

Full-time Programmes Orientation

全日制課程迎新會 2022/23



Erika Lee & Rachel Yim
Diploma in Nursing Studies
Division of Foundation Courses & Yi Jin Programmes

31 Aug 2022



香港都會大學 李嘉誠專業進修學院
Hong Kong Metropolitan University
Li Ka Shing School of Professional and
Continuing Education

護理服務文憑

Diploma in Nursing Services
(FDPNS)



nm | **LiPACE**

香港都會大學 李嘉誠專業進修學院
Hong Kong Metropolitan University
Li Ka Shing School of Professional and
Continuing Education

護理服務文憑課程及 升學階梯簡介

Introduction of Diploma in Nursing Services & Study Path



升學階梯 Study Pathway



資歷架構
Qualifications
Framework

Level 3

文憑課程
Diploma

護理服務文憑
Diploma in
Nursing Services
(1 year full-time)



資歷架構
Qualifications
Framework

Level 4

高級文憑課程
Higher Diploma

(包括 HKMU LiPACE
醫療護理高級文憑 (SSSDP))

HKMU
普通科/精神科護理學高級文憑 (SSSDP)

副學士課程
Associate Degree

(2 years full-time)



資歷架構
Qualifications
Framework

Level 5

本地或海外學位課程
Local or Overseas Degree

(香港都會大學、本地其他資助、自資大學
海外大學 護士，健康護理及輔助醫療相關
學士學位課程)

(2-4 years full-time/
2-4 years part-time)

開學事宜重點

Keynotes for Commencement



香港都會大學 李嘉誠專業進修學院
Hong Kong Metropolitan University
Li Ka Shing School of Professional and
Continuing Education

開學日期

Commencement Day

護理服務文憑

**Diploma in Nursing Services
(FDPNS)**

**9月13日(星期二)
13 Sep (Tue)**

查閱上課時間表

Checking Timetable

- 到「LiPACE學員專區」
- <https://www.hkmu.edu.hk/lipace/tc/ftp-student-area/>
- Go to 'LiPACE Student Area'
- <https://www.hkmu.edu.hk/lipace/ftp-student-area/>

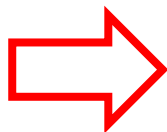


全日制課程 - 學員專區

李嘉誠專業進修學院 > 全日制課程 - 學員專區



日期	通告
2021.08.27	2021/2022上學期上課時間表 <ul style="list-style-type: none">高級文憑及文憑課程毅進文憑
2021.08.26	2021/22毅進課程教學安排



(please scroll down for English version of the message.)

致： 所有高級文憑及文憑課程同學
由： 教務處
日期： 2021年8月27日

各位同學：

以下課程的同學將被分配至不同班別，請查閱你所屬班別：

- FDPFS 基礎教育文憑 Diploma in Foundation Studies ([Class 1](#) [Class 2](#))
- FDPNS 護理服務文憑 Diploma in Nursing Services ([Class 1- Class 8](#))
- FHDBAM 工商管理高級文憑(1年級) Higher Diploma in Business Administration and Management (Year 1) ([Class 1 - Class 2](#))
- FHDBAM 工商管理高級文憑(2年級) Higher Diploma in Business Administration and Management (Year 2) ([Class 1 - Class 2](#))
- FHDECE 幼兒教育高級文憑(1年級) Higher Diploma in Early Childhood Education (Year 1) ([Class 1 - Class 5](#))
- FHDECE 幼兒教育高級文憑(2年級) Higher Diploma in Early Childhood Education (Year 2) ([Class 1 - Class 3](#))
- FHDHC 醫療護理高級文憑(1年級) Higher Diploma in Health Care (Year 1) ([Class 1 - Class 10](#))
- FHDHC 醫療護理高級文憑(2年級) Higher Diploma in Health Care (Year 2) ([Class 1 - Class 9](#))
- FHDPETC 寵物護養及動物輔助治療高級文憑(1年級) Higher Diploma in Pet Care and Animal Assisted Therapy (Year 1) ([Class 1 - Class 2](#))
- FHDMUS 流行音樂及音樂製作高級文憑(2年級) Higher Diploma in Popular Music and Music Production (Year 2) ([Class 1 - Class 2](#))

修讀FHDECE幼兒教育高級文憑(2年級)之同學必須查閱自己所在的班別以及EDU4052EF Professionalism in Early Childhood Education 與 EDU4053EF Event Planning in Early Childhood Settings 選修課之結果。

