「睇戲」是以「社會學的想像力」去睇的話，就會找到在「好睇 / 不好睇」；「好笑 / 不好笑」等以外的標準。例如 1.<< 無間道 >> 與 << 英雄 >>：港產英雄與「二五仔」；2.<< 真人 show>> 與 << 搏鬥會 >>：存在好人與虛無的我；這可會是甚麼？這是一次電影評論與社會分析的合拼實驗，合拼後的睇戲社會學，肯定比「影評」更具社會觸覺；同時又比「社會評論」來得有趣味，讓「社會分析」在汽水和爆谷中出現。

導　師 ：翁子光先生
電影文化人
邵家臻先生
香港浸會大學哲學碩士
香港政策透視主席
地　點 ：容後公佈
開課日期及時間 ：2003 年 10 月 6 日起逢星期一 7:30 - 9:30 p.m. (共 10 講)
學　費 ：$850
名　額 ：32 人



Training and Human Resource Management
培訓及人力資源管理

TEL 電話：2975 5686/5690 FAX 傳真：2858 3404

MSc in Training / MSc in Training and Human Resource Management /MSc in Training and Performance Management / Diploma in Human Resource Management / Diploma in Adult Education & Training / Certificate in Training Practice and Human Resource Management

MSc in Training
MSc in Training & Human Resource Management
MSc in Training & Performance Management
(2-year supported distance learning programme)

Entry Requirements:
i. Either, an honours degree or equivalent professional qualification;
ii. or, the Diploma in Human Resource Management

Diploma in Human Resource Management
(1-year part-time programme)

Entry Requirements:
i. A good standard of general education, proficiency in English
ii. At least 3 years' relevant professional experience (at non-junior level)

Exemptions:
i. Holders of the Diploma/Certificate in Adult Education & Training may seek exemption from Modules 1 and/or 2.
ii. Holders of the HKIHRM Certificate in HRM may seek exemption from Module 1.
iii. Holders of a relevant first or second class honours degree from a University may apply for exemption from the Academic Writing Unit.

Certificate in Training Practice and Human Resource Management
(1-year part-time programme)

Entry Requirements:
i. A good standard of general education, proficiency in English
ii. 2 or 3 years' relevant work experience

Diploma/Certificate in Adult Education and Training
(1-year part-time programme)

This course is designed for trainers in commerce, industry and government, teachers in professional, community and adult education and personnel involved in programme management and development in these fields.

Course Layout

MSc

Dissertation

Module 1 — The International Context of HRM and Training

Module 2 — The National System of Training & HRD

Module 3 — Training & Development in Organisations; Managing Human Resources; Performance in Organisations

Module 4 — Employee Development & Training

MSc in Training | MSc in Training & HRM | MSc in Training and Performance Management

SE 01-802-00 (31)
Doctor of Social Sciences (Human Resource Development) (Subject to approval)

University of Leicester, UK

This supported distance-learning doctoral programme is the first professional doctorate in HRD in Hong Kong. It is designed to cater for those in training and human resource development who wish to extend their understanding of the (interdisciplinary) theoretical base of HRD and apply that knowledge to the professional problems and issues they encounter.

Part One: (approx. 10 months)

This comprises four advanced research methods training modules.

- Introduction to Social Research
- Quantitative Methods and Analysis
- Philosophical and Methodological Foundations of Social Research
- Qualitative Methods and Analysis

Assessment will consist of four assignments of 4,000 words each – one assignment for each module. Each module carries a credit weighting of 20 credits, 80 credits in all.

Part Two: (approx. 20 months)

There will be 10 specialist modules concerned with the research context and the thesis proposal:

- Workplace learning
- Knowledge management and the learning organization
- Vocational education and lifelong learning
- The changing contours of labour markets
- Globalisation and HRD
- Gender, work and society
- Comparing national education and training systems
- National culture and HRD
- Youth transitions and the labour market
- Theories of growth, worker skills and the role of the State

Course members are asked to take four of the specialist options offered. Assessment will consist of one assignment of 5,000 words on each specialist option. Each of the four options has a weighting of 25 credits, 100 credits in all.

Part Three: (approximately 18 months)

A doctoral thesis of 50,000 words is required. The main outcome will be a demonstration of the ability to apply appropriate research methodologies to analyze practical and/or theoretical problems confronting an HRD professional.

This part carries a credit weighting of 270.

Entry Requirements	Applicants will be considered on an individual basis. An applicant should: • have a relevant master's degree preferably at distinction level; • submit a detailed outline of an initial research proposal; • supply a piece of research writing that can demonstrate her research capabilities e.g. an MSc. dissertation; • have a high level of competence in English.
Start Date	October/November 2003
Duration	4 years (minimum), 6 years (maximum)
Fee(s)	£ 4,500 per year
Information and Application	Detailed information and an application form are available: • **in person**, at any SPACE Enrolment Centre • **by post**, from Peter Kennedy, 9/F TT Tsui Building, HKU, Pokfulam Road, Hong Kong. Please send a self-addressed envelope with a $2.40 stamp, specifying the name of this programme. The closing date for applications is 30 September 2003.

SE 01-801-00 (31)
MSc in Training
MSc in Training and Human Resource Management
MSc in Training and Performance Management

University of Leicester, UK
Enquiries: 2975 5686 Fax: 2858 3404

We offer 3 MSc programmes developed by the Centre for Labour Market Studies at the University of Leicester:

A. MSc in Training
B. MSc in Training and Human Resource Management
C. MSc in Training and Performance Management

For each of these programmes, students complete 4 modules and a dissertation:	
Module 1	Employee Development and Training
Module 2a	Training and Development in Organisations (A. only)
Module 2b	Managing Human Resources (B. only)
Module 2c	Performance in Organisations (C. only)
Module 3	The National System of Training and Human Resource Development
Module 4	The International Context of Human Resources Management and Training

a. The programmes are offered mainly on a distance-learning basis. Students are given comprehensive self-study materials that are supported by seminars and tutorials organised in Hong Kong.
b. Assessment is based on a written assignment (4,000 to 5,000 words) for each module and a final dissertation (12,000 to 20,000 words).

Entry Requirements	Applicants should have: • **either,** an honours degree or equivalent; • **or,** the Leicester University Diploma in Training and Development; • **or,** the HKU SPACE Diploma in Human Resource Management.
Duration	2 years.
Fee(s)	£5,500, paid in 2 instalments (£3,000 and £2,500).
Information and Application	Detailed information and an application form are available: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Polly Kwok, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope (7" x 10") with a $3.00 stamp, specifying the name of this programme. The closing date for application for the Octber 2003 intake is 20 August 2003.

These courses are exempted from registration under the NLHPE Ordinance.

SE 01-803-00 (31)
Diploma in Human Resource Management

Enquiries: 2975 5690 Fax: 2858 3404

We offer this programme with the University of Leicester and the Hong Kong Institute of Human Resource Management (IHRM). It gives students a solid foundation in Human Resource Management, and also prepares them for entry to Leicester University MSc programmes. Students enrolled into the course will be granted Associate membership of the Hong Kong Institute of Human Resource Management.

The modules offered are:
- Organisational Behaviour and Employee Development
- Management in Organisations
- Personnel and HRM
- Culture and the International Context

a. Study materials are provided for all 4 modules.
b. There are 2 lectures and 2 group tutorials for each module. There are also 5 presentations given by leading HRM practitioners in Hong Kong.
c. There is a separate Academic Writing Unit to help students write more effective academic essays.
d. Exemptions are available to suitably-qualified applicants.
e. Assessment is based on coursework, a final examination and attendance.

Entry Requirements	Applicants should: • be aged 21 or over; • have a good standard of general education; • have a pass in HKCEE (syllabus B) or equivalent in English; • have at least 3 years' relevant experience. Applicants with less than 3 years' work experience may apply to have relevant study taken into account. Some applicants may be asked to take an English test.
Day(s) / Times	Saturdays, 2:00 - 5:00 p.m., starting mid October 2003.
Duration	One year
Venue	HKU Campus
Fee(s)	• Course Fee: $22,000. • Application Fee: $50, non-refundable.
Information and Application	An application form will be available in late July 2003: • **in person,** at any HKU SPACE Enrolment Centre. • **by post,** from Ms Betty Kwong, 9/F, TT Tsui Building, HKU, Pokfulam Road, HK. Please send a self-addressed envelope with a $2.10 stamp, specifying the name of this programme. The closing date for application is 17 Sep 2003.

SE 01-102-00 (31)
Certificate in Training Practice and Human Resource Management

Enquiries: 2975 5690

We offer this programme with the Centre for Labour Market Studies (CLMS) of the University of Leicester, UK. It provides an introduction to Training and Human Resource (HR) Management.

There are 6 modules:
- Human Resource Management and Employment Law
- Performance Management and Job Design
- Organizational Change. The Role of Human Resource Management and Training
- Identification of Training Needs
- Design and Delivery Training
- Assessment and Evaluation of Training and Development

The modules use materials prepared by CLMS, but are supplemented by materials that apply Training and HR principles in the local context. Students will be given a Reader's Ticket for the HKU Main Library.

The Certificate is awarded by HKU SPACE. Assessment is based on written assignments and a written examination. Students who achieve a Credit (65%) will be guaranteed entry to the HKU SPACE Diploma in Human Resource Management.

Entry Requirements	Applicants should: • be over 21 or have 2 or 3 years' of relevant work experience; • have a good standard of general education; • be proficient in English.
Day(s) / Times	Saturdays, 2:30 - 5:30 p.m., starting early November 2003.
Duration	One year.
Venue	HKU Campus
Fee(s)	$9,500.
Information and Application	A special application form will be available in July 2003: • at any HKU SPACE Enrolment Centre. • from Ms Betty Kwong, 9/F, TT Tsui Building, HKU, Pokfulam, HK. Please send a self-addressed envelope with a $1.40 stamp, specifying the name of this programme. The closing date for application is 22 Oct 2003.

Nowadays a lot of HR professionals face difficulties in managing employees in China. They have to contend with different cultures and value systems, and seek to integrate international HR management theories with their prior work experience with Chinese employees from different walks of life.

