

25 November 2016

EDUCATION BUREAU CIRCULAR NO. 11/2016

Non-local Courses Conducted in Hong Kong

(Note: This circular should be read by heads and teachers of all secondary schools – for reference and information.)

Purpose

The purpose of this circular is to remind students of the salient points to note when choosing non-local courses conducted in Hong Kong as a pathway for further or continuing education.

Background Information

2. Non-local courses conducted in Hong Kong leading to the award of non-local higher academic or professional qualifications are regulated under the Non-local Higher and Professional Education (Regulation) Ordinance, Cap. 493 (the Ordinance) through a system of registration. Only courses that have met the specified criteria will be approved for registration or exemption from registration. The specified criteria and the respective full lists of the registered and exempted non-local courses are available at the website of the Non-local Courses Registry (NCR) of the Education Bureau (EDB) www.edb.gov.hk/ncr.

3. Some of the non-local courses on the registered/ exempted lists are locally accredited by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ) under the Hong Kong Qualifications Framework (QF) and listed in the Qualifications Register (QR). Local accreditation is a quality assurance process that assesses a non-local course against a set of criteria to ensure the learning programme concerned meets minimum quality standards under the QF. Information about the HKCAAVQ, QF and the list of locally accredited non-local courses in the QR can be found at the respective websites www.hkcaavq.edu.hk, www.hkqf.gov.hk and www.hkqr.gov.hk.

Important Notes for Students when Enrolling in Non-local Courses

4. Students should be reminded to pay attention to the following when enrolling in non-local courses:

- (a) Choose courses which are registered or exempted from registration under the Ordinance.
- (b) See if the advertisement of a registered course bears the registration number and that of an exempted course has clearly stated that it is an exempted course.
- (c) Check that the offer letter of acceptance bears the name of the operator, and those of the non-local institution and the course.
- (d) Check the payment arrangement and refund policy before signing any documents or making payments, and obtain receipts from the operator.
- (e) Understand that registration/ exemption from registration of a non-local course does not on its own confer any particular standing to the course or comparability to a local higher education programme, and that it is a matter of discretion for individual employers to recognise any qualification to which the course may lead.
- (f) Understand that some registered/ exempted courses are locally accredited by HKCAAVQ.
- (g) Understand that purely distance learning courses are not required to be registered under the Ordinance, but operators of such courses may choose to do so to demonstrate that they meet the registration criteria. Students are strongly advised to check with the course providers/ operators on the course details, in particular the qualifications to be obtained, the payment arrangements and refund policy before making payment.

Poster

- 5. Posters on the subject of this circular will be distributed to schools separately for display in schools.

Enquiries

- 6. For enquiries, please contact NCR at 2520 0255 and 2520 0559, or email to enquiry_ncr@edb.gov.hk.

(Ms Anna Cheng)
for Secretary for Education