

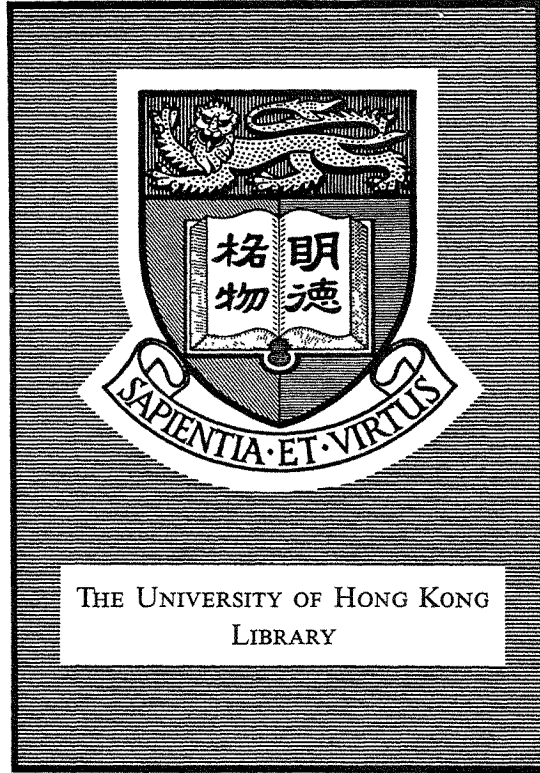


The University of Hong Kong

School of  
Professional  
and  
Continuing  
Education

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Handbook



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Numbers with prefix 2 effective from 1 January 1995

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# *SPACE Handbook*

This *Handbook* provides a general introduction to the School's work and broad outlines of current and proposed presentations. Courses and programmes are described in detail in the *Prospectus* which is published in mid-August for the Autumn Term, and in early January for the Spring Term. Details of individual programmes are also available on request from the appropriate subject enquiry numbers on the inside front cover.



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# *The School*

The School of Professional and Continuing Education (SPACE) was formally established in January 1992 as the direct successor to the Department of Extra-Mural Studies (EMS), of the University of Hong Kong. This change in name signalled a new organisational structure designed to continue the excellent work previously carried out by EMS and also to develop new educational initiatives. The new School has two divisions: Continuing Education which comprises the short courses programme and the general interest courses which may or may not lead to awards; and External Studies which comprises the professional and degree programme often mounted in collaboration with overseas institutions. EMS was originally founded in 1956 and from the outset, it offered courses in both general continuing education and in professional areas. Law, Accountancy and Housing Management were early areas of

development. The Law courses preparing students for the London LLB examinations eventually paved the way for the establishment of the University's Law Department and subsequently its Faculty of Law. Courses in English, Art and Design, Education for Teachers, Psychology and Oriental Languages were also among the very early programmes.

Since the mid 1980s, the School has responded to the growing local demand for professional and degree courses and in many cases these are provided through overseas partners, particularly where subject areas are not otherwise available in Hong Kong or where the demand is high. In particular, the School has a long-standing relationship with the University of London and registers all Hong Kong students on the London External Degree programme. Courses are also presented in collaboration with many first-class universities and





SPACE booth at the Education and Careers Expo organised by Hong Kong Trade Development Council

professional bodies in the UK, Australia, New Zealand and Canada. These arrangements have enabled specialist courses to be offered and in many cases Hong Kong students can study locally for a qualification awarded by the overseas institution. In some cases a SPACE qualification with overseas recognition is awarded.

The Research Unit carries out studies on manpower and training needs in Hong Kong and identifies ways in which adult continuing education can most effectively meet these needs. Increasingly, the effectiveness of good quality self-study materials is becoming more significant and the Distance Learning Unit supports the development of these materials. Its

role extends throughout the University and it is not confined solely to courses offered or developed by the School.

As the School looks forward to the twenty-first century it is pertinent to recall some comments from the first Director, Gerald Moore on the occasion of the tenth anniversary in 1966:

*"The aim then [1956] was to create a movement in adult education which might match the energy and eagerness of the surrounding atmosphere. So far as I can judge this has been achieved and the work of the university among the adult population has become a fully accepted feature of the Hong Kong scene. However, no such activity can rest on its achievements. It must be always on the move, always looking for fresh opportunities and challenges in the society around it."*

These comments well describe the spirit and purpose of the School in 1994 and its ten-year strategy to provide the framework for the future recognises the continuing need to identify changing educational needs and to adapt to meet them.

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# *The School's Aims*

The School has a broad spectrum of courses and programmes at a range of levels and in a number of languages. These are designed to meet the changing and very diverse needs of the Hong Kong adult. The School has witnessed a variety of developments over the years, particularly in the area of overseas collaboration on projects and with increasing local and overseas professional and academic recognition of its programmes. Recently, there has been a rationalisation of activities to bring greater coherence to them, especially since the change from EMS. With the restructuring, the School was required not only to carry on the mission of EMS in offering educational opportunities to the community outside the University, mainly on a part-time, evening or weekend basis, but also to provide career and training opportunities in the form of continuing education as well as at degree, postgraduate and professional levels. The Continuing Education division carries on the

traditional work of EMS in the short course and general interest areas while the External Studies division contains professional, degree and postgraduate courses. This is not a rigid demarcation and all staff generally have courses in both divisions. Student numbers are large in Continuing Education as are the number and variety of courses offered but the demand for professional and degree courses has been expanding rapidly in recent years. When the School was formally established in January 1992, its mission statement was revised to reflect the new circumstances:

- to offer educational opportunity to the community, principally on a part-time, evening or weekend basis;
- to provide access to career and training opportunities both in the form of continuing education as well as at degree, postgraduate and professional levels;

- to cooperate with the Faculties of the University, with other institutions in Hong Kong, and with an international network of overseas institutions in offering a wide range of courses with appropriate mechanisms to ensure these are of high quality and represent good value for students;
- to conduct research into manpower, educational and training needs, into the effectiveness of different teaching media and within the subject specialisms of academic staff; and
- to contribute, through the provision of continuing professional education opportunities, to the well-being of Hong Kong, and of China, particularly Southern China.

Within these broad outlines the School has detailed a number of specific aims and objectives to assist in fulfilling its perceived mission. Success in achieving them will need to be continually reviewed if the School is to remain at the forefront of adult education in Hong Kong where it has been for nearly forty years. The specific aims are:

- to maintain and develop a balanced programme of

continuing and professional education which provides access to study for the community and which enables students to obtain qualifications from a basic level to degree, professional and postgraduate levels;

- to provide the mechanism and expertise for the extension of part-time external degree opportunities in the University of Hong Kong and also, where appropriate, part-time external degrees of overseas universities;
- to carry out applied research to ensure the School's programmes continue to meet community needs;
- to be prepared to adapt and modify programmes in a flexible way in the light of changing needs;
- to develop a range of teaching and learning strategies and materials through the work of the Distance Learning Unit, using new technologies where appropriate; and to continue collaboration with the Open Learning Institute of Hong Kong;
- to further develop the concept of an international network of credit transfer and recognition and to ensure the levels of the School's programmes are well

- understood in this context;
- to promote the work of the Federation of Continuing Education in Hong Kong;
  - to provide an appropriate framework for the School to offer courses in China and in collaboration with educational institutions in China;
  - to keep the School's structure under review to ensure it continues to serve the University and the community in the most effective ways; in particular, to explore the idea of establishing a framework through which the University's links with the community and with industry could be mediated and promoted to best advantage;
  - to develop the courses offered in the six major academic clusters covered by the School and to ensure that they remain relevant and are continually updated; and
  - to maintain and extend the facilities for teaching in the community through the operation of further regional study centres.

One of the strengths of the School is that it is an integral part of the University of Hong Kong and, in addition to its own dedicated staff, can draw on the excellent staff

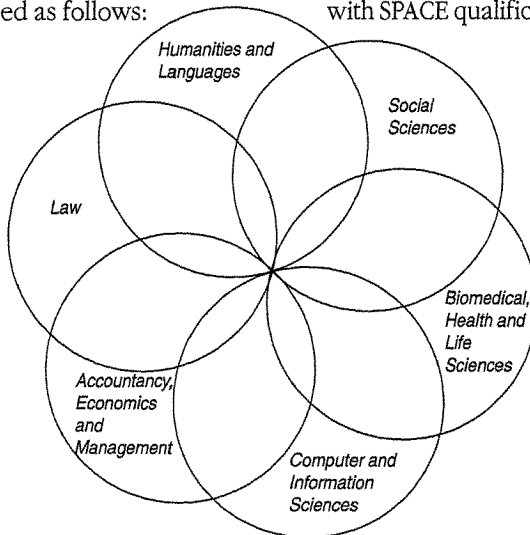
resources in the University as well as its physical facilities. The University was founded in 1911 and has an outstanding regional and international reputation. The University has nine Faculties and two Schools, each of which has a Board of Studies which operates in the same manner as Faculty Boards which are, under the Senate, the principal organs of academic government. The School's Board of Studies includes wide representation from the University's nine Faculties as well as a significant representation from the local community which ensures that academic policy can respond quickly to demands in continuing and professional education arising from the community. The School has a high reputation both within Hong Kong and overseas, and is noted for the excellent calibre of its successful students. The School seeks to retain this image and also to further enhance it through its role within the community and internationally. New programmes continue to be developed and quality is maintained on the existing ones. This reinforces relationships with local and overseas institutions, with professional bodies and with students who form a link back to society generally — well over 600,000 people have registered on SPACE courses since 1956.

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# *The Courses*

The original areas of Accountancy, Law, Housing Management, English, Art and Design, Education for Teachers, Psychology and Oriental Languages are still strongly represented in the 1990s. In addition there are also programmes in Biomedical, Health and Life Sciences, Management, Computer Science and Information Science, including Librarianship. The School covers a wide range of courses, grouped into six major academic clusters. They can be summarised as follows:

The courses and programmes cover a complete range in level from short general interest courses, access courses, certificates, diplomas, professional examinations, and degrees, to postgraduate qualifications. In addition to those mounted exclusively by SPACE, or in conjunction with the University, the School has developed an extensive selection of joint programmes with prestigious overseas institutions, and exemption for parts of programmes with SPACE qualifications.





Final assessment of student work for Certificate Course in Graphic Design

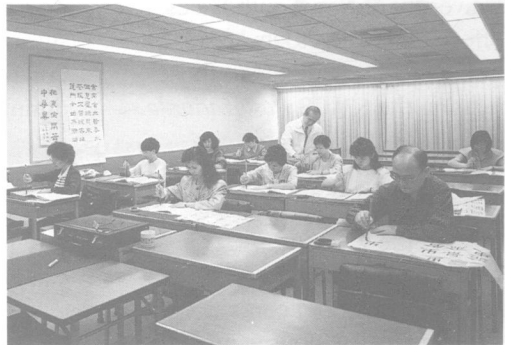
As well as handling the external student registration for the University of London, the School offers a variety of its programmes. These range through the *BA* to the *Diploma in Economics* from the London School of Economics, the *BSc (Econ)*, the *BSc in Computing and Information Systems*, the *MSC in Financial Economics* and the *LLB* for law students.

The School also has several collaborative arrangements with UK universities: the *MA in Public Order* with the University of Leicester is now in its third full year of operation; the *BSc Life Sciences (Applied Medical Sciences)* with honours programme of Napier

University is already available and the ordinary degree programme will be available in the 1994/95 academic year; in the field of construction management, the University of Bath's *MSC in Construction Management* is available;

there is a long-standing and large programme with Manchester Metropolitan University to offer the *Common Professional Examination (CPE)* on a two-year part-time basis. Other arrangements include exemptions for holders of the School's *Diploma in Music Performance Pedagogy* in the bachelor's degree programme at Kingston University; a joint *Certificate in Advanced*

Chinese Calligraphy Class for teachers



*Studies in Art* with Chester College (itself associated with the University of Liverpool) and the Cambridge *Information Technology Certificate* in collaboration with the University of Cambridge Local Examinations Syndicate.

From New Zealand, SPACE offers *BPharm* and *MPharm* degrees in conjunction with the University of Otago. From Australia, University of Melbourne exemption is granted to holders of the SPACE *Postgraduate Certificate in Computing Studies* for direct admission to the second year of the Graduate Diploma in Computing Studies. The *BCom* degree is offered in collaboration with Curtin University, and the *Diploma in Librarianship* with Charles Sturt University, which has Australian Library and Information Association recognition. The University of New South Wales offers admissions to its Master of Commerce programme to those holding the SPACE *Postgraduate Certificate in Commerce and Economics* (PCCE) and also offers first year admission to those holding the *Diploma in Economics* which the School offers with the London School of Economics. There are discussions at an

advanced stage with several other Australian universities for new courses, these include the *Master of Business Technology* (MBT) degree with the University of South Wales. The *Master of Business (Accounting)* degree with Monash University commenced teaching in July 1994, and the *Master of Arts in Recreation and Sports Management* with the Victoria University of Technology commenced teaching in June 1994.

From Canada, the *CGA* designation is offered in conjunction with the Certified General Accountants' Association of Canada. The University of British Columbia also recognises the *DipEcon* and gives credit to holders towards most of the first year of study in its own BA degree (except the English Language component). The School has organised summer school courses in association with Athabasca University whereby students of several Canadian universities can obtain credits during the summer which are recognised by their home universities in Canada.

# The Students

Since EMS was founded in 1956, well over half a million students have attended courses presented by the School. This is very impressive considering the small population of Hong Kong. In addition, the demand for higher level courses has been such that now over 3,000 students are registered in the School on courses at degree, postgraduate and professional levels.

The quality of the students is extremely high and many have achieved notable distinctions. It would be invidious to list individuals but it is certainly worth noting that SPACE students in 1991 and 1992 achieved top honours in the BSc (Econ)

degree worldwide, whilst students enrolled in the CGA programme are also often awarded honours, with one student being awarded a gold medal in 1993 in competition with those taking the course in Canada. Also, in 1993, a SPACE student won the highest scholarship awarded by the *South China Morning Post* in its annual 'Careers Post' competition.

*The 3rd Joint Graduation Ceremony (1992) organised by the School and the Certified General Accountants' Association of Canada*





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# The Future

The School's ten-year strategy identifies a main theme of systematically reviewing and updating courses in all subject areas to ensure their continuing relevance.

In the past five years access courses have been developed. These have a relatively open admissions policy but allow successful students to proceed to more advanced stages of study, and eventually to degree or professional qualifications. The School will still continue to offer general interest continuing education courses and also seek to meet special needs, particularly where these are not met elsewhere in Hong Kong. Collaboration with overseas universities allows new courses to be mounted quickly and effectively, but with the School ensuring maintenance of quality of the courses offered.

Future developments are described in more detail later in the subject areas, but some new developments

are worthy of special mention here. A part-time *BSc (Nursing Studies)* has been developed. The degree is designed for registered nurses and will extend over a three-year period; the award is to be made jointly by the Faculty of Medicine and the School. The first students began their studies in January 1994 with the second intake admitted in September 1994.

Of note for 1994/95 are three new programmes:

- (i) a *Master's degree in Accountancy* with Monash University; this is an established programme at Monash and is the first postgraduate accountancy programme to be offered in Hong Kong. It is hoped that the course will prove attractive and relevant to practising accountants, particularly those qualifying through the School's access programmes for which this course represents the apex;

- (ii) a postgraduate *Diploma in Construction Management* offered in partnership with the University's Department of Surveying. This is again a course aimed at providing continuing professional education for practitioners and is likely to be much in demand given the strength of the construction management sector in Hong Kong's economy;
- (iii) a graduate *Certificate and Diploma in Sports and Recreational Management* to be offered jointly with Victoria University of Technology. The development of further course opportunities in this field has been under discussion for some time and it is expected that there will be a significant demand from the growing number of professional staff involved in Sports and Recreational Management. It is envisaged that the master's degree course of Victoria University will be available as a further one-year programme to those who successfully complete the graduate certificate and diploma stages.

For the triennium 1995–98, the School has proposed to assist in the development of part-time University degrees, in conjunction with those Faculties that wish to

proceed on this basis. There is a significant demand for part-time degrees in many subject areas and previously this has been met in partnership with overseas institutions. Now the School wishes to explore whether some of the University of Hong Kong's programmes can be offered on a part-time external basis and on the full cost fee basis which may be particularly attractive at master's degree level.

More courses will be made available in China, especially in Southern China. The School is making extensive contacts in response to interest from the PRC and it appears that there is a significant demand for courses, particularly professional courses. The logistics of implementation are now being carefully evaluated.

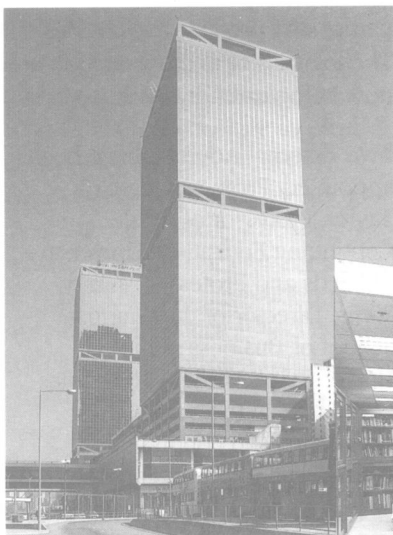
Two External Advisers have been appointed, Professor Richard Taylor, Professor of Adult Continuing Education, University of Leeds and Professor Murray Wells, Director of the Graduate School of Business at the University of Sydney. Their roles are to review the School's programmes in continuing education and professional studies, respectively. They will play an important part in the planning of future developments and in the maintenance of quality.

# *Physical Facilities*

After many years situated on the ground floor of the main building of the University where a general enquiry office is still retained, the School's head office is now located on the 7th floor of the Knowles Building. The School makes

extensive use of the University's teaching rooms and lecture theatres in the evenings, but also it has its own premises at the Shun Tak Centre in Central. Here the 9th floor contains a suite of teaching rooms and the main enquiry and registration office for the public, it houses the subject lecturers for English and Art and Design, and it also contains the library which is open to students for reference and borrowing. The 14th floor contains the Law section; the 15th floor contains the Business Studies

*SPACE Town Centre at the Shun Tak Centre in Central*



*Library at Town Centre*



section together with a computer teaching room and a large teaching room. The 10th floor houses the London University registration unit and a small suite of teaching rooms.

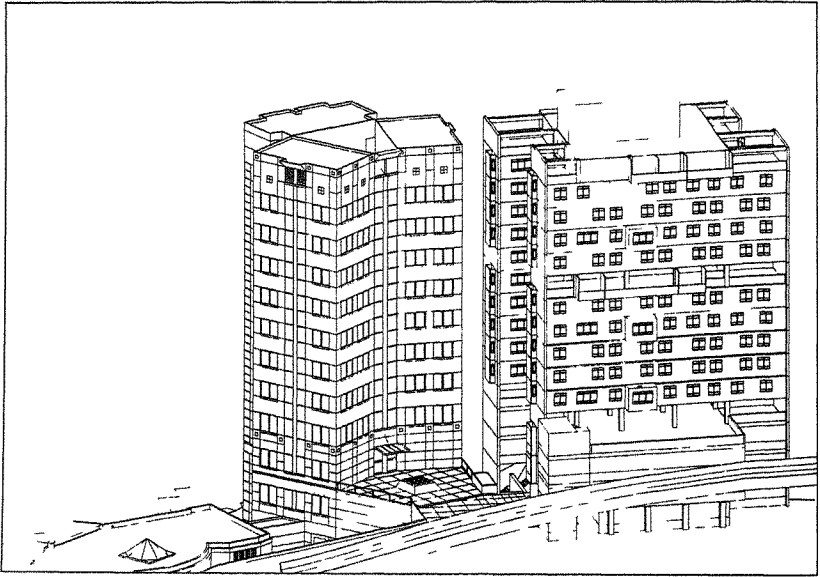
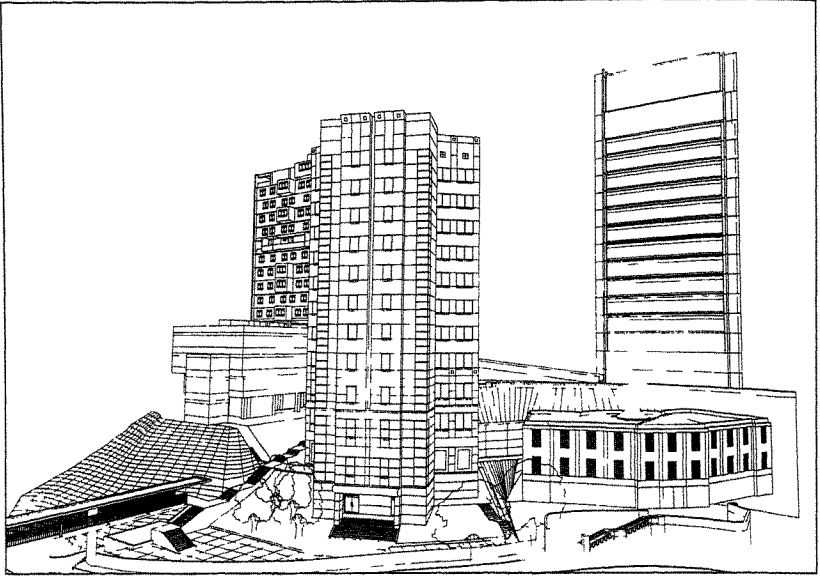
There is also a new regional study centre at Ka Chi School, adjacent to Shek Kip Mei MTR station, this comprises a suite of nine teaching rooms and a small general office, and will be further expanded in 1994/95.

In September 1994, the School has opened another new regional study centre at North Point. This is at Fortress Tower, 14/F, 250 King's Road and the Centre will be a valuable addition to the University teaching room capability.

The School also uses a number of school premises: at Wah Yan Colleges in Kowloon and Hong Kong, St Mary's Canossian College, St Joseph's College and St Paul's College; and a number of other centres, such as the Tsim Sha Tsui Kaifong, the Chow Hung Piu Community Activities Centre in Causeway Bay and the Sheung Wan Civic Centre. Location maps for the principal centres are shown on pages 63–64.

Biomedical, Health and Life Sciences courses are taught at the University's medical campus at Queen Mary Hospital.