We will explore the theory and practices of:
- Human Resources Management within an organization;
- the relationship between strategies, policies and tactics in management theory; and
- practical approaches to people management in China.

The following courses are suitable for HR professionals who are required to take care of their mainland counterparts in joint ventures, representative offices, etc.

SE 01-055-09 (31)
Recruitment and Staff Selection in China

This course will cover the following areas:
- Strategic Management and HR Management in China – policy, tactics, values & mission
- Cultural differences, politics and conflict management.
- The changing labour market in China
- Local governmental bodies, the Labour Bureau
- Recruitment and selection procedure in China
- Guanxi (employing friends and relatives)
- Employment testing techniques.
- Medical checks
- Orientation programme design and implementation in China
- Anti-discrimination laws in China
- FESCO/CIIC/Personal Files & records

Tutor	:	C.C. Au, MBA *Polytechnic*
Day(s)/Times	:	Sundays, 2:30-5:00 p.m. starting 7 September 2003 (6 meetings)
Venue	:	Rm. 801, 494 King's Road
Fee	:	$1,800
Medium of Instruction	:	English
Enrolment	:	40

SE 01-055-10 (31)
Industrial Relations at Work: a China Perspective

This course will cover the following areas:
- Strategic Management and HR Management in China - policy, tactics, values & mission
- Cultural differences, politics and conflict management.
- Concepts of industrial relations in China
- Trade Unions: Unions and the Party in the workplace
- Handling employee complaints and labour disputes
- Legal procedures in labour proceedings
- The Art of effective negotiations.
- Implementation of Employee Satisfaction Survey in China
- Open forums: their effectiveness and use
- Performance management: appraisal methods, disciplinary action and handling problematic employees in China.
- Incentives: bonus, salary increment, promotion

Tutor	:	C.C. Au, MBA *Polytechnic*
Day(s)/Times	:	Saturdays, 2:30-5:30 p.m. starting 18 October 2003 (4 meetings)
Venue	:	To be advised
Fee	:	$1,500
Medium of Instruction	:	English
Enrolment	:	40

SE 01-055-11 (31)
A Practical Approach to the Implementation of a Training and Development Program in China

This course will cover the following areas:
- Strategic Management and HR Management in China – policy, tactics, values & mission
- Cultural differences, politics and conflict management.
- Implementation of a Training Needs Survey in China
- Enhancing employee productivity and motivation
- Maintaining high staff morale
- Sources of training providers in China
- Staff expectations with regard to promotion and career development
- Implementation of the entire training process
- Post-training surveys (analysis)
- Measurement of training effectiveness in relation to job skills

Tutor	:	C.C. Au, MBA *Polytechnic*
Day(s)/Times	:	Sundays, 2:30-5:30 p.m. starting 23 Nov 2003 (4 meetings)
Venue	:	Rm. 801, 494 King's Road
Fee	:	$1,500
Medium of Instruction	:	English
Enrolment	:	40

SE 01-055-12 (31)
Managing Compensations and Benefits for China Employees

This course will cover the following areas:
- Strategic Management and HR Management in China – policy, tactics, values & mission
- Cultural differences, politics and conflict management.
- Employment law in China
- Wages and benefit levels in different enterprises: State-owned; Joint-venture; Representative Office; Branch Offices
- The Taxation system
- Salary survey information (formal and informal channels)
- Job evaluation and salary administration
- Contract of employment
- Performance related pay systems and implementation
- Employee rewards and benefits
- Total compensation management
- A practical approach to applying foreign rewarding systems in China

Tutor	:	C.C. Au, MBA *Polytechnic*
Day(s)/Times	:	Saturdays, 2:30-5:00p.m. starting 3 Jan 2004 (6 meetings)
Venue	:	To be advised
Fee	:	$1,800
Medium of Instruction	:	English
Enrolment	:	40

SE 01-055-13 (31)
High Impact Presentations for HR Professionals

This is a skills-based course aimed to help participants polish their presentation and public speaking skills. Human resource professionals learn how to enrich their presentation style through vocal training, body language and the use of stories, humour and visuals.

Topics include:
- Audience analysis
- Modulating voice for effect
- Employing interactive strategies

Tutor	:	Pauline Young, MA, MBA, DTM
Day(s)/Times	:	Tuesdays, 6:30-9:30p.m. Starting 9 Sept 03 (4 meetings)
Venue	:	To be advised
Fee	:	$1,500
Medium of instruction	:	English
Enrolment	:	30

SE 01-055-14 (31)
Management of Change

Change is an imminent concept in today's business world. Having acquired the skills in understanding and dealing with changes are crucial skills for professionals who would like to stay competitive. This is a programme designed for people who would like to acquire both skills and knowledge in dealing with changes both in personal and organizational levels. This programme covers the following topics:

- Understanding and dealing with changes at the personal level
- Understanding and dealing with changes at the organizational level
- Leading change through chaos
- Implementation of change programme in an organization

Tutor	:	Gilbert Cheung MPhil (CUHK), BBA (U of Hawaii)
Day(s)/Time	:	Saturdays, 2:30 – 5:30 p.m., starting 5 July 03 (4 meetings)
Venue	:	To be advised
Fee	:	$1,500
Medium of Instruction	:	English
Enrolment	:	25

Transport, Logistics and Urban Studies
運輸、物流及城市研究

TEL 電話 : 2508 8822 FAX 傳真 : 2508 6403

SE 59-801-00 (31)
Professional Certificate in Logistics Studies
SE 59-802-00 (31)
Professional Diploma in Global Logistics Management

Enquiries: 2508 8822 Fax: 2508 6403

We offer this 2-year programme with the Hong Kong Logistics Association (HKLA). A feature of the programme is its emphasis on the role of software applications in transport logistics.

There are 2 awards:
- Professional Certificate in Logistics Studies, awarded on successful completion of Year 1. Holders of this award can apply to be Associate Members of HKLA.
- Professional Diploma in Global Logistics Management, awarded on successful completion of Year 2. Holders of this award can apply to be Ordinary Members of HKLA.

Professional Certificate in Logistics Studies	
• Principles of Logistics and Distribution Management (30 hours) • Information Technology in Logistics (20 hours)	• Logistics Software Applications (25 hours) • Transport Logistics (25 hours)
Professional Diploma in Global Logistics Management	
3 core subjects: • International Logistics Management (25 hours) • Risk Management (25 hours) • Global Supply Chain Management (25 hours)	One elective subject chosen from: • Distribution Centre Planning and Management (25 hours) • Financial Management in Logistics (25 hours)

Applicants who are interested in any of the individual subjects, but who are not admitted to the whole programme, can be accepted as audit students of these individual subjects, as long as there are places available. They will not be able to take the examinations, and will not qualify for the awards.

Entry Requirements	All applicants should be computer literate. They should also: • **either**, have Grade E or above in 2 A-Level subjects or equivalent; • **or**, have a bachelor degree or equivalent from a recognised institution; • **or**, have the HKU SPACE's Diploma in Transport Management; • **or**, be an Associate Member of HKLA; • **or**, Related Professional Institutions; • **or**, have at least 5 years' relevant work experience. Such applicants are required to supply reference letters from their employers.
Day(s) / Times	2 evenings a week, starting September 2003.
Fee(s)	$20,000 per year.
Information and Application	Detailed information and an application form are available from Transport, Logistics and Urban Studies, 11/F, Fortress Tower, 250 King's Road, North Point, Hong Kong. Please send a self-addressed envelope (17 cm x 24 cm) with a $4.00 stamp, specifying the name of this programme. The closing date for application is 2 August 2003.

SE 59-110-00 (31)
Professional Diploma in Logistics and Transport Management

Enquiries: 2508 8820 Fax: 2508 6403

This programme gives students professional training in transport management, whether they are already working in the transport sector or hope to do so in future. It incorporates recent amendments to the educational requirements for Corporate Membership of the Chartered Institute of Logistics and Transport (CILT).

The programme has 3 levels, with students taking a total of 9 courses.

Level 1
- IT for Transport and Logistics
- Transport Business Environment
- Financial Management and Reporting for Transport and Logistics

Level 2
- Marketing and Service Management
- E-Business for Transport and Logistics
- Corporate Strategy and Decision Making

Level 3

Either
- Global Supply Chain Management
- Logistics Management
- Procurement, Warehouse and Materials Handling

Or
- Transport Policy and Planning
- Transport Systems and Management
- Interactions of Transport, Economics and the Environment

Entry Requirements	Applicants should be at least 18 years of age and: • **either**, satisfy the HKU Regulations or have equivalent qualifications; • **or**, be Associate Members of The Chartered Institute of Logistics and Transport in Hong Kong; • **or**, have a Higher Diploma in Transport Studies or a Diploma in Business Studies (Freight Transport) from the HKIVE, with 2 years' relevant post-qualification work experience; • **or**, have an HKU SPACE Certificate in Transport Studies, with at least grade C in either 'Introduction to Transport Studies' or 'Introduction to Transport Economics'. • those who do not have the above, but possess 5 years of relevant working experience, with at least 3 years at management level, will also be considered.
Day(s) / Times	Starting October 2003.
Duration	2 to 3 years
Fee(s)	$5,000 per subject
Information and Application	Detailed information and an application form are available from Transport, Logistics and Urban Studies, 11/F, Fortress Tower, 250 King's Road, North Point, Hong Kong. Please send a self-addressed envelope (17 cm x 24 cm) with a $4.00 stamp, specifying the name of this programme. The closing date for application is 22 August 2003.

SE 59-109-00 (31)
Certificate in Transport Studies

Enquiries: 2508 8822 Fax: 2508 6403

This is a bridging course for the Professional Diploma in Logistics and Transport Management, for students who do not meet its entry requirements. There are 3 subjects:

- Introduction to Transport Economics (30 hours)
- Introduction to Transport Studies (25 hours)
- Business Communication (30 hours)

Assessment is based on a 2-hour examination for each subject, except Business Communication, which is assessed by assignments and written reports.