2021/2022上學期將於以下日期開課，課程時間表已上載於學院網站的「[全日制學員專區](#)」供同學查閱。

文憑 Diploma	
FDPECS 幼兒教學文憑(教員設計) FDPECS Diploma in Early Childhood Studies (Educational Kit Design) Class 1	2021/9/13
FDPFS 基礎教育文憑 FDPFS Diploma in Foundation Studies Class 1 Class 2	2021/9/13
FDPNS 護理服務文憑 FDPNS Diploma in Nursing Services Class 1 Class 2 Class 3 Class 4 Class 5 Class 6 Class 7 Class 8	2021/9/13
高級文憑、副學士 Higher Diploma & Associate Degree	
商業及酒店旅遊 Business and Hospitality FHDARM 航空及停機坪管理高級文憑(1年級) FHDARM Higher Diploma in Aviation and Ramp Management (Year 1) Class 1	2021/9/13

Student Set (Class): **FDPNS/MCC/1**

Timetable (Semester A) 上課時間表 (上學期)

Programme Title: **FDPNS Diploma in Nursing Services 護理服務文憑 (Class 1)**

Venue: 荔景校園

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	
Mon	CHIN3016CF/2259/TL/R09C 80 MCC/106 基礎中文 Carrie CHAN*				IRS3048EF/2259/TL/R09A/Lab/Gro 40 1 KHC/K1008 Basic Principles in Dispensing Adeline LAW*						
Tue	IRS3050EF/2259/TL/R09A/Lab/Gro 40 1 KHC/K1008 Fundamental Health Interventions Benny SIT		ENGL3060EF/2259/TL/R09C 50 KHC/K0811 English Reading and Writing Skills Oscar WONG			NURS3050EF/2259/TL/R09A 90 KHC/K0917+K0918 Fundamental Health Interventions Benny SIT					
Wed	NURS3049BF/2259/TL/U09A External Partners Professional Caring Skills										
Thu	NURS3048EF/2259/TL/R09A 80 MCC/106 Basic Principles in Dispensing Adeline LAW*				NURS3053EF/2259/TL/R09C 80 MCC/108 Introduction to Food and Nutrition Samuel LEUNG						
Fri	CHIN3016CF/2259/TL/R09C 60 MCC/205 基礎中文 Carrie CHAN*		ENGL3060EF/2259/TL/R09C 60 MCC/205 English Reading and Writing Skills Oscar WONG				NURS3053EF/2259/TL/R09C 80 MCC/108 Introduction to Food and Nutrition Samuel LEUNG				
Sat											

上課地點:

KHC - 葵興校園 (葵涌葵昌路51-53號九龍貿易中心第2座8-11樓) 8-11/F, Tower 2, Kowloon Commerce Centre, 51-53 Kwai Cheong Road, Kwai Chung, N.T.

MCC - 荔景校園 (葵涌荔景山路201-203號) 201-203, Lai King Hill Road, Kwai Chung, NT

設定「統一密碼」 Activate Your Single Password

➤ 請參閱學生手冊

➤ www.hkmu.edu.hk → **在學學生** → 本科生及副學位
→ 服務及支援 → **統一密碼管理 (學生)**

➤ Please refer to Student Handbook

➤ www.hkmu.edu.hk → **Current Students** →
Undergraduate & Sub-degree → Services &
Support → Single Password Management



統一密碼管理 (學生)

資訊科技處 > 學生服務 > 統一密碼管理 (學生)

學生若要使用香港都會大學的加密網上服務，必須先輸入用戶名稱及統一密碼。

不論是新生還是舊生，均需設定統一密碼。

如果你是舊生，新設定的私人統一密碼將會取代你網上服務的舊密碼。

網上服務用戶名稱

學生的用戶名稱為：英文小階s加上學生編號首七個數字。

(舉例說，你的學生編號是04123456，那麼你的用戶名稱便是“s0412345”。)

你可使用此用戶名稱登入以下之網上服務。

私人統一密碼

請選擇以下項目，設定私人統一密碼。

統一密碼管理
香港都會大學及李嘉誠專業進修學院學生

設定私人統一密碼
持續專業進修課程(CPD)學生

Single Password Management (Students)

Information Technology Office > Student Services > Single Password Management (Students)

Students are required to enter their Username and Single Password to access secure HKMU online services .