Over the next two years new purpose-built premises will be constructed on the Woodside site at the Bonham Road end of the campus. This project has a podium level of three floors which will form the University art gallery connected to the existing Fung Ping Shan Museum, above this will be a 10-storey office tower, principally for use by the School. It will include a general registration and enquiry office on the ground floor, a suite of teaching rooms, some of which will be for University use although they will be dedicated to the School in the evenings, and library and computer facilities. Additionally there will be staff offices which will enable all the School's academic staff to be in one location for the first time for many years. The new building will enhance the School's ability to continue to offer first-class adult education to the community. The School is also planning to acquire, through purchase or lease, further accommodation for teaching purposes in convenient locations.



*A new purpose-built premises will be constructed at the Bonham Road end of the campus, principally for use by the School*

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# Staff and Courses

The Director of the School is Professor Lee Ngok who was appointed in 1987. Under his leadership the number of programmes and students has expanded significantly, particularly at degree and professional level.

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## Professor Lee Ngok

*Educated initially in Hong Kong, Professor Lee completed his doctoral training in London in 1968. Thereafter, he lectured at the University of Hong Kong and was Dean of Arts from 1976 to 1985. In addition to being an academic in history and strategic studies, Professor Lee has been active in planning and development both within and outside the University.*

Previous Directors:

G Moore	1956–59
T C Lai (Ag. )	1959–60
I Hughes	1960–1967
R Williams	1968–1986

Deputy Director posts were established in 1989; Mr Duncan Macintosh served as Deputy Director (Continuing Education) from 1990 until his retirement in 1992; Mr William Howarth also served as Deputy Director (External) from 1990 and is still in post.

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## Mr William B Howarth

*Educated in England, Mr Howarth completed his academic studies in law in Manchester in 1975. He lectured in law at Manchester Polytechnic from 1971 to 1987 and was appointed senior lecturer in 1976. Since joining the Hong Kong University, Extra-Mural Department in 1987 as tutor-in-law he has developed many new law programmes at diploma, degree, postgraduate and professional levels.*

The work of the two divisions is not rigidly demarcated and staff have programmes which span both divisions.

The work of the academic staff who teach and develop the teaching programmes is detailed in the following sections, together with brief biographical details.

The administrative support is provided by the School Secretary, John Cribbin, and his team of staff.

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**Mr John Cribbin**

*A graduate of University College, London, John Cribbin began his career in academic administration at the University of London (King's College) in 1972. From 1975 to 1982, he worked at the Open University, UK. From 1982, he has been with the University of Hong Kong. He is currently Secretary of the School of Professional and Continuing Education. His experiences in these posts have given him a particular interest in open and distance education.*

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# *Biomedical, Health and Life Sciences*

There are several programmes within this subject grouping and these are as follows:

## **Biomedical and Health Sciences**

courses which are coordinated by Dr Sarah Hui. There are two main areas offered: firstly, Pharmacy courses at bachelor's and master's degree level with the University of Otago and secondly, courses in Traditional Chinese Medicine.

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### **Dr Sarah Hui**

*Dr Hui finished her bachelor's degree in 1977 and her doctoral degree in 1980 in England. She then did her postdoctoral training in Monash University, Australia for two years.*

*Dr Hui returned to Hong Kong in 1982 and joined SPACE in 1983. In addition to being an academic in pharmacology, Dr Hui has been active in course development in the biomedical and health sciences area. She has initiated new developments in professional and distance education in pharmacy and traditional Chinese medicine.*

## **Medical Laboratory Sciences**

Courses in medical laboratory sciences have been offered for many years at the ordinary and higher certificate level. These programmes have now been updated with the availability of the Napier University Ordinary and Honours degree in Life Sciences (Applied Medical Sciences). Work in this area is coordinated by Dr Wilson Ng, Dr Stephen Wu and Dr K C Tan-un.

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### **Dr Wilson Ng**

*Born in Hong Kong, Dr Ng obtained his master's degree in applied microbiology at the University of Strathclyde, Scotland in 1971 and then a PhD from the University of Hong Kong in 1978. He undertook postdoctoral research in the Division of Medical Biochemistry, University of Calgary in 1981 studying interferon production. His current research interests are immunobiology and bacterial antibiotic resistance.*



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**Dr Stephen W N Wu**

*Dr Wu completed his doctoral training in the University of Hong Kong in 1982 and joined SPACE as the lecturer-in-charge in the science and mathematics area in 1984. He has been active in organising and teaching in a variety of science and biomedical sciences programmes ranging from short courses to certificate and degree level courses. Apart from being trained as a biochemist with an interest in enzyme regulation and analytical biochemistry, Dr Wu has contributed to the School's accommodation planning.*

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**Dr K C Tan-un**

*Dr Tan-un obtained her BSc in biochemistry from the University of Bath, and her MSc in nutrition from King's College, London. She then worked for three years as a clinical biochemist at the Hillingdon and Whittington Hospitals. She obtained her doctorate in biochemistry from the University of Hong Kong in 1987. Her major research interest is in molecular genetics, and she is particularly interested in the control of gene expression and its role in the understanding of molecular diseases.*

**Science and Mathematics** is the third area in this category and is coordinated by Dr Stephen Wu, whilst the proposed programmes in Nutrition and Dietetics will be developed by Dr Tan-un.

**Nursing**

This is currently coordinated by Ms Moyna Loong who worked for many years in senior management in the Tung Wah Hospitals Group. The Nursing Studies curriculum has been developed with the advice of King's College London with input from Ms Tina Ng, Senior Lecturer in Nursing at Curtin University. The first year course is coordinated by Mr Moses Tse, a nurse educator from Western Australia who is a temporary visiting lecturer from 1994.

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***Biomedical and Health Sciences***

Currently a range of courses are offered at various levels in the pharmacy and pharmaceutical fields, in traditional Chinese medicine and in biomedical and health sciences. The professional qualifications in pharmacy are offered in conjunction with an overseas institution.

The *Master of Pharmacy (Pharmacy Practice)* degree is awarded by the University of Otago, New Zealand in conjunction with SPACE. This is a

professional and academic qualification which provides pharmacists with advanced training in several aspects of pharmacy. The programme is taught by the School and by Otago staff through teleconferencing tuition.

The *Bachelor of Pharmacy* degree programme is also presented in association with the University of Otago. The course provides professional training in pharmacy for practising dispensers, matriculants, graduates and those who wish to pursue a career in pharmacy and pharmaceutical fields. The joint BPharm study programme consists of two years of part-time study in Hong Kong and two years of full-time study at Otago. Candidates who successfully pass the programme taught in Hong Kong will be awarded a *Diploma in Pharmaceutical Sciences* by SPACE.

The *Certificate in Pharmacology and Pharmaceutical Management* is offered in conjunction with the Hong Kong Association of the Pharmaceutical Industry. It provides a sound basis for future career advancement for staff working in the pharmaceutical and related industries.

In the area of traditional Chinese medicine, the *Certificate in Basic Medical Science* provides the opportunity for Chinese medicine practitioners to gain knowledge of basic medical science subjects such as anatomy, physiology and physiopathology.

The *Certificate in Traditional Chinese Medicine for Practitioners* provides an opportunity for Chinese medicine practitioners to pursue further education and advanced training in Chinese medicine. Distinguished professors in specialist fields from renowned PRC colleges of traditional Chinese medicine are invited to lecture. All programmes on Chinese medicine are presented in Chinese.

*Practical Chinese Medicine* is a short course that provides some basic scientific knowledge in traditional Chinese medicine for the layman.

A number of short courses are also presented on topics as diverse as nutrition, skin care, and ophthalmology; most are presented in Chinese.

Future developments include certificate courses in specialised topics in Traditional Chinese

Medicine (TCM). The programmes will be the extension of the current *Certificate for Practitioners* and will provide a more detailed curriculum on specialised subjects.

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## *Medical Laboratory Sciences*

In order to meet a special training need in Hong Kong, for over twenty years SPACE has participated in the training of medical laboratory technicians. The programme was set up for University staff and staff from local hospitals and laboratories. Ordinary and Higher Certificate two-year part-time courses are now offered. The *Ordinary Certificate in Medical Laboratory Science* provides a basic scientific education for those who intend to pursue a career in medical laboratory sciences. It is specifically aimed at people already working in medical laboratories at the University Medical Faculty or at hospitals under the Hospital Authority and private hospitals, or in private medical laboratories. It is expected that students will gain the necessary work experience through their employment, but

laboratory assistants and technical assistants can also apply although they will need to attend laboratory-based training in designated laboratories.

In addition to the Ordinary and Higher Certificate courses, and to keep abreast with progress in medical sciences, advanced courses in medical laboratory sciences and a workshop course in cell and molecular biology have also been presented. With the increasing need for management skills in medical laboratories, a one-year *Certificate in Medical Laboratory Management* is now presented.

The current trend for the medical laboratory science profession is to move to a graduate profession and with the demand of our graduates for training to degree and honours degree level the School is making additional provision for degree programmes. In collaboration with Napier University, Edinburgh, a part-time *BSc (Honours) in Life Sciences (Applied Medical Sciences)* was offered in September 1993. The course provides an integrated, coherent and advanced education in medical laboratory sciences so that students will gain a qualification commensurate with the academic requirement for

higher professional status and/or postgraduate studies. This is a two-year part-time course. Successful candidates will be awarded an honours degree by Napier University.

The honours degree is very attractive academically, but it allows only restricted enrolment, and the largest student demand is for a pass degree. It is therefore likely that the present HTC programme will be upgraded to pass degree level through the Napier BSc degree starting in the autumn of 1994.

In addition, postgraduate training needs to develop; a taught *Master (MSc) in Applied Medical Sciences*, is already being planned at Napier University. This will be equivalent to the Fellowship of the Institute of Medical Laboratory Sciences.

Further collaboration with Napier may be appropriate in launching the master's course or alternatively, the University Medical Faculty may wish to offer a specialist master's course through SPACE.

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## *Science and Mathematics*

Short courses are offered each semester over a wide range of topics. There are no formal admission requirements, although for some more specialised courses applicants should possess sufficient scientific background in order to gain maximum benefit from the courses. The majority of the courses are academic in nature and provide participants with an understanding or an updated knowledge of modern scientific techniques and methodology. The diverse areas include clinical applications, pollution control, pet care, statistics and probability and astronomy. General interest and leisure courses are also offered. Some of the short courses are presented in Chinese.

As well as short courses, the School also offers certificate courses. The *Certificate in Biomedical Electronics*, first launched in 1988, is offered biennially. The course provides a fundamental biological basis and instrumentation principles to personnel already working in the field of biomedical electronics as well as those wishing to pursue a career in biomedical

instrumentation. The course provides them with an appreciation of physiological signals and electronics design of instruments. The course is a two-year part-time programme. Instrumentations involved in the areas of research and laboratory analysis, clinical and para-clinical diagnosis, surgery, patient care and monitoring are included.

In-house training programmes are also offered; the *Certificate in Public Health Inspection* is offered in association with the Training School of the Urban Services Department for the training of health inspectors.

A *Diploma in Nutrition* is currently being planned, it will be a one-year part-time programme and applicants must possess an honours degree in biological sciences. It will also be appropriate for the first graduates of the University's food science programme.

The planning strategy for short courses is to develop more academically oriented science courses and to focus on more advanced scientific and biomedical techniques. Practical workshops on selected techniques may also be

offered, these will provide participants with hands-on experience and technical knowledge. Topic areas are likely to include DNA sequencing, microinjection and protein analysis in gene cloning.

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## *Nursing*

Initial course development is concentrated on the degree course but the School also aims to provide a programme of continuing nursing education professional courses as soon as possible.

The *BSc in Nursing Studies*, which started in February 1994, is a part-time, honours degree programme jointly awarded by the Faculty of Medicine and the School. It is specially designed for serving registered nurses with a view to developing their professional competencies and enhancing their capabilities as professional members in a health care system. The programme will extend over three years of study. Exemptions may be possible for the Part 1 subjects for those with recognised and acceptable further qualifications. The second intake to the course is in September 1994.

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# *Accountancy, Economics and Management*

## **Accountancy/Business Studies**

The School offers a comprehensive range of courses in Accountancy with the Diploma course being the key feature in offering access to students to pursue routes to professional and degree qualifications. It is hoped that the availability of the Monash University's degree in Accountancy will provide an advanced level of qualification. In addition, there are strong programmes in Administrative Management (IAM), Marketing and Real Estate as described in the following pages. The work in this area is coordinated by Mr David Lam, Mr K Y Fong and Mr Vincent Ma.

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### **Mr David Lam**

*Born and educated in Hong Kong, David Lam completed his high school in Australia, undergraduate degree in the USA and his professional accounting education in Canada. He is a Canadian Chartered Accountant and Certified Management Accountant as*

*well as a fellow of the Hong Kong Society of Accountants. He is very active in the training of professional accountants in Canada and Hong Kong. He taught accounting and taxation at the University of British Columbia for 15 years and has worked with several professional accounting bodies in Canada. Currently Mr Lam is administering the Certified General Accountants' education programme in Hong Kong. In addition, he is also developing professional accounting and management programmes for Chinese managers. He has been associated with the School since 1990 as visiting senior lecturer.*

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### **Mr K Y Fong**

*Mr Fong was educated in Canada and completed his graduate studies in 1987, his area of concentration is in accounting and finance. He first lectured at Lingnan College from 1987 to 1989 and joined SPACE in 1990 as lecturer in business studies. He is also course coordinator on a number of overseas programmes. His recent research interest is in the development of accounting education in China.*

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**Mr Vincent Ma**

*Mr Ma was educated in Hong Kong and obtained a first degree in business administration with an international business major from the Chinese University of Hong Kong. He continued his study of business administration at the University of British Columbia. Prior to joining the University of Hong Kong in 1985, Mr Ma worked in the banking industry. He is a full member of the Hong Kong Society of Accountants and the American Institute of Certified Public Accountants. His special interests are cost control and reduction in business and corporate financial strategy.*

**Economics**

The principal courses in Economics have been the Diploma in Economics and the London University BSc Econ. Other programmes include the *Postgraduate Certificate in Commerce and Economics* and *Master of Financial Economics* and courses are offered in Banking, Insurance and Statistics. There are also programmes involved with Southern China and a new programme will shortly be coming on stream on taxation in China. This area is coordinated by Ms Jennifer Ng. She is assisted by Ms Y K Ho, Teaching Consultant.

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**Ms Jennifer Ng**

*Ms Ng is lecturer-in-charge in the economics, banking, finance, insurance and statistics area. She has lectured for 12 years in several tertiary institutions, the last four years in SPACE. She has also worked one year as a research officer in a securities analysis and trading firm prior to joining tertiary academic institutions. Her major interest is course development to serve the community's needs in the fields of economics, banking, finance, insurance and statistics.*

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**Ms Y K Ho**

*Y K Ho received her education in Malaysia and graduated with a Bachelor of Economics degree from the University of Malaya. Upon graduation Ms Ho joined the Malaysian Civil Service, Insurance Commissioner's Office (ICO). She served in the ICO for over 15 years, the last post being held as an Assistant Director of Insurance, having represented the ICO in several overseas meetings. Before joining SPACE in June 1993, she also worked as a Departmental Manager in a large local insurance company in Malaysia for five years. She is also a Fellow of the Chartered Insurance Institute (UK).*

**Management Studies**

The School offers a range of general management programmes

which are coordinated by Dr Casey. In addition the School is developing two management related areas. Firstly, Sports Management where a Diploma programme has been launched in conjunction with the Hong Kong Sports Development Board and where the *Master of Sports and Recreation Management* of the Victoria University of Technology in Australia is being developed. This degree should operate from 1995 and admit applicants who hold the *Graduate Certificate* and *Graduate Diploma in Sport and Recreation Management* which will be jointly awarded by the School and VUT. There are also developments in Construction Management through a *Diploma in Construction Management* offered jointly with the Department of Surveying of the University of Hong Kong which will lead on to a master's degree studies from the UK in this area, notably the existing programme with the University of Bath but also other universities. There is likely to be a new appointee at Tutor or Teaching Consultant level to coordinate this area of activity.

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### **Dr Terry Casey**

*Dr Casey gained degrees in the social sciences and management from the Universities of Nottingham, Hong Kong and Bath. After a ten-year period in industry in England and Holland, he came to Hong Kong in 1970 teaching in the Department of Extra-Mural Studies at the University of Hong Kong. In the transition in 1987 to SPACE, he has continued his considerable involvement with management development both in Hong Kong and most Southeast Asian countries.*

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### *Accountancy/Business Studies*

This area provides programmes of study for in-service individuals to upgrade their qualifications in the business field. The core programmes are *Diploma in Accounting* and *Certificate in Professional Accounting*. In addition students can also obtain the Canadian professional accounting designation (*Certified General Accountants of Canada — CGA*). Finally, a *Bachelor of Commerce* is jointly offered with the Curtin University of Technology of Western Australia. The *Diploma in Accounting* is



recognised for advanced standing in studying both these programmes.

SPACE and Hong Kong Society of Accountants jointly offer a comprehensive accountancy programme for Hong Kong students wishing to qualify as members of ACCA/HKSA by sitting HKSA/ACCA joint professional examinations. With the Chartered Institute of Management Accountants, Hong Kong Branch (CIMA), SPACE jointly offers a comprehensive management accountancy programme for Hong Kong students wishing to qualify as members of CIMA/HKSA by sitting CIMA professional examinations.

Since July 1993 courses have been offered to prepare students for the examinations of Institute of Administrative Management, UK (IAM); the programmes are *Certificate in Administrative Management* and *Diploma in Administrative Management*. Applicants for the diploma programme should be holders of the certificate or university graduates or graduates of a higher diploma. Certificate and diploma holders are recognised by the Hong Kong Government, for the

purposes of Civil Service employment, as equivalent to diploma holders of a polytechnic and pass degree holders of a local university respectively.

Short courses in accounting and related areas are also offered. Topic areas include accounting, basic auditing, international trade, Hong Kong taxation and US taxation. Some short courses are offered in Chinese. A *Certificate in Marketing* is jointly offered with the Hong Kong Institute of Marketing, this qualification satisfies the academic requirement for associate membership of HKIM. A *Diploma in Real Estate Management* is jointly offered with the Society of Hong Kong Real Estate Administrators.

Various in-house training courses in accountancy studies and related topics are available for institutes, companies, societies and government departments. A programme is currently running for the Macau Management Association.

The main teaching delivery method for the various business studies programmes is by part-time lecture. Course materials used in the accounting programmes are

developed by CGA and are computer integrated enabling students to use existing computer software to perform all accounting, auditing and related functions.

Presentation of accounting and business management courses is planned in China in cooperation with universities in Guangzhou and Beijing. This important venture of linking Hong Kong and China in the education of professional accountants and managers follows Hong Kong's traditional role in China's development particularly in relation to its transition to a market economy. The programmes in accounting are offered with the cooperation of CGA, Canada.

Facilities are also provided for courses in professional development for the accounting, marketing and other professional bodies in Hong Kong allowing individuals to update their knowledge in a changing environment.

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### *Economics, Banking, Insurance and Statistics*

The Economics, Banking,  
Insurance and Statistics area

currently offers a wide range of degree, non-degree and professional qualification courses, mainly in the economics and financial services disciplines. These courses are designed to meet the changing demands of the local community for continuing and enhanced professional and non-professional skills, both at the managerial and non-managerial levels.

Among the degree-related programmes, the School conducts tuition courses to prepare students for Parts I, II and III examinations of the *London University External BSc (Econ)* degree. This external degree programme comprises a package of evening class lectures for the Part I courses conducted by local lecturers, followed by a series of revision lectures conducted by UK lecturers. Courses for Parts II and III are taught by a combination of lectures and tutorials.

The School has the sole accreditation in Hong Kong to offer the *Diploma in Economics* for external students of the London School of Economics and Political Science programme. This accreditation status accords direct access to Part II of the *London*

*University External BSc (Econ)* programme for holders of this *Diploma in Economics*. In addition, holders of the diploma may also enjoy partial exemption from the BCom and BEcon degrees of the University of New South Wales, Australia; or partial exemption from the BCom degree of the University of British Columbia, Canada. The diploma is a two-year part-time programme.

In association with the University of New South Wales, Australia, a part-time postgraduate coursework programme is offered, this leads to the award of a *Postgraduate Certificate in Commerce and Economics* by the School. This programme is particularly relevant for graduates who wish to enter the business, financial and economic fields but whose major undergraduate studies have been in other disciplines.

The *Master in Financial Economics* offered by the School of Oriental and African Studies, awarded by the University of London, is also available through the School. The School provides tutorial support to supplement the distance learning programme prepared by SOAS.

As well as the degree programmes, the School provides services to meet the specific needs of the business community. It organises twice-yearly in-house training courses for Hong Kong and Shanghai Banking Corporation staff preparing for Stages I and II of the Chartered Institute of Bankers' examinations.

With the emerging role of insurance services in the financial sector, the School has recently commenced tuition courses, on a bi-annual basis, for students preparing for the *Australian Insurance Institute* and *Chartered Insurance Institute* professional examinations at the Affiliate Associateship and Fellowship levels (only for AII courses).

A variety of short courses are offered, these include private motor insurance, property insurance underwriting, private banking, investment banking, foreign exchange, investment management and futures trading. Most courses are presented in English.

The fast-growing economic activities in Southern China has increased Hong Kong's growth and

with the run-up to 1997 there will be greater economic integration between the Hong Kong and Chinese economies. With the need to service this expanded economic sphere, in conjunction with the Guangzhou Economic Management Cadre Institute, the School has conducted courses for the Guangdong community. Additional courses covering accounting systems have been scheduled. More Hong Kong training programmes are being planned, these are tailored for trading with China, and include the Chinese economy and Chinese business management. In addition, more short courses are planned for the PRC, these will cover the wider disciplines of business and financial activities and business practices in a market economy setting.

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## *Management Studies*

The courses offered in this area comprise a *Certificate in Supervisory Management* and over 70 short courses covering a wide range of management disciplines. The certificate course is a distance-

learning programme and it includes books and videotapes, with supporting tutorials. It has been developed in conjunction with the Management Development Centre of Hong Kong. Subjects covered include setting objectives, planning, control, organising, work scheduling, time management, leadership, conducting negotiations, communication, motivation, speaking and listening, conducting meetings, letters and reports, innovation and change, decision making, and the assessment of performance and managerial roles.

