

毅進文憑課程 2021 / 2022

Diploma Yi Jin Programme 2021 / 2022

課程

毅進文憑課程學員須修畢600學時的課程以取得畢業證書。課程包括420小時的必修科目(即中國語文、英國語文、數學、通識教育和人際傳意技巧)及180小時的選修科目群組。

課程可以全日制或兼讀制的方式修讀，歡迎所有中六離校生或年滿21歲的成年人報讀。一般來說，全日制學員可於一年內完成整個課程；兼讀制學員完成整個課程一般需時兩年。畢業學員在就業和持續教育方面，可達至相當於香港中學文憑考試五科(包括中國語文及英國語文)第2級成績的資歷。毅進文憑在資歷架構下獲得認可，屬資歷架構下第三級別的課程。此外，課程有部分選修群組或科目(附#標誌)已通過香港學術及職業資歷評審局審批，為《能力標準說明》為本課程。成功修畢該選修群組/選修科目，可獲頒發相關的獨立資歷證書。

有關毅進文憑課程的最新詳情請瀏覽課程網站(<http://www.yijin.edu.hk>)。

各院校提供的選修科目群組 (所有選修科目群組有待各有關院校確認)

明愛社區書院

紀律部隊實務

投考紀律部隊體能訓練；紀律部隊入職遴選試訓練；紀律部隊實務

警隊實務

投考紀律部隊體能訓練；香港警隊實務；警隊入職遴選試訓練

消防實務

投考紀律部隊體能訓練；投考消防員及救護員遴選程序；消防實務

懲教實務

投考二級懲教助理遴選程序；投考紀律部隊體能訓練；懲教實務

救護實務

投考紀律部隊體能訓練；投考救護員的遴選程序；救護實務

海關實務

香港海關實務；海關關員入職遴選試訓練；投考紀律部隊體能訓練

幼兒教育實務

幼兒健康；兒童成長發展與活動設計；認識幼兒工作

運動及體適能教練

運動及體適能教練技巧I；運動及體適能教練技巧II；顧客服務#

酒店運作及管理

前堂及房務服務運作；酒店營運管理；餐飲服務運作

西式食品製作

西式烹調製作；西式甜品及糕點製作；廚房安全及食物衛生

咖啡及甜品店經營

市場營銷與客戶關係；西式甜品及糕點製作；咖啡店飲品製作

動物護理

動物護理(助理員入門)；顧客服務#；延伸數學

藥劑服務

延伸數學；配藥實務；基礎健康科學

Programme

To obtain a full Diploma, students of the Diploma Yi Jin Programme must complete 600 contact hours, including 420 hours on core courses, i.e. Chinese Language, English Language, Mathematics, Liberal Studies and Communication Skills, and 180 hours on an elective cluster.

Students under the Programme may study on a full-time or part-time basis. All secondary six school leavers or adult learners aged 21 or above are welcome to enrol on the programme. It usually takes one year to complete the programme for full-time students, while part-time students usually need two years. For employment and continuous education purposes, the qualification obtained by graduates of the programme is deemed comparable to the attainment of Level 2 standard in five subjects (including Chinese Language and English Language) in the Hong Kong Diploma of Secondary Education Examination. The Diploma Yi Jin is recognised under the Qualifications Framework (QF) as meeting the accreditation standards at QF Level 3. Some of the elective clusters/courses under the Programme have been accredited by the HKCAAVQ as a SCS-based programme. Those who have successfully completed the elective course/cluster will receive a separate certificate for the course/cluster completed.

For up-to-date information on the Diploma Yi Jin Programme, please visit the programme webpage at <http://www.yijin.edu.hk>.

Elective Clusters Offered by Institutions (All elective clusters are subject to confirmation by the respective institutions)

Caritas Institute of Community Education

Disciplinary Forces Practice

Physical Conditioning for Disciplinary Forces ; Disciplinary Forces Recruitment Training ; Disciplinary Forces Practice

Police Force Practice

Physical Conditioning for Disciplinary Forces ; Police Force Practice ; Police Recruitment Training

Fire Services Practice

Physical Conditioning for Disciplinary Forces ; Recruitment Procedures for Fireman / Ambulanceman ; Fire Services Practice

Correctional Services Practice

Recruitment Procedures for Assistant Officer II ; Physical Conditioning for Disciplinary Forces ; Correctional Services Practice

Ambulance Services Practice

Physical Conditioning for Disciplinary Forces ; Recruitment Procedures for Ambulanceman ; Ambulance Services Practice

Customs and Excise Practice

Hong Kong Customs and Excise Practice ; Recruitment Procedures for Customs Officer ; Physical Conditioning for Disciplinary Forces

Child Educare Practice

Child Health ; Child Development and Activities Planning ; Understanding Child Care

Sports and Fitness Coaching

Sports and Fitness Coaching I ; Sports and Fitness Coaching II ; Customer Services#

Hotel Operations and Management

Front Office and Housekeeping Service ; Hotel Operations Management ; Food & Beverage Service Operations

Western Food Production

Western Cuisine Production ; Western Dessert and Pastry ; Kitchen Safety and Food Hygiene

Coffee and Cake Shop Business

Marketing and Customer Relationship ; Western Dessert and Pastry ; Coffee Shop Drinks Production