Both new and continuing students should create a Single Password.

If you are a continuing student, your Single Password will replace your old password(s) for HKMU online services .

Your online services username

The Username for students is: lower-case 's' + the first seven digits of your student number.

(For example, if your student number is 04123456, then your Username is 's0412345'.)

You can use this username to logon the online services mentioned below.

Your Single Password

To manage your Single Password choose the appropriate option below:

Single Password Management
HKMU and LiPACE students

Create Single Password
Continuing Professional Development (CPD) students

Single Password Management (統一密碼管理) - 香港都會大學學生

適用於遙距學習，全日制，電子教學和李嘉誠專業進修學院學生

為更安全地管理你的密碼，密碼管理機制已增加包括機密問題和答案組成部分。你現在使用**"設定密碼"**時，需要設置一個機密問題和答案。隨後，你可以**"查看/更新機密問題和答案"**。你亦可以使用**"更改密碼"**來更改當前密碼。如果您忘記了當前的密碼，您可以使用**"忘記密碼"**來重置一個新的密碼。此外，如果您發現密碼不能登入一些系統服務，您也可以使用**"同步密碼"**來再次更新您的統一密碼到所有相關的服務。

請選擇功能如下：

▶ 設定密碼

適用於新的學生或沒有設置機密問題和答案的現有學生。您將被要求設定機密問題和答案，萬一您忘記了密碼，您可以使用這個機密問題和答案重新設置新密碼。

▶ 忘記密碼


如果你忘記了密碼，你可以使用你的機密答案重新設置新密碼。

▶ 技術支援

如果你忘記了當前密碼以及秘密答案，你可致電技術支援熱線

▶ 更改密碼 

如果你想改變當前的密碼

▶ 同步密碼 

因應您的帳戶在相關系統的啟用時間，你的統一密碼可能無法完全同步到所有的系統，如果您發現一些系統登錄問題，您可以嘗試再次同步您的密碼到所有相關系統。

▶ 查看/更新機密問題和答案 

如果你想設置一個新的機密問題和答案

如果你在使用上述功能有問題，你可致電技術支援熱線 2711-2100 或電郵至 itohelp@hkmu.edu.hk.

Single Password Management - HKMU Student

Eligible for *Distance Learning, Full-time, eLearning* and *LiPACE* students

To facilitate the management of your password more securely, the password management mechanism has been enhanced to include a secret question and answer component. You are now required to setup a secret question and answer while using **Activate Password**. Subsequently, you can view or update your secret question and answer using **View/Update Secret Question and Answer**. You can change current password using **Change Password**. Or, if you forget your current password, you can reset a new password using the **Forget Password**. Moreover, you may also use **Synchronize Password** to update your Single Password to all-related services again if you find password problem on some services.

Please choose your action below:

▶ **Activate Password**

If you are new student or existing student who did not set the secret question and answer, you need to activate your password together with a secret question and answer

▶ **Forget Password**

If you forgot current password, you can reset a new password by providing your secret answer.

▶ **Help Desk**

If you forgot both your current password and secret answer, you may call our Technical Hotline for assistance

▶ **Change Password** 🔒

If you want to change your current password

▶ **Synchronize Password** 🔒

Depending on your account availability, your Single Password may not be able to update to some services. You can synchronize the current password to all-related systems again at later time.

▶ **View/Update Secret Question and Answer** 🔒

If you want to set a new secret question and answer

If you have problem using the above functions, you can call our Technical Hotline at 2711-2100 or email to itohelp@hkmu.edu.hk.

HKMU 學生請注意：

Single Password Management - 設定密碼：適用於新的學生或沒有設置機密問題和答案的現有學生。您將被要求設定機密問題和答案，萬一您忘記了密碼，您可以使用這個機密問題和答案重新設置新密碼。當你設定私人密碼，你的 MyHKMU 密碼、電子圖書館密碼、網上學習系統密碼及電子服務密碼會同時更新。