The short courses offered each semester cover a broad spectrum of management subjects and include: *An Introduction to Business Management; Management Principles and Policy; Developing Managerial Skills; Organisation and Methods; International Business Policy; Corporate Planning; Project Management; Hotel Management; Financial Management; Marketing Management; Personnel Management; Managing Stock Market Investments; and Labour Relations and Labour Law*. Some courses are offered in Chinese.

The supervision of research for higher degrees is also possible, provided the subject is approved by the appropriate University faculty.

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## *Sports and Health Sciences*

The *Certificate in Sports Science* provides a coordinated programme of studies and training in scientific areas related to sports activity at an intermediate to advanced level for professionals and individuals with a sound basic knowledge of sports. It is intended for physical educationalists, sports coaches, health and fitness instructors, sports physiotherapists, individual athletes and others who may wish to pursue a career in sports. The course content covers basic anatomy and exercise physiology; training methods, effects and applications; constitutional, environmental, nutritional and psychological factors in sports performance; sports for the disabled; drug abuse; and assessment of physical fitness. The programme includes lectures, case presentations, small group discussions, practical sessions at the University Sports Centres, field studies and selected visits. Tutorial

staff are drawn from sponsoring organisations including the Amateur Sports Federation, the Olympic Committee of Hong Kong, the Hong Kong Sports Institute, the Hong Kong Society for Rehabilitation and several University teaching departments.

Entry into a planned *Diploma in Health Sciences* will be restricted to medical practitioners and physiotherapists. The syllabus for the course will include detailed aspects of anatomy, physiology, metabolism and nutrition, sports medicine and biomechanics.

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# *Computer and Information Sciences*

Courses in this area are in three main streams: **Computer Science, Engineering, and Librarianship and Information Science**. These three strands are coordinated by Mr F T Chan, and he is assisted in this work on computer science by Mr Bruce Cheung. Computer Science courses cover a wide range from short courses to the London University degree course, while the Engineering courses are offered mainly in association with the Engineering Faculty. There is growing interest in Quality Management courses, particularly the ISO 9000 standard and it is likely that these will be further developed. In Librarianship there is a Diploma programme with Charles Sturt University which leads to professional recognition by the Australian Library Association.

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## **Mr F T Chan**

*Mr Chan holds BSc, MPhil, and MBA (HK) degrees and is a member of the*

*British Computer Society, the Hong Kong Computer Society, CEng (Software) of the UK Engineering Council, and Associate Member of the Hong Kong Library Association. His research interests are in software engineering, expert systems, personnel management, and adult education.*

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## **Mr Bruce Cheung**

*Bruce Cheung received his BSc, MPhil and PhD degrees from the University of Hong Kong. He lectured at Hong Kong Baptist College for two years before joining SPACE. His research interests include applied artificial intelligence (AI) and in particular the application of AI techniques in computational linguistics and automatic language acquisition.*

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## *Computer Science*

The School presents numerous computing short courses including 50 different titles, nine certificate programmes, including one at

postgraduate level, and four courses for the new University of London BSc (CIS) degree programme. In addition many in-house training courses for various government departments and private companies have been offered.

The short courses cover a wide range of computing topics, and provide fundamental knowledge on computing systems and skills training to interested persons, and continuing education to persons working in related fields. They include foundation courses in microcomputers, operating systems, programming, and windows, training courses in common application software such as wordprocessing packages, desktop publishing, spreadsheets, database management systems, computer networking and data communication, computer aided drafting, systems analysis and design, project management, and Chinese computing. Most courses are offered in English, excluding the Chinese computing courses.

The certificate courses address particular topics in depth and are designed for people requiring this knowledge in their workplace.

They include the *Certificate in Database Design and Management*, *Certificate in Advanced Microcomputer Applications*, *Certificate in Digital Computer Programming*, and *Certificate in Advanced UNIX*. The *Cambridge Information Technology Certificate* is offered in collaboration with the University of Cambridge Local Examinations Syndicate, it is a modular scheme that assesses competence in information technology skills.

The School is provisionally accredited to offer courses leading to the *BSc (Computing and Information Systems)* degree of the University of London. Level 1 and Level 2 courses are already available. Level 3 courses will be available from the 1994 academic year.

The *Postgraduate Certificate in Computing Studies* is offered in conjunction with the Department of Computer Science, Melbourne University. Participants spend four weeks in Australia on intensive practical activity gaining experience with advanced computer systems. The examination for Part II is also held in Melbourne. The course provides

professional training in computing for graduates of other disciplines.

The School offers a *Diploma in Information Technology*. The course is designed for graduates of other disciplines whose work involves significant use of computing and for computer studies teachers. This course is delivered in a mixed mode of face-to-face teaching and distance learning.

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## *Engineering*

The School offers the University *Certificate in Electric Power*, the *Certificate in Microprocessor Engineering*, and a few short courses in engineering. Two of the short courses are in collaboration with professional and industrial bodies, one with the Hong Kong Institute of Engineers, and the other with the Hong Kong Q-Mark Council, Federation of Hong Kong Industries. Some of the courses are offered in Chinese.

The School may offer new courses in business and technology management, quality management and consumer electronics.

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## *Librarianship*

The School offers the *Certificate for Library Assistants* and the graduate *Diploma in Librarianship*. The certificate course is a para-professional training programme designed for library assistants and is offered annually. The diploma programme is offered biennially in collaboration with the Charles Sturt University, Riverina. The diploma is both an academic and professional qualification. Both the certificate course and the diploma course are offered in association with the Hong Kong Library Association.

There are also a number of short courses organised under the In-Service Teacher Education Programme (INSTEP) for teacher librarians.



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# *Humanities and Languages*

The Humanities and Languages section comprises a very large range of subjects and courses and these are as follows:

**Art and Design**, this area is coordinated by Ms Renee Chan, the programmes are described in detail on page 39.

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## **Ms Renee Chan**

*Renee Chan completed her studies in art and design at California State University at Long Beach in 1974 and worked in New York for three years before returning to Hong Kong in 1978. Since then she worked as an art director in both advertising and interior design before joining the Department of Extra-Mural Studies, University of Hong Kong as a demonstrator in 1988. In the past three years, as the tutor-in-charge of the art and design programme of SPACE, her efforts in programme development have brought about a more comprehensive programme which includes an increasing number of certificate courses in fine art, design and computer*

*graphics in addition to a great variety of short courses. She has also started to develop programmes which offer local artists the opportunity to study abroad.*

## **English and European Studies**

are coordinated by Mr Richard Booker and Mr Peter Kennedy (page 41). These language programmes are very popular and it is hoped to develop further courses both in terms of other languages and in terms of higher levels of course.

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## **Mr Richard Booker**

*After graduating from Oxford University with a degree in Classics, Mr Booker worked for two years as the entire Classics Department at Marlboro College, Vermont, USA. He subsequently served for 17 years as an officer in the Royal Army Educational Corps in England, Northern Ireland, Germany and Hong Kong. During one of his postings to Hong Kong he spent two years learning Mandarin. He joined the English Studies division of SPACE in February 1991.*

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**Mr Peter Kennedy**

*Mr Kennedy has been teaching English at tertiary level for over 15 years. He has taught in Greece, Saudi Arabia, Czechoslovakia, China, Brunei, Romania, England and, since 1988, Hong Kong. His research interests include teacher training, literature in language teaching, reading skills, early 20th century satirical fiction and contemporary Irish poetry.*

Courses in **Gemmology, History and Archaeology, Music, Philosophy, Political Science and Translation** (pages 42–45) are coordinated by Dr K K T Ho.

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**Dr K K T Ho**

*Koon-ki T Ho received his BA degree from the Chinese University of Hong Kong in 1981. He pursued his graduate studies in Comparative Literature at the University of Illinois at Urbana-Champaign and was awarded an AM and a PhD in 1983 and 1986 respectively. He has taught at the English Departments of Chinese University and Hong Kong Baptist College. Since Dr Ho joined SPACE, he has extended his research interests to translation studies and has recently finished writing a distance learning package on translation for the Open Learning Institute of Hong Kong. His duty as the course director of Diploma in Translation also has urged him to go into legal studies to strengthen the*

*component of legal translation of that programme.*

Courses in **Journalism and Communication, Oriental Languages and Oriental Studies** which are very well established strong programmes, are coordinated by Dr Owen Wong, Senior Lecturer in the School.

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**Dr Owen H H Wong**

*Educated in Hong Kong and Cambridge, Dr Wong has a wide range of working experience in UK, Singapore and Hong Kong, modern history, contemporary Chinese and Hong Kong politics are his special fields of interest and research. He is President of the Hong Kong Branch of the International PEN, member of the Central and Western District Board and also member of a number of government consultative committees, like the new airport and related projects.*

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**Art and Design**

In Hong Kong, art education is not considered fundamental to a person's educational development. Typically, schools do not provide instruction which reflects art's value and complexity and tend to emphasise art-making activities to

the exclusion of critical and art historical study. SPACE is a major provider of continuing education in art and design for adults, and considers that art is a repository of culture and that the study of art is a principal means of understanding human experience and transmitting cultural values. This benefits everyone — not only those who make art. Art education is considered to be as fundamental to personal development as training in mathematics, language and science. It sharpens both perceptual and analytical abilities and nurtures the creativity and imagination necessary for innovative thinking and problem solving.

In emphasising the value of art to society and its importance to the educational development of children and adults, the School offers a wide range of certificate and short courses in art history, art education, art appreciation, media arts, fine art — both Oriental and Western, crafts, photography and film, and dance. Specific offerings include the *Certificate of Graphic Design*, and the *Certificate Programme in Advertising* presented in collaboration with The Communication School. Short courses offered include life

drawing, watercolour painting, Chinese landscape painting, calligraphy, computer graphics, photography, jewellery design, ballroom and Latin dance and fashion trends. Some courses are presented in Chinese.

The teaching team comprises distinguished artists, art specialists and practising professionals. Students of the certificate courses in Chinese ink painting have had numerous successful exhibitions locally and abroad.

The School is committed to providing a sound art and design programme for the community and to serving an even wider audience in the future. Planned future developments include a *Diploma in Fine Art* in conjunction with Chester College, which is affiliated to the University of Liverpool, UK. This would involve attendance at a summer school in Chester. Other possible developments include a *Diploma* or *Higher Certificate in Contemporary Chinese Landscape Painting*.

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## *English and European Studies*

The School offers English language courses; literature in English courses; training courses for English language teachers; European language courses; and in-house courses for companies.

The English Language courses are primarily intended for students wishing to prepare for the School's two certificate programmes.

The two main general English courses are designed to improve the all-round ability of students in the four skills of reading, writing, speaking and listening to English. They are both two-year certificate courses. The *Certificate in Foundation English* is open to students with a grade 'E' in English in HKCEE. The *Certificate in Use of English* is open to students with a grade 'D' in English in HKCEE.

In addition to these two long courses, a variety of shorter courses are provided at different times throughout the year. Some of these are broadly-based general courses, while others concentrate on specific topics such as grammar or writing.

There are three English for Specific Purpose courses that lead to the awards of a *SPACE Certificate in English for Business*, *Certificate in English for Engineering*, and *Certificate in Medical English*.

A variety of shorter courses are provided, mainly in business writing and oral communication in business.

Classes are offered in prose, poetry and drama as well as 'applied' literature courses for teachers.

The *Certificate in English Language Teaching* is open to all secondary school teachers of English. It is designed to address the practical concerns of English teachers in Hong Kong and is of particular use for teachers at an early stage of their careers. It is offered in modular form to enable students to complete the course with maximum flexibility.

The European language courses offered are: French, German, Spanish, and Italian. These courses are designed to teach students to communicate with native speakers, both orally and in writing, by giving them the confidence to use practical vocabulary. The tutors for all the courses are not only well-qualified and experienced teachers,

relevant language.

In-house courses for companies either emphasise oral or writing skills, depending upon the needs of the particular company, and are usually provided on the company premises.

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## *Gemmology*

Gemmology became an independent area when the School was appointed as an allied teaching and examination centre for the Gemmological Association and Gem Testing Laboratory, UK (GAGTL) *Diploma in Gemmology*. The GAGTL diploma is awarded to candidates passing an open examination and is a qualification for professional gemmologists. At present the School runs a preparatory course for the examination. The short course, *Introduction to Gemmology*, is an interest course but can also act as a feeding course for the diploma. All courses are offered in Chinese.

At present, the course is run in conjunction with the Hong Kong Institute of Gemmology. If the enrolment of the courses grows,

purchase the necessary equipment and expand the present scale of operation. Developments in China would be the next step.

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## *History and Archaeology*

The School offers about ten short courses catering for adult learners who are interested in Chinese history and archaeology. There are no major development plans, except possibly a *Certificate in Hong Kong Archaeology* for amateurs. Some courses are offered in Chinese.

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## *Journalism and Communication*

This area offers over 50 short and certificate courses. They include both pure theory and practical applications. Certificate courses offered include *Certificate in Public Relations*, *Certificate in Television Scriptwriting and Production*, *Certificate in Journalism* and *Certificate in Photography for Professionals and Advertising*. Short course subject

areas include print buying, magazine editing, Chinese typography, Chinese data processing, desktop publishing, educational videos, film art and appreciation, public relations, advertising, and photography for professionals and advertising. Many courses are offered in Chinese. As special equipment is required, a number of courses are jointly offered with different professional bodies in the film, television, journalism and communication industries.

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## *Music*

Music programmes can readily be divided into two areas. The first comprises the *Diploma in Music Performance Pedagogy* and its subsidiary certificates, *Certificate in Piano Performance Pedagogy* and *Certificate in Advanced Piano Performance Pedagogy*. The second consists of short music courses that include studies on Bach and Haydn, Chinese folk songs and vocal singing. The *Diploma in Music Performance Pedagogy* is an independent continuing education course, but it is also recognised by the Kingston University, UK, as an equivalent to

the first year of its *BA in Music*. Diploma holders are admitted to the second year of the Kingston programme. The short courses on music are general interest courses and some are offered in Chinese.

Future developments include supplementing the diploma programme with additional short courses to make it equivalent to the first and second years of the Kingston programme.

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## *Oriental Languages*

A *Certificate in Mandarin* is offered to students with some Mandarin experience. The emphasis is on pronunciation and fluency, although students are also introduced to written characters. *Intensive Introductory Mandarin* is available for non-Chinese speakers. The emphasis is on the more practical aspects of the language, stressing daily usage. *Mandarin for Business Conversation* is also designed for non-Chinese speakers, the emphasis being on business aspects, daily expressions and the more practical aspects of the language. *Intermediate Mandarin* provides more help on the written language. Cantonese

courses at three levels are available for expatriates and deal with grammar, oral pronunciation, and idioms. *Introductory Japanese* and *Intermediate Japanese* are available for expatriates. A *Certificate in Japanese* and short courses, covering grammar, advanced conversation and business Japanese, are offered. Medium length term courses in Mandarin, at basic, intermediate, and advanced levels, for local adult learners are also available.

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### *Oriental Studies*

Many diverse interest and culture courses are offered in this area. They range from *Certificate in Creative Chinese Writing*, *Certificate in Modern Poetry and Prose* to short courses on creative writing in modern Chinese literature to a selection of philosophy courses including the study of geomancy and Buddhism, a selection of art and culture courses including Chinese ceramics, Chinese calligraphy, painting and seal engraving. By the nature of the courses, there is some overlap with the Art and Design, Philosophy and History areas.

The majority of courses offered are short courses that do not lead to any formal qualifications and are offered in Chinese. The few certificate courses are effectively interest courses.

A possible development is a *Diploma in Chinese Language and Culture* based upon the foundation course in Chinese that the School originally developed for the Open Learning Institute of Hong Kong.

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### *Philosophy*

The School offers a *Certificate in Philosophy* and over ten short courses including Western philosophy and philosophy of art. Courses are offered in Chinese. The preparatory courses for the London University *Bachelor in Philosophy* degree might be a major development.

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### *Political Science*

Short courses including *China since 1949*, and *China's Foreign Relations in the Past Hundred Years* are offered in Chinese. A

*Certificate in Contemporary China Studies* may also be available.

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## *Translation*

Initially the area of translation was included in the Oriental Studies area. The certificate course has been upgraded to a *Diploma in Translation*. It provides a comprehensive curriculum for those wishing to pursue a career in professional translation. It is divided into three parts, *Certificate in Translation*, *Higher Certificate in Translation* and *Diploma in Translation*.

Alongside the *Diploma in Translation* is a one-year preparatory course for the MIL Diploma. In addition, several short courses on specific subjects are offered in Chinese annually, these include *Translation from English to Chinese*, *Business and Practical Translation*.

The area of translation has great potential for expansion and development, possibilities include adaptation of the diploma programme into distance learning mode.



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# Law

Law programmes have been associated with the School since its inception and the demand for external University of London courses led to the establishment of the University's own Department and Faculty of Law in the 1960s. The present programmes on offer have been built up over the last ten years and the section is now one of the largest in the School. It is headed by the Deputy Director (External), Mr Howarth, individual programmes are led by Ms Davies, Mr Fisher and Ms Peterson. They are assisted in their work by two tutors, Ms M Callan and Ms D Graham.

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## **Ms Bronwyn Davies**

*Having completed her law degree and professional qualifications at Auckland University, Ms Davies practised as a commercial lawyer for four years. During this time she became very active in the field of professional legal education (PLE). She left practice in 1987 to teach on New Zealand's*

*postgraduate law professionals programme and was appointed the National Academic Director of this course in 1989. She joined the design team of the Post Graduate Certificate in Laws course (PCLL) at the City Polytechnic of Hong Kong leaving in 1992 to head the PCLL course offered by SPACE.*

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## **Mr Michael Fisher**

*Educated initially in London, Mr Fisher obtained his first degree (LLB) from the University of Manchester in 1970. He obtained a postgraduate teaching certificate in 1971 and a MA from Brunel University in 1980. Mr Fisher lectured in law at Manchester Metropolitan University from 1971 to 1991 and was called to the English Bar in 1991. As a lecturer in the law section of SPACE he is the course organizer for all English law based courses. His main academic interests are in contract law and socio-legal studies.*

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## **Ms Carole J Petersen**

*Carole Petersen obtained a bachelor's in economics from the University of*

*Chicago and a JD from Harvard Law School. Prior to coming to Hong Kong, she practised law in New York City and in Honolulu. She has taught law at the City Polytechnic of Hong Kong and at SPACE, where she has taught Hong Kong legal system, tort and contract, and is course leader for the Hong Kong CPEC. Carole has written in the areas of reproductive rights and sex discrimination and is active in the campaign for women's rights in Hong Kong. She is also interested in Chinese law and is obtaining a postgraduate diploma in law of the PRC from the University of Hong Kong.*

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### **Ms Michelyne Callan**

*In 1992, Ms Callan completed her studies in philosophy by obtaining her master's degree specialising in platonic metaphysics. She has taught at McMaster University (Canada) in ancient Greek philosophy as well as philosophy of government. She also has experience in instructing essay writing workshops for undergraduate students. As a tutor in the Law Department, Ms Callan coordinates both the Common Professional Examination Certificate course and the Postgraduate Certificate in Law, and offers assistance in English Language Skills to the students of these courses.*

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### **Ms Diane Graham**

*Ms Graham obtained her LLB at the University of Auckland and was admitted as a barrister and solicitor in*

*New Zealand in 1988. She was admitted as a solicitor of England and Wales and as a solicitor in Hong Kong in 1993. She began her legal career in New Zealand specialising in corporate finance and banking transactions. In 1990 she joined a securities consultancy firm in Hong Kong specialising in advice on securities regulations in the Asia/Pacific region. In 1993 Ms Graham joined SPACE to coordinate and teach some of the law programmes.*

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## *Legal Education*

SPACE has offered law programmes for students in Hong Kong since its inception and these have expanded rapidly in the past decade. During this time the School has achieved an international reputation for providing quality law programmes using high level academic staff and with excellent examination results.

SPACE provides a comprehensive service of legal education and training to meet a wide range of differing demands. Law programmes are available at every level from the introductory stage to the level of vocational training. While courses are not geared exclusively to intending

practitioners it is recognised that most applicants wish to acquire a legal qualification.

Applicants for courses are, typically, mature, in full-time employment, and, frequently, with families. As such the opportunity is given, as far as possible, for flexibility in study time. With the exception of the PCLL and CPEC, which are full-time day courses, lectures and tutorials are generally in the evenings or on weekends. Students on the part-time courses also have considerable choice as to when they read materials, prepare tutorials, etc. In short, applicants have a wide choice as to the level of course which best suits their needs and, as far as possible, will be able to continue their existing business and domestic routines.

Hundreds of law graduates, new lawyers and professional qualification holders have graduated through SPACE and are now in high level posts in legal practice, government, commerce and industry.

The major programmes offered are *Diploma in Legal Studies, London University LLB (External) Programme, Common Professional Examination, English Bar*

*Examinations Preparation Course, Postgraduate Certificate in Laws (PCLL), and Institute of Legal Executives* courses.

The *Diploma in Legal Studies*, a two-year diploma course, is open entry. Since there are no formal entry requirements the course concentrates on preparing students for further legal study. This preparation emphasises general study skills as well as academic and practical skills related specifically to law. Students successfully completing the diploma examinations, as well as the compulsory written assignments, will have varying options for future progression, being eligible for the LLB programme as well as the *Institute of Legal Executives, Part II*. In the case of those mature exceptional students direct access to the CPE courses is possible as is access to the *Master in Public Order*.

The courses on the *London University LLB (External) Programme* are available to all those wishing to take LLB or similar examinations. Those who wish to register with the London University to take the external degree examinations must fulfil the eligibility requirements. This will

normally require two 'A' levels, or equivalent, or *Diploma in Legal Studies*. Students may complete the LLB within three or four years. Those successfully completing the degree programme are eligible, as law degree holders, to apply for the PCLL course with a view to eventual professional qualification as a barrister or a solicitor.