Animal Care

Animal Care (Assistant Foundation) ; Customer Services# ; Maths Plus

Pharmaceutical Service

Maths Plus ; Dispensary Practice ; Foundation in Health Science

護理學

延伸數學：基礎健康科學；護理工作實務

復康護理實務

物理治療助理；職業治療助理；社區健康及護理服務

社會服務

心理學導論；服務策劃及助人技巧；社會政策及社會福利導論

公務員 (文職) 實務

延伸數學；公共行政管理導論；公務員(文職)實務及投考準備

基礎差別輔導與服務

差別服務基礎；顧客服務#；哀傷支援基礎

社區心理學

基礎心理學；兒童心理學；正向心理學

商業會計及管理

商業會計；電腦會計；管理學概論

美容、化妝及形象設計

專業及潮流化妝造型設計；皮膚護理；個人形象設計

香薰美容及身體護理

皮膚護理；美容及纖體儀器療程；香薰護理#

新娘化妝、頭髮造型及美甲技術#

新娘化妝及頭髮造型；美甲及手足護理；殖甲技術

數碼電子科技 (電子競技)

電子競技技術概論；電腦組裝及網絡技術應用；延伸數學

設計學 (時裝、平面及室內)

平面設計；室內設計；時裝設計

電影製作基礎

電影製作前期籌備工作；影片製作；電影後期製作

香港航運業實務

延伸數學；香港航運業概述；海事運作與輪機

建造業人才訓練

延伸數學；土木及屋宇建造基本工藝；香港建造業概述

數碼營銷及動畫 (特效) 視頻製作

數碼與社交媒體市場推廣；數碼市場營銷的策劃及實行；動畫(特效)視頻製作

特殊幼兒教育實務

幼兒發展與早期學習；認識特殊幼兒教育；幼兒學習差異照顧與支援概論

#該選修群組/選修科目已通過香港學術及職業資歷評審局審批，為《能力標準說明》為本課程。成功修畢該選修群組/選修科目，可獲頒發相關的獨立資歷證書。

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Nursing Studies

Maths Plus : Foundation in Health Science : Nursing Practice

Rehabilitation Practice

Physiotherapist Assistant ; Occupational Therapist Assistant ; Community Healthcare and Nursing Services

Social Service

Introduction to Psychology ; Services Planning and Helping Skills ; Introduction to Social Policy and Social Welfare ;

Civil Service (Clerical) Practice

Maths Plus ; Introduction to Public Administration ; Preparation for Civil Service (Clerical) Recruitment

Introductory Hospice Counseling and Service

Foundation of Hospice Care ; Customer Services# ; Basic Bereavement Support

Community Psychology

Elementary Psychology ; Child Psychology ; Positive Psychology

Business Accounting and Management

Business Accounting ; Computerized Accounting ; Introduction to Management

Beauty, Make-up and Image Design

Professional and Trendy Make-up ; Skin Care ; Personal Image

Aromatherapy of Beauty and Body Care

Beauty Therapy ; Beauty and Slimming Equipment Applications ; Aromatherapy#

Bridal Make-up, Hair Design and Nail Technology#

Bridal Make-up and Hair Styling ; Manicure and Pedicure and Nail Art ; Nail Technology

Digital Electronics Technology (eSports)

Introduction to eSports ; Computer Assembly and Network Technology Applications ; Maths Plus

Design Studies (Fashion, Graphic and Interior)

Graphic Design ; Interior Design ; Fashion Design

Fundamentals of Film Production

Pre-production Planning for Film Making ; Video Production ; Post-production for Film Making

Hong Kong Maritime Industry Practice

Maths Plus : Introduction to Hong Kong Maritime Industry ; Maritime Operations and Engineering

Construction Industry Training

Maths Plus : Civil & Building Construction Basic Craft ; Introduction to Hong Kong Construction Industry

Digital Marketing and Animated (CGI) Video Production

Digital and Social Media Marketing ; Digital Marketing Planning and Implementation ; Animated (CGI) Video Production

Early Childhood Special Education Practice

Child Development and Early Learning ; Understanding Early Childhood Special Education ; Introduction to Educare Support for Children with Diverse Learning Needs

#This elective course/cluster under the DYJ programme has been accredited by the HKCAAVQ as a SCS-based programme. Those who have successfully completed the elective course/cluster concerned will receive a separate certificate for the course(s)/cluster completed.

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香港浸會大學持續教育學院

警務

警隊工作概論；體適能與健康生活；紀律人員道德操守與價值觀

消防服務

消防工作概論；體適能與健康生活；紀律人員道德操守與價值觀

懲教事務

香港懲教事務概論；體適能與健康生活；紀律人員道德操守與價值觀

入境事務

香港入境事務概論；體適能與健康生活；紀律人員道德操守與價值觀

應用心理學 (以英文作教材及評核)

生活中的心理學；領袖心理學；成長與社會關懷

酒店學 (以英文作教材及評核)

認識酒店款待業；餐飲服務運作；酒店前堂及房務部運作

商業管理學

管理學原理；市場學原理；人力資源管理學概論

市場營銷學

消費行為；市場學原理；銷售及行銷管理

社會服務

香港社會福利；生活中的心理學；社會工作技巧

數碼圖像與設計

平面設計原理；數碼攝影與影像編輯；互動網站建構

運動教練學

運動教練技巧概論；體適能與健康生活；運動基礎

時尚珠寶首飾設計

藝術及設計原理；電腦輔助珠寶設計；首飾設計及製作

電腦學

程式編寫及數據庫應用；互聯網應用及網絡保安；延伸數學

銀行及金融

銀行服務與運作；財務策劃與投資；延伸數學

微電影創作

創意文案與編劇；廣告與網上營銷；微電影創作入門

表演與故事創作

表演基礎；劇本創作入門；主持技巧訓練

室內空間藝術與設計

藝術及設計原理；室內設計基礎及發展；室內設計的专业實踐

項目策劃及創意推廣

活動策劃及運作；公關與傳媒關係；創意廣告與新媒體

日韓流行文化旅遊

旅遊業導論；日韓流行文化與行程設計；優質顧客服務

傳媒學

傳媒概論；電子媒體製作基礎；公共關係及廣告概論

航空服務

航空服務概論；航空市場及管理；航空安全與保安

健康護理

基礎健康護理 I；基礎健康護理 II；復康與社康護理

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🌐 hkbusce.hk/yijin

SCE, Hong Kong Baptist University

Policing Studies

Introduction to Policing Studies ; Fitness and Wellness ; Ethics and Values in Disciplined Services