新的密碼要求：

- 密碼長度必須在8到12個字母數字組合 (A-Z;a-z;0-9, 大小寫區分)
- 密碼必須同時包含大小寫字母和至少1個數字

▶ 設定密碼

1 輸入個人資料	學生編號 例如 98123456	<input type="text"/>
	香港身分證/其他身份證明文件號碼: (選擇證件類別, 然後輸入號碼。非香港身分證持有人, 請選擇「其他身份證明文件」, 並輸入相關號碼。)	<input checked="" type="radio"/> 香港身分證 <input type="radio"/> 其他身份證明文件 <input type="text"/> (<input type="text"/>)
	出生日期: 例如 20/01/1970	<input type="text"/> / <input type="text"/> / <input type="text"/> DD/MM/YYYY
2 設置機密問題和答案	問題: (最多40字母或數字) e.g. What is my pet name What is my favorite movie	<input type="text"/>
	答案: (最多40字母或數字)	<input type="text"/>
	確定答案:	<input type="text"/>
萬一您忘記了密碼, 您可以使用這個機密問題和答案重新設置新密碼。		
3 按“設定”鍵來設定你的新密碼	新密碼: (8-12 個字母數字組合)	<input type="text"/>
	確定新密碼	<input type="text"/>
<input type="button" value="設定"/> <input type="button" value="取消"/>		

若你設定密碼時遇到問題, 你可致電技術支援熱線 2711-2100 或電郵至 tohelp@hkmu.edu.hk.

Note to HKMU Student :

Single Password Management - Activate Password: Activate Password is available for new student or existing student who did not setup secret question and answer. You will be asked to set a secured question and answer that is useful in case you forget your password. When you activate your Single password, your passwords in related systems will be updated, including MyHKMU, Electronic Library, Online Learning Environment and various eServices.

New Password Requirement :

- Your new password MUST be 8 to 12 alphanumeric characters(A-Z;a-z;0-9, case-sensitive) in length
- Your new password MUST contain at least one uppercase letter, lowercase letter and number

▶ Activate Password

1 Enter Personal Information	Student number: e.g. 98123456	<input type="text"/>
	HKID/Other ID number: (Select the ID type and enter number. Non-HKID cardholders should select "Other ID" and enter the relevant identity number.)	<input checked="" type="radio"/> HKID <input type="radio"/> Other ID <input type="text"/> (<input type="text"/>)
	Date of Birth: e.g. 20/01/1970	<input type="text"/> / <input type="text"/> / <input type="text"/> DD/MM/YYYY
2 Set Secret Question and Answer	Question: (max 40 alphanumeric characters) e.g. What is my pet name What is my favorite movie	<input type="text"/>
	Answer: (max 40 alphanumeric characters)	<input type="text"/>
	Re-type Answer:	<input type="text"/>
You will need to provide your secret answer to reset password in case you forgot your password.		
3 Click the Create button to set your single password.	New Password: (8-12 alphanumeric characters)	<input type="text"/>
	Confirm New Password	<input type="text"/>
<input type="button" value="Create"/> <input type="button" value="Clear Form"/>		

If you have problem to create a new password, you can call our Technical Hotline at 2711-2100 or email to tohelp@hkmu.edu.hk.

啟動 O365 戶口 **Activate Your O365 Account**

- 到以下連結，根據指示啟動O365戶口
- Go to the links below and follow the instructions to activate your O365 account

https://student.intranet.hkmu.edu.hk/hkmu_o365/



Starting from 1st August 2022, HKMU O365 account will have a new Logon ID format, please visit: [webmail-migration](#) for more information

First Time User or Reset Password

If you would like to activate or reset your O365 account password, please click the following button and you will be prompted to login using your HKMU SSO account/password.

Activate or Reset Password

Returning User

Your Logon ID and Email address will be 's' + first 7 digits of your HKMU Student ID + '@live.hkmu.edu.hk'. Useful information can be found at:

- [FAQ](#)

If you need further assistance, you may contact our ITO Hotline at Tel: 2711-2100 or email itohelp@hkmu.edu.hk

Continue to HKMU O365 logon

Microsoft Office and One Drive for Current Students

Eligibility to use Microsoft Office and One Drive will be terminated if you have not enrolled any active courses. Please make sure to backup or download the files in your One Drive. Otherwise, the files in your One Drive will be lost once after termination.



“s”+學員學生証號碼的前七位數字

登入

https://student.intranet.hkmu.edu.hk

使用者名稱

s1234567

密碼

.....