The *Common Professional Examination (CPE)* is intended for those with degrees, or equivalent, in non-law subjects who have proved their academic ability and wish to complete, speedily, the academic stage of legal training. SPACE offers two CPE courses: the one-year, full-time, CPEC course, based on Hong Kong law, and the two-year, part-time CPE course, based on English law and operated in conjunction with Manchester Metropolitan University. Both courses cover the required 'core' legal subject areas and are recognised for the purpose of subsequent progression to the PCLL programme.

*English Bar Examinations Preparation Course* is for those who wish to acquire a professional qualification but are unable to study full-time. It involves part-time study over one academic year. All

students must take the Bar examinations in England and must join an English Inn of Court where they will need to dine during the year. At least three brief trips to the UK will be required. Those successfully completing the examinations may subsequently be called to the English Bar. Those called will be eligible for pupillage and, subsequently, practice in Hong Kong.

The *Postgraduate Certificate in Laws (PCLL)* is the normal route of entry into professional practice in Hong Kong, whether as a barrister or a solicitor. There are three PCLL programmes in Hong Kong operated by the University, Law Faculty, SPACE and the City Polytechnic of Hong Kong. All courses operate on a one-year, full-time basis. The SPACE course, as it receives no Government funding, is more expensive. However, it is modelled on the Law Faculty course, uses the same materials, and is largely delivered by the same staff and the students receive the same award as those who study with the Law Faculty.

Places on the PCLL are limited. However, the top CPEC students are guaranteed a place on the University Law Faculty course. In

addition, all CPEC and CPE students who pass examinations at their first attempt are guaranteed a place on the SPACE programme. Further, every effort is made to provide places for all those successfully completing the SPACE CPE and LLB programmes.

The *Institute of Legal Executives* courses prepare students for the Institute of Legal Executives of England and Wales. They are offered in the distance-learning mode supplemented by lectures and tutorials. The *Diploma in Legal Studies*, a two-year part-time course, gives exemption from Part I of the ILEX Examinations. A series of courses to prepare students who wish to complete Part II and qualify as a Fellow of the Legal Executives is also offered. This is also a route to qualification as a solicitor.

In addition a short course on *Real Property Law in Hong Kong* is offered.

Finally in-house training certificates in *Criminal Law and Evidence* lead to a joint award with the Legal Aid Department and the Inland Revenue Department.

Future developments include the *English Bar Examinations Preparation Course*, an *LLB Diploma Conversion Course* in conjunction with Manchester Metropolitan University, and a legal practice course of England and Wales. Other possibilities concern the law in China and in Southeast Asia.

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# Social Sciences

This section comprises a range of activities including Education and Adult Education, Criminal Justice and Public Order, Social Work, Sociology and Psychology, and Urban Studies/Housing Management.

The **Education and Adult Education** training courses are coordinated by Dr John Holford and Ms Y F Mok. Dr Holford also looks after the Criminal Justice and Public Order courses which have expanded extensively in recent years based on the School's own *Certificate in Criminal Justice* and the availability of the *Master in Public Order* at University of Leicester.

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## Dr John Holford

*After studying social sciences at Oxford and Edinburgh universities, John Holford taught and organised programmes for the British Workers' Educational Association, specialising in courses for industry and trade unions. His academic and research interests*

*are in the sociology of labour and in adult continuing education.*

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## Ms Y F Mok

*Ms Mok pursued her higher education in the University of Georgia specialising in adult education and her forthcoming doctoral dissertation focuses on literacy and income. Her work in SPACE involves organising and teaching courses in adult education. Adult education and sociology of education are her major research interests.*

The courses in **Social Work, Sociology** and **Psychology** are coordinated by Mrs Y L Cheng. These cover a wide range of activities, particularly concerned with health and nursing issues, with social work practice and with counselling.

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## Mrs Y L Cheng

*Mrs Cheng joined the University of Hong Kong in 1978 and taught in both the BSocSc (social work) and the MSW*

*programme for nine years at the Department of Social Work. In July 1987, she moved to SPACE and became the lecturer-in-charge of three subject areas — social work, sociology and psychology. As an academic in social work, she is specially interested in child welfare and has served a number of advisory boards and committees on children education and service.*

The **Urban Studies/Housing Management** area has been developed to provide professional training in housing and transportation as well as short courses. These courses lead to professional qualifications and in the Housing Management area the *Master in Housing Management* is offered with the Faculty of Social Sciences. The area is coordinated by Dr Paul Luey and he is assisted by Ms Emily Li.

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### **Dr Paul Luey**

*Dr Luey graduated with a bachelor's degree in economics from the University of Hong Kong and doctorate from the University of Edinburgh. He has taught economics in universities in Hong Kong, Canada and Australia. Currently on leave from the University of New South Wales where he is a senior lecturer and Associate Dean in the Faculty of Commerce and Economics, Dr Luey is lecturer-in-charge of the*

*administration and development of the urban studies area in the School and takes an active interest in the development of internationalised or split-degree programmes.*

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### **Ms Emily Li**

*Ms Li obtained her first degree in sociology from the Chinese University of Hong Kong. She then continued her graduate studies in sociology at the University of Minnesota and in the Community Enrichment Program for Adults. Ms Li joined SPACE in 1991 and has been involved in coordinating the housing and transport programmes.*

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## *Adult Education and Training*

People have become increasingly aware of the constant need to acquire new knowledge to enable them to meet the changing demands of the working world. Hence, provision of continuing and professional education is now recognised as essential by education departments in many countries. In a society like Hong Kong, a well educated work force with appropriate occupational training is its very source of vitality and survival. It is therefore

important that the people responsible for providing continuing education and professional training should be professionally trained themselves. In responding to this need directly a range of professional opportunities for adult educators and trainers has been developed. This teaching element is also well supported by relevant research in the School.

The courses available in this area include short courses on special topics such as the basics of hotel training and issues in adult language learning and teaching, and certificate and higher degree programmes. The short courses offer introductory level activities and updating and refresher topics. The students for all programmes come from diverse backgrounds. Some are from staff development units in major hotels, banks and airlines. Others are from government departments such as the Police Training School or the Civil Service Training Institute. Other participants are young teaching staff from tertiary institutions in Hong Kong.

*The Certificate in Adult Education and Training* is open to anyone

with a secondary school leaving qualification and about two years of experience in an adult education setting or a training department. Successful completion entitles a student to exemption from some modules in the *Master in Practice of Education* by distance learning at a major university in the UK.

The *Postgraduate Certificate of Education*, offered in collaboration with the Faculty of Education, is open only to degree holders. It is a two-year part-time programme.

It is also possible to pursue higher degree work in adult education and training. Initial registration is usually on the *MPhil* programme with transfer to the *PhD* programme on satisfactory performance. A limited number of studentships and research assistantships may be available.

Courses for administrators in tertiary institutions are also being developed; a *Certificate in Tertiary Educational Administration* was offered in 1993/94 and further developments are under discussion.



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## *Criminal Justice and Public Order*

This area has been developed to meet the needs of the Hong Kong's disciplined services in responding effectively to the social and professional changes and challenges occurring in the years leading up to the transition of sovereignty. Particular concerns are awareness of the political and social environment which is conducive to public order in society, of issues of criminal justice generally, and of issues which are appropriate to the development of a well-ordered but politically tolerant democratic society.

Two programmes are offered. The *Certificate in Criminal Justice* is a one-year programme designed to provide a professionally relevant academic course for senior, but often non-graduate, personnel in fields related to criminal justice. The standard of work expected of students by the end of the course is equivalent to a first degree final examination, and many students have proceeded from the certificate direct onto a master's programme in criminology and public order.

The certificate is externally examined.

Topics covered include law and society, the criminal law, types of crime, crime and deviance, the criminal justice system, juvenile justice, police and policing, theory and practice in corrections, and crime prevention strategies. There is also a course on study and writing skills.

The *Master in Public Order* is a two-year part-time degree offered by the University of Leicester, UK. It is an interdisciplinary programme designed for people who wish to make an in-depth study of issues related to public order and disorder. The programme is particularly appropriate for staff professionally involved in the fields of criminal justice and public order — such as police, correctional services, customs, immigration, and social work. It is also relevant to those students interested in public order questions.

The master's programme was developed in partnership with the University of Leicester, Centre for the Study of Public Order. Teaching is conducted by lecturers from the University of Hong Kong,

from other tertiary institutions in Hong Kong, and from the University of Leicester.

Students study politics and order, issues in public order and social research methods, and select from the following topics: issues in public sector management; society, law and order in Hong Kong; armed forces, war and society; comparative policing systems; geography of disorder; punishment and society; sociology of gender; sociology of deviance and dissent; and popular culture and the mass media.

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## *Education*

The School offers a major programme of in-service education for teachers in pre-school, primary and secondary education. This programme includes a large number of courses provided in association with the University's Faculty of Education through the *In-Service Teacher Education Programme (INSTEP)*.

These courses cover a wide range of issues relevant to the in-service concerns of teachers. They include

civic and moral education, social studies, languages and communications, science and mathematics, computer studies and the application of microcomputers for teachers, physical education and sports sciences, school and teacher development, pre-school and primary education, library studies, speech sciences, and guidance and counselling. The INSTEP programme is overseen by a management committee, with members coming from schools and government, as well as from the Faculty of Education and the School.

In addition to short courses, two certificate programmes have been offered within the INSTEP framework. The *University Certificate in In-Service Education for Teachers (Educational Administration)* is a two-year part-time programme catering for the needs of senior educational administrators (e.g., school principals and deputy principals).

The *SPACE Certificate in Special Educational Needs* is designed to cater for the needs of teachers who have some responsibility for teaching in special education.

The School, in association with the Faculty of Education, is currently considering future developments. It is likely that over the next ten years, SPACE education programmes will include:

- A modularisation of INSTEP short courses, to allow them, or some of them, to contribute to the certification structure envisaged by the *Education Commission Report No. 5*. In particular, this proposed the introduction of an *Advanced Teacher's Certificate (ATC)*, which would encompass general development courses, language skills courses, and specialist courses.
- A modularisation of the INSTEP certificates, to enable them to be accredited for degree-level work in the Faculty, e.g., *Master in Education*.

The School has commenced, in 1994, a collaboration with the School of Continuing Education of the Baptist College and the newly established Hong Kong Institute of Education, to offer a *BEd Primary Degree* on a part-time distance education basis.

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## *Social Work, Sociology and Psychology*

A variety of courses at different levels and of different durations is offered. They include short courses, workshops and public lectures for continuing education purposes for social workers, teachers, child care workers, nurses, psychologists, welfare workers and the general public. Topic areas include youth and group counselling, art, music and dance therapies, effective parenting, introductory psychology, stress management, juvenile delinquency, and family education. Some courses are offered in Chinese.

In addition certificate courses in special areas at post-basic level are offered for different professional groups — social workers, nurses, teachers, etc. They include *Certificate in Child Mental Health*, *Certificate in Gerontology*, *Certificate in the Administration of Pre-school Education Institutions*, and *Certificate in Nursing Behavioural Sciences*.

The *Advanced Diploma in Social Work Practice* is offered in association with the University

Department of Social Work and Social Administration.

In-service training courses, both short courses and certificate courses, are presented for staff members of various government departments including the Education Department, Social Welfare Department, Correctional Services Department, Labour Department and the Housing Department. They include *Certificate in School Counselling and Guidance*, *Certificate in Careers Teachers Training*, and *Certificate in Social Work for Correctional Service Aftercare Officers*.

Staff development courses are also offered for non-government organisations, for example, Hong Kong Council of Social Services, Hong Kong AIDS Foundation and TREATS.

Programmes are also offered for overseas students. Special courses for Macau include the *Certificate in Social Studies* and *Certificate in Child Development* through both face-to-face teaching and distance learning. Courses for Taiwan include summer staff development courses in child welfare for Taiwan CCF social workers. Special

training courses for China in the field of gerontology are supported by UNESCO.

Joint courses offered in association with Jinan University, Guangzhou include the *Certificate in Social Studies* which is fully accredited by Jinan University. Graduates completing a top-up course with Jinan University are granted the *Diploma in Sociology*.

New developments include a *Certificate in Social Administration*, this is fully accredited by Jinan University up to bachelor's degree level. The course is open only to holders of the *Certificate in Social Studies*, and will be jointly taught by Jinan University and the School. Students achieving an average mark of 70 will be granted a *Bachelor in Sociology*. Courses will be held in Hong Kong and in Macau.

A *Diploma in Gerontology* will also be offered. This is open to graduates of the *Certificate in Gerontology* only. An advanced training course in gerontology will be offered for professional groups which specialise in working with the elderly. Teaching will be jointly provided by La Trobe University and the School.

The *Diploma in Early Childhood Education* is an advanced professional programme at post-basic level for experienced and qualified kindergarten teachers and registered child care workers who already have basic training in early childhood education with either Hong Kong Polytechnic or the Grantham College of Education. The diploma is likely to be articulated with Melbourne University (Australia) and Wheelock College (USA).

The *Certificate in Multi-disciplinary Education in Drug Abuse Prevention and Rehabilitation* will be jointly organised by the Hong Kong Council of Social Service and the School, and funded by the Hong Kong Jockey Club.

The *Certificate in Oncology Care* will also be offered.

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## *Urban Studies/Housing Management*

The School provides professional training in housing and transportation as well as short courses in urban studies. It also

offers a *Master in Housing Management* in cooperation with the Faculty of Social Sciences and the Centre of Urban Planning and Environmental Management.

The *Certificate in Housing Practice* is a two-year part-time course providing sub-professional training for people already working in the housing field at a practical and technical level. It also serves as an access course to the *Diploma in Housing Management*. The School awards a certificate to candidates on successful completion of the coursework programme, on providing evidence of a minimum of two years of approved working experience in the housing field and on satisfactory fulfilment of the objectives of the practical experience requirements. The course is recognised by the UK Institute of Housing and certificate holders are eligible for the Housing Practitioner membership.

The *Diploma in Housing Management* is a three-year part-time course providing a professional qualification in housing management for people already working in the field. Students must be sponsored by their employers and must also pass an entrance test before admission

to the course. Those who fail the entrance test can apply for the *Certificate in Housing Practice*. A specially designed two-year *Diploma in Housing Management* is available to holders of the *Certificate in Housing Practice*. The diploma course is recognised by the UK Institute of Housing. Diploma candidates are required to fulfil the practical experience requirements.

The *Diploma in Transport Management* is a three-year part-time course providing professional training in transport management for people already working in the field as well as for those intending to seek a career in the transport sector. It prepares the candidates to sit for the qualifying examination of the Chartered Institute of Transport.

The *Master of Housing Management* is offered by the Faculty of Social Sciences but conducted jointly by the Faculty, the School and the Centre of Urban Planning and Environmental Management. The programme extends over two and a half years of part-time study and is an interdisciplinary programme designed to provide a firm intellectual foundation for those

who wish to specialise in the housing area at postgraduate level.

The *Certificate in Permaculture Design in Hong Kong* is offered in Chinese.

The School offers a variety of short courses in urban studies. These are mainly offered in Chinese and include *Environmental Protection and Education, Town Planning and the Development of Hong Kong, Physical Geography, Human Geography, Fieldwork for Geography Teachers, Minerals, Rocks and Fossils in the Field, Introduction to Geographic/Land Information Systems, Geography in the Field, and Legal Aspects of Multi-storey Building Management*.

Likely developments include professional recognition of the *Diploma in Transport Management* by the Chartered Institute of Transport. Under consideration are proposals for additional professional courses in the housing and property fields.

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# *Research Unit*

The Research Unit is seen as an important element underpinning the work of the School in the sense of ensuring that it keeps up-to-date with the changing educational needs of Hong Kong.

Demographic changes around the world have made it imperative for educators to face the need to provide quality education for the adult population on a lifelong basis. At the same time, the rapid pace of technological and other changes in the working world has made it necessary for adult workers to constantly upgrade themselves professionally. Some governments have responded to this need by putting professional continuing education on their human resource development agenda. In a place like Hong Kong with few resources except a good location and its people, this is a matter of concern, in view of the changing economy and emigration. Expansion in tertiary education has

been a partial response to the labour shortage in recent years. But much work needs to be done to consider and understand the many issues and factors amidst these changes.

The Research Unit was set up in 1990 with the objective of developing research in all aspects of adult education and training and related fields, with a special focus on strategic research that may be applied to enhance educational provision and hence contribute to human resource planning in Hong Kong and the region. The Director of SPACE oversees the work personally and is supported by staff on a project basis.

Current projects include: government initiatives in professional and vocational training; policy perspectives and implications for the future; viable models of teacher education for the next decade; perception of

quality in Hong Kong adult continuing education; and a comparative study of labour education in Southeast Asia.

Activities have been supported by grants from the University of Hong Kong, the Research Grants Council and the British Council. A summer visitorship in 1992 at the Ontario Institute for Studies in Education in Toronto was funded by the International Research and Development Centre.

As well as conference presentations and journal reports, informal seminars and public lectures are held periodically. There is also a database of newspaper cuttings on these issues dating from 1990. A new book, entitled *Professional and Continuing Education in Hong Kong: Issues and Perspectives*, was published in June 1994 and reports on several studies completed in the last three years.



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# *Distance Learning Unit*

The Distance Learning Unit has been developed to offer a capability both for the School and for the University generally to produce distance learning materials. The two major projects undertaken so far have been in association with the Open Learning Institute which itself is designed to be a consortium of local tertiary institutions in which the University of Hong Kong has played its part.

The two principal projects have been to develop a Social Sciences Foundation course in 1991/92 and a Chinese Studies Foundation

course in 1992/93. Both these courses are presented by OLI.

The School has a number of courses which use distance learning materials and further projects will be undertaken from time to time. The Unit also coordinates the School's publications such as the bi-annual *Prospectus* through which the School's programmes are communicated, and produces many other forms of literature and teaching material used by the School.

# Centre Location Maps



**Wah Yan College, 261 Queen's Road East, Hong Kong**

香港華仁書院香港皇后大道東261號

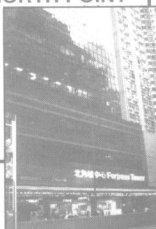


**SPACE Shek Kip Mei Study Centre [Ka Chi School, 5 Wai Chi Street 3/F., Shek Kip Mei, Kln.] (Shek Kip Mei MTR Station)**  
香港大學專業進修學院石硤尾教學中心〔嘉智學校·九龍石硤尾偉智街五號四樓(石硤尾地鐵站偉智街出口)〕

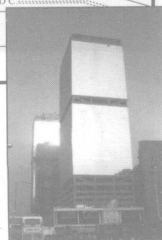


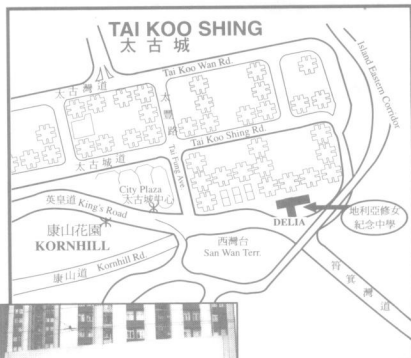
**SPACE North Point Study Centre, 14/F., Fortress Tower, 250 King's Road, North Point, Hong Kong (Fortress Hill MTR Station)**

香港大學專業進修學院北角教學中心，香港北角英皇道250號北角城中心(4)字樓〔炮台山地鐵站出口〕

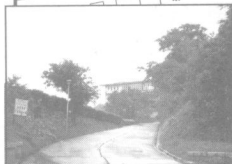


**SPACE Town Centre, Shun Tak Centre, West Tower, 9/F., 10/F., 14/F. and 15/F., 200 Connaught Road Central, Hong Kong**  
香港大學專業進修學院市區中心，香港干諾道中二百號信德中心西翼(9、10、14及15)字樓〔由2字樓商場電梯上〕

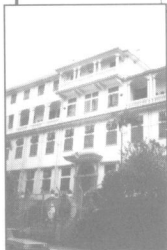
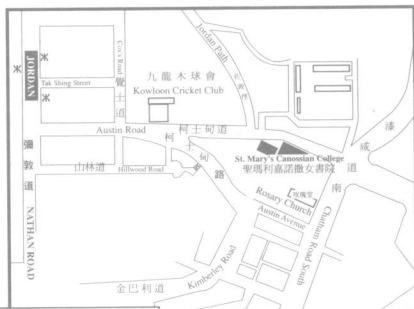




**Delia Memorial School, Tai Koo Shing, Hong Kong** 香港太古城地利亞修女紀念中學 (由中學部太古路入口)



**Wah Yan College (Kin), 九龍華仁書院**  
九龍華仁書院九龍窩打老道56號 (油麻地地鐵站)



**St. Mary's Canossian College, 162, Austin Road, Kowloon** (Entrance at the junction of Kimberley Road and Austin Avenue)  
聖瑪利嘉諾撒女書院九龍柯士甸道162號 (由金巴利道入口)



**SPACE Tsim Sha Tsui Study Centre [TST District Kai Fong Welfare Association, 136-A Nathan Road, Kowloon]** 香港大學專業進修學院尖沙咀教學中心 (尖沙咀街坊福利會九龍彌敦道136-A)

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# 香港大學專業進修學院學生手冊

本冊子介紹本學院的一般工作以及現時提供和有意開辦的課程。各課程的詳情請參閱學院印備的課程手冊。秋季課程手冊於八月中印發，春季課程手冊則於一月初印發。個別課程的詳細資料也可通過電話查詢的方式取得，詢問電話詳列於封面內頁。



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## 學院簡介

香港大學專業進修學院於一九九二年一月正式成立。學院的前身是香港大學校外課程部。這個名稱上的改變，實標誌著學院將要透過新的組織結構，去繼承校外課程部的優良傳統，同時開拓新的教育事業。學院分為兩個部分：持續教育部與專業及學位課程部。持續教育部開辦短期課程以及一般性的興趣科目，其中有些課程會獲頒發證書或文憑。專業及學位課程部則開辦專業及學位課程，這些課程一般與海外教育機構合辦。香港大學校外課程部自一九五六年創立以來，即為各界提供持續教育課程和學位及專業課程。校外課程部早期提供的課程包括法律、會計及房屋管理課程。法律課程供準備應考倫敦大學法律學位試的學生修讀，並為日後香港大學法律系和法律學院的建立奠下基礎。校外課程部早期還開辦英語、藝術和設計、專業教育、心理學和東方語言等課程。