Entry Requirements	Applicants should: • **either**, have 5 passes in HKCEE, including English (Syllabus B) and Mathematics, and have 3 years' relevant work experience; • **or**, be 25 and have at least one year's relevant work experience at a supervisory level; • **or**, be a student member of The Chartered Institute of Logistics & Transport in Hong Kong.
Day(s) / Times	2 - 3 evenings a week, starting November 2003.
Duration	About 6 months.
Fee(s)	$9,000.
Information and Application	Detailed course information and an application form are available from Transport, Logistics and Urban Studies, 11/F, Fortress Tower, 250 King's Road, North Point, Hong Kong. Please send a self-addressed envelope (17 cm x 24 cm) with a $4.00 stamp, specifying the name of this programme. The closing date for application is 17 October 2003.

HKU SPACE = Professional Excellence + Quality of Life

Customised Courses 特約培訓課程

The Division of Social Sciences, Urban Studies and Education is committed to providing customised programmes for different organisations and government departments. For details, please contact our staff at 2975 5672.
社會科學、城市研究及教育學部竭誠為各工商機構及政府部門籌劃特約在職培訓課程，詳情請電 2975 5672 與學部職員聯絡。
Customised courses currently offered by the Division are listed as follows:
本學部目前開辦的特約培訓課程包括：

Education 教育 Enquiries 查詢 : 2975 5705

Customised Courses	Organisations / Government Departments
Training for District Council Members	Home Affairs Department, HKSAR

Housing Management 房屋管理 Enquiries 查詢 : 2508 8825

Customised Courses	Organisations / Government Departments
Legal Aspects of Multi-storey Building Management Part I	Home Affairs Department, HKSAR
Legal Aspects of Multi-storey Building Management Part II	Home Affairs Department, HKSAR

Sociology, Social Work and Psychology 社會學、社會工作及心理學 Enquiries 查詢 : 2975 5705

Customised Courses	Organisations / Government Departments
Certificate in School Counselling and Guidance	Education Department, HKSAR
Workshop on Helping Students Cope with Stress	Education Department, HKSAR
Personal Growth Group	Education Department, HKSAR
Certificate in Careers Teachers Training	Education Department, HKSAR
Workshop on Enhancing Self-Esteem	Education Department, HKSAR
Higher Diploma in Social Security	Social Welfare Department, HKSAR
Certificate in Social Work for Correctional Service Officers	Correctional Service Department, HKSAR

Part 3

PROGRAMMES AND COURSES BY OTHER ACADEMIC UNITS 其他教學部門課程

I SPECIALISED TRAINING CENTRES 專業培訓中心

II COMMUNITY COLLEGE 附屬學院

III MAINLAND CHINA CENTRES 內地教學中心

HKU SPACE Means Education with a Global Vision.

香港大學於二零零二年六月二十五日正式成立數碼港學院，成為全港首間由大學開辦的資訊科技教學中心，致力培育本地資訊科技人才。數碼港內各項設施預計將於二零零三年底落成。

香港大學數碼港學院院務委員會由十四位成員組成，港大副校長李焯芬教授出任主席，其他成員包括港大各學系及部門代表，以及五間創院工商合作機構的代表，包括思科系統（香港）有限公司、惠普香港有限公司、國際商業機器中國香港有限公司、微軟香港有限公司及甲骨文香港有限公司。

電訊盈科為數碼港學院的首席企業合作機構。

作為香港大學持續教育的外延部門，專業進修學院負責管理數碼港學院，並提供培訓課程。

首個為期四個月的全日制資訊科技深造文憑課程於二零零二年十一月開課，在二十七名畢業生中，大部分均獲各大機構安排實習機會，包括匯豐銀行、電訊盈科及雅虎香港等，詳情可瀏覽數碼港學院網頁 http://cyber-i.hku.hk。第二屆課程將於本年六月開課。即將開辦的課程包括知識管理專業文憑、供應系統管理、網絡設計及管理和多媒體發展等。

香港大學數碼港學院座落於政府資訊科技旗艦項目－數碼港內，面積逾廿四萬平方米，包括辦公室、零售及展覽設施，並在薄扶林區設有一所酒店。

The University of Hong Kong inaugurated the Cyberport Institute of Hong Kong(Cyber.i) on 25th June 2002. It is the territory's first university-sponsored establishment entirely devoted to IT learning to nurture IT professionals for Hong Kong. The facility is projected to officially open by the last quarter of 2003.

The Cyber.i is governed by a 14-member CyberI Council chaired by the University's Pro-Vice-Chancellor Professor C F Lee. Other council members include representatives from HKU's departments and units, in addition to five members from the Cyber.i industry partners. The partners are : Cisco Systems (HK) Limited, Hewlett-Packard Hong Kong Limited, IBM China/Hong Kong Limtied, Microsoft Hong Kong Limited and Oracle Systems Hong Kong Limited.

PCCW Limited is Principal Corporate Partner of the Cyber.i.

HKU SPACE, as the continuing education extension arm of the HKU, is responsible for the management of the Cyber.i and provide training programmes.

A four-month *Postgraduate Diploma in Information Technology* was launched in November 2002. Majority of the 27 graduates are offered placement at leading corporations such as the Hong Kong and Shanghai Banking Corporation, PCCW, Yahoo! Hong Kong etc. Full details are available from the Cyber.i website : http://cyber-i.hku.hk. Second enrolment of the programme will commence in June 2003. Other courses on Professional Diploma in Knowledge Management, Supply Chain Management, Network Design and Management, and Multimedia Development will follow.

The Cyber.i is situated at the Cyberport, a government flagship project comprises of 240,000 sq. m. of offices, retail, exhibition facilities, and a hotel at Pokfulam area at the south of Hong Kong.

Centre for Executive Development HKU SPACE
香港大學專業進修學院 高級行政課程中心

With the growing demands for executive training and continuing professional development in Hong Kong and Mainland China, the School has provided executive programmes since mid 2000. Currently, the *"Centre for Executive Development"* (CED) offers a wide variety of programmes aiming at meeting the increasing lifelong learning needs of modern managers and executives. The Centre has identified four areas of programmes:

Senior Executive Seminars

- One- to three-day seminars, conferences and workshops held in Hong Kong, Macau and Mainland China with trademark conferences such as *The Balanced Scorecard and e-Government.*
- *From e-Government to e-Security Conference 2003* held in February 2003 with speakers from Mainland China, Macau, Singapore, Malaysia, Japan and Hong Kong was attended by over 140 government officials and business executives.

Speaker of our CPD programme: Legislative Councilor Dr. the Hon. Raymond Chung-tai Ho.
持續專業發展課程講者：立法會議員何鐘泰博士。

Hong Kong – Mainland China Exchange Programmes

- Customized short-term in-bound and out-bound courses ranging from several days to three weeks.
- Popular themes such as business, marketing, human resources, telecom and banking management, public administration and legal studies.
- Major clients include National School of Administration, Yunnan and Shandong Telecom, Ningbo Commercial Bank, Tianjin Finance Bureau, Guizhou Discipline Department and Chiang Industrial Charity Foundation.

Corporate In-house Programmes

- Customer-designed programmes focusing on clients' specific needs.
- Served clients include Emerson Network Power Limited, MYOB HK Limited (financial software company) and Housing Department of HKSAR Government etc.

Continuing Professional Development Programmes

- CPD programmes for professionals such as engineers and lawyers
- Launched over 15 programmes last year with well-known speakers such as Legislative Councilors *Dr. the Hon. Raymond Chung-tai Ho, the Hon. Audrey Eu* and former Director of Planning, Dr. Peter Pun, etc.

隨著香港及內地對行政人員培訓及持續專業發展課程的需求日趨殷切，學院於二零零零年中開始提供高級行政課程。本學院之「高級行政課程中心」不斷為管理及行政人員提供終生學習的機會。中心開辦的課程可分為四大類:

高級行政研討會

- 在香港及內地主要城市開辦為期一至三天的研討會、公開講座及工作坊，重點研討會如平衡計分卡及電子政府。
- 今年二月在港舉行的「*電子政府與電子保安研討會*」，講者包括來自中國內地、香港、新加坡、馬來西亞、日本及澳門等地的政府高級官員及專家學者，參加人數超過一百四十人。

HKSAR Director of Information Technology Services Department Mr. Alan Wong speaking on e-government.
香港特別行政區資訊科技署署長黃志光講解電子政府的推行情況。

香港 – 內地交流研討班

- 赴港或赴內地特約培訓課程時間由幾天至三週。
- 受歡迎的主題包括工商管理、人力資源管理、市場營銷管理、電信管理、銀行管理、公共行政管理及律政檢察。
- 曾來港單位包括國家行政學院、雲南電信及山東通信、寧波市商業銀行、天津市財政局、貴州省紀律檢查委員會及蔣氏工業慈善基金等。

企業內部培訓課程

- 按照客戶需求而特別設計之課程。
- 客戶包括艾默生網絡能源有限公司，MYOB有限公司(會計軟件)及香港政府房屋署等。

持續專業發展課程

- 為工程師、律師等專業人士而設的持續進修課程。
- 在過去一年已舉辦超過十五個課程並曾邀請知名講者如立法會議員何鐘泰博士、余若薇大律師及前規劃署署長潘國城博士等。

Enquiries

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查詢

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傳真: 2540-1043

聯絡地址: 香港大學專業進修學院徐展堂樓五樓

New Programmes:

- "Issues on Securities and Futures Ordinance" Conference – 27 August 2003
- "New Developments on e-Government and e-Security" Conference – November 2003
- "Successful Campaign and Strategies in 2003 District Council Election" Workshop – 19 July 2003
- Foundation Course in Doing Business and Working in China – August 2003 *(Eligible to apply for the Continuing Education Fund)*
- "Building the Balanced Scorecard" Workshop – November 2003
- "Latest Economics Development in Pearl River Delta Region" – Guangzhou Study Tour (in collaboration with Jinan University) – November 2003
- Executive Certificate in Business Management in Mainland China – Beijing Study Tour (in collaboration with Tsinghua University) – October 2003

新課程

- 「證券及期貨新條例」研討會 (2003 年 8 月 27 日)
- 「最新電子政府及電子保安」研討會 (2003 年 11 月)
- 「2003 區選取勝之道」(2003 年 7 月 19 日)
- 中國商貿及內地工作基礎課程 (2003 年 8 月) – *本課程已列入持續進修基金可發還款項課程名單*
- 「如何建立平衡計分卡」工作坊 (2003 年 11 月)
- 珠三角最新經濟發展 (廣州考察團) 合辦單位 - 暨南大學 (2003年9月)
- 經貿管理高級行政文憑 (北京考察團) 合辦單位 - 清華大學 (2003 年 10 月)

The Hong Kong Government Year 2000 Policy to double the percentage of entrants into higher education among senior secondary school leavers from 30 to 60% by year 2010 has been well supported. Since the emergence of the Community College sector, the percentage of school leavers entering into post secondary studies has increased to about 40%.