你的統一密碼

登入

取消

登入後，根據指示啟動O365戶口

登入 O365 電郵帳戶 Login Your O365 Email Account

- 登入 <https://login.microsoftonline.com>
 - 輸入你的「登入名稱」及「密碼」
- Enter the website: <https://login.microsoftonline.com>
 - Enter your Logon ID and Password

你的登入名稱及電郵地址將會為 's' + 學員學生証號碼的前七位數字 + '@live.hkmu.edu.hk'

例如: 學生証號碼是 12345678 → s1234567@live.hkmu.edu.hk

Your Logon ID and Email Address will be 's' + first 7 digits of your HKMU student ID + '@live.hkmu.edu.hk'

If your student ID is 12345678 → s1234567@live.hkmu.edu.hk



登入

s1234567@live.hkmu.edu.hk

沒有帳戶嗎? [建立一個吧!](#)

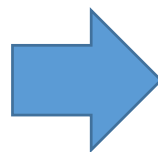
[無法存取您的帳戶嗎?](#)

返回

下一步

 登入選項

“s”+學員學生証號碼的前七位數字+ “@live.hkmu.edu.hk”



s1234567@live.hkmu.edu.hk

輸入密碼

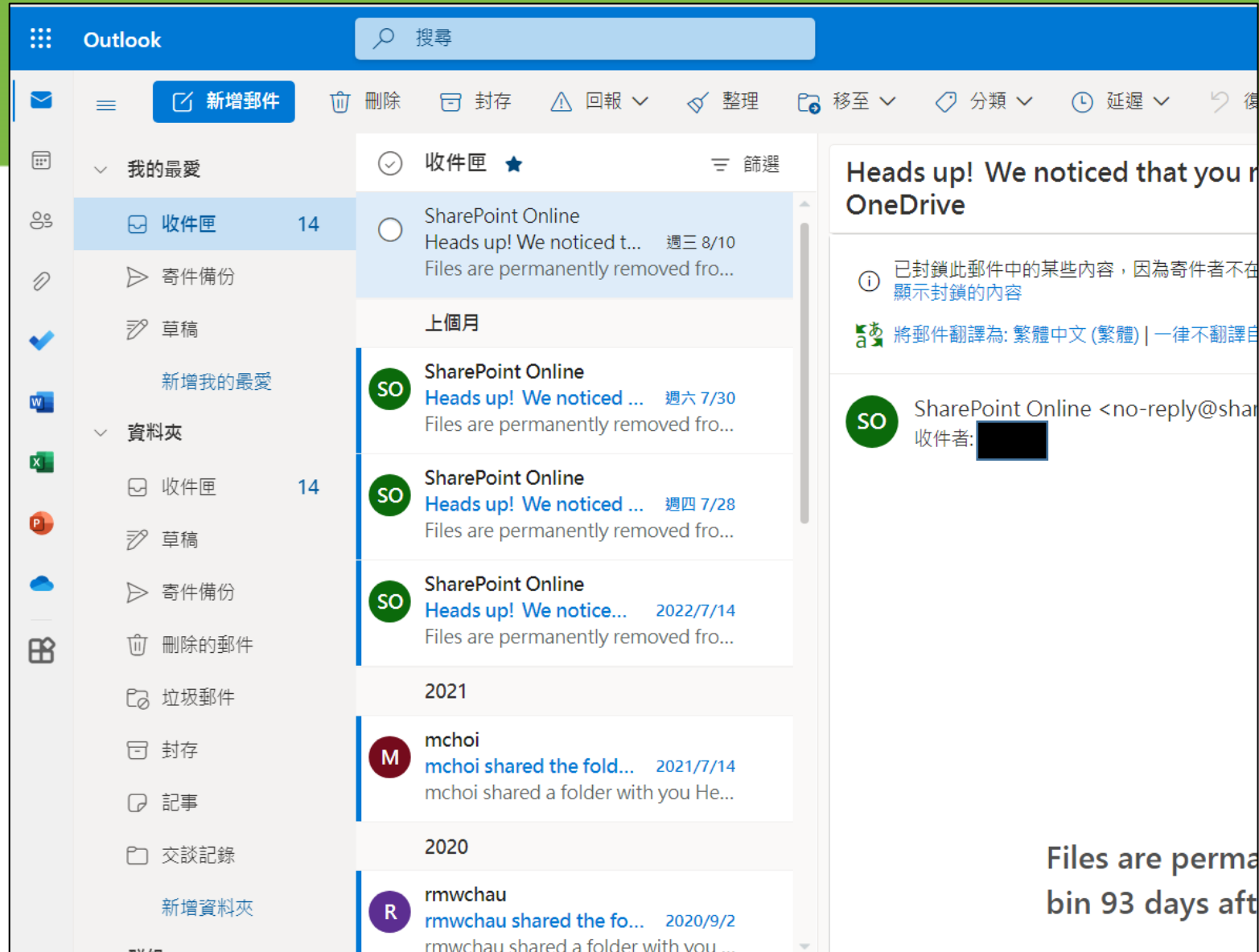
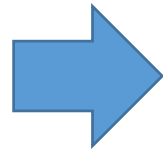
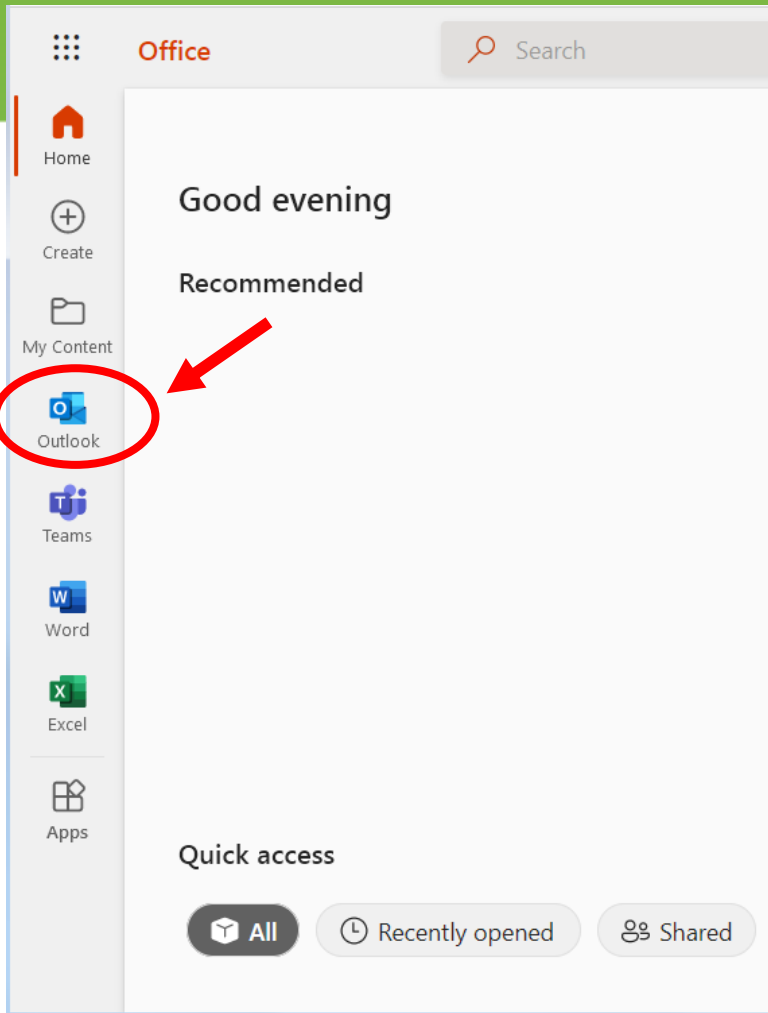
●●●●●●●●