學院自一九八零年代中開始，

便就香港對專業和學位課程日益增加的需求作出回應。主要是與海外學府共同開辦這類課程，特別是本地沒有提供而需求殷切的課程。學院尤其與倫敦大學長期保持密切的關係，並代表倫大為有意報讀該大學校外學位課程的香港學生辦理註冊手續。此外，學院也與英國、澳洲、紐西蘭和加拿大的一流大學和專業團體合辦課程。這樣的安排，一方面使一些專門課程能在本港開辦，同時亦使很多本地學生無需遠赴海外，便可取得外國學府所頒發的學歷資格。此外，學院本身也頒發外國承認的學歷資格。

### 研究組

研究組的工作，是就本地對人力和培訓需求而展開研究，並尋找成人持續教育配合這些需求的最有效途徑。愈來愈多人關注良好質素的自修教材的效用，遙距教育組負責這方面的發展。遙距教育組並非單處理學院開辦或發展的課程，而



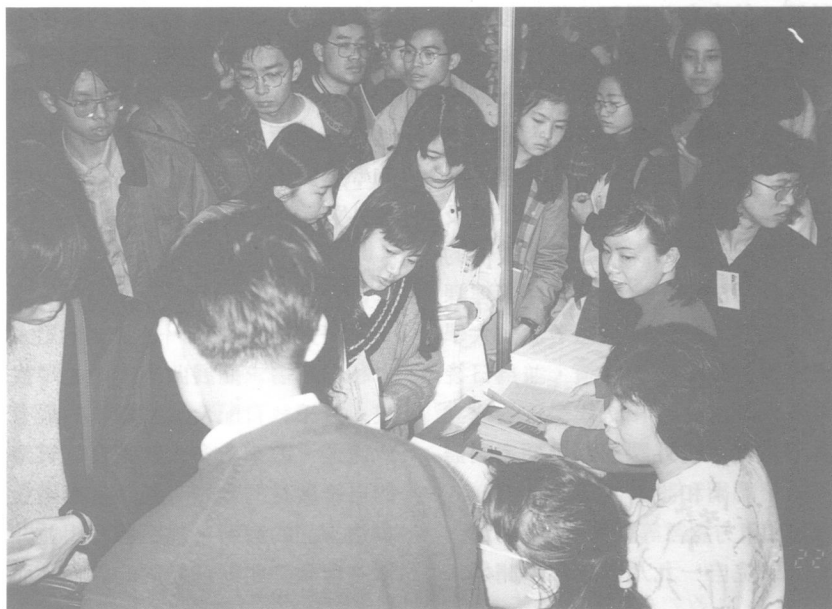
更爲整個香港大學提供服務。

在學院前瞻廿一世紀之同時，回味一下首任院長 Gerald Moore 於一九六六年校外課程部十周年時所說的一番話，仍然切合時宜。他說：「本部創辦的宗旨，是要創造一種成人教育的潮流，以配合一個充滿活力和幹勁十足的社會環境。我認爲本部已達到這個目標，大學〔透過本部〕在成人教育方面作出的成果，已完全受到社會人士的接納，並成爲香港社會面貌的一環。

但任何教育事業都不可滿足於現狀而固步自封。教育工作應不斷改良，不斷從社會周圍發掘新機會和新挑戰。」

上述說話，正好概括學院於一九九四年的辦學精神和目的。學院所釐定的十年發展策略，不單爲未來定下發展藍圖，而更反映學院認清有需要不斷確定教育需求的改變，以及採取相應步驟，來滿足這些需求。

專業進修學院參加由香港貿易發展局舉辦之教育及就業博覽會



## 學院的宗旨

本學院開辦多元化的課程，包括各種不同程度或以不同語言授課的課程，以配合香港成人對教育不斷轉變兼且多樣化的需求。隨著多年來在各方面的發展，尤其是與海外學府的合作計劃，以及不斷獲得本地和海外專業和學術團體對本學院課程的承認，學院正著手精簡業務，使業務更有連貫性。在校外課程部轉制成專業進修學院後，這方面的工作更為顯著。改制後，本學院不僅繼續肩負校外課程部原來的任務，即為香港大學學生以外的大眾人士提供於工餘、晚間或周末接受教育的機會，而且還透過開辦學位、研究院和專業程度的持續教育，為在職人士提供開創事業和接受培訓的機會。學院的持續教育部繼承前校外課程部的工作，提供短期和一般性的興趣課程。專業及學位課程部則提供專業、學位和研究院課程，但兩者並不是壁壘分明的組織，講師一般都同時負責兩部分的課程。選讀持續教育課程的人數

眾多，可供報讀的課程種類和數目也不少。不過，近年報讀專業和學位課程的人數迅速增長。學院於一九九二年一月正式成立時，為了配合新形勢，便擬定了新的使命宣言如下：

- 為大眾人士提供主要在夜間或周末授課的兼讀課程。
- 透過舉辦延續教育、學位、研究院及專業課程使學員獲得就業和訓練的機會。
- 與香港大學其他學院、香港各專上學院及海外教育機構所組成的國際網絡合作，共同提供一系列的課程，並且通過適當的方法確保有關課程均是高質素而又極具修讀價值的。
- 就香港社會對人力、教育及訓練的需求和不同教學媒介的效用進行研究，並鼓勵教員就各人的學術專長進行研究。
- 透過提供延續專業教育的機會，為香港和中國——尤其是南中國——作出貢獻。

在上述使命宣言的基礎上，學院更釐定了多項具體的目的和目標，以協助其實現學院使命宣言的宗旨。學院在過去四十年來，一直在香港成人教育陣線上佔據著領先地位，若要保持領先的地位，學院必須對欲達成之目的和目標作不斷的檢討。本學院現時的具體目的如下：

- 維持和發展一個平衡的持續教育和專業課程，為社會人士提供進修機會，並使學生取得基本以至學位、專業和研究院程度的學歷資格；
- 為香港大學擴展開辦部分時間校外學位課程時，提供機制及專業經驗，同時在適當時機，為海外學府提供相同服務；
- 進行應用研究工作，以確保學院的課程符合社會的需要；
- 為配合不斷轉變的需求而靈活地調節課程；
- 透過遙距教學組發展教學策略和教材，並於適當時候使用新科技；以及繼續與香港公開進修學院合作；
- 在國際聯絡網的大前提下，進一步發展學分轉移和承認的機制，以確保學院課程的水準獲得國際的認可；
- 促使在香港設立持續教育聯盟；
- 為學院在國內開辦課程並與國內教育機構進行合作建立適當的模式；

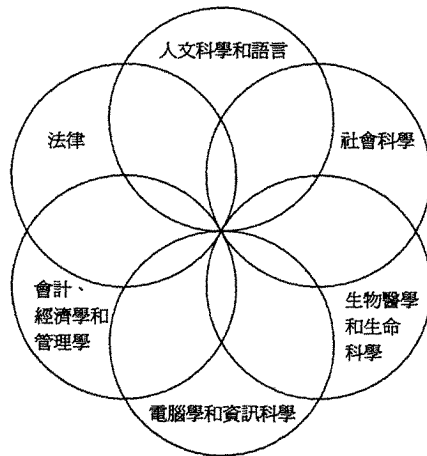
- 不斷檢討學院的組織架構，以確保學院以最有效的方式服務香港大學和市民大眾；特別是嘗試建立一種模式，以協調大學和市民大眾之間、大學與工商界之間的聯繫，並把這種聯繫的效用盡量發揮；
- 就學院確立的六大學術領域開辦課程，並確保這些課程保持其實用價值和追上最新的發展；及
- 開設更多地區性進修中心，以維持和擴充教學設施。

學院其中一個優點，是它屬於香港大學的一部分，故此，學院除依賴本身盡忠職守的教職員外，還可借助於香港大學傑出的教員和教學設施。香港大學於一九一一年成立，在亞洲區和國際間聲譽超著。為了確保學術政策能迅速配合社會對持續和專業教育的需求，學院的院務會 (Board of Studies) 成員包括大學九個學院的代表，以及社會上重要界別的代表。學院聞名遐邇，經其培育成材的學生，才能卓越，並因此而著名。學院欲保持這名聲，並欲通過其在香港和國際教育上所扮演的角色而提高聲譽。學院不斷發展新課程，並維持現有的高質素，鞏固了其與本地和海外學府、專業團體，以及自一九五六年起超過六十萬名曾註冊入讀各項課程的學生之關係；這眾多學生更間接形成了學院與社會間的連繫。

# 課程

校外課程部原有的科目如會計、法律、房屋管理、英語、藝術及設計、教育、心理學和東方語言等課程於一九九零年代仍然扮演著重要角色。除上述課程外，學院現時還提供生物醫學和生命科學、管理學、電腦學和資訊科學方面的課程。學院現時開辦的課程可歸納為六大學術領域如下：

學院提供的課程包羅萬有，包括短期性的一般興趣課程、先修課程、證書、文憑、專業、學位，以至研究院等程度的課程。除學院獨力開辦和與香港大學合辦的課程外，學院也與地位崇高的海外學府共同發展了多項課程，本學院畢業生選修這些課程時，有時還可免修部分學科。



學院除為倫敦大學代辦校外學生的註冊手續外，還開辦多個倫大課程，其中包括倫敦經濟學院的經濟學士 (BA in Economics) 和經濟學文憑 (Diploma in Economics)、科學學士 (經濟學) (BSc(Econ))、電腦和資訊系統科學學士 (BSc in Computing and Information Systems)、科學碩士 (金融經濟學) (MSc in Financial Economics) 和法律學士等課程。

學院亦與英國其它大學合辦課程。與Leicester University合辦的公安碩士 (Master in Public Order) 課程已有兩年歷史；與Napier University合辦的生命科學 (應用醫學) 榮譽學士課程 (BSc (Honours) in Life Sciences (Applied Medical Sciences)) 已正式開課，而普通學位課程可望於一九九四至九五年度學年招生；與University of Bath合辦的建築管理科學碩士課程 (MSc in Construction Management) 已經招生；與Manchester Metropolitan University合辦的兩年部分時間制法律共同專業試課程 Common Professional Examinations (CPE) 已有經年。其它合作包括：本學院演奏教授文憑課程 (Diploma in Music Performance Pedagogy) 的畢業生，可獲免修部分學分而入讀Kingston University之音樂學士課程；與

University of Liverpool轄下的Chester College合辦藝術研究高級證書課程 (Certificate in Advanced Studies in Art)；以及與University of Cambridge Local Examination Syndicate合辦的資訊科技證書課程 (Information Technology Certificate) 等。

紐西蘭方面，學院與University of Otago合辦藥劑學學士課程 (Bachelor of Pharmacy) 和藥劑學碩士課程 (Master of Pharmacy)。

澳洲方面，學院電腦學後學士證書課程 (Postgraduate Certificate in Computing Studies) 的畢業生可直接入讀澳洲Melbourne University電腦學後學士文憑課程 (Graduate Diploma in Computing Studies) 的第二年。其次，學院又與Curtin University合辦商業學士課程 (BCom)，與Charles Sturt University合辦圖書管理學文憑課程 (Diploma in Librarianship)，該文憑並獲Australian Library and Information Association承認。學院商業及經濟後學士證書課程 (Postgraduate Certificate in Commerce and Economics (PCCE)) 的畢業生可修讀University of New South Wales開辦的商業碩士課程 (Master of Commerce)，後者也供本學院與倫敦經濟學院合辦的經濟學文憑課程

(Diploma in Economics) 的畢業生修讀。另外，學院已與多家澳洲大學進行深入討論，準備合辦多項新的碩士課程，其中包括與 University of New South Wales 合辦商業科技碩士課程 (Master of Business Technology (MBT))；與 Monash University 合辦商業（會計）碩士課程 (Master of Business (Accounting))；以及與 Victoria University of Technology 合辦文學碩士（文娛及體育管理）課

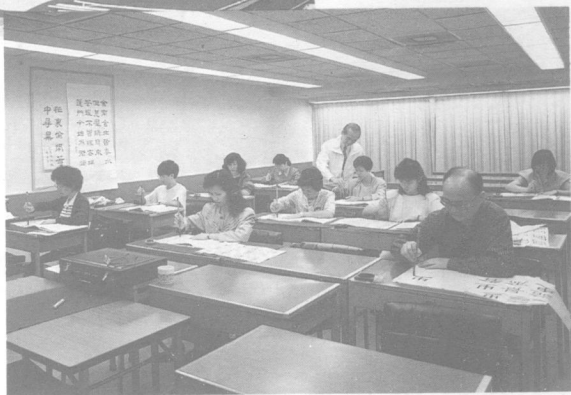
程 (Master of Arts in Recreation and Sports Management)。

加拿大方面，學院與 Certified General Accountants' Association 聯合頒發 CGA 資格。此外，The University of British Columbia 承認倫大的經濟學文憑，此文憑持有人在修讀該大學學士課程時，可免修大部分第一年的學科（英語除外）。

平面設計證書課程學生功課評審



書法講座教師班



## 學員

自從香港大學校外課程部於一九五六年成立以來，已有超過五十萬學生曾經修讀由學院舉辦的課程。就香港的細小人口而言，這是十分驕人的成績。目前，已有超過三仟名學生登記就讀學院開辦的學位、研究院和專業課程，反映了本港近年來對高等教育的需求。

學院學生的質素極高，而且屢獲佳績。雖然為免引起不便，本文不會透露個別學生的名字，但值得

一提的是，一九九一和九二年，很多修讀本學院主辦的倫大經濟學士學位課程的畢業生，在全世界修讀同一課程的學生中脫穎而出，獲得一級和二級榮譽甲的有多名。CGA課程的畢業生也連番獲頒贈榮譽；一九九三年，一位學生更勇奪金牌。此外，於同年，學院的一名學生更在南華早報每年舉辦的《職業副刊 (Careers Post)》比賽中獲得最高的獎學金。

學院及 *Certified General Accountants' Association of Canada* 合辦第三屆 (1992) 聯合畢業典禮



# 前景

學院的十年策略確定了一個主題，它就是有系統地檢討和更新各學科的課程，確保它們切合時代的需要。

學院在過去五年發展了先修課程，這些課程採取近乎公開的收生政策，凡修畢這些課程的學生均可繼續進修，最後甚至可取得學位或專業資格。在未來的日子，學院會繼續開辦一般性的持續教育課程，並會設法照顧學生對特別課程的需要，尤其是香港其它院校沒有開辦的課程。與海外大學合辦課程的方式，使新課程可以更快速和有效地面世，本學院又可監管課程的質量。

各學科課程的未來發展詳情見於下文各學科的介紹，但有些新發展卻值得在此特別說明。本學院已發展了部分時間制護理科學學士課程 (Nursing Studies)，大學校務會已通過於一九九四年開辦第一屆學位課程。這個學位課程特為註冊護士而設，為期三年，學位由香港大

學醫學院和本學院聯合頒發。第一批學生已於一九九四年一月開始上課。

一九九四至九五年度，學院將開辦以下三個值得各位留意的新課程：

- (i) 與 Monash University 合辦的會計碩士課程 (Master in Accountancy)，此課程在 Monash University 已歷史悠久，但卻是香港有史以來首個研究院程度的會計學位課程。學院希望能引起香港執業會計師的興趣，並使他們覺得課程對他們有所幫助。尤其希望透過修讀學院開辦的課程而晉身會計專業的學生們，會視這課程為他們學業的顛峰；
- (ii) 與香港大學測量系合辦的建築管理文憑課程 (Diploma in Construction Management)，這是另一個旨在為執業人員提供持續教育的課程，由於建築管理業為本港的重要行業，預期



會有眾多學生報讀此課程；

- (iii) 與 Victoria University of Technolgy合辦的體育及文娛管理證書和文憑課程 (Certificate and Diploma in Sports and Recreational Management)。有關進一步發展這些課程的討論已進行多時，在參與體育和文娛管理的專業人員與日遞增的情況下，預期報讀此課程的人會十分踴躍。Victoria University 的碩士課程亦已快將面世，好讓成功修畢上述兩個課程的學生只需再花一年時間便可完成碩士課程。

學院計劃於一九九五至九八年協助香港大學有意開辦部分時間制學位課程的學院，聯手發展有關課程。香港普遍對部分時間制大學學位課程的需求很大，以往本學院基

本上通過與海外學府合辦的方式提供這類課程。現在卻希望研究以部分時間制的模式開辦港大學位課程，而收取相等於成本的學費的做法是否可行。學院估計以這種模式開辦的碩士課程將最受歡迎。

學院將為國內學生，特別是南中國學生開設多項課程。學院已開始就中國方面對課程的需求展開廣泛的聯絡工作。根據現時情況來說，國內對各類課程需求殷切，尤其是專業課程。學院現正小心研究開設課程的各項細節。

學院已委任 University of Leeds 成人持續教育教授 Richard Taylor 和 University of Sydney 商學院研究院主任 Murray Wells 出任學院的校外顧問，分別負責檢討學院的持續教育課程和專業課程，他們在計劃學院的未來發展和維持課程質量方面肩負重任。

## 教學設施

學院的總辦公室多年來都設在校本部大樓地下，但現已遷至紐魯斯樓七樓，而舊址旁邊則仍設有學院的詢問處。學院於夜間大量使用香港大學的課室和演講廳，但於中環也自置了市區中心。該中心位於信德中心九樓，設有課室、為公眾而設的詢問處和註冊處。學院的英語和藝術及設計科講師也在該處辦公。該層還設有圖書館供學生使用。信德中心十四樓為法律部；十五樓為商業課程部另加電腦教學室和一大型課室。十樓是倫大課程註冊部，該層亦設有數間小型課室。

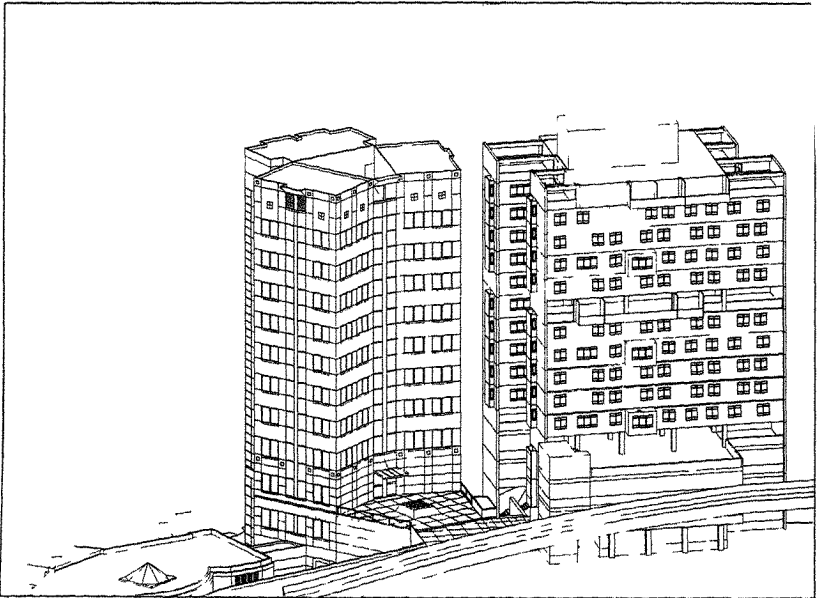
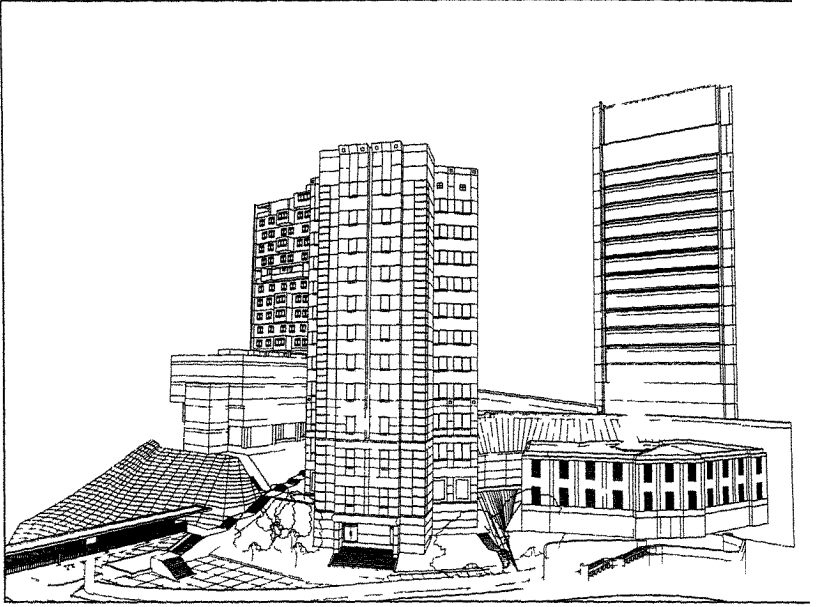
本學院亦在石硤尾地鐵站毗鄰的嘉智學校設立了地區性教學中心，中心內共有九個教室和一個小型辦公室。

此外，學院也借用一些學校作為教學場地：包括香港及九龍華仁書院、嘉諾撒聖瑪莉書院、聖約翰書院和聖保羅書院。其他教學中心包括：尖沙咀街坊福利會、銅鑼灣周鴻標社區活動中心和上環文娛中心。學院各主要教學中心的位置見第115—116頁。

學院的生物醫學課程在瑪麗醫院隸屬香港大學醫學院的課室授課。

於未來兩年，一所多用途的新建築物將在香港大學般含道校舍末端的地盤上建成。該建設項目包括三層高之平台，這平台將成為香港大學的畫廊，並與現時馮平山博物館相連。平台上為十層高的辦公室大樓，主要供學院使用。辦公室大樓地下為註冊及詢問處，大樓還設有教室、圖書館及電腦設施，有些教室於日間供香港大學使用，而夜間則為學院專用。此外，該大樓尚設置職員辦公室，學院的全部教職員屆時可首次集中在同一地點上班。新大樓將增強學院不斷為本港提供一流成人教育的能力。學院還計劃在出入方便的地點自置或租用地方作教學用途。