Fire Services Studies

Introduction to Fire Services ; Fitness and Wellness ; Ethics and Values in Disciplined Services

Correctional Services Studies

Introduction to Hong Kong Correctional Services ; Fitness and Wellness ; Ethics and Values in Disciplined Services

Immigration Services Studies

Introduction to Hong Kong Immigration Services ; Fitness and Wellness ; Ethics and Values in Disciplined Services

Applied Psychology (Materials and Assessment are in English)

Applied Psychology in Everyday Life ; Psychology of Leadership ; Human Growth and Social Care

Hotel Studies (Materials and Assessment are in English)

Understanding Hospitality Industry ; Food and Beverage Operations ; Front Office and Housekeeping Operations

Business Management

Principles of Management ; Marketing Principles ; Introduction to Human Resources Management

Marketing

Consumer Behaviour ; Marketing Principles ; Selling and Sales Management

Social Services

Hong Kong Social welfare ; Applied Psychology in Everyday life ; Social Work Practice

Digital Graphics and Design

Principles of Graphic Design ; Digital Photography and Image Editing ; Interactive Web Site Development

Sports Coaching

Introduction to Sports Coaching ; Fitness and Wellness ; Foundations in Sports

Stylish Jewellery Design

Arts and Design Principles ; Computer Aided Design in Jewellery ; Jewellery Design and Making

Computing

Programming and Database Applications ; Internet Applications and Network Security ; Maths Plus

Banking and Finance

Banking Services and Operations ; Financial Planning and Investments ; Maths Plus

Micro-movie Production

Creative Copywriting and Playwriting ; Advertising and E-marketing ; Introduction to Micro-movie Production

Dramatic Arts and Scriptwriting

Fundamentals of Acting ; Introduction to Scriptwriting ; Presenter Training

Art and Design in Interior Space

Arts and Design Principles ; Basic Interior Design and Development ; Professional Practice in Interior Design

Event Planning and Creative Promotion

Event Planning and Operation ; Public Relations and Media Relations ; Creative Advertising and New Media

Popular Culture Tourism in Japan and Korea

Introduction to Travel and Tourism Industry ; Japanese and Korean Popular Culture and Itinerary Planning ; Quality Customer Service

Media Studies

Principles of Media ; Introduction to Digital Media Production ; Principles of Public Relations and Advertising

Aviation Services

Introduction to Aviation Services ; Introduction to Airline Marketing and Management ; Safety and Security in Aviation

Health Care Studies

Basic Health Care Services I ; Basic Health Care Services II ; Rehabilitation and Community Care

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香港專業進修學校

紀律部隊

紀律部隊基礎訓練；紀律部隊體能訓練；紀律部隊面試技巧

海關及入境備考訓練

海關知識及面試技巧；入境知識及面試技巧；紀律部隊體能訓練

警隊備考訓練

警隊知識及面試技巧；紀律部隊體能訓練；紀律部隊全人發展訓練

消防備考訓練

消防知識及面試技巧；紀律部隊體能訓練；紀律部隊全人發展訓練

航空服務

航空服務基礎；旅遊業基礎；優質顧客服務基礎

機場運作與服務

機場客運大樓運作與服務基礎；飛行區及停機坪運作；優質顧客服務基礎

酒店款待及項目管理

款待業基礎；項目管理基礎；優質顧客服務基礎

咖啡及西式甜品店營運

咖啡及西式甜品製作；西式餐飲服務及製作；食物安全、衛生及營養

西式廚藝營運

西式菜餚製作；西式餐飲服務及製作；食物安全、衛生及營養

運動教練及管理

運動體適能訓練；運動管理學；運動教練

幼兒教育

幼兒成長發展；幼兒遊戲及活動；幼兒教育工作實務

公務員實務

香港政府及公共事務簡介；延伸數學；政府公文寫作

社會服務

香港社會與社會福利；心理學初階；活動設計與執行

現代心理學

心理學初階；正向心理學初探；輔導技巧入門

日本語言及流行文化

基礎日語；日本流行文化；日語會話

韓國語言及流行文化

基礎韓語；韓國流行文化；韓語會話

音樂創作及舞台表演技巧

流行音樂歌曲創作；流行音樂欣賞及表演；填詞及二次創作

創意攝影（商業及廣告）

攝影基礎與實踐；設計軟件應用；商業及廣告攝影

智能手機程式及遊戲設計

程式編寫基礎；Android Apps開發導論；iOS Apps設計入門

會計及金融

基礎會計及電腦化會計；銀行及金融業簡介；商業會計及實踐

基礎樓宇電力及電子工程

延伸數學；樓宇電力工程實務；樓宇電子系統基礎

電競團隊訓練與發展

電競團隊訓練；電競產業與發展；社交媒體市場營銷

廣告片及社交媒體創作

廣告片拍攝；廣告片後期製作；社交媒體及圖像製作

跨平台遊戲及動畫製作

程式編寫基礎；跨平台遊戲設計基礎；3D 圖像及動畫製作

Hong Kong College of Technology

Disciplined Services

Disciplined Services Training ; Disciplined Services Physical Training ; Disciplined Services Interview

Preparation Training for Customs and Excise and Immigration Recruitment

Customs and Excise Service Studies and Recruitment Interview Skills ; Immigration Service Studies and Recruitment Interview Skills ; Disciplined Services Physical Training