The increase comes mainly from the expansion in Associate Degree and Higher Diploma programmes. These programmes are intended to provide students with knowledge and skills required for entering into the job market and for the pursuit of academic advancement. Most students see the opportunity for academic advancement as being more important.

With such a large number of Associate Degree and Higher Diploma graduates seeking opportunities for further education, the provision of post community college studies is of critical importance to the further development of the community college sector and expansion of our tertiary education system.

In March 2003, HKU SPACE established the Centre for International Degree Programmes to provide full-time degree-level programmes by collaborating with internationally-renowned overseas universities – London School of Economics and Political Science of the University of London, Middlesex University, Monash University and the Curtin University of Technology.

Programme Features

The International Degree programmes have been designed for qualified sub-degree holders to further their studies to degree level. The programmes are unique in terms of their duration and admission requirements and in their mode of delivery. Upon successful completion of these programmes, students will be awarded their degrees directly by the appropriate partner university.

World-renowned Universities

All of the overseas universities partnering HKU SPACE in offering the International Degree programmes are world–renowned institutions with international reputations for the highest standards of education, teaching and research. The programmes they offer are highly sought after for their wide application in the workplace and for their enduring scholastic value.

Identical Curriculum

The curriculum, syllabus, textbooks, reference material, exercises, homework assessments and examinations will be similar, and in some cases identical, to those used by the overseas universities. The marking of assignments, projects, examination papers and other assessments will be mostly done by the teaching staff of the overseas universities, in accordance with their usual practice and standards.

Strong Teaching Support

The number of teaching hours per week varies depending on the programme, but is generally between 12 to 16 hour per week, which is comparable to full-time university programmes. In addition to regular teaching hours, tutoring and review lectures will also be given, when considered necessary, by the teaching staff of HKU SPACE and overseas universities.

根據二零零零年的政府施政報告，政府預期二零一零年的中學離校生進入高等教育程度之比例，將由當時之30%倍增至60%。自從有了社區學院後，目前這個比例已經增加至大約40%。

他們主要就讀於不斷擴展的副學士及高級文憑課程。這些課程的開辦，目的是給學員提供知識及技能，以便就業或繼續升學，特別是後者。

副學士及高級文憑畢業生大都希望尋求升學機會，提供社區學院後之進修升學，對社區學院未來發展與及擴展專上教育變得極為重要。

二零零三年三月，香港大學專業進修學院成立了國際學位課程中心，與世界知名海外大學，包括倫敦大學經濟及政治學院、米德薩斯大學、蒙納殊大學及科廷科技大學合作，提供全日制學士學位課程。

課程特色

國際學位課程特別為持有合資格之副學士學位及同等學歷人士而設，讓他們能夠繼續學業，並達至學位水平。成功完成課程後，學員將可獲各合辦課程之海外大學直接頒授學位。這些課程無論是修讀年期、入學資格與及教學方式，均是獨一無二的。

世界著名大學

所有與本學院合辦國際學位課程之海外大學，皆世界著名以及擁有優良國際聲譽的學府，無論在教育、教學及研究方面，都達至世界最高水平。所有開辦之課程俱經嚴格挑選，並已經在工作上獲廣泛應用及有持久學術價值。

等同課程

所有課程、內容、課本、參考資料、習作、家課評核及考試，概與海外大學相似，並在個別情況下完全相同。習作、計劃項目、考試的評分及其他評核，大部份都由海外大學教師根據慣常做法及標準進行。

強大教學支援

學生修讀不同課程，上課時數會有所分別，一般是每星期十二至十六小時，與全日制大學課程相近。除正常上課時間外，在有需要時，香港大學專業進修學院以及海外大學教師，會提供額外導修課及檢視講座。

面授教學及持續評核

修讀國際學位課程的同學，將由香港大學專業進修學院與及海外大學教師，在香港以面授形式授課，並會採用互動教學模式以鼓勵他們參與。學生大部份課程的成績，會憑持續評核方式評定。

由學院及海外合辦大學提供全面教學支援

由於開辦之課程與海外大學同步進行，同學隨時能夠在電郵或其他溝通方式中得到教學支援。本中心同時提供全面在線服務，讓同學發問並與所有教師(香港或海外)討論問題。

Face-to-face Teaching and Continuous Assessment

The International Degree programmes will be taught in Hong Kong on a face-to-face basis by teaching staff from the overseas universities and from HKU SPACE. To encourage student participation, interactive modes of teaching will often be employed. Continuous assessment is typically used on most of the programmes.

Full Learning Support Provided by HKU SPACE & Collaborating universities

Since all programmes offered are run in parallel to those in the overseas universities, learning support can be readily obtained by E-mail or other means of communication. Full on-line support is also provided, allowing students to discuss problems and raise questions with all teaching staff (in Hong Kong or overseas).

Two-year Degree Programme Entry at 2nd Year Level

The International Degree programmes are two-year, full-time programmes with an entry level that corresponds to year two of the regular three-year bachelor degree programmes. They are especially suitable for graduates holding Associate Degrees, Higher Diplomas or equivalent qualifications.

Campus Transfer & Opportunity for Post-graduate Studies

In addition, these programmes offer further flexibility by permitting students to transfer to the overseas university campus while they are still studying, allowing full credit for courses already successfully completed at the Centre. For some programmes, students can study at the overseas university during the summer, thus reducing the number of courses to be taken in the subsequent year. Opportunities for post-graduate study, leading to higher degrees, are also available to those with high academic achievement.

Continuing Education Fund

A number of courses in all of these programmes also qualify for the Continuing Education Fund (CEF). Students enrolled in these programmes may therefore be eligible to apply.

Programmes Offered

The Centre will offer 4 programmes in September, 2003:

1. Bachelor of Science (Honours) in Business offered by University of London School of Economics and Political Science;
2. Bachelor of Arts (Honours) in Media and Cultural Studies offered by Middlesex University;
3. Bachelor of Commerce in Marketing and Advertising offered by Curtin University of Technology; and
4. Bachelor of Computing offered by Monash University

Entry Requirements

Applicants should have completed an Associate Degree, Higher Diploma or equivalent qualifications.

Note : Applicants may be required to attend an admission interview.

Enquiries

Tel: 2520-4601/2867-8455

E-mail : cidp@hkuspace.hku.hk

Website : http://www.hku.hk/space/cidp

進入第二年級之兩年學位課程

國際學位課程為兩年全日制課程，學生可以進入正常三年制學士學位課程中的第二年。此等課程特別適合副學士、高級文憑課程或同等學歷之畢業生。

轉讀海外本校大學及畢業後進修機會

除上述特點外，在修讀本課程期間，同學更可轉往海外本校大學修讀，在本中心成功完成之學分可全部轉移。同學還有可能修讀在海外大學(部份)提供的暑期課程，以減少下一年度修讀科目。成績理想的同學畢業後有機會升讀更高學位課程。

持續教育基金

課程中之一部份科目已納入持續教育基金內，故此同學修讀這些課程可申請此項基金。

開辦課程

本年度本中心將於九月開辦四項課程：

一 由倫敦大學經濟及政治學院開辦之理學士(榮譽)商業學位課程；

二 由米德薩斯大學開辦之文學士(榮譽)媒體及文化研究學位課程；

三 由科廷科技大學開辦之商學士市場及廣告學位課程；及

四 由蒙納殊大學開辦之電算學士學位課程。

入學資格

申請人需完成副學士、高級文憑課程或同等學歷。

注意：申請人或須接受入學面試。

查詢

電話: 2520-4601/2867-8455

電郵 : cidp@hkuspace.hku.hk

網址 : http://www.hku.hk/space/cidp

HKU SPACE

Centre for Language Studies

Each year, over 10,000 students benefit from courses offered by the SPACE Centre for Language Studies. The courses we offer include:

- Language Courses (p36-80)
- Courses for English Language Teachers (p.51-53)
- Translation Courses (p.80-83)

The language courses we offer can be split into 3 categories:

- English Language – both General English and Business English (p.36-48)
- European Languages – French, German, Italian, Spanish (p.55-58)
- Oriental Language – Japanese, Korean, Putonghua, Shanghai Dialect, Thai (p.59-80)

Our aim is, and will remain, to provide quality courses that represent the best value for money that is available in Hong Kong.

每年有超過一萬人就讀學院語言課程中心開辦的各項課程，包括：

- 語言課程（第 36-80 頁）
- 英語教師課程（第 51-53 頁）
- 翻譯課程（第 80-83 頁）

目前開辦的語言課程可分為以下三個類別：

- 英語——一般英語及商業英語（第 36-48 頁）
- 歐洲語言——法文、德文、意大利文、西班牙文（第 55-58 頁）
- 東方語言——日文、韓文、普通話、上海話、泰文（第 59-80 頁）

語言課程中心將秉承學院一貫的宗旨，繼續為本地學員提供更多高質素的語言課程。

HKU SPACE Centre for

Logistics and Transport

The development of the logistics and transport industries is becoming vital to the Hong Kong economy. As training and education are important elements to support continuous development in the field, the Logistics and Transport Professional Development Center in HKUSPACE is established to contribute and promote human resources development for the logistics and transport industries in Hong Kong. The aims of the Center are to develop close link between the industries and the School and to provide training and support to professionals in the field.