學院將於一九九四年九月在北角英皇道豐澤大廈十四樓開設教學中心，主要供商科學生使用。這是學院為盡量滿足市民對課程需求不斷增加的另一措施。



即將建成位於香港大學般含道校舍末端的多用途建築物，主要供學院使用。

## 教職員和課程

一九八七年，李鐸教授出任學院院長。在李院長的領導下，學院的課程和學生人數大幅提高，尤其以學位和專業課程的遞增，更為顯著。

### 李鐸教授

李教授早期在香港接受教育，並於一九六八年在倫敦大學取得博士學位。之後，李教授在香港大學任教，於一九七六至八五年間，更出任文學院院長一職。李教授專長於歷史和軍事戰略的研究，又曾積極參與大學內外課程的計劃和發展工作。

校外課程部/學院的歷任主任/院長如下：

G Moore	1956-59
T C. Lai (Ag)	1959-60
I Hughes	1960-67
R Williams	1968-86

校外課程部於一九八九年設副主任一職，Duncan Macintosh先生由一九九零年起出任副主任/院長（持續教育），直至一九九二年退休為止，侯活夫 (William Howarth) 先生自一九九零年起出任副主任/院長（學位及專業課程）至今。

### 侯活夫先生

侯活夫先生於一九七五年在英國曼徹斯特大學完成法律課程，一九七一至八七年在曼徹斯特理工學院任教法律，並於一九七六年被委任為高級講師。侯先生於一九八七年加入香港大學校外課程部任職法律專任講師後，發展了多個法律文憑、學位、研究院和專業課程。

持續教育部和學位及專業課程部的工作並無嚴格劃分，教職員均同時擔任兩部門轄下的工作。

負責教學和發展各科目工作的教員的學術研究及簡歷於下文登載。

學院的行政工作由學院秘書祁樂彬 (John Cribbin) 先生及其下屬職員負責。

### 祁樂彬先生

祁樂彬先生在倫敦大學 University College 畢業後，於一九七二年加入倫敦大學 King's College 負責學院行政工作。一九七五至八二年，祁樂彬先生在英國公開大學工作，並於一九八二年加盟香港大學至今。他目前是學院的秘書。祁樂彬先生工作上的經歷，使他對公開教育和遙距教學產生了特殊的興趣。

# 生物醫學和生命科學

與本學科有關的課程有多個，詳情如下：

生物醫學及衛生科學課程，由許少珍教授負責。課程分兩個主要部分，分別為與 University of Otago 合辦的藥劑學學士和碩士課程，以及傳統中國醫學課程。

## 許少珍教授

許教授分別於一九七七和八零年在英國取得學士和博士學位。之後，許教授在澳洲 Monash University 接受後博士培訓。一九八二年許教授回港，翌年即加入學院的前身——校外課程部工作。許教授除在藥學方面學有專長外，更會積極參與發展醫學和衛生科學課程，以及倡導藥劑學和傳統中國醫學的專業和遙距課程的發展。

## 醫學化驗科學

本學院開辦醫學化驗學普通證書和高級證書課程經年，現時更與 Napier University 合辦生命科學（應用醫學）普通學位和榮譽學位課

程，作為上述課程的延續。這方面的課程由吳偉成博士、胡永年博士和陳健貞博士負責。

## 吳偉成博士

吳博士在香港出生，於一九七一年在蘇格蘭 University of Strathclyde 取得應用微生物學碩士學位，並於一九七八年在香港大學取得博士學位。一九八一年，吳博士在 University of Calgary 藥物生物化學部從事干擾素產生的研究。吳博士現正從事免疫學和抗菌學研究。

## 胡永年博士

胡博士於一九八二年在香港大學完成博士學位課程，八四年加入學院前身校外課程部，任職科學和數學課程專任講師。胡博士曾積極參與組織和任教多種科學和生物醫學課程，其中包括短期課程、證書及學位課程。胡博士雖然為一生物化學工作者，主要研究酶調節和分析生物化學，但胡博士對學院的擴建校舍計劃亦頗有貢獻。

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## 陳健貞博士

陳博士在 *University of Bath* 取得生物化學科學學士，及在倫敦大學 *King's College* 取得營養學碩士後，便在 *Hillingdon and Whittington Hospitals* 出任駐院生物化學師凡三年。陳博士於一九八七年修畢香港大學生物化學博士學位課程。陳博士專門研究分子遺傳學，對基因表達的調控及其與遺傳疾病之間的關係有特別興趣。

## 科學和數學課程

胡永年博士負責這方面的課程。現時計劃開辦的營養學和膳食學課程則由陳健貞博士策劃。

## 護理學

護理學課程現由龍王麗生女士負責。龍王女士早年在東華三院任高級管理人員。本課程由倫敦大學 *King's College* 擔任顧問，*Curtin University* 護理學高級講師吳慕賢女士也有參與其事。首年課程則由來自西澳洲、現時擔任學院客席講師的護理教育工作者謝銳光先生負責。

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## 醫學及衛生科學

本學院現時開設多個不同程度的藥劑學及相關課程，又開辦傳統

醫學和其它生物醫學及衛生科學課程，其中藥劑學專業資格課程與海外學府合辦。

藥劑碩士課程 (*Master of Pharmacy (Pharmacy Practice)*) 是與紐西蘭 *University of Otago* 共同開辦的。修讀這既具學術及專業資格的課程的藥劑師將接受專門的藥劑學培訓。課程由學院與 *University of Otago* 聯合授課，而後者的教員更透過電話會議方式越洋教授。

藥劑學士 (*Bachelor of Pharmacy*) 課程也是與 *University of Otago* 合辦的。這課程的目的是為在職配藥員、預科及大專畢業生和有志投身藥劑行業的人士提供專業的藥劑學訓練。課程為期四年，學生以部分時間方式在香港完成其中兩年課程後，餘下兩年課程則在 *University of Otago* 全時間修讀。在香港成功修畢兩年課程的學生可獲學院頒發藥物科學文憑 (*Diploma in Pharmaceutical Sciences*)。

學院為製藥工業香港聯會 (*HKAPI*) 而開辦的藥理學和應用藥物管理證書課程 (*Certificate in Pharmacology and Pharmaceutical Management*)，是專為藥劑行業的從業員做好晉升準備的課程。

在傳統中國醫學課程方面，基礎醫學證書課程 (*Certificate in Basic Medical Science*) 是向中醫師介紹基

礎醫學知識，包括解剖學、生理學和病理學等方面的知識。

中醫進修證書課程 (Certificate in Traditional Chinese Medicine for Practitioners) 為執業中醫師提供一個深入研究和進修中國醫學的機會。學院邀請中國著名中醫學院的專科教授講課。所有中醫課程均以中文授課。

實用中藥學 (Practical Chinese Medicine) 短期課程為門外漢介紹基本中藥知識。

此外，學院還開辦營養學、美容和視覺健康等短期課程，這些課程大部分以中文為授課語言。

學院計劃在中醫進修證書課程的基礎上開辦多個專題證書課程，為學生安排更全面而深入的中醫專題課程。

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## 醫學化驗科學

為了滿足香港對醫學化驗師培訓的特別需求，二十多年來，學院一直參與醫學化驗師的培訓，為在大學、本地醫院和醫科化驗室工作的化驗人員提供進修機會。現時，本學院開設有兩年部分時間制普通證書和高級證書醫學化驗課程。普通證書課程 (Ordinary Certificate in

Medical Laboratory Science) 是為從事化驗工作的人士而設的基礎科學課程，特別針對在大學醫學院醫科化驗室、醫管局屬下醫院、私家醫院和私人醫科化驗室工作的人員。學生應具備在實驗室工作的日常實際經驗。雖然如此，化驗室助理和技術助理員也可報讀此課程，但他們需要在指定化驗室內接受化驗實習的培訓。

除以上普通證書課程和高級證書課程外，本學院並舉辦醫學化驗的專門課程，以及細胞和分子生物學的實習課程，使學生能夠趕上醫學最新發展。由於醫學化驗室管理日趨重要，學院現已時開辦一年制醫學化驗室管理課程 (Certificate in Medical Laboratory Management)。

醫學化驗從業員的學歷有提高至學位程度的趨勢，而修畢醫學化驗證書課程的學員，也希望繼續進修學位甚或榮譽學位課程。因此，本學院便增設學位課程，由一九九三年九月起，本學院已與蘇格蘭愛丁堡 Napier University 合辦生命科學 (應用醫學) 榮譽學士課程 (BSc (Honours) in Life Sciences (Applied Medical Sciences))。這是一個設計完整的醫學化驗高級課程，其目的是使學員獲取等同更高專業地位或入讀研究院所要求的學歷資格。課程為兩年部分時間制，畢業同學將獲

Napier University 頒發榮譽學位。

榮譽學位是極具吸引力的學歷資格，但只有少數人可修讀榮譽學位課程，大部分學生要求的是普通學位資格而已。因此，現時開辦的醫學化驗高級證書課程 (HTC) 極可能被提升至普通學位程度。

此外，學院亦有意發展研究院課程，Napier University 現計劃開辦應用醫學碩士課程 (Master (MSc) in Applied Medical Sciences)，這學位資格與 Fellowship of the Institute of Medical Laboratory Sciences 資格相等。學院將與 Napier University 加強合作，共同開辦上述碩士課程。另一方面，香港大學醫學院也可能會通過本學院開辦專科碩士課程。

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## 科學和數學

學院每學期也開辦多個有關科目的短期課程。基本上，這些課程不設入學資格，但就某些專題課程來說，學生必須具有足夠的科學知識，才可從課程中獲取最大得益。課程大部分是學術性質，學生可通過課程學習新科技和科學方法。課程範圍廣泛，包括臨床知識、污染控制、寵物護理、統計學、概或然率和天文學。此外又設有興趣班供

學生選讀。部分短期課程以中文授課。

除短期課程外，學院亦開辦證書課程。自一九八八年起每兩年開辦一次的生物醫學電子證書課程 (Certificate in Biomedical Electronics)，是為生物醫學電子從業員和有志成為該行業人員的人士介紹生物學基礎知識和生物醫學電子儀器操作、學習閱讀生理訊號的辦法和學習有關儀器的電子設計。課程採取兩年部分時間制。學生將會學習如何運用有關儀器進行研究、實驗室分析、臨床及半臨床診斷、手術、病人護理等。

學院與市政總署訓練學院合辦公共衛生視察證書課程 (Certificate in Public Health Inspection)，為該署訓練衛生督察。

學院現正計劃開辦為期一年的部分時間制營養學文憑課程 (Diploma in Nutrition)，修讀學生必須具有生物學榮譽學位資格，這課程也適合香港大學首批食物科學畢業生修讀。

學院籌劃短期課程的政策是發展學術性的科學課程，同時集中於先進科學和醫學技術。學院也考慮開辦有關技術的實習工作坊，使參加學員得到身體力行的機會和技術操作上的知識，涉及範圍很可能包括脫氧核苷酸 (DNA) 測序、微注



射和基因克隆 (Gene Cloning) 中的蛋白質分析學題。

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## 護理學

學院將首先集中開辦護理學學位課程，但會盡快開辦供在職護士

修讀的護理專業持續課程。

本學院與香港大學醫學系合辦的部分時間制護理榮譽科學士課程，於一九九四年二月開課，該課程特別為在職註冊護士而設，旨在加強他們的專業知識和提高他們晉升成為專科護理人員的機會。課程為期三年，具有認可或其他更高學歷的護士可免修第一部份科目。

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# 會計、經濟學和管理學

## 會計/商業課程

學院提供包羅萬有的會計科課程，其中以文憑課程為焦點，為有志學員提供取得專業和學位資格的途徑。學院希望Monash University的會計碩士課程可為學生提供更高程度的學歷。除此以外，學院開辦的行政管理 (IAM)、市場學和房地產課程也十分重要。上述課程由林孝仁先生、方光怡先生和馬兆明先生負責。

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### 林孝仁先生

林先生在香港出生，早期在港接受教育，後前往澳洲供讀中學，再到美國修讀學位課程，在加拿大取得專業會計學歷。林先生是加拿大特許會計師、認可管理會計師和香港會計師公會會員。林先生活躍於加拿大和香港兩地專業會計師的培訓工作。他曾在英屬哥倫比亞大學任教會計和稅務科課程十五年，也在加拿大多個專業會計組織工作。林先生現時負責管理加拿大CGA的香港課

程，也正為中國管理人員策劃專業會計和管理課程。林先生一九九零年開始在本學院任職客座高級講師，一九九四年轉任非全職 (fractional) 講師。

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### 方光怡先生

方先生在加拿大受教育，一九八七年完成碩士課程，主修會計和金融。方先生於一九八七至八九年間在嶺南學院任教，一九九零年加入本學院任商業課程專任講師。方先生也是多個海外課程的課程聯絡人。他現從事中國會計教育發展的研究。

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### 馬兆明先生

馬先生畢業於香港中文大學工商管理學系，主修國際商業，隨後負笈加拿大英屬哥倫比亞大學繼續進修工商管理學。馬先生於一九八五年加入香港大學工作之前，曾在銀行界服務。他是香港會計師公會和美國認可會計師學會會員。馬先生專門研究商業和公司策略中的成本控制和削減問題。

## 經濟學

倫敦大學經濟學文憑課程 (Diploma in Economics) 和校外科學學士 (經濟學) 課程 BSc (Econ) 是本科開辦的主要課程。此外，還有商業及經濟學後學士證書課程 (Postgraduate Certificate in Commerce and Economics) 以及其它有關銀行、保險和統計等課程。學院也開辦了與南中國息息相關的課程，即將開辦的新課程為中國稅務。經濟學課程由黃玉虹女士負責，並由教學導師何月貴女士協助。

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### 黃玉虹女士

黃玉虹女士是經濟學、銀行、金融、保險和統計等學科的專責講師。黃女士在多家大專院校任教達十二年，過去四年在本學院任教。未擔任教職前，黃女士在一家證券研究及交易公司當了一年研究員。黃女士集中策劃課程，以滿足社會對經濟學、銀行、金融、保險和統計等學科課程的需求。

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### 何月貴女士

何月貴女士在馬來西亞完成教育，獲馬來西亞大學經濟學士學位。畢業後何女士加入馬來西亞政府保險專員公署工作達十五年，曾代表該署出席多個海外會議，離職時任助理署長。何女士在

一九九三年六月加入本學院之前，在馬來西亞一家大規模保險公司出任部門經理達五年之久。她是英國特許保險學會的會員。

## 管理學

學院提供一系列的普通管理課程，由祁得理博士 (Terry Casey) 負責。此外，學院正籌辦兩個管理學的相關課程。第一個是體育運動管理。學院已與香港康體發展局合辦體育運動管理文憑課程，又正與澳洲 Victoria University of Technology 策劃開辦體育及文娛管理碩士課程 (Master in Sport and Recreation Management)，該課程預計在一九九五年起開辦，專供獲本學院和該大學共同頒發的體育及文娛管理後學士證書和文憑的學生報讀。第二個是建築管理。學院與香港大學測量系合辦建築管理文憑課程，畢業學生可繼續供讀英國 University of Bath 或其它大學的同科碩士課程。本學院極可能聘請一名新教學導師或專任導師負責這方面的工作。

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### 祁得理博士

祁得理博士分別在 University of Nottingham、香港大學和 University of Bath 取得社會科學和管理學的學位。祁得理博士先在英國和荷蘭工商業界工作十年後，於一九七零年加入香港大學校

外課程部任教。自一九八七年至校外課程部改制成為專業進修學院至今，祁得理博士一直在香港和東南亞國家大力參與策劃管理學課程。

## 會計/商業課程

這類課程為在職人士而設，使他們可以增進學歷。會計文憑課程 (Diploma in Accounting) 和專業會計證書課程 (Certificate in Professional Accounting) 是商業課程的核心。此外，學生亦可修讀加拿大執業會計師資格 (CGA) 的課程。學院並與西澳州 Curtin University of Technology 合辦商業學士課程。上述會計文憑課程的畢業生在報讀 CGA 或商業學士課程時，可免修一些初級科目。

學院與香港會計師公會合辦綜合會計課程，供有意考取 ACCA/HKSA 專業會計資格的學生選讀。本學院亦與英國特許管理會計師公會合辦綜合管理會計師課程，供有意參加 CIMA 專業考試的香港學生修讀，以獲取 CIMA/HKSA 的專業資格。

學院從一九九三年七月起開辦行政管理證書課程 (Certificate in Administrative Management) 和行政

管理文憑課程 (Diploma in Administrative Management)，幫助學生參加英國行政管理學會 (Institute of Administrative Management) 考試。報讀文憑課程的學生必須修畢證書課程或為大學學位或高級文憑的持有人。香港政府招聘公務員時，承認上述文憑或證書資格，該證書資格等同理工學院文憑資格，而該文憑資格則等本地大學學位資格。

本學院同時提供短期會計及相關課程，範圍包括會計、基礎審計、國際貿易、香港稅務和美國稅務等。部分短期課程以中文講授。學院又與香港市場學學會合辦市場學證書課程 (Certificate in Marketing)，學歷是該會招收準會員的同等要求。此外，還有與香港地產管理業協會合辦的地產管理文憑課程 (Diploma in Real Estate Management)。

本學院為各機構、公司、社團和政府部門安排內部會計培訓及相關課程，現正為澳門管理協會舉辦訓練課程。

大部分商業課程均採取部分時間制。會計課程的教材由加拿大執業會計師編制，並以電腦軟件儲存，使學生可運用軟件學習會計、審計和相關知識。

本學院計劃與廣州和北京當地

大學合作，組織會計和工商管理課程。通過為專業會計師和經理人員合辦教育項目，將中港兩地連在一起，正好秉承香港素來對中國的發展，尤其是中國邁向市場經濟，作出貢獻的傳統。加拿大執業會計師將合力舉辦上述有關會計的課程。

本學院為香港各會計、市場學和其他專業團體提供發展專業進修課程的設施，使它們的會員可在不斷轉變的環境中汲取最新知識。

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## 經濟學、銀行、保險和統計學

學院現時開辦上述各學科的學位、非學位和專業資格課程，主要集中於經濟學和金融服務等科目。就管理人員和非管理人員所需的專業和非專業技能來說，香港社會對此等技能的延續與增強的需求不斷變更，這些課程就是為應付這個需求而舉辦的。

學院為倫大校外科學學士（經濟學）課程（London University External BSc (Econ)）的學生安排有關課程，以幫助他們參加課程第一、二及三部分考試。第一部分考試有關課程在黃昏進行，由本地講師主講，英國講師負責講授考試溫

習課程；第二、三部分考試有關課程則採取上課講授和導修形式進行。

本學院是香港唯一獲准為倫大經濟及政治校外課程的學生提供經濟學文憑課程（Diploma in Economics）的學院。經濟學文憑持有人可憑此學歷直接參加倫大校外經濟學士課程第二部分考試。此外，經濟學文憑持有人在修讀澳洲 University of New South Wales 商業學士課程（BCom）和經濟學士課程（BEcon）時，可免修部分學科；修讀加拿大 University of British Columbia 商業學士課程（BCom）也可獲豁免部分學分。經濟文憑是兩年部分時間制課程。

學院與澳洲 University of New South Wales 合辦部分時間制商業及經濟學後學士證書課程（Post-graduate Certificate in Commerce and Economics）。這課程特別適合有意進軍商界、財經界但從未修讀過相關學科的大學畢業生修讀。

學生可通過本學院修讀倫大東方及亞洲研究院（School of Oriental and African Studies）頒發的金融及經濟學碩士（Master in Financial Economics）的遙距課程，本學院會為這課程的學生安排導修課，以補遙距課程的不足。

本學院在舉辦上述學位課程以外，還因應商界的具體需要為商界

服務。本學院現時為香港上海匯豐銀行安排內部培訓課程，幫助銀行的職員準備參加每年舉行二次的香港銀行學會第一和第二階段考試。

由於保險業在金融界地位日益重要，本學院新近開設了一年兩次的課程，協助學員準備參加澳洲 Australian Insurance Institute 和 Chartered Insurance Institute 專業考試。課程包括上述兩學會的附屬會員資格程度考試及 Australian Insurance Institute 會員資格程度考試等。

學院亦提供私家車保險、物業抵押保險、私人銀行、投資銀行、外匯、投資管理和期貨買賣等課程。大部分課程以英語講授。

南中國經濟的快速增長帶動了香港經濟增長，隨著一九九七年迫近，香港和中國經濟的關係只會更為密切，為了向這個擴大了的經濟圈提供服務，學院與廣州經濟管理幹校合辦課程，供廣東地區人士修讀，即將增加開辦的課程包括會計制度課程。學院也計劃在香港開辦更多專門針對中國貿易的課程，範圍包括中國經濟和中國商業管理。此外，學院亦將為中國學員開辦更多短期課程，範圍包括市場經濟下的商業及財務活動和商業制度等。

## 管理學課程

管理學課程包括督導管理證書課程 (Certificate in Supervisory Management) 和超過七十個內容廣泛的短期課程。督導管理證書課程與香港管理專業發展中心合辦，是一個遙距課程，以書本和錄象帶為主，導修課堂為輔。課程內容包括制訂目標、計劃、控制、組織、工作編排、時間管理、領導、談判、溝通、激勵下屬的方法、談話和聆聽技巧、主持會議、書信和報告、改革、決策、工作表現評估和管理角色等。

每學期開辦的短期課程有多個管理科目，其中包括：商業管理入門、管理原理和政策、發展管理技巧、組織和組織方法、國際商業政策、公司計劃、項目管理、酒店管理、金融管理、市場事務管理、人事管理、股票投資管理、勞資關係和勞工法例。部分上述課程以中文講授。學院亦能提供研究院課程的指導服務，但須獲香港大學有關學院批准。

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## 體育和健康課程

體育科學證書課程 (Certificate in Sports Science) 為具備一定體育基礎知識的人士和專業人員而設，課程內容全面，著重中級至高級科學性體育研究和培訓，最適合體育教師、教練、健康美容導師、物理治療人員、運動員和其他準備投身運動界的人士。實際內容包括基礎解剖學、運動生理學；訓練方法、其效果和實踐；體質、環境、營養和心理因素對體育表現的影響；適

合傷殘人士的運動；藥物濫用；及體能鑑定等。教學方面採取講課、個案研究、小組討論、在香港大學體育中心實習、實地考察和訪問等。執教導師來自各贊助機構，其中包括香港業餘體育會暨奧林匹克委員會、香港體育學院、香港復康會和香港大學多個學系。