Preparation for Police Force Training

Police Force and Interview Skill ; Disciplined Services Physical Training ; Whole Person Development for Disciplined Services

Preparation for Fire Services Training

Fire Services Training and Interview Skill ; Disciplined Services Physical Training ; Whole Person Development for Disciplined Services

Airline Services

Basic Airline Services ; Basic Travel and Tourism ; Basic Quality Customer Service

Airport Operations and Services

Essentials for Airport Terminal Operations and Services ; Airfield and Ramp Operations ; Basic Quality Customer Service

Hospitality and Event Management

Basic Hospitality Industry ; Principles of Event Management ; Basic Quality Customer Service

Café and Pâtisserie Operations

Café and Pâtisserie Production ; Food and Beverage Service and Production ; Food Safety, Hygiene and Food Nutrition

Western Catering Operations

Western Cuisine Production ; Food and Beverage Service and Production ; Food Safety, Hygiene and Food Nutrition

Sports Coaching and Management

Sports and Fitness Training ; Basic Sports Management ; Sports Coaching

Early Childhood Education

Child Development ; Play and Activities for Young Children ; Early Childhood Education Practices

Civil Services Practices

Introduction to Hong Kong Government and Public Affairs ; Maths Plus ; Understanding Official Writing

Social Services

Hong Kong Society and Social Welfare ; Introduction to Psychology ; Programme Design and Implementation

Modern Psychology

Introduction to Psychology ; Understanding Positive Psychology ; Introduction to Counseling

Japanese Language and Popular Culture

Elementary Japanese ; Japanese Popular Culture ; Japanese Conversation

Korean Language and Popular Culture

Elementary Korean ; Korean Popular Culture ; Korean Conversation

Music Production and Stage Performance Techniques

Pop Music Production ; Pop Music Appreciation and Performance ; Lyrics Writing and Derivative Work

Creative Photography (Commercial and Advertising)

Fundamentals and Practice of Photography ; Computer Aided Design ; Commercial and Advertising Photography

Mobile Apps and Game Design

Introduction to Programming ; Introduction to Android Apps Development ; Introduction to iOS Apps Design

Accounting and Finance

Basic Accounting and Computerized Accounts ; Introduction to Banking and Finance ; Accounting in Business and Practice

Introductory Electrical and Electronic Engineering in Building

Maths Plus ; Practical Electrical Services in Building ; Introductory Electronic Systems in Building

e-Sports Training and Development

e-Sports Training ; e-Sports Business and Development ; Social Media Marketing

TVC and Creative Social Media

TVC Shooting ; TVC Post-production ; Social Media and Image Production

Cross-Platform Games and Animation Production

Introduction to Programming ; Cross-Platform Games Design Fundamentals ; 3D Image and Animation Production

基礎醫療護理

人體解剖學與生理學入門；常見疾病及基礎病理改變；基礎生物科技技術應用

基礎牙科科學

人體解剖學與生理學入門；基礎牙科科學及常見疾病；基礎醫學化驗及臨床應用

營養與體重管理[#]

食物與營養；體適能與美體；餐單設計與體重管理

建築設計及工程管理基礎

建築設計及軟件應用；基建工程及建造工程管理；延伸數學

兒童健康護理

基礎人體解剖學與生理學；兒童常見疾病及預防護理；兒童健康服務

室內設計

室內設計基礎；繪圖軟件及3D打印應用；智能家居及商業空間設計

[#]該選修群組/選修科目已通過香港學術及職業資歷評審局審批，為《能力標準說明》為本課程。成功修畢該選修群組/選修科目，可獲頒發相關的獨立資歷證書。

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🌐 www.hkct.edu.hk/dyj

Basic Medical Care

Introduction to Human Anatomy and Physiology ; Common Diseases and Basic Pathological Changes ; Application of Basic Biotechnology

Basic Knowledge in Dental Sciences

Introduction to Human Anatomy and Physiology ; Basic Dental Sciences and Common Diseases ; Basic Knowledge and Technology in Medical Laboratory Sciences

Nutrition and Weight Management[#]

Food and Nutrition ; Physical Fitness and Body Management ; Meal Planning and Weight Management

Fundamental Building Design and Construction Management

Building Design and Software Application ; Infrastructure and Building Construction Management ; Maths Plus

Health Care for Children

Fundamentals of Human Anatomy and Physiology ; Common Pediatric Illnesses and Preventive Care ; Child Health Service

Interior Design

Fundamentals of Interior Design ; Computer-aided Drafting and 3D Printing Application ; Smart Home and Commercial Space Design

[#]This elective course/cluster under the DYJ programme has been accredited by the HKCAAVQ as a SCS-based programme. Those who have successfully completed the elective course/cluster concerned will receive a separate certificate for the course(s)/cluster completed.

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香港科技專上書院

警隊實務

警隊實務及入職面試技巧；警隊入職遴選體適能訓練；警隊危機應變

消防員/ 救護員實務

消防員/ 救護員實務及入職面試技巧；消防員/ 救護員入職遴選體適能訓練；消防員/ 救護員危機應變

懲教實務

懲教實務及入職面試技巧；懲教入職遴選體適能訓練；懲教事務危機應變

海關實務

海關實務及入職面試技巧；海關入職遴選體適能訓練；海關危機應變

入境事務

入境事務及入職面試技巧；入境事務危機應變；入境事務入職體適能訓練

商業及流行音樂創作

基礎樂理及音樂導賞；流行歌曲創作及歌唱技巧訓練；商業音樂

護理學

臨床護理實務；健康生活模式；職業安全健康

物理治療學

基礎物理治療；臨床護理實務；職業安全健康

中醫及中藥學

中醫診斷學；中藥學概論；健康生活模式

屋宇設備工程學

屋宇設備；延伸數學；屋宇工程工作安全及健康

基礎牙醫助理實務

牙醫助理導論；危機應變；職業安全健康

酒店及旅遊

酒店款待管理；旅遊服務業導論；活動統籌

酒店款待及調酒

酒店款待管理；酒與調酒技巧；旅遊市場學導論

體育及運動管理

體育及運動文化；體育及運動安全健康；運動危機應變

基礎飛機維修工程

飛機維修工程導論；飛機維修工程職安健；延伸數學

機電工程[#]