Objectives

1. Promote logistics and transport programmes to the community;
2. promote human resource development in connection with the industries;
3. provide a focal point for professional exchange of views and opinions on logistics and transport development in Hong Kong;
4. develop linkages and partnership with professional bodies in logistics and transport sectors.

Activities

1. organize conferences, seminars and forums for professional exchange in the industries;
2. conduct workshops and executive programmes for professionals in the logistics and transport sectors;
3. organize local/overseas visits and field trips with professional bodies;
4. provide advisory/consultancy services to the industries;
5. seek scholarships/awards from the industries and organize award competition for students;
6. conduct promotional activities for logistics and transport programmes.

Courses and Programmes offered by the School:

- Bachelor of Commerce (Logistics & Marketing) (P.175)
- Professional Diploma in Business Logistics (P. 175)
- Professional Diploma in Logistics and Transport Management (P. 382)
- Professional Diploma in Global Logistics Management (P. 381)
- Higher Diploma in Logistics & Transport Operation (P. 392)
- Professional Certificate in Logistics Studies (P. 381)
- Certificate in Business Logistics (P. 176)
- Certificate in Transport Studies (P. 383)

運輸及物流工業發展迅速，對香港經濟起著重要的影響，培訓和教育成為了支持行業持續發展的一個重要元素，有見及此，學院最近特別成立了物流及運輸課程中心，旨在與行業建立緊密的聯繫，為本地運輸及物流業培訓專業人才和提供支援。

目標

1. 向社區推廣運輸及物流課程；
2. 促進業內人力資源的發展；
3. 為本地運輸及物流業的發展提供一個交流專業意見的渠道；
4. 與運輸及物流界別的專業團體建立聯繫和伙伴合作機會。

活動

1. 為業內人士籌辦會議、研討會及論壇，交流專業意見；
2. 為業內人士開辦工作坊和行政課程；
3. 與專業團體組織本地或海外訪問和實地考察；
4. 為行業提供顧問或諮詢服務；
5. 向業內人士謀求為學生提供獎學金或獎項，以及舉辦比賽活動；
6. 進行運輸及物流課程的推廣活動。

學院課程

- 商學士(物流及市場學)(第 175 頁)
- 商業物流專業文憑（第 175 頁）
- 物流及運輸管理專業文憑 (第 382 頁)
- 國際物流管理專業文憑 (第 381 頁)
- 物流及運輸營運高級文憑（第 392 頁）
- 物流管理專業證書 (第 381 頁)
- 商業物流證書（第 176 頁）
- 交通運輸管理證書 (第 383 頁)

HKU SPACE Community College 香港大學專業進修附屬學院

Bridge to a brighter future 為創明天

為響應特區政府有關發展富彈性及多元化高等教育制度的呼籲，學院於二零零零年三月創辦香港大學專業進修附屬學院，為中五、中六及中七畢業生提供一項既全面、又切合社會需求的進修課程，為他們繼續升學與就業做好準備。學院共提供兩類課程，分別為著重通識教育之副學士課程，及集中專業培訓之高級文憑課程。

The HKU SPACE Community College was established in March 2000 in response to the government's call to develop a more flexible and diversified higher education system in Hong Kong. It provides holistic education for S5, 6, 7 graduates to prepare them for further studies and employment. It offers a range of programmes in two main categories: the broad-based Associate Degree; and the specialised professionally-oriented Higher Diploma.

1. Pre-Associate Degree Programme (1 year)
副學士先修課程 (一年制)

2. Associate Degree Programmes (2 years)
副學士課程 (二年制)

- Associate of Arts
文學副學士
- Associate of Business Administration
工商管理副學士
- Associate of Applied Science in Information Technology
應用科學副學士 (資訊科技)
- Associate of Applied Science in Life Science
應用科學副學士 (生命科學)
- Associate of Applied Science in Physical Science
應用科學副學士 (物理科學)

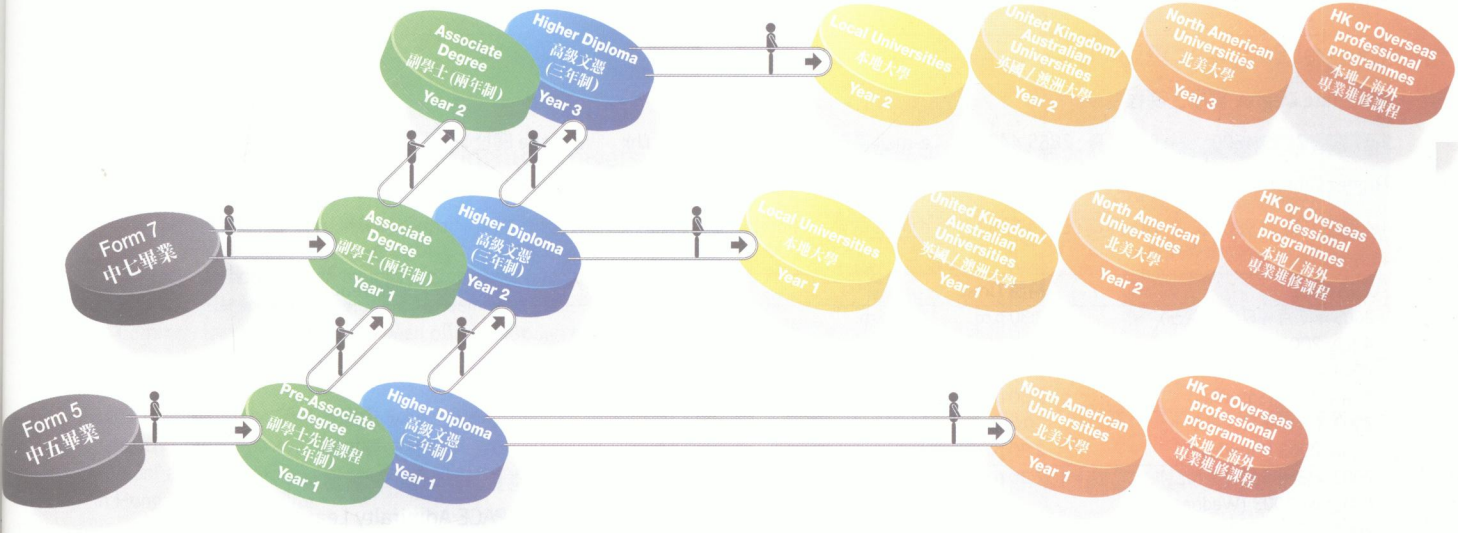
HD Higher Diploma programmes 高級文憑課程

- Higher Diploma for Accounting Technicians
會計技術員高級文憑
- Professional Diploma in Architectural Studies
建築學專業文憑 **
- Higher Diploma in Interior Design
室內設計高級文憑
- Higher Diploma in Visual Communication
視覺傳意高級文憑
- Higher Diploma in Information Technology
資訊科技高級文憑
- Higher Diploma for Library Technicians
圖書館技術員高級文憑
- Higher Diploma in Sales, Marketing and Advertising
市場營銷及廣告高級文憑
- Higher Diploma in Logistics and Transport Operations
物流及運輸營運高級文憑
- Higher Diploma in Dental Hygiene
牙科衛生護理高級文憑
- Higher Diploma in Tourism and Events Management
旅遊及會展籌辦高級文憑#

Subject to approval 尚待批核

About 70% of the College's 108 Associate Degree graduates of the 20001-02 academic year have successfully gained admission to local and overseas bachelor's degree programmes.
在 2001- 02 年度的 108 名副學士畢業生中，接近七成同學成功獲得本地及海外大學取錄修讀學士課程。

Curriculum Framework & Progression Paths
課程架構及升學途徑



Notes 備註 :

Admission to local/overseas universities depends on whether students' own academic and individual merits meet the specific requirements of the programmes they are applying for.

This diagram is for reference only.

學生申請海外 / 本地大學被取錄與否，視乎個別院校的收生規定。

此圖只供參考。

大部分北美大學學位課程屬四年制
Degree programmes in most North American universities are of four-year duration

大部分英國、澳洲及本地大學學位課程屬三年制
Degree programmes in most Australia, United Kingdom and local universities are of three-year duration

現已接受報名，報名表格可於學院網址下載
Applications are now being accepted. Application form can be downloaded from our website.

Entry Requirements

For Pre-Associate Degree Programme & Higher Diploma Year 1
As a minimum, students should

- either, have at least 5 passes in HKCEE , including Chinese Language and English Language, or equivalent; or,
- have completed the Project Yi Jin Programme with satisfactory results; or,
- be aged 21 or above.

For Associate Degree Year 1 & Higher Diploma Year 2
As a minimum, students should

- have 5 passes in HKCEE, including Chinese Language and English Language and, one pass in HKAL or 2 passes in HKASL, or equivalent.

* Applicants may have to attend admissions interviews.

**For Architectural Studies, applicants are also required to have passed HKCEE Mathematics,

Student Exchange Programme at Beijing Normal University (Zhuhai Campus)

HKU SPACE, in collaboration with the Beijing Normal University, launched the Associate Degree programmes in Zhuhai, China in November 2002. In September 2003, two Associate Degree programmes will be offered - Associate of Business Administration and Associate of Applied Science (Information Technology). A 'student exchange programme' is being planned for local students of these two programmes to extend their learning experience in the Mainland.