至於本學院計劃開辦的健康科學文憑課程 (Diploma in Health Sciences)，則只限醫務人員和物理治療人員修讀，課程範圍包括解剖學、生理學、新陳代謝、營養、運動藥物和生物力學。

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# 電腦學和資訊科學

本部分課程分三大類，分別為電腦學、工程和圖書管理學及資訊科學。本部分課程由陳訓廷先生負責，而張少能博士則協助處理電腦課程方面的工作。電腦課程包括短期課程以至倫敦大學學位課程，工程學課程則主要與香港大學工程學院合辦。各界對質量管理課程，尤其是有關ISO9000標準的課程的需求按日遞增，本學院會研究進一步開辦有關課程的可能性。在圖書管理學方面，學院與 Charles Sturt University 合辦證書課程，畢業生將獲澳洲圖書協會的專業認可資格。

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## 陳訓廷先生

陳先生是香港大學的科學學士、哲學碩士及工商管理碩士。他是英國電腦學會和香港電腦學會的會員、英國工程局特許（軟件）工程師，並為香港圖書協會的會員。陳先生專門研究軟件工程、專家系統、人事管理和成人教育。

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## 張少能博士

張博士在香港大學先後取得科學學士、哲學碩士和哲學博士等學位。加入學院前，張博士在浸會學院任教兩年。張博士的研究範圍包括人工智能，以及人工智能技術在電腦語言和語言學習自動化方面的應用。

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## 電腦學

本學院舉辦多個短期電腦班，（其中涉及五十個電腦題目）、九個電腦證書課程（其中一個是研究生程度課程）和四個新開辦的倫大科學學士課程 (BSc) (CIS)。此外，學院還為政府部門和私人機構提供內部電腦培訓課程。

各項短期電腦課程涉及多個電腦課題，有為對電腦有興趣之人士而設的課程，包括灌輸電腦系統基本知識和給予電腦操作技巧培訓。又有為電腦及相關行業的從業員提



供持續教育的機會。課程範圍包括基礎知識，如微型電腦、電腦操作系統、電腦程式、視窗，一般軟件應用，如文字處理、電腦桌面印刷、數據組織電腦程式、數據庫管理系統、電腦網絡、數據通信等；此外，還有電腦輔助繪圖、系統分析和設計、項目管理和中文電腦。除中文電腦課程外，大部分課程均以英文授課。

證書課程內容就個別課題作深入研究，是為工作上有需要的人而設。專題課程包括：數據庫設計和管理證書課程 (Certificate in Database Design and Management)、微型電腦專科應用證書課程 (Certificate in Advanced Microcomputer Applications)、電腦數碼程式證書課程 (Certificate in Digital Computer Programming) 和高級 UNIX 證書課程 (Certificate in Advanced UNIX)。此外，與劍橋大學 Local Examinations Syndicate 合辦的劍橋資訊科技證書課程 (Cambridge Information Technology Certificate) 是一個評核資訊技術水平的分科課程。

本學院已獲暫准開辦倫大電腦和資訊系統科學學士課程 (Computing and Information Systems) (BSc)，在一九九二至九三年度將開辦第一級課程，第二和第三級課程

將分別在一九九三和九四年開辦。

學院與澳洲 Melbourne University 電腦系合辦電腦研究後學士證書課程。學員須在澳洲進行為期四周的密集式實習活動，以獲得操作先進電腦系統的經驗。第二部分的考試也在墨爾本進行。這課程為非電腦科的學位持有人提供專業訓練。

本院在一九九三年七月開辦資訊科技文憑課程 (Diploma in Information Technology)，課程為非電腦科畢業但需大量使用電腦的人士和電腦科老師而設。課程部分採用講授方式，部分採用遙距方式教授。

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## 工程學

學院設有電力證書課程 (Certificate in Electric Power) 和微型電腦工程學證書課程 (Certificate in Microprocessor Engineering) 與及數個短期工程學課程。其中兩個短期課程分別與香港工程師學會和香港工業總會轄下 Q-Mark 局合辦。部分上述課程以中文授課。

學院又計劃開設商業和技術管理、質量管理和消費電子等科課程。

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## 圖書管理學

學院開辦圖書館助理證書課程 (Certificate for Library Assistants) 和為大學畢業生設立的圖書管理學文憑課程 (Diploma in Librarianship)。證書課程每年開辦一次，是半專業訓練課程，專給圖書館助理員供讀。文憑課程每兩年舉辦一次，與

Charles Sturt University 在 Riverina 的分校合辦。該文憑具學術及專業資格。上述兩項課程均與香港圖書館協會聯合舉辦。

此外，學院還安排一些短期課程，專供在中小學管理學校圖書館的教師修讀，該類課程歸入在職教師教育課程 (In-Service Teacher Education Programme (INSTEP))。

# 人文科學和語言

人文學科和語言課程內容廣泛，包括以下學科：

藝術及設計，這部份課程由陳碧蓮小姐負責，各項課程的詳情請參閱第97頁。

## 陳碧蓮小姐

陳小姐一九七四年在美國加州州立大學長島分校完成藝術和設計課程，之後在紐約工作三年，於一九七八年回港。陳小姐在港曾任廣告和室內設計藝術指導工作，於一九八八年加入香港大學校外課程部擔任導師。過去三年，在陳小姐努力策劃下，現時學院的藝術和設計課程內容更為豐富而全面，其中包括短期課程以及數量漸多的美術、設計和電腦繪圖證書課程。陳小姐已著手籌備一些給予藝術家遠赴海外進修的課程。

英語及歐洲研究課程，本部份課程由卜克 (Richard Booker) 先生和甘令德 (Peter Kennedy) 先生負責 (見第98頁)。這些語言課程非常受歡迎。學院計劃開辦更多其他語

言課程及更高程度的課程。

## 卜克先生

卜克先生在牛津大學畢業，持有古典文學學位。卜克先生曾在美國Vermont的Marlboro College 獨力主持整個古典文學系的工作。之後，卜克先生加入皇家軍事教育團工作十七年，曾在英國、北愛爾蘭、德國和香港等地服務。卜克先生有一次到港工作時，花了兩年時間學習普通話。他於一九九一年二月加入學院英文組。

## 甘令德先生

甘令德先生在大專院校教授英語超過十五年，曾在希臘、沙地阿拉伯、捷克、中國、汶萊、羅馬尼亞、英國等地教學，自一九八八年以來在香港工作。甘令德先生專門研究教師培訓、文學在語言教學中的地位、閱讀技巧、二十世紀初諷刺小說和當代愛爾蘭詩歌。

何冠驥博士負責寶石學、歷史和考古學、音樂、哲學、政治科學、

學、東方研究和翻譯等課程（見第99—101頁）。

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### 何冠驥博士

何冠驥博士於一九八一年獲中文大學學士學位，之後負笈伊利諾州大學 *Urbana-Champaign* 分校供讀比較文學，分別於一九八三及八六年取得碩士及博士學位。何博士曾先後在中文大學和浸會學院英文系任教。加入本學院後，他的學術研究範圍擴闊至翻譯方面，去年更完成為香港公開進修學院編寫的翻譯科遙距課程教材。何博士出任翻譯文憑課程主任後，還修讀法律課程，以增強該課程的法律翻譯部份，並於一九九四年取得倫敦大學法律學士學位。

新聞及傳播學、東方語言和東方研究等課程由黃康顯博士負責，這些課程的內容完備兼充實。

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### 黃康顯博士

黃博士在香港和劍橋受教育，曾在英國、新加坡和香港擔任多種工作，專門研究現代史、當代中國和香港政治。黃博士為國際筆會PEN香港分部主席、中西區議會區議員及多個政府諮詢委員會（如新機場和相關項目諮詢委員會）委員。

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## 藝術及設計

藝術教育在香港受到忽視，沒有被視作基本教育的一環。學校即使教授藝術科目，也只側重藝術創作，沒有開設藝術評論和藝術史的課程，以致學生對藝術的價值和內涵缺乏認識。本學院是香港為成年人開設藝術和設計進修課程的重點學院，學院深信藝術是文化寶庫，藝術研究是了解人類經驗和傳達文化價值的主要方法。藝術研究不僅對藝術工作者有益，而是對每一個人都有益。學院更認為，藝術教育和數學、語言和科學等訓練對個人成長同樣重要；藝術教育增強人的洞察和分析能力，豐富人的創造力和想象力，這些能力都是創新和解決難題所必須具備的。

學院注重藝術的社會價值，亦關注藝術對兒童和成人在教育成長上的重要性，因此，學院提供多個藝術史、藝術教育、藝術欣賞、媒體藝術、東西方美術、手工藝、攝影、電影和舞蹈等證書和短期課程。繪圖設計證書課程 (Certificate of Graphic Design) 和廣告證書課程 (Certificate Programme in Advertising) 是學院與傳藝學校合辦的特別課程。其他還有人體寫生、水彩畫、中國山水畫、書法、電腦

繪圖、攝影、珠寶設計、交際舞、拉丁舞蹈和時裝潮流等科目的短期課程，部分課程以中文講授。

上述課程由傑出藝術工作者、藝術家和藝術專業人員任教。學院中國水墨畫證書課程的學生在香港和外地曾參加畫展，獲得一定成就。

學院志切為本港社會開辦完善的藝術及設計課程，並希望將來能為更多人士服務。本學院計劃與英國利物浦大學屬下 Chester College 合辦美術文憑課程 (Diploma in Fine Art)，學生需在夏天到 Chester 上課。學院亦有意開設當代中國山水畫文憑或高級證書課程 (Diploma or Higher Certificate in Contemporary Chinese Landscape Painting)。

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## 英語及歐洲語課程

學院開辦英語課程、英國文學課程、英語教學培訓課程、歐洲語課程和為個別機構提供內部課程。

英語課程為有意修讀本學院的英語證書課程的學生而設。本學院提供的兩個主要一般英語課程的目標，是改善學生的整體英語閱讀、書寫和聽講能力。兩個證書課程均為兩年制。基礎英語證書課程

(Certificate in Foundation English) 給會考英語考獲 E 級的學生修讀，英語應用證書課程 (Certificate in Use of English) 則供會考英語考獲 D 級的學生修讀。

除上述兩個為期較長的課程外，學生亦可選修本學院在年中不同時間開辦的短期課程。短期課程分一般性課程，以及集中教授某些如英語語法或書寫等的專題課程。

學院開辦了三個專題英語證書課程，包括商業英語證書課程 (Certificate in English for Business)、工程學英語證書課程 (Certificate in English for Engineering) 和醫學英語證書課程 (Certificate in Medical English)。另外，學院提供多個短期專題課程，主要教授商業性的書寫和口語。

文學方面有散文、詩歌、戲劇和專為教師而設的應用文學等課程。此外，英語教學證書課程 (Certificate in English Language Teaching) 歡迎所有中學英語教師選修。課程的重點是解決香港英語教師所面對的難題，對初任教師的人士特別有用。課程由多個部分組成，學生可分期完成，極具靈活性。

歐洲語課程包括法文、德文、西班牙文和意大利文等。透過培養學生使用日常詞彙的信心，教導他

們以口語和書寫，跟以有關語言為母語的人士溝通。導師全部為資歷優良和經驗豐富的教師，並以有關教授語言為母語。

本學院為不同機構開辦的內部課程，分別有側重教授英語談話技巧和書寫技巧兩種，視乎個別機構的需要而定。此類課程大部分在有關機構授課。

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## 寶石學

自學院成為英國 Gemmological Association and Gem Testing Laboratory (GAGTL) 的寶石學文憑課程 (Diploma in Gemmology) 聯合教學和考試中心後，寶石學亦成為獨立學科。GAGTL 寶石學文憑是頒給公開考試合格學生的寶石學專業資格。現時本學院開設一個上述考試的準備課程。短期的寶石學入門課程，是興趣課程，但也可作為文憑課程的先修班。所有課程均以中文授課。現時，該兩個課程與香港寶石學院合辦。如報讀人數增加，本學院可能需要購買額外器材和擴大課程規模。在國內開設同類課程將會是另一發展。

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## 歷史和考古學

學院每年開辦大約十個中國歷史和考古學課程，供有興趣人士選讀。本學院現時雖沒有擴大這些課程規模的計劃，但可能會為業餘考古學者開辦香港考古學證書課程 (Certificate in Hong Kong Archaeology)。大部分課程以中文講授。

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## 新聞及傳播學

學院開設五十個有關短期和證書課程。課程內容兼顧理論和實踐。證書課程包括公關證書課程 (Certificate in Public Relations)、電視編劇與製作證書課程 (Certificate in Television Scriptwriting and Production)、新聞學證書課程 (Certificate in Journalism) 和專業及廣告攝影證書課程 (Certificate in Photography for Professionals and Advertising)。短期課程涉及範圍包括印刷品選購、雜誌編輯、中文排字、中文數據處理、電腦桌面印刷、教育性錄像、電影藝術和欣賞、公關、廣告和專業及廣告攝影。多數課程以中文授課。由於部

分課程的教授需要特別器材配合，故這些課程均與有關影視、新聞和傳媒機構合辦。

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## 音樂

音樂課程分為兩大類。第一類課程包括演奏教授文憑課程 (Diploma in Music Performance Pedagogy) 和組成文憑的證書課程：鋼琴演奏教授證書課程 (Certificate in Piano Performance Pedagogy) 和高級鋼琴演奏教授證書課程 (Certificate in Advanced Piano Performance Pedagogy)。第二類音樂課程是短期課程，包括巴赫和海頓研究、中國民謠和聲樂等科目。演奏教授文憑課程是獨立的持續教育課程，其學術資格獲英國 Kingston 大學承認，相等於該大學音樂學士課程的一年級。演奏教授文憑持有人可直接入讀 Kingston 大學音樂學士二年級課程。短期課程則主要為興趣科目，部分以中文講授。

本學院計劃在原有文憑課程以上，增設短期補充課程，使文憑課程學歷相等於 Kingston 大學音樂學士一、二年級的資格。

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## 東方語言

本學院為略懂普通話的學生開設普通話證書課程，該課程著重訓練學生發音和說流暢普通話，但亦會教學生認字。此外，也有為外籍人士提供普通話初階速成課程，集中教授日常用語，實用性較強。

另一為外籍人士而設的普通話課程是普通話商業會話課程，顧名思義，課程著重商用普通話、日常用語和其他實用普通話。中級普通話課程則比較著重教授書寫。外籍人士也可選讀本學院開設的初級、中級和高級廣東話課程，學習廣東話文法、發音和慣用語；也可選讀日語初級和中級課程。本地人士則可選修學院提供的日語證書課程和其他短期日語課程，學習日語文法、高級日語會話和商業日語。此外，學院亦為本港成年學生安排學期長短適中的初級、中級和高級普通話課程。

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## 東方研究

東方研究課程題材廣泛，包括多種興趣和文化課程。例如文學創作證書課程或現代詩及散文創作證

書課程；短期課程有現代文學創作、堪輿學和佛學等哲學課程；又有中國陶藝、中國書法、中國畫和篆刻與印章等藝術文化課程。就性質而言，上述一些課程與藝術及設計、哲學和歷史等科目的課程有所重覆。

上述大部份課程是短期課程，以中文講授，學生不會獲頒正式學歷資格。即使證書課程也實際上是興趣課程居多。

一個未來發展可能是根據學院為香港公開進修學院設計的中國語文基礎課程，開辦中國語文及文化的文憑課程。

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## 哲學

學院開設哲學概論證書課程 (Certificate in Philosophy)，另開設十多個短期課程，其中包括關於西方哲學和藝術哲學等科目的課程，課程全部以中文講授。

學院或會重新開辦倫大哲學學士課程 (Bachelor in Philosophy) 的預備課程。

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## 政治科學

學院開辦有關中國和香港政治的短期中文講授課程，日後或會再次開辦近代中國研究證書課程。

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## 翻譯

原來翻譯課程是歸入東方研究之內的。翻譯證書課程現已升格為文憑課程。這是一個為有志從事專業翻譯工作的人而設的綜合課程，分為三階段，分別是翻譯證書課程、翻譯高級證書課程和翻譯文憑課程。

除翻譯文憑課程外，學院也開辦一年制 MIL 文憑考試的準備課程。此外，學院每年亦會開設專題課程，以中文講授，其中包括英漢翻譯、商業和實用翻譯等課程。

翻譯課程的發展潛力很大，其中一個發展可能是將文憑課程改為遙距教學課程。



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# 法律

由校外課程部成立至今，學院都有舉辦法律課程。隨著對倫大校外法律課程的需求增多，香港大學在一九六零年代成立了本身的法律系和法律學院。經過十年來累積的成果，法律課程現時是學院最大規模的課程之一，由學位及專業課程副院長侯活夫先生(Mr Howarth)擔任主管，個別課程則由 Davies 女士、Fisher 先生和白嘉露女士 (Ms Peterson) 管理，另由專任導師 Callan 女士和 D. Graham 女士協助。

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## Bronwyn Davies女士

Davies 女士在紐西蘭渥克蘭大學完成法律學位課程，並考取執業資格後，擔任商業律師四年，期間 Davies 女士熱心參與專業法律教育事務。Davies 女士於一九八七年停止執業，轉而教授紐西蘭法律專業課程，在一九八九年被委任為課程的國家學術主管 (National Academic Director)。Davies 女士曾任城市理工學院專業法律證書課程的課程設

計組成員，一九九二年離開城市理工學院，加入本學院主管PCLL 課程。

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## Michael Fisher先生

Fisher先生早年在倫敦接受教育，並於一九七零年在英國曼徹斯特大學取得法律學位，一九七一年取得教學證書，一九八零年在Brunel University取得碩士。一九七一至九一年間，Fisher 先生在 Manchester Metropolitan University 任法律講師，九一年取得英國大律師資格。Fisher 先生現為本學院法律部講師，負責所有英國法律的有關課程，專門研究合同法和社會法律學。

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## 白嘉露女士

白嘉露女士在芝加哥大學取得經濟學學士，並為哈佛法律學院的法律博士 (JD)。白女士曾在紐約市和舊金山任律師，來港後在香港城市理工學院和本學院教授法律，講授課題包括香港法律制度、侵權法和合同法。白女士也是本學院香港 CPE 課程的主管。白女士曾發

表過有關生育權利和性別歧視的論文，又在香港積極爭取女權。白女士對中國法律興趣濃厚，現正修讀香港大學中國法律後學士文憑課程。

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### Michelyne Callan 女士

Callan 女士於一九九二年完成哲學課程，取得碩士學位，主修柏拉圖形而上學。Callan 曾在加拿大 McMaster University 教授希臘哲學和政府哲學，亦具有指導大學生撰寫文章的經驗。Callan 女士擔任法律導師的職責包括統籌法律專業共同試 (CPE) 和法律執業證書 (PCLL) 課程，以及協助課程學生增強英語技巧。

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### Diane Graham 女士

Graham 女士在渥克蘭大學取得法律學位，一九八八年獲紐西蘭執業大律師和律師資格，九三年又分別獲英格蘭及威爾斯和香港的律師執業資格。Graham 女士曾在紐西蘭任律師，專責公司金融和銀行交易方面的法律事務。一九九零年，她加入香港一家證券顧問公司，負責亞太地區的證券法例的顧問工作。一九九三年，Graham 女士加入本學院負責統籌和教授法律課程。

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## 法律

學院為香港學生提供法律課程已超過三十年，是一所國際知名、提供優質法律課程的學院，教員學術水平高，學生成績驕人。

學院開辦各種程度的法律課程和培訓，以滿足不同需要，既有初階課程，亦有在職訓練課程。雖然法律課程並非專為有志從事法律專業的人士而設，修讀法律課程的人，大都希望獲取法律的專業資格。

報讀法律課程的人，基本上是較為成熟的在職人士，很多學員更已成家立室。故此，本學院盡量給予他們靈活性，自由選擇修讀時間。除 PCLL 和 CPEC 兩項全日制課程外，法律課程的上課時間一般安排在晚間或周末。部分時間制課程學生可自由選擇時間閱讀教材和準備導修課。總之，學生可按其需要，選擇程度合適的課程，而大體上，學生可一邊工作和在不影響日常生活的情況下，一邊修讀課程。

每年有數以百計的法律學畢業生、新晉的法律從業員，以及法律專業資格的持有人，均是學院的畢業生。現時，他們很多已在法律界、政府機關及工商界中身居要職。

學院開設的主要法律課程包括：法律研究文憑 (Diploma in Legal Studies)、倫敦大學校外法律學士課程 (London University LLB (External) Programme)、法律專業共同試 (Common Professional Examination)、英格蘭大律師專業考試 (English Bar Examinations Preparation Course)、法律執業證書 (Postgraduate Certificate in Laws (PCLL))，和法律行政人員學會試 (Institute of Legal Executive) 等課程。

法律研究文憑是兩年制公開課程，不設入學資格，目的是為學生修讀其他法律課程作好準備，內容著重學習一般技巧，以及學習和實踐法律的專門技巧。考試合格並完成必做家課的學生，可以選擇修讀 LLB 課程或法律行政人員學會的第二部分課程。成績優異的學生，更可直接報讀 CPE 課程或 公安學碩士 (Master in Public Order) 課程 (詳見社會科學部分課程)。

有關倫大校外法律學士的課程，是給有意報考倫大法律學士或類似考試的學生修讀的。欲報考倫大法律試的人士必定要具倫大規定的入學資格。一般而言，考生須考獲高級程度考試兩科合格或具有同等學歷，或持有學院頒授的法律研究文憑。學生可選擇在三年或四年

內完成整個課程考試。考取倫大法律學位的學生可以繼續報讀 PCLL 課程，以獲取成為大律師或初級律師的資格。

法律專業共同試 (CPE) 是特為非法律科的學位持有人而設的考試，報考學生應為學習能力強，希望以較短時間完成法律課程的人。本學院提供兩個 CPE 課程：一年全日制香港法律課程 (CPEC) 和兩年部分時間制英國法律課程 (CPE)，後者與 Manchester Metropolitan University 合辦。內容都包括規定必修的核心法律科目，CPE 考試合格的人士可報讀 PCLL 課程。

英格蘭大律師專業試研習班是供有意獲取專業資格但不能參加全日制課程的人士修讀，課程為期一年，修讀學生需要在英國考試，並加入其中一家大律師協會，以及參加該協會舉行的晚餐。學生最少需到英國三次作短暫停留。考試合格的學生將獲得大律師資格，參加實習完滿後，便可成為香港執業大律師。