電機工程導論；機電工程職安健；延伸數學

市場、公關及活動統籌

公共關係及宣傳；市場學導論；活動統籌

日語及日本文化

日語導論；日本音樂文化；日本旅遊業導論

韓語及韓國文化

韓語入門；韓國音樂文化；韓國旅遊導論

電影及電視工程

電影及電視製作入門；機電工程與影視製作；基本影視工程技巧

會計

基礎會計學；會計行政實務；會計資訊系統

基礎中西廚藝

中西廚藝入門；食物及環境衛生管理導論；廚藝職安健

電腦系統及網絡保安

基礎電腦科學；電腦系統及網絡保安導論；延伸數學

Hong Kong Institute of Technology

Police Studies

Police Studies and Recruitment Interview Skills ; Physical Training for Police Force Recruitment ; Crisis Management for Police Force

Fire Services and Ambulance Service Studies

Fire Services / Ambulance Service Studies and Recruitment Interview Skills ; Physical Training for Fire Services / Ambulance Service Recruitment ; Crisis Management for Fire Services / Ambulance Service

Correctional Services Studies

Correctional Services Studies and Recruitment Interview Skills ; Physical Training for Correctional Services Recruitment ; Crisis Management for Correctional Services

Customs and Excise Service

Customs and Excise Service Studies and Recruitment Interview Skills ; Professional Physical Training for Customs and Excise Service Recruitment ; Crisis Management for Customs and Excise Service

Immigration Studies

Immigration Studies and Recruitment Interview Skills ; Crisis Management for Immigration ; Physical Training for Immigration Recruitment

Commercial and Pop Music Composition

Basic Music Theory and Music Appreciation ; Pop Music Composition and Vocal Training ; Commercial Music

Nursing Studies

Clinical Nursing Practice ; Healthy lifestyle ; Occupational Safety and Health

Physiotherapy Studies

Fundamentals of Physiotherapy ; Clinical Nursing Practice ; Occupational Safety and Health

Chinese Medicine and Herbal Drugs Studies

Diagnosis with Chinese Medicine ; Basic Chinese Medicines Pharmacy ; Healthy Lifestyle

Building Services Studies

Studies of Building Services ; Maths Plus ; Occupational Safety and Health for Building Services

Practices of Dental Surgery Assistant

Introduction to Dental Surgery Assistant ; Crisis Management ; Occupational Safety and Health

Hotel and Tourism

Introduction to Hospitality ; Introduction to Tourism ; Event Management

Hospitality and Bartending

Introduction to Hospitality ; Introduction to Wine and Bartending ; Introduction to Tourism Marketing

Sports and Physical Education Management

Sports and Physical Education Culture ; Safety and Health in Sports and Physical Education ; Crisis Management in Sports Activity

Basic Aircraft Maintenance Engineering

Introduction to Aircraft Maintenance Engineering ; Occupational Safety and Health for Aircraft Maintenance Engineering ; Maths Plus

Electrical Engineering[#]

Introduction to Electrical Engineering ; Occupational Safety and Health for Electrical Engineering ; Maths Plus

Marketing, Public Relation and Event Management

Public Relations and Promotion ; Introduction to Marketing ; Event Management

Japanese and Japan Studies

Introductory Japanese ; Japanese Music Culture ; Introduction to Japan Tourism

Korean and Korea Studies

Introductory Korean ; Korean Music Culture ; Introduction to Korean Tourism

TV & Film Engineering

Fundamentals on TV & Film Production ; Electrical Engineering in TV & Film Production ; Basic Skills in TV & Film Engineering

Accounting

Introduction to Accounting ; Accounting Administration ; Accounting Information System

Fundamentals of Chinese and Western Cuisine Studies

Introductory Chinese and Western Cuisine ; Introduction to Food and Environmental Hygiene Management ; Occupational Safety and Health for Culinary

Computer System and Network Security

Introduction to Computer Science ; Introduction to Computer System and Network Security ; Maths Plus

公務員文書職系架構實務

公務員文職架構及工作；公共關係及宣傳（公共機構）；電腦資訊應用

商業學

市場學基礎；基本會計；商業行政導論

醫療化驗科學

醫療化驗科學導論；醫療化驗職業安全健康；延伸數學

輔導及社會服務

輔導心理學；社會工作導論；活動統籌

紀律部隊職務訓練

紀律部隊職務；紀律部隊入職面試技巧；紀律部隊危機應變

幼兒教育及活動班 Playgroup 導師

幼兒教育導論；溝通心理學；嬰幼兒成長及發展

運動復康（瑜伽及普拉提）

運動復康導論（瑜伽及普拉提）；基礎物理治療；運動危機應變

*該選修群組/選修科目已通過香港學術及職業資歷評審局審批，為《能力標準說明》為本課程。成功修畢該選修群組/選修科目，可獲頒發相關的獨立資歷證書。

☎ 2782 2433/ 2120 4470

🌐 www.yijinhkit.edu.hk

Clerical Work Practices for Civil Servant

Introduction to Civil Service Studies and Work ; Public Relations & Promotion (Public Sector) ; IT Applications