入學資格

申請入讀副學士先修課程及高級文憑第一年

最低入學資格如下：

- 於香港中學會考中，考獲至少五科合格的成績，包括中國語文及英國語文或同等學歷；或
- 完成毅進課程，並獲滿意成績者；或
- 年滿二十一歲或以上人士。

申請入讀副學士第一年及高級文憑第二年

最低入學資格如下：

- 香港中學會考五科合格(包括英文及中文)，香港高級程度會考一科高級程度科目合格或兩科高級補充程度科目合格或同等學歷者。

* 申請人或須接受入學面試。

** 申請入讀建築學專業文憑課程者需於香港中學會考中同時考獲數學科合格成績。

北京師範大學珠海校區「學生交流計劃」

香港大學專業進修學院與北京師範大學於2002年11月於珠海首次開辦了副學士課程。今年九月，學院將開設兩個副學士課程，分別為工商管理副學士及應用科學 (資訊科技) 副學士。學院現正為相關課程的本地副學士一年級學生籌劃一個「學生交流計劃」，有興趣的學生可到珠海修讀課程的其中一年。

General Enquiries 查詢

Associate Degree 副學士課程

Tel 電話 : 2520 4600 Fax 傳真 : 2865 4405 e-mail 電郵 : ccad@hkuspace.hku.hk Website 網址 : http://www.hku.hk/space/cc

Higher Diploma 高級文憑課程

Tel 電話 : 2809 9800 Fax 傳真 : 2214 1831 e-mail 電郵 : cchd@hkuspace.hku.hk Website 網址 : http://www.hku.hk/space/cc/hd/

日期 Date	時間 Time		地點 Venue
2003年7月4日（星期五） 4 July 2003 (Friday)	2:30 p.m.	4:00 p.m.	香港大學專業進修學院 金鐘教學中心 香港金鐘夏慤道18號海富中心2樓 HKU SPACE Admiralty Learning Centre 2/F, Admiralty Centre, 18 Harcourt Road, Admiralty, Hong Kong
2003年7月5日（星期六） 5 July 2003 (Saturday)	10:00 a.m. 2:30 p.m.	11:30 a.m. 4:00 p.m.	
2003年7月7日（星期一） 7 July 2003 (Monday)	10:00 a.m. 2:30 p.m.	11:30 a.m. 4:00 p.m.	
2003年8月6日（星期三） 6 August 2003 (Wednesday)	2:30 p.m.	4:00 p.m.	
2003年8月7日（星期四） 7 August 2003 (Thursday)	10:00 a.m. 2:30 p.m.	11:30 a.m. 4:00 p.m.	
2003年8月8日（星期五） 8 August 2003 (Friday)	10:00 a.m. 2:30 p.m.	11:30 a.m. 4:00 p.m.	
2003年8月9日（星期六） 9 August 2003 (Saturday)	10:00 a.m. 2:30 p.m.	11:30 a.m. 4:00 p.m.	
2003年8月11日（星期一） 11 August 2003 (Monday)	10:00 a.m. 2:30 p.m.	11:30 a.m. 4:00 p.m.	

Mainland China Centres

內地教學中心

HKU SPACE shanghai 上海

SPACE of The University of Hong Kong and Fudan University in Shanghai

In collaboration with Shanghai's renowned Fudan University, SPACE of The University of Hong Kong and Fudan University in Shanghai (SPACE Shanghai for short) was established in September 2000. With an increasing range of programmes offered, a second learning centre was opened in April 2002. Programmes which have been and will be offered by the School are mostly at the diploma, bachelor and postgraduate levels, and cover areas such as Global Business Management, Human Resource Management, Banking and Finance, Business Management, Economics, Accounting, Marketing, Logistics, Public Relations, Financial Planning, Information Technology and E-Commerce etc.

More programmes from SPACE Shanghai will be launched in the future. For details, please visit http://www.hku.hk/space/programme_courses/china.html and the SPACE Shanghai website at www.spaceshanghai.com

Our main centre is located at 38/F, Central Plaza, 381 Huai Hai Zhong Road, Shanghai 200020 and the second centre is at 17/F, 800 Nanjing Road (E), Shanghai 200001.

For enquiries, please visit our websites www.spaceshanghai.com and www.hku.hk/space/programme_courses/china.html or please contact us by phone (HK) 2975 5868 and (Shanghai) (86-21) 6391 6398;or fax (HK) 2517 8253 and (Shanghai)(86-21) 6391 6560; or email angela.tang@hkuspace.hku.hk

專業繼續教育學院 (與復旦大學合辦)

香港大學與復旦大學於二零零零年九月創辦「上海香港大學—復旦大學專業繼續教育學院」(SPACE Shanghai)，並於二零零二年四月增設第二教學中心，目前已開辦及將會開辦的專業包括全球商業管理、人力資源管理、銀行與金融、工商管理、經濟學、會計、市場營銷、運輸物流管理、公共關係、財務規劃、信息科技、電子商務等。課程涵蓋文憑、學士及研究生等程度。

學院未來還會開辦更多專業課程。詳情請參閱：http://www.hku.hk/space/programme_courses/china.html 及「上海香港大學—復旦大學專業繼續教育學院」網頁 www.spaceshanghai.com 。

學院的第一教學中心位於上海淮海中路 381 號中環廣場 38 層，第二教學中心則位於上海南京東路 800 號新一百大廈 17 層。

課程詳情請參閱網址 www.spaceshanghai.com 及 www.hku.hk/space/programme_courses/china.html；或致電(香港) 2975 5868, (上海) (86-21) 6391 6398；或傳真(香港) 2517 8253, (上海) (86-21) 6391 6560；或電郵至 angela.tang@hkuspace.hku.hk 查詢。

HKU SPACE beijing 北京

Joint Programmes Centre of Tsinghua University's School of Contiuning Education and HKU SPACE

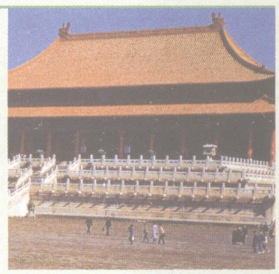
On 17 January 2003, HKU SPACE and Tsinghua University School of Continuing Education signed an agreement to jointly organize professional and continuing education in Mainland China and in Hong Kong. The first HKU SPACE programme being offered in Beijing was the "Basic Principles of Common Law". Lectures have been offered through distance learning and were broadcast nationwide through Tsinghua's Distance Learning Stations in China. Other programmes to be offered will cover such areas as Integrated Marketing Communications, Information Technology and executive programmes. Tsinghua has also set up the sole "Hong Kong Station" at HKU SPACE to provide Tsinghua's distance learning programmes in Hong Kong via satellite.

Beijing Hong Kong Centre for Professional Education

HKU SPACE, in collaboration with a private education institution, Beijing Advanced Financial Management College, established the Beijing Hong Kong Centre for Professional Education in October 2000. An International Accounting programme is being offered. The Centre also offered the Bachelor of Commerce [Accounting and Finance] with the Curtin University of Technology from July last year.

Our centre is located at 13/F, Prime Tower, 22 Chao Wao Dajie, Beijing 100020, P.R. China.

For enquiries, please contact us by phone (HK) 2975 5856 / (Beijing) (86-10) 6588 5133 and (86-10) 6588 5177 or email may@hkuspace.hku.hk



聯合項目管理中心 (與清華大學合辦)

香港大學專業進修學院與清華大學繼續教育學院於二零零三年一月十七日簽訂總合作協議書，雙方共同設立聯合項目管理中心，提供專業進修課程。首個由本學院教授的普通法法律課程，已在北京授課，並透過清華遠程教育站於全國播放。中心將會開辦多個專業課程，包括整合營銷傳播、資訊科技及高級行政課程等。此外，清華大學將在學院成立唯一的「清華大學遠程教育香港站」，以便透過衛星在香港提供清華遠程教育課程。

京港培訓中心 (與北京高級財務管理專修學院合辦)

學院與北京高級財務管理專修學院合作，在北京成立京港培訓中心，二零零零年十月起已開辦國際會計專業文憑課程。中心並於去年七月，與澳洲科廷科技大學合作開辦商學士 (會計與財務) 課程。

教學中心位於中國北京市朝陽區朝陽門外大街22號泛利大廈13層。詳情請致電 (香港) 2975 5856 或 (北京) 86-010- 6588 5133 及 86-010-65885177；或電郵至 may@hkuspace.hku.hk 查詢。

HKU SPACE guangzhou 廣州

Sun Yat-sen University - HKU Joint Centre for Professional Education

The "Sun Yat-sen University - HKU Joint Centre for Professional Education" was established on 19 November 2001 at Sun Yat-sen University in Guangzhou. The Centre has offered the Postgraduate Diploma in Integrated Marketing Communications and Postgraduate Diploma in Public Administration. The first cohort of graduates will come to Hong Kong to attend the congregation ceremony to be held on 29 June this year. In addition to the above two programmes, the Postgraduate Certificate in Human Resources Management, Postgraduate Diploma in Commercial Laws of Common Law Jurisdictions, Postgraduate Diploma in Information Security, Diploma in Accounting are now open for registration.

The centre is located at No. 135, XinGang West Road, Guangzhou, China (East Gate Entrance), Postal Code: 510275

For enquiries, please visit our website www.hku.hk/space/china/guangzhou/ or home.zsu.edu.cn/crjy/index.asp, or contact us by phone (HK) 2975 5781 / 2975 5652 or (Guangzhou) (86-20) 8411 4987; or fax (HK) 2540 1043 or (Guangzhou) (86-20) 8411 4989; or email (HK) ck.yip@hkuspace.hku.hk or (Guangzhou) adcafe28@zsu.edu.cn

聯合專業培訓中心(與中山大學合辦)

中山大學 - 香港大學聯合專業培訓中心於二零零一年十一月十九日在廣州中山大學成立。中心去年推出整合營銷傳播和公共行政管理兩個研究生課程，第一屆畢業生將於本年六月廿九日參加在香港舉行的畢業典禮。除了以上課程外，中心今年新增人力資源管理研究生證書、商務法(普通法系)研究生文憑、信息及系統保安研究生文憑、國際會計學文憑等課程，現正接受報名。

教學中心位於中國廣州市新港西路 135 號高等繼續教育學院大樓二樓(中山大學東門)，郵編:510275

詳情請參閱網址 www.hku.hk/space/china/guangzhou/ 或 /home.zsu.edu.cn/crjy/index.asp；或致電 (香港) 2975 5781 / 2975 5652 或 (廣州) (86-20) 8411 4987 ；或傳真至 (香港) 2540 1043 或 (廣州) (86-20) 8411 4989 ；或電郵至 (香港) ck.yip@hkuspace.hku.hk 或 (廣州) adcafe28@zsu.edu.cn 查詢。

HKU SPACE hangzhou 杭州

Zhejiang University – The University of Hong Kong Centre for Advanced Business Studies

In collaboration with Zhejiang University, Zhejiang University – The University of Hong Kong Centre for Advanced Business Studies was established on 21 November 2002. The Centre will be offering Postgraduate Diploma in Integrated Marketing Communications programmes. More programmes will commence in the future to cater for market needs.