法律執業證書課程 (PCLL) 是晉身香港執業大律師或律師所必經之途徑。香港大學法律學院、本學院和香港城市理工學院均開設一年全日制 PCLL 課程。因學院的 PCLL 課程缺乏政府資助，故此收費較另外兩個課程為高。不過，該課

程以香港大學法律學院的 PCLL 課程為藍本，兩個課程教材完全一樣，講師基本上是同一批人，學生所獲資格也完全相同。

PCLL 課程學位名額有限，但成績優異的 CPEC 學生可穩得香港大學法律學院的學額。一次過考試合格的 CPEC 及 CPE 學生保證可獲得本學院 PCLL 課程的學額。學院也會盡一切努力安排本身 CPE 及 LLB 課程的畢業生修讀 PCLL 課程。

法律行政人員學會課程是為準備加入英國及威爾斯 Institute of Legal Executives 的學生而設計的課程，以遙距方式進行，並輔以講堂和導修課。修讀完成兩年部分時間制的法律文憑課程的學生可免考法

律行政人員學會試的第一部分。學院亦為有意報考第二部分考試，從而成為該學會的院士的學生安排了一系列課程。這也是考取律師資格的途徑。

此外，本學院現提供香港地產物業法例短期課程。最後，學院也為香港法律援助處及香港稅務局安排刑法和罪證的內部訓練證書課程。

就未來發展來說，學院將會與 Manchester Metropolitan University 合辦 LLB Diploma Conversion Course，更會開辦英國和威爾斯法律的執業課程。中國法律和東南亞法律課程也在未來發展的考慮之列。

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## 社會科學

本部份課程包括教育和成人教育、刑事執法及公安、社會工作、社會學、心理學、城市規劃研究/房屋管理等。

教育和成人教育訓練課程由 John Holford 博士和莫引鳳女士負責，而 John Holford 博士也負責刑事執法和公安科課程，在這方面，本學院提供刑事執法證書課程 (Certificate in Criminal Justice) 並與英國 University of Leicester 合辦公安碩士課程 (Master in Public Order)，學生人數在近年大幅增加。

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### John Holford 博士

*John Holford* 博士先後在牛津大學和愛丁堡大學修讀社會科學，畢業後加入英國工人教育協會 (British Workers' Educational Association) 專門教授和編排工業及工會科課程。*John Holford* 博士的學術研究，集中在工人社會學和成人持續教育方面。

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### 莫引鳳女士

*莫女士*在美國喬治亞州立大學接受大學教育，主修成人教育，其即將完成的博士論文以知識和收入的關係為題。*莫女士*在學院主要負責和教授成人教育課程。*莫女士*專注研究成人教育和教育社會學。

社會工作、社會學和心理學課程由鄭鍾幼齡女士負責。這部分課程內容涉及多方面，包括健康、護理、社會工作和輔導等。

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### 鄭鍾幼齡女士

*鄭太*於一九七八年加入香港大學社會工作系，負責教授社會工作社會科學學士和碩士課程達九年，一九八七年七月加入學院的前身校外課程部，擔任社工、社會學和心理學等科目的專任講師。*鄭太*是社會工作的學者，專門從事兒童福利的研究，曾任多個兒童教育和服務的諮詢委員會委員。

開辦城市規劃研究/房屋管理課程的宗旨，是提供專業房屋和運輸培訓及有關短期課程，課程的畢業生可取得專業資格。學院又與港大社會科學院合辦房屋管理碩士課程。這部分課程由呂保羅博士負責，李妮女士從旁協助。

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### 呂保羅博士

呂博士是香港大學經濟學學士，蘇格蘭愛丁堡大學博士，曾在香港、加拿大和澳洲等地大學教授經濟學。呂博士現任新南威爾斯大學高級講師，並為該大學商業及經濟學院的副院長，但現正休假出任學院城市規劃科主任講師，積極參與發展國際化或跨地區修讀的學位課程。

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### 李妮女士

李女士為香港中文大學社會學學士。畢業後，李女士前往美國明尼蘇達州立大學深造社會學課程，又曾在當地任教成人教育課程。李女士一九九一年加入本學院，參與籌劃房屋和運輸課程。

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## 成人教育和培訓

越來越多人了解到，要不斷豐富知識，才可應付實際工作上日益變化的需求。因此，很多國家的教育部門都承認持續教育及專業教育的重要性。對香港這樣的社會來說，具良好教育兼獲適當職業訓練的人才，是社會繁盛的原因，亦是本港生存之道。因此，負責提供持續教育和專業教育的人，本身一定要經過嚴格的專業訓練。本學院為成人教育工作者和培訓人員開辦多個課程，並進行成人教育研究工作。

本學院提供的專題教育課程，包括酒店人員培訓的基本知識、成人語言學習、教學的短期課程和其他證書及研究院程度課程。短期課程教授基礎知識、有關學科或行業的最新發展和溫故知新的課題。學生來自各行各業，有的是酒店、銀行和航空公司的員工培訓部門職員，也有來自政府部門（如警察訓練學院及公務員訓練學院等）的僱員，更有香港各大專院校的年青教職員。

成人教育和訓練證書課程 (Certificate in Adult Education and Training) 供中學畢業並具兩年成人教育或培訓工作經驗的人士修讀。

該課程畢業生在修讀英國一所主要大學的教育實踐碩士遙距課程時，可獲豁免修讀其中若干科目。

學院與香港大學教育學院合辦教育後學士證書課程，這是專供學位持有人報讀的兩年部分時間制課程。學生亦可修習成人教育和訓練方面的研究院程度課程，一般要先報讀 MPhil 課程，進而修讀 PhD 課程。部分學生可獲獎學金和研究助學金。

本學院有意編排課程給大專院校的行政人員修讀，學院於一九九三至九四年度開辦大專教育行政證書課程 (Certificate in Tertiary Educational Administration)，而現在正討論未來的發展。

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## 刑事執法和公安

發展有關刑事執法和公安的課程，是希望協助香港紀律部隊有效應付過渡期香港社會和他們專業本身的變遷和挑戰。各項課程的主要課題包括直接影響社會治安的政治及社會環境、一般刑事法，以及建立一個秩序良好的民主社會的各種問題。

刑事執法證書課程 (Certificate in Criminal Justice) 是一年制課程，

旨在給予沒有學位資格的高級執法人員一種與他們專業有關的學術訓練。學員畢業時的學歷水平應相等於大學畢業水平。一些學生在完成證書課程後，更可直接修讀犯罪學和公安碩士課程。證書課程考試須經校外審查。

刑事執法證書課程除涉及法律和社會、刑事法例、罪行的種類、犯罪和反叛、刑事司法制度、年青罪犯審判、警察與公安、懲罰的理論和實踐及防止罪案策略等課題外，另設進修和寫作技巧課程。

公安碩士課程 (Master in Public Order) 是英國 University of Leicester 開辦的兩年部分時間制課程。這是一個跨學科課程，特為有意深入研究公安課題的人士而設。特別適合工作上與刑事執法及維持治安有關的人士修讀，如警察、懲教署人員、海關人員、移民局人員和社會工作者等。此外，對公安問題有興趣的學生亦可報讀這課程。

上述碩士課程是學院與 University of Leicester 公安研究中心合辦的課程。課程講師來自香港大學、香港其它大專院校和 University of Leicester。

碩士課程學生必修科目為政治和治安，公安問題和社會研究方法，選修科目包括：公營部門管理、香港社會、法律和治安；軍

隊、戰爭和社會；警察制度比較；動亂分布學；刑罰與社會；性別社會學；反叛和異見的社會學；以及大眾文化和傳媒。

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## 教育

學院為幼兒院、小學和中學教師提供多種在職訓練。有關課程與香港大學教育學院合辦，歸入在職教師教育課程 (In-Service Teacher Education Programme (INSTEP))。

這些課程教授的科目和教師工作關係密切，包括公民和道德教育、社會學科、語言和傳播、科學和數學、電腦和微型電腦的應用、體育、學校和教師發展、學前和小學教育、圖書館學、語言科學、學童輔導等。這些課程由香港各學校、政府、香港大學教育學院和本學院人員所組成的管理委員會負責監察。

除短期課程外，INSTEP 還提供兩個證書課程。由香港大學頒發的在職教師證書課程 (University Certificate in In-service Education for Teachers (Educational Administration)) 是為校長、副校長等高級教育行政人員而設的兩年部分時間制課程。學院本身則提供特殊教育證書課程

(Certificate in Special Educational Needs) 以滿足特殊教育教師的需要。

學院現正與香港大學教育學院研究課程的發展，未來十年，本學院的教育課程將可能有以下發展：

- 部分 INSTEP 短期課程可能升格為證書課程，以配合教統會第 5 號報告書中提到的教育發展。該報告書特別提到設立高級教師證書課程 (Advanced Teacher's Certificate)，課程將會教授一般教育發展科目、語言技巧和專科課程。
- INSTEP 證書課程的資格，可望獲得香港大學教育學院學位課程承認。證書持有人在修讀有關學位課程時，例如教育碩士，可獲豁免修讀部分學科。

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## 社會工作、社會學和心理學

學院為社會工作者、教師、兒童護理人員、護士、心理學家、社會福利人員和大眾人士提供各種程度和長短不同的課程，包括短期課程、研習班和公開講座，科目包括青少年和集體輔導，藝術、音樂和



舞蹈療法，父母之道、心理學導論、焦慮處理、青少年犯罪和家庭教育。部分課程以中文教授。

學院又為社會工作者、護士、教師等專業人員提供中級或以上程度的專題證書課程，包括兒童精神健康證書課程 (Certificate in Child Mental Health)、老年學證書課程 (Certificate in Gerontology)、學前教育機構行政證書課程 (Certificate in the Administration of Pre-School Education Institutions) 和護理行為科學證書課程 (Nursing Behavioural Sciences)。學院並與香港大學社會工作和社會行政系合辦社工實務高級文憑課程。

學院也為教育署、社會福利署、懲教署、勞工署和房屋署等政府部門的人員安排在職訓練短期課程和證書課程。這些課程包括學校輔導和指引證書 (Certificate in School Counselling and Guidance)、專業教師證書 (Certificate in Careers Teachers Training)、釋囚善後輔導人員社工證書課程 (Certificate in Social Work for Correctional Service Aftercare Officers) 等課程。本學院更為香港社會服務聯會、香港愛滋病基金、TREATS 等非官方機構安排職員培訓課程。

學院更為海外學生舉辦課程。例如：為澳門學生提供社會學證書

課程 (Certificate in Social Studies) 和兒童成長證書課程 (Certificate in Child Development)，兩個課程均以面授和遙距方式進行。此外，學院又為台灣 CCF 社工開設暑期職工訓練課程，內容有關兒童福利。聯合國屬下教育、科學及文化組 (UNESCO) 現正支助本學院在國內舉辦老年學課程。

學院與廣州暨南大學合辦社會研究證書課程 (Certificate in Social Studies)，由暨南大學負責全部講授。畢業學生只需在暨南大學修讀一個補充課程，便可獲頒社會學文憑 (Diploma in Sociology)。

學院快將開辦暨南大學承認等同該大學學士學位資格的社會行政證書課程 (Certificate in Social Administration)，該課程只接受社會研究證書課程的畢業生報讀，由暨南大學和學院共同負責講授。考獲七十分或以上的學生可獲頒授社會學學士 (Bachelor in Sociology)，課程將在香港和澳門進行。

學院專為老年學證書課程畢業生安排老年學文憑課程 (Diploma in Gerontology)。此外，學院也為專門從事老人工作的專業團體安排資深培訓課程，由 La Trobe University 和本學院負責教授。

曾在香港理工學院或葛量洪師範學院取得有關資格兼具經驗的幼

稚園教師，以及註冊兒童護理人員，可選讀本學院開辦的幼兒教育文憑課程 (Diploma in Early Childhood Education)，這深入課程極可能由本學院、澳洲 University of Melbourne 和美國 Wheelock College 合作講授。

香港賽馬會則資助學院和香港社會服務聯會合辦防止藥物濫用和康復綜合教育證書課程 (Certificate in Multi-disciplinary Education in Drug Abuse Prevention and Rehabilitation)。本學院亦將會開辦腫瘤護理課程。

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## 城市研究/房屋管理

學院提供房屋和運輸的專業培訓，並開辦短期城市研究課程，又與香港大學社會科學院和城市規劃環境管理中心合辦一個房屋管理碩士課程。

房屋證書課程 (Certificate in Housing Practice) 是兩年部分時間制課程，為房屋工作者在實用和技術層面上提供半專業訓練，也是房屋管理文憑課程 (Diploma in Housing Management) 的先修課程。學生完成課程，提交認可的兩年或以上實

際房屋工作經驗的證據，又能符合課程為實習而設的目標，將獲頒發證書。本課程獲英國 Institute of Housing 認可，證書持有人有資格申請 Housing Practitioner 會籍。

房屋管理文憑課程是三年部分時間制課程，為在房屋界工作的人士提供專業資格。學生必須獲僱主推薦並參加入學試合格，才可修讀本課程。入學試不合格的學生可報讀房屋證書課程。學院特為房屋證書持有人開設兩年制房屋管理文憑課程，文憑也獲英國 Institute of Housing 承認。修讀文憑課程的人士須具實際工作經驗。

交通運輸管理文憑課程 (Diploma in Transport Management) 是三年部分時間制課程，為運輸界人員和有意加入運輸界服務的人士提供專業培訓。課程是 Chartered Institute of Transport 專業試的準備課程。

房屋管理碩士課程是香港大學社會學院提供的部分時間制課程，由該院、本學院和城市規劃環境管理中心共同講授。課程為期兩年半，是跨學科課程，為有意專門研究房屋學科的學生提供鞏固的研究院程度的學術基礎。學院並開辦以中文講授的香港自然永衡法設計證書課程 (Certificate in Permaculture Design)。

本學院開辦的城市研究短期課程有：環境保護和環境教育、香港城市規劃和發展、自然地理、人文地理、地理科老師野外考察、野外礦物、石頭和化石、地理土地資訊系統導論、地理的野外考察、多層

建築物管理的法律問題，全部以中文講授。

未來發展包括運輸管理文憑可能會被英國 Chartered Institute of Transport 認可為專業資格和開辦更多房地產專業課程。

## 研究組

研究組的工作由林舜玲博士負責。研究組對本學院至為重要，因它確保本學院追得上香港社會對教育需求的轉變。

世界各地人口成分的變遷，使各地教育工作者不得不面對成人教育問題，他們需要設法為成年人提供高質素的終身教育。與此同時，成年人面對實際工作中科技的高速發展和其他轉變，需要不斷追上最新的知識。有見及此，一些政府已將專業持續教育列入人力資源發展計劃。像香港這樣缺乏天然資源，只有地理優勢和人才的地方，專業持續教育顯得非常重要，尤其香港正面對經濟變形和移民等難題。香港專上教育學位近年有所增加，正是香港面對勞工短缺一種不全面的應變措施。但面對變幻中社會出現的眾多問題，我們需要深入研究，對種種問題有正確認識，在這方面，我們還需努力。

研究組在一九九零年成立，以發展成人教育和有關培訓等研究為宗旨，側重進行策略性研究，希望通過有效教育策略，可增加教育機

會，對香港和鄰近地區人力培訓計劃作出貢獻。學院院長親自監督研究組工作，其他職員按研究項目所需而從旁協助。

現正展開的研究項目包括：政府對專業和職業培訓所採取的積極行動、政策及其對未來的影響；未來十年可行的教師教育模式；香港成年人持續教育質素的量度，以及東南亞勞工教育的比較。

研究組得到香港大學研究撥款局和英國文化協會的資助。一九九二年夏天，International Research and Development Centre 資助本學院派員到多倫多 Ontario Institute for Studies in Education 訪問。

學院定期在學術會議宣讀論文、舉辦非正式研討會和公開講座，在學術刊物發表文章等。學院存有一九九零起至現在有關上述各問題的剪報資料庫。學院又於一九九四年五月出版的新書：*Professional and Continuing Education in Hong Kong: Issues and Perspectives* 內刊載過去三年所完成的若干有關研究的報告。

## 遙距教學組

遙距教學組成立的目的，是為本學院和香港大學製作遙距教材時提供支援服務。遙距教學組至今從事的兩項主要工作均與公開進修學院有關。設想中，公開進修學院的運作是借助和集合本地各大專院校之專長，香港大學固然可以對公開進修學院有所貢獻。遙距教學組完成的兩個重要項目為一九九一/九二年發展社會科學基礎課程以及一九

九二/九三年發展中國文史哲基礎課程，該兩個課程均由公開學院開辦。學院亦有多個課程使用遙距教學，未來還會繼續發展其他項目。遙距教學組又負責籌備印發學院每年出版兩次，以介紹本學院開辦的課程的課程手冊。此外，遙距教學組還為本學院編制多種形式的刊物和教材。

# 主要上課地點示意圖



**Wah Yan College, 281 Queen's Road East, Hong Kong**  
香港華仁書院香港皇后大道東281號

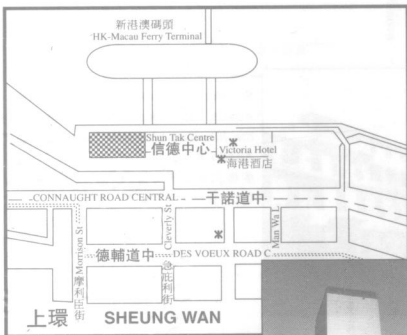
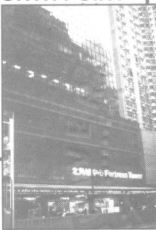


**SPACE Shek Kip Mei Study Centre (Ka Chi School, 5 Wai Chi Street 3/F., Shek Kip Mei, Kln.)** (Shek Kip Mei MTR Station)  
香港大學專業進修學院石硤尾教學中心 (嘉智學校, 九龍石硤尾偉智街五號四樓 (石硤尾地鐵站偉智街出口))

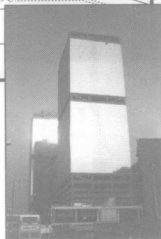


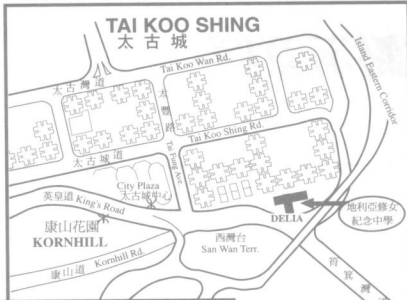
**SPACE North Point Study Centre, 14/F., Fortress Tower, 250 King's Road, North Point, Hong Kong (Fortress Hill MTR Station)**

香港大學專業進修學院北角教學中心, 香港北角英皇道250號北角城中心 ①字樓 (炮台山地鐵站出口)



**SPACE Town Centre, Shun Tak Centre, West Tower, 9/F., 10/F., 14/F. and 15/F., 200 Connaught Road Central, Hong Kong**  
香港大學專業進修學院市區中心, 香港干諾道中二百號信德中心西翼 ⑨、⑩、⑭及⑮字樓 (由②字樓商場電梯上)

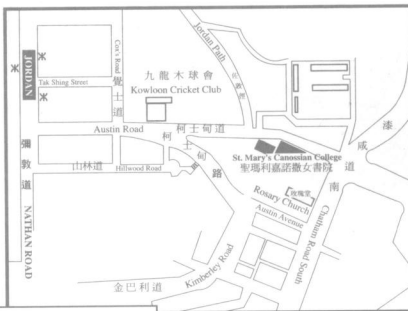




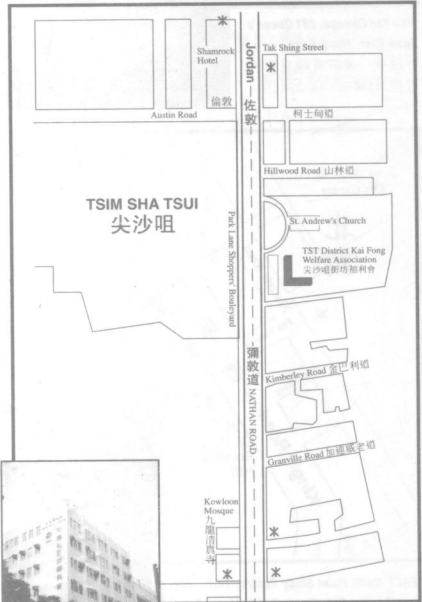
**Della Memorial School, Tai Koo Shing, Hong Kong** 香港太古城地利亞修女紀念中學 (由中學部太豐路入口)



**Wah Yan College (Kln.) 九龍華仁書院** 真典里 Chun Yi Lane 京士柏 KING'S PARK  
Wah Yan College, 56 Waterloo Road, Kowloon 九龍華仁書院九龍窩打老道56號 (油麻地地鐵站)



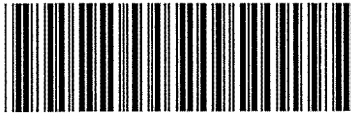
**St. Mary's Canossian College, 162, Austin Road, Kowloon** (Entrance at the junction of Kimberley Road and Austin Avenue) 聖瑪利嘉諾撒女書院九龍柯士甸道162號 (由金巴利道入口)



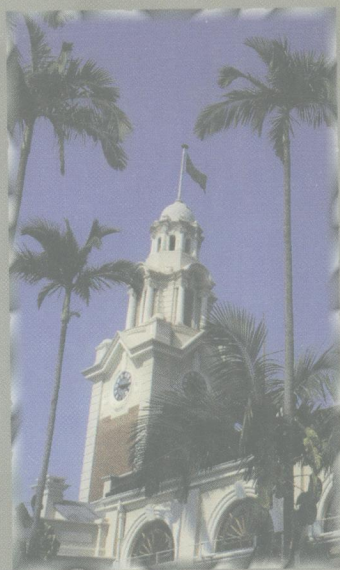
**SPACE Tsim Sha Tsui Study Centre [TST District Kai Fong Welfare Association, 136A Nathan Road, Kowloon]** 香港大學專業進修學院尖沙咀教學中心 (尖沙咀街坊福利會九龍彌敦道136-A)

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