Business Studies

Fundamentals of Marketing ; Basic Accounting ; Introduction to Business Administration

Medical Laboratory Science

Introduction to Medical Laboratory Science ; Occupational Safety and Health for Medical Laboratories ; Maths Plus

Counselling and Social Services

Counselling Psychology ; Introduction to Social Work ; Event Management

Disciplinary Forces Occupational Training

Disciplinary Forces Duties ; Disciplinary Forces Recruitment Interview Skills ; Crisis Management for Disciplinary Forces

Early Child Education and Playgroup Tutor

Introduction to Early Child Education ; Psychology of Communication ; Infant & Early Child Growth and Development

Sports Rehabilitation (Yoga and Pilates)

Introduction to Sport Rehabilitation (Yoga & Pilates) ; Fundamentals of Physiotherapy ; Crisis Management in Sports Activity

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☎ 2782 2433/ 2120 4470

🌐 www.yijinhkit.edu.hk

嶺南大學持續進修學院

紀律部隊訓練

體能訓練理論及技巧；紀律部隊知識及處境訓練；面試策劃及技巧訓練

公務員文職

辦公室行政實務；公共事務及公務員文職概論；資訊科技應用

市場學及工商管理

會計學概論；人力資源管理；市場營銷

會計學

會計學概論；進階會計學；MYOB 會計軟件

活用心理學

基礎心理學；輔導心理學；成長與發展心理學

幼兒教育

幼兒成長與發展；幼兒教育概論；幼兒教學法

運動及體適能培訓

健康及體適能基礎概論；運動及重量訓練；運動創傷預防及處理

翻譯初階

翻譯導論；語言研究；實用翻譯

日語及日本文化

初級日語I；初級日語II；日本文化入門

韓語及韓國潮流文化

基礎韓語I；基礎韓語II；現代韓國流行文化

酒店服務

前堂及客房服務；餐飲服務；款待業優質服務

航空服務業

航空服務入門；機艙服務；款待業優質服務

多媒體廣告設計

創意平面設計及製作；多媒體宣傳及網站製作；微電影製作

西式廚藝

西式廚務營運及烹調技巧；西式飲食；服務與營運；西式烘焙及甜品製作

創意媒體製作

創意平面設計及製作；採訪技巧與紀錄片製作；微電影製作

酒店營運及宴會服務

宴會服務；前堂及客房服務；款待業優質服務

消防及救護備考

消防及救護實務；體能訓練理論及技巧；面試策劃及技巧訓練

入境及海關備考

入境及海關實務；體能訓練理論及技巧；面試策劃及技巧訓練

警務及懲教備考

警務及懲教實務；體能訓練理論及技巧；面試策劃及技巧訓練

☎ 2616 7280/2616 7288

🌐 <http://life.ln.edu.hk/dyj>

LIFE, Lingnan University

Disciplinary Forces

Theories and Technique in Physical Fitness Training ; Understanding Various Disciplinary Forces and Scenario Training ; Strategic Interview and Presentation Skills

Civil Service

Office Administration Practices ; Introduction to Public Affairs and Civil Service ; Information Technology Practices

Marketing and Business Administration

Introduction to Accounting ; Human Resources Management ; Marketing

Accounting

Introduction to Accounting ; Intermediate Accounting ; MYOB Applications

Practical Psychology

Basic Psychology ; Counseling Psychology ; Growth and Developmental Psychology

Early Childhood Education

Child Growth and Development ; Introduction to Early Childhood Education ; Teaching and Learning in the Contemporary Preschool

Sports and Fitness Training

Basic Health and Fitness ; Sports and Weight Training ; Sport Injuries Prevention and Management

Foundation in Translation

Introduction to Translation ; Language Studies for Translation ; Practical Translation

Japanese Language and Culture

Basic Japanese I ; Basic Japanese II ; Introduction to Japanese Culture

Korean and Korean Popular Culture Studies

Basic Korean I ; Basic Korean II ; Contemporary Korean Popular Culture

Hotel Service

Front Office and Room Service Operations ; Food and Beverage Service ; Customer Service in Hospitality Industry

Airline Services Industry

Introduction to Airline Industry ; Inflight Service Operation ; Customer Service in Hospitality Industry

Multimedia Advertising Design

Creative Graphic Design and Production ; Multimedia Production and Website Production ; Micro-film Production

Western Culinary Arts

Western Kitchen Operations and Cookery ; Western Food & Beverage: Service Skills and Operations ; Western Bakery & Pastry

Creative Media Production

Creative Graphic Design and Production ; Interviewing Techniques and Documentary Production ; Micro-film Production

Hotel Operations and Banquet Service

Banquet Service ; Front Office and Room Service Operations ; Customer Service in Hospitality Industry

Preparatory Occupations for Fire & Ambulance Services

Fire & Ambulance Services ; Theories and Technique in Physical Fitness Training ; Strategic Interview and Presentation Skills

Preparatory Occupations for Immigration & Customs

Immigration & Customs ; Theories and Technique in Physical Fitness Training ; Strategic Interview and Presentation Skills

Preparatory Occupations for Police & Correctional Services

Police & Correctional Services ; Theories and Technique in Physical Fitness Training ; Strategic Interview and Presentation Skills

☎ 2616 7280/2616 7288

🌐 <http://life.ln.edu.hk/dyj>

香港公開大學李嘉誠專業進修學院

警隊實務及入職訓練

警隊實務及處境訓練；紀律部隊之全人發展教育；紀律部隊入職體能訓練及面試技巧

消防實務及入職訓練

消防實務及處境訓練；紀律部隊之全人發展教育；紀律部隊入職體能訓練及面試技巧

救護實務及入職訓練

救護實務及處境訓練；紀律部隊之全人發展教育；紀律部隊入職體能訓練及面試技巧

紀律部隊實務及入職訓練

紀律部隊實務及處境訓練；紀律部隊之全人發展教育；紀律部隊入職體能訓練及面試技巧

旅遊及款待服務 (航空)