The centre is located at Room 375, Jiao Xue Zhu Lou, Xixi area, Zhejiang University (Postal code: 310028).

For enquiries, please visit our website www.hku.hk/space/china/hangzhou/ or www.cj.zju.edu.cn/; or contact us by phone (HK) 2975 5735 / 2975 5652 or (Hangzhou) (86-571) 88273112; or fax (HK) 2540 1043 or (Hangzhou) (86-571) 88273112; or email (HK) cf.lam@hkuspace.hku.hk or (Hangzhou) zgzx@zju.edu.cn.

高級管理項目中心 (與浙江大學合辦)

香港大學專業進修學院與浙江大學繼續教育學院合作，於二零零二年十一月二十一日成立“浙大 — 港大高級管理項目中心”，並首先開辦“整合營銷傳播”研究生文憑課程，今後按市場需求將推出一系列實用專業課程。

教學中心位於浙江大學西溪校區教學主樓 375 室，郵編：310028 。

詳情請參閱網址 www.hku.hk/space/china/hangzhou/ 或 www.cj.zju.edu.cn/；或致電(香港) 2975 5735 / 2975 5652或 (杭州) (86-571) 88273112 ；或傳真至(香港)2540 1043或(杭州) (86-571) 88273112；或電郵至 (香港) cf.lam@hkuspace.hku.hk 或 (杭州) zgzx@zju.edu.cn 查詢。

HKU SPACE zhuhai 珠海

Associate Degree Programmes at Beijing Normal University (Zhuhai Campus)

HKU SPACE, in collaboration with Beijing Normal University, launched the Associate Degree Programmes in Zhuhai in November 2002 as a pilot scheme. In September 2003, more programmes will be offered, including the Associate of Business Administration and the Associate of Applied Science (Information Technology) programmes. After satisfactory completion of the 2-year Associate Degree programme, students can apply for the bachelor degree programmes offered by universities in the UK, the USA, Canada and Australia. Students who wish to further their studies in Mainland China can apply for the degree programme offered by Beijing Normal University (Zhuhai Campus).

Our centre is located at Zhuhai in Guangzhou.

For enquiries, please visit our website www.bnuep.com, or contact us by phone (Zhuhai) 07-56-6126126, or fax 07-56-6126127.

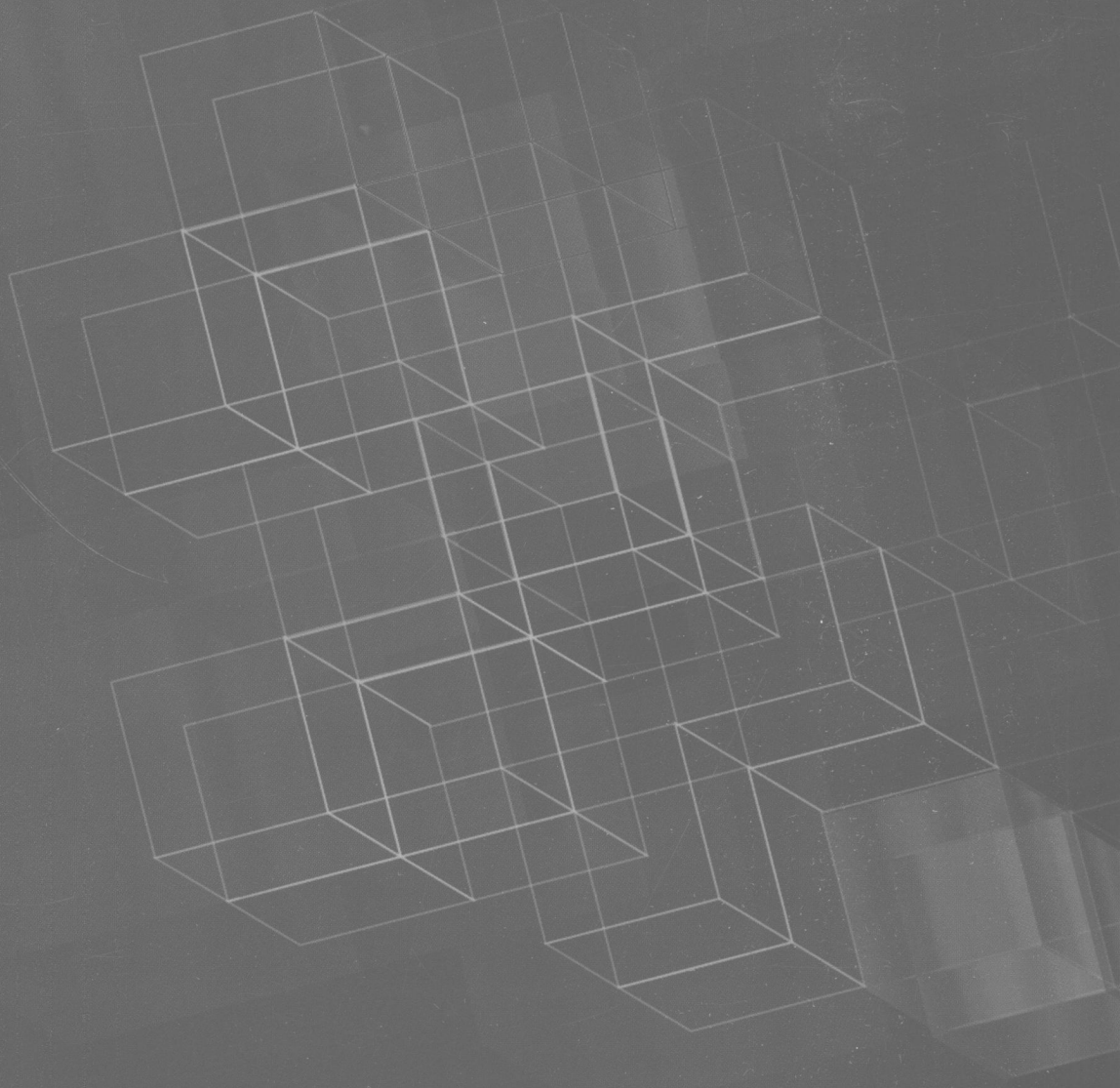
副學士課程——2+2 學士海外留學課程（與北京師範大學珠海校區合辦）

為了將香港開辦副學士課程的成功經驗引進國內，學院於2002年11月與北京師範大學（北師大）合作，在北師大珠海校區合辦一個內地兩年、海外兩年的高等教育課程，名為「2+2學士海外留學課程」。今年將開辦多個專業課程，包括工商管理副學士及應用科學(資訊科技)副學士。修畢為期兩年的副學士課程而成績理想者，可申請入讀英、美、加、澳等國家的相關學士學位課程。學生倘選擇在國內升學，可申請北師大珠海校區的專升本繼續教育課程，修畢課程及成績達到規定標準者，可獲北師大授予學位。

教學中心位於：珠海市香洲區唐家灣金鳳路，北京師範大學珠海校區。詳情請參閱網址 www.bnuep.com；或致電 (珠海) 07-56-6126126 ；或傳真至 07-56-6126127 查詢。

Part 4

SERVICES 各種服務



HKU SPACE Cares for Your Well-Being.

CM Clinics and Pharmacies

中醫臨床中心及中藥房

Kowloon CM Clinic & Pharmacy

CM Clinic Tel: 2376 6732
CM Pharmacy Tel: 2376 9122
Address: Shop 2B, G/F, 1/F, Austin Tower, 22-26A Austin Avenue, Tsimshatsui, Kowloon

H.K. CM Clinic & Pharmacy

CM Clinic Tel: 2143 6871
CM Pharmacy Tel: 2143 6271
Address: Room 52-53, 2/F, Admiralty Centre, Admiralty, Hong Kong

Opening Hours (advance booking for treatment is suggested)

Mon - Sat: 10:00am to 8:00pm
Sun: 9:30am to 1:30pm
Closed on Public Holidays
All CM Clinic and Pharmacies are open for traineeship

九龍門診部及中藥房

門診部電話： 2376 6732
中藥房電話： 2376 9122
地址： 九龍尖沙咀柯士甸路 22-26 號 A 好兆年行地下 2B 舖及 1 樓

香港門診部及中藥房

門診部電話： 2143 6871
中藥房電話： 2143 6271
地址： 香港金鐘海富中心 2 樓 52-53 室

開放時間（請預約掛號）

星期一至星期六： 上午十時至下午八時
星期日： 上午九時三十分至下午一時三十分
公眾假期休息
以上臨床中心及中藥房均有學生在旁見習

Dietetic Clinic for Teaching and Research

營養學治療及教研中心

The clinic was opened in March 2001 with resident registered dietitians to provide case studies for students of Dietetic courses, and to provide nutrition consultation services for the general public.

Services

1. Nutrition Assessment
Charges: $250 (with written report)

2. Individual Consultations
Diet Therapy For:

Diabetes	Overweight	Underweight
Kidney Problems	High Blood Pressure	Heart disease
Gout	Elevated Blood Cholesterol	

Charges: $400 (initial) $360 (subsequent)

3. On-line Individual Consultation Programme
Consult the dietitian at home, at work or on a trip through fax or email.
Charges: $1,300-1,650 (per programme plan)

4. Specialist Paediatric Clinic
For children who are overweight or underweight and to advise parents who are concerned whether their child is getting adequate nutrition.