旅遊業概論；航空業概論；旅遊及航空服務英語溝通技巧

咖啡調配及西式糕點製作

咖啡調配；西式麵包及烘焙食品製作；西式糕餅及甜品製作

旅遊及款待服務 (酒店及餐飲)

旅遊業概論；前堂及房務服務運作；餐飲服務運作

旅遊及款待服務 (主題公園)

旅遊業概論；主題公園服務及運作；前堂及房務服務運作

護理學

認識老人健康與護理；基本護理技巧；延伸數學

幼兒教育

認識幼兒教育的活動策劃；兒童成長及發展；認識幼兒教育工作

康體管理及運動教練學

康體管理；體育營銷；運動教練學

日語

日語 (I)；日語 (II)；日語會話

建築設計與科技

建築學入門；數碼藝術及應用；智能城市與可持續發展

基礎工程學

工程學概論；智能城市與可持續發展；延伸數學

漫畫及插圖藝術

漫畫及插圖藝術；藝術與設計；創意平面設計

時裝及形象設計

時裝設計入門；時裝及形象設計；時裝貿易及市場推廣

流行音樂表演及創作

流行音樂創作與製作；流行音樂文化及音樂行業概況；音樂技巧與流行音樂表演

室內設計

認識室內設計；數碼藝術及應用；智能城市與可持續發展

心理學與輔導學

認識心理學；應用心理學入門；輔導技巧

動物輔助介入

動物輔助治療入門；人類成長及發展需要；輔導技巧

婚禮統籌及活動管理

婚禮統籌；市場活動策劃概論；優質管理及顧客服務

廣告、公關及市場活動策劃

市場及廣告實務；公共關係概論；市場活動策劃概論

LiPACE, The Open University of Hong Kong

Practice of Police Force and Recruitment Training

Practice of Police Force and Situational Training ; Whole Person Development Education in Disciplinary Forces ; Physical Training and Interview Skills for Disciplinary Forces Recruitment

Practice of Fire Services and Recruitment Training

Practice of Fire Services and Situational Training ; Whole Person Development Education in Disciplinary Forces ; Physical Training and Interview Skills for Disciplinary Forces Recruitment

Practice of Ambulance Services and Recruitment Training

Practice of Ambulance Services and Situational Training ; Whole Person Development Education in Disciplinary Forces ; Physical Training and Interview Skills for Disciplinary Forces Recruitment

Practice of Disciplinary Forces and Recruitment Training

Practice of Disciplinary Forces and Situational Training ; Whole Person Development for Education in Disciplinary Forces ; Physical Training and Interview Skills for Disciplinary Forces Recruitment

Tourism and Hospitality Services (Airline)

Introduction to Tourism Business ; Introduction to Airline Industry ; English and Communication Skills for Tourism and Airline Industries

Barista Skills and Pastry & Dessert Production

Barista Skills ; Bread and Bakery Product Production ; Cake and Dessert Production

Tourism and Hospitality Services (Hotel and Catering)

Introduction to Tourism Business ; Front Office and Housekeeping Services Operations ; Food & Beverage Services Operations

Tourism and Hospitality Services (Theme Parks)

Introduction to Tourism Business ; Theme Park Services and Operations ; Front Office and Housekeeping Services Operations

Nursing Studies

Understanding Health Issues in Elderly Care Nursing ; Basic Caring Skills ; Maths Plus

Early Childhood Education

Introduction to Event Planning in Early Childhood Settings ; Human Growth and Child Development ; Understanding Early Childhood Education

Sport and Recreation Management with Sport Coaching

Introduction to Sports and Recreation Management ; Sports Marketing ; Introduction to Sport Coaching and Training

Japanese

Japanese I ; Japanese II ; Oral Japanese

Architectural Design and Technology

Introduction to Architectural Studies ; Digital Art and Application ; Smart City and Sustainable Development

Fundamental Engineering

Introduction to Engineering ; Smart City and Sustainable Development ; Maths Plus

Comic and Illustration Arts

Comic and Illustration Arts ; Art and Design ; Creative Graphic Design

Fashion and Image Styling

Introduction to Fashion Design ; Fashion and Image Styling ; Fashion Business and Marketing

Popular Music Performance and Creation

Popular Music Creation & Production ; Popular Music Culture and Music Industry ; Musicianship and Popular Music Performance

Interior Design

Understanding Interior Design ; Digital Art and Application ; Smart City and Sustainable Development

Psychology and Counselling Studies

Understanding Psychology ; Introduction to Applied Psychology ; Counselling Skills

Animal Assisted Intervention

Introduction to Animal Assisted Intervention ; Human Lifespan Development and Needs ; Counselling Skills

Wedding Planning and Event Management

Wedding Planning ; Introduction to Event Marketing ; Quality Management and Customer Services

Advertising, Public Relations, and Event Marketing

Marketing and Advertising Practices ; Introduction to Public Relations ; Introduction to Event Marketing

寵物護理及美容服務

優質管理及顧客服務；寵物美容及護理；寵物美容實習

時尚化妝與造型[#]

化妝學入門；時尚創意化妝；零售美容顧問

營養學

基礎營養學；食品製造及食品科技；健康諮詢及體重管理；

文化旅遊與導賞

文化遊蹤；旅遊業概論；可持續發展與綠色旅遊

公務員實務

公務員及公共事務概論；辦公室電腦實務；延伸數學

[#]該選修群組/選修科目已通過香港學術及職業資歷評審局審批，為《能力標準說明》為本課程。成功修畢該選修群組/選修科目，可獲頒發相關的獨立資歷證書。

☎ 3120 9988

🌐 www.ouhk.edu.hk/lipace/YJ

Pet Care and Beauty Services

Quality Management and Customer Services ; Grooming and Care for Pet ; Pet Grooming Practicum