5. Group Therapy
Topic:
Diabetics • Overweight • Elevated Blood Cholesterol
Charges: $800 for 4 sessions
(1 hour per session; 1 session every two weeks)

Opening Hours
Mon to Fri (10:00am - 7:00pm) • Sat (10:00am - 5:00pm)
(By appointment)
Address : S3, 3/F, Admiralty Centre, 18 Harcourt Road, H.K.
Tel: 2143 6733 • Fax: 2143 6872
e-mail: dietclin@hkuspace.hku.hk

20% discount will be offered to staff and family of HKU & HKU SPACE

於二零零一年三月開幕，本中心由註冊營養師主理，為營養學學員提供研究實例，並在飲食治療及營養評估方面向公眾人士提供專業諮詢服務。

服務

1. 營養評估
收費：$250 (連評估報告)

2. 個別會見
飲食治療：
糖尿病 過重 過輕
腎病 高血壓 心臟血管病
痛風症 高膽固醇
收費： $400 (首次) $360 (第二次起)

3. 網上個別諮詢計劃
透過傳真或電郵的方式隨時隨地獲得營養輔導，省時及方便。
收費：$1,300-1,650 (每套計劃)

4. 兒童專科診所
針對過胖、過輕、營養不良、或有任何飲食問題之兒童。為閣下子女提供建議，達至充足營養。

5. 小組治療
題目：
糖尿病 過重 高膽固醇
收費：$800 共四講(每兩星期一次，每次一小時)

門診時間

星期一至五 (10:00am - 7:00pm)・星期六 (10:00am - 5:00pm)
(敬請預約)
地址 : 香港金鐘夏慤道 18 號海富中心三樓 S3 室
電話：2143 6733・傳真：2143 6872・電郵：dietclin@ hkuspace.hku.hk

香港大學及香港大學專業進修學院職員及其直系親屬光顧可獲八折優待

School Facilities for Hire

學院設施租用

The following facilities of the School are available for hire. For details, please contact our staff at 2510 9947:
本學院提供下列租用設施，詳情可致電 2510 9947 本院職員查詢：

	Seating Capacity 座位	Rental per hour (HK$) 租金(每小時計)*
Art Studio 藝術工作室	20-30	$600
Computer Laboratories 電腦室	20-45	$300-1,350
Conference Rooms 會議室	10-13	$70-300
Exhibition Lobby (Admiralty) 展覽廊 (金鐘)	10m x 2m (Size 面積)	$10,000 per day
Lecture Theatres and Classrooms 課室	24-150	$100-$1,430
Simultaneous Interpretation Facilities 即時傳譯設施	-	Negotiable 面 議
Video Conference Rooms 視像會議室	80-310	$600-4,010

* Discounted rates will be offered to faculties, departments and convocation members of the University of Hong Kong and non-profit making organisations. Rental rates are subject to change without prior notice.
香港大學各學院、學系、畢業生議會會員及非牟利機構可享有折扣優惠。以上租金如有調整不作另行通知。

HKU SPACE

BEA 東亞銀行

HKU SPACE MASTERCARD
香港大學專業進修學院萬事達卡

Continuous Annual Fee Waiver 永久免年費

Octopus Automatic Add-Value Service 八達通自動增值服務

Asia Miles™ - Travel Reward Programme 「亞洲萬里通」- 旅遊獎勵計劃

Cyberbanking 電子網絡銀行服務

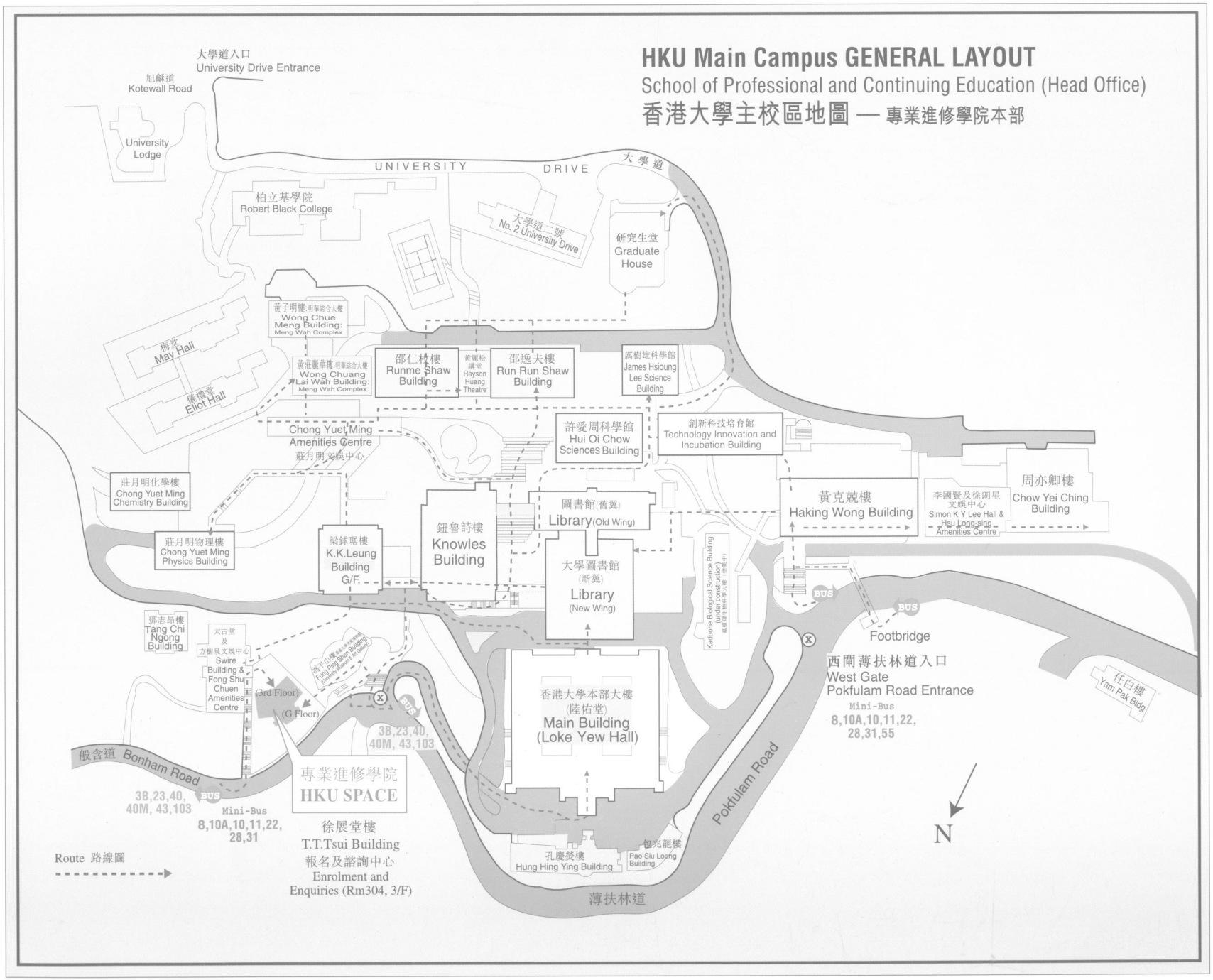
Enrol in HKU SPACE Courses To Exclusively Enjoy
10 Months Interest-free Instalment Plan

報讀HKU SPACE課程可專享10個月免息分期

For details, please refer to the application form or visit HKU SPACE website www.hku.hk/space. Application form is available at BEA branches and HKU SPACE Enrolment Centres. Further enquiries, please call HKU SPACE Hotline at 2559 9771 or The Bank of East Asia Credit Card Customer Services Hotline at 2838 2283.

詳情請參閱申請表格或瀏覽學院網址www.hku.hk/space。申請表格可於各東亞銀行分行或學院報名中心索取。如有任何查詢，請致電學院查詢熱線2559 9771或東亞銀行信用卡客戶服務熱線2838 2283。

HKU SPACE
香港大學專業進修學院
HKU School of Professional and Continuing Education


HKU Main Campus GENERAL LAYOUT
School of Professional and Continuing Education (Head Office)
香港大學主校區地圖 — 專業進修學院本部
大學道入口
University Drive Entrance
旭龢道
Kotewall Road
University Lodge
UNIVERSITY DRIVE
大學道
柏立基學院
Robert Black College
大學道二號
No. 2 University Drive
研究生堂
Graduate House
黃子明樓(明華綜合大樓)
Wong Chue Meng Building (Meng Wah Complex)
梅堂
May Hall
黃莊麗華樓(明華綜合大樓)
Wong Chuang Lai Wah Building (Meng Wah Complex)
Eliot Hall
邵仁枏樓
Runme Shaw Building
黃麗松講堂
Rayson Huang Theatre
邵逸夫樓
Run Run Shaw Building
熊樹雄科學館
James Hsioung Lee Science Building
Chong Yuet Ming Amenities Centre
莊月明文娛中心
許愛周科學館
Hui Oi Chow Sciences Building
創新科技培育館
Technology Innovation and Incubation Building
莊月明化學樓
Chong Yuet Ming Chemistry Building
莊月明物理樓
Chong Yuet Ming Physics Building
梁銶琚樓
K.K.Leung Building G/F.
鈕魯詩樓
Knowles Building
圖書館(舊翼)
Library (Old Wing)
大學圖書館(新翼)
Library (New Wing)
Kadoorie Biological Science Building (under construction)
黃克兢樓
Haking Wong Building
李國寶及徐朗星文娛中心
Simon K Y Lee Hall & Hsu Long-sing Amenities Centre
周亦卿樓
Chow Yei Ching Building
BUS
Footbridge
西閘薄扶林道入口
West Gate
Pokfulam Road Entrance
Mini-Bus
8,10A,10,11,22,28,31,55
任白樓
Yam Pak Bldg
鄧志昂樓
Tang Chi Ngong Building
太古堂及方樹泉文娛中心
Swire Building & Fong Shu Chuen Amenities Centre
(3rd Floor)
(G Floor)
香港大學本部大樓(陸佑堂)
Main Building (Loke Yew Hall)
般含道 Bonham Road
3B,23,40,40M,43,103
Mini-Bus
8,10A,10,11,22,28,31
專業進修學院
HKU SPACE
徐展堂樓
T.T.Tsui Building
報名及諮詢中心
Enrolment and Enquiries (Rm304, 3/F)
孔慶熒樓
Hung Hing Ying Building
包兆龍樓
Pao Siu Loong Building
薄扶林道
Pokfulam Road
N
Route 路線圖

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2559 9771
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enquiry@hkuspace.hku.hk
Web Site 網址
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