Fashion Make-up and Styling[#]

Introduction to Cosmetology ; Creative Fashion Make-up ; Beauty Consultation for Retail

Nutrition

Basic Nutrition Knowledge ; Food Production and Food Technology ; Health Consultation and Weight Management ;

Cultural Tourism and Tour Guiding

Cultural Travel ; Introduction to Tourism Business ; Sustainable Development and Green Tourism

Civil Service Practices

Introduction to Civil Service and Public Affairs ; Office Computer Skills ; Maths Plus

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職業訓練局工商資訊學院

紀律部隊

紀律部隊及香港法制簡介；時事分析及面試技巧；健康體適能訓練

救護實務

基本醫療儀器；急救知識；救護員入職要求及訓練技巧

幼兒教育

幼兒發展；幼兒教與學概論；心理學導論

公務員(文職)

中英文公函寫作技巧；基本法、時事分析及面試技巧；延伸數學

心理學

心理學導論；人格心理學；社會心理學與人際溝通

社會服務學

香港社會議題研習；心理學導論；社會工作實務與自我認識

醫療護理

醫療術語概論及應用；常見疾病及感染控制；醫務中心基本醫療儀器

食物及營養學

食物化學；食物生物學；基礎營養學

酒店管理及旅遊學

酒店房務管理及營運；餐飲業管理及營運；旅遊與旅遊學

設計學

設計基礎；繪畫技巧；電腦輔助設計

創意廣告設計

廣告推廣策略；繪畫技巧；電腦輔助設計

室內設計

室內設計入門；電腦輔助室內設計；室內設計實務

多媒體遊戲設計

遊戲設計；電腦輔助設計；多媒體互聯網應用

電腦及大數據

基礎程式編寫；數據庫及大數據基礎；延伸數學

人工智能

人工智能基礎；數據庫及大數據基礎；延伸數學

電腦網絡

網絡設計及應用；數據路由及交換；網絡管理及保安

商業學

零售業實務；會計學；綜合商業實務

財務策劃實務

基本財務策劃管理；投資和保險策劃實務；延伸數學

體適能及運動營養

體適能及運動技巧；運動營養及體重管理；功能運動及綜合健康計劃設計和推廣

復康護理[#]

護理實務技巧；復康實務技巧；復康訓練

[#]該選修群組/選修科目已通過香港學術及職業資歷評審局審批，為《能力標準說明》為本課程。成功修畢該選修群組/選修科目，可獲頒發相關的獨立資歷證書。

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School of Business and Information Systems, Vocational Training Council

Disciplinary Force

Introduction to Disciplinary Forces and Hong Kong Laws ; Current Affairs Analysis and Interview Skills ; Health and Physical Fitness Training

Paramedic Practice

Basic Medical Equipment ; First Aid Knowledge ; Job Requirements for Ambulanceman

Child Care and Education

Early Childhood Development ; Introduction to Early Childhood Teaching and Learning ; Introduction to Psychology

Civil Service (Clerical)

Chinese and English Documents Writing Skills ; The Basic Law, Current Affairs and Interview Skills ; Maths Plus

Psychology

Introduction to Psychology ; Personality Psychology ; Social Psychology and Interpersonal Communications

Social Services Studies

Hong Kong Social Issue Studies ; Introduction to Psychology ; Practical Skills in Social Services and Self-understanding

Medical Care

Introduction to Medical Terminology and its Application ; Common Diseases and Infection Control ; Basic Medical Equipment in Medical Centre

Food Science and Nutrition

Food Science (Chemistry) ; Food Science (Biology) ; Basic Nutritional Studies

Hotel Management and Tourism Studies

Room Division Management and Operation ; Catering Management and Operation ; Travel and Tourism Studies

Design Studies

Design Fundamentals ; Drawing Skills ; Computer-aided Design

Creative Advertising Design

Creative Advertising Principle ; Advertising Promotion Strategies ; Computer-aided Design

Interior Design

Interior Design Fundamentals ; Computer-aided Interior Design ; Interior Design Practice

Multimedia Game Design

Game Design ; Computer-aided Design ; Multimedia Internet Applications

Computing and Big Data

Programming Fundamentals ; Database and Big Data Fundamental ; Maths Plus

Artificial Intelligence

Artificial Intelligence Fundamental ; Database and Big Data Fundamental ; Maths Plus

Computer Network

Network Design and Applications ; Routing and Switching ; Network Administration and Security

Business Studies

Retail Operation ; Accounting ; Integrated Commercial Practice

Financial Planning Practice

Basic Financial Planning Management ; Investment and Insurance Planning Practice ; Maths Plus

Fitness and Exercise Nutrition

Fitness and Exercise Techniques ; Exercise Nutrition and Weight Management ; Functional Training, Comprehensive Health Plan and Health Promotion

Rehabilitation Care[#]

Nursing Technique in Practices ; Rehabilitation Technique in Practices ; Rehabilitation Training

[#]This elective course/cluster under the DYJ programme has been accredited by the HKCAAVQ as a SCS-based programme. Those who have successfully completed the elective course/cluster concerned will receive a separate certificate for the course(s)/cluster completed.

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兼讀制課程

提供課程的院校包括：

香港專業進修學校、明愛社區書院、香港科技專上學院

Part-time Courses

Institutes providing relevant courses :

Hong Kong College of Technology, Caritas Institute of Community Education, Hong Kong Institute of Technology