密碼：已自行設定的O365帳戶密碼

[忘記密碼嗎?](#)



登入




網上學習系統 Online Learning Environment (OLE)

➤ 登入 elipace.hkmu.edu.hk/

- 使用者名稱：“s”+學員學生証號碼的前七位數字
- 密碼：你的**統一密碼**

➤ Enter the website: elipace.hkmu.edu.hk/

- Username：“s” + first 7 digits of your student number
- Password：Your **Single Password**




網上學習系統
Online Learning Environment

Username 使用者名稱：
s1234567

Password 密碼：
.....

Enter 登入

Help · Forgot password
登入方法 · 忘記密碼

 香港都會大學
HONG KONG METROPOLITAN UNIVERSITY
(前身為香港公開大學 Formerly The Open University of Hong Kong)

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[The HKMU's Personal Data Protection Policy](#)

When you visit the OLE, we collect general information about your visits..
The information will be used for student and university administration and research purposes.
For details of the University Personal Data Protection Policy, please click <http://www.hkmu.edu.hk/ppsf/>.

Online

Learning Environment



LinkedIn Learning

[Email](#) | [中文](#) | [Change Password](#) | [Refresh](#) | [Logout](#)

Courses

Support

My Courses

2021 Spring NURS 4106EF Funda of Nursing & Hea Pro

Course News



Discussion Board



Programme News/Shared Documents

- Student Handbook for Professional Programmes 01/07/2019 09:55 AM
- Student Handbook for Full-time Programmes 08/22/2018 09:32 AM
- Student Guidelines on Examination (Band A) 08/02/2017 04:38 PM
- OLELiPACE User Manual for Students 03/08/2017 10:50 AM
- LRC Book Collection 07/29/2016 02:33 PM
- Self-access English Language Learning Packages 07/29/2016 02:23 PM

Important Course News

Announcements

▼ **Notice of services suspension of Zoom on 2 and 3 Sep** 08/19/2022 05:12 PM

Please be informed that our Zoom service will be updated in early September to facilitate Student Webmail Migration. In order to minimize the impact on real-time classes, please read the following notes.

[[Details](#)]

▶ **System maintenance on 26 July 2022 [NEW]** 07/22/2022 10:12 AM



香港都會大學 李嘉誠專業進修學院
Hong Kong Metropolitan University
Li Ka Shing School of Professional and
Continuing Education

學生入門網站 MyHKMU Student Portal MyHKMU

- 登入 www.hkmu.edu.hk/current-students/
 - 使用者名稱：“s”+學員學生証號碼的前七位數字
 - 密碼：你的**統一密碼**
- Enter the website: www.hkmu.edu.hk/current-students/
 - Username：“s” + first 7 digits of your student number
 - Password：Your **Single Password**



Current Students



Adverse weather

Login to MyHKMU

s1234567

.....

Log In

> Need Help?



Student Announcements

- > MUSU NOTEBOOK PROGRAM 2022
- > Additional Academic Expenses Grant for Students with Special Educational Needs (SEN) (2022/23 academ...
- > Application for Government Financial Assistance 2022/23

More →

學生入門網站 MyHKMU Student Portal MyHKMU

香港都會大學李嘉誠專業進修學院之學生可透過「學生入門網站 MyHKMU」使用以下網上服務：

1. 更新個人資料
2. 查閱個人修業紀錄
3. 下載專業進修課程的上課時間表
4. 報讀課程 (只適用於無特定入學要求之課程)
5. 查核學科最終成績
6. 下載電子版〈非正式〉成績單

LiPACE students can access the student portal **MyHKMU** for the following online services:

1. Update personal particulars
2. Enquire your academic records
3. Download professional programme timetable
4. Enroll on courses without admission requirements
5. Enquire your continuous assessment marks and overall course grade
6. Download unofficial transcript

MyHKMU → 查閱成績 Checking Result

➤ 登入 MyHKMU

➤ Login MyHKMU

www.hkmu.edu.hk/current-students/



mu 香港都會大學
HONG KONG METROPOLITAN UNIVERSITY
(前身為香港公開大學 Formerly The Open University of Hong Kong)

Current Students

☁️ Adverse weather

Login to MyHKMU

Log In

> Need Help?

Student Announcements

- > MUSU NOTEBOOK PROGRAM
- > Additional Academic Experience
- > Application for Government



My Programme [Settings]

Please select programme to proceed.

LiPACE

- FDPNS - D in Nursing Services**
- FHDHC - HD in Health Care

My Tasks [Refresh] [Settings]

No Task(s) entries found.

[Add a Task](#) [Show All/Enhanced...](#)











Useful Links [Refresh] [Settings]

- [Webmail](#)
- [Library](#)
- [OLE \(HKMU\)](#)
- [OLE \(LiPACE\)](#)













Student Records (LiPACE)

-  [Personal Information](#)
View personal information and update selected information.
查詢及更新個人資料。 [Help](#)
-  [Emergency Contact Information \(緊急聯絡人資訊\)](#)
Update emergency contact information.
-  [Academic Record](#)
View your academic record. 查詢修業記錄。 [Help](#)
-  [Photo Submission \(紙交相片\)](#)
Submit photo for the preparation of student ID card.
-  [Students Enhancement Scheme Online Application](#)
Submit online application for Students Enhancement Scheme.
-  [Student Medical Support Grant Scheme Application Form](#)
Submit online application for Student Medical Support Grant Scheme.
-  [Student Medical Support Grant Scheme Medical Claim Form](#)
Submit claim form for Student Medical Support Grant Scheme.
-  [Special Relief Fund Online Application](#)
Submit online application for Special Relief Fund Online Application.
-  [Application for COVID-19 Special Graduation Assistance \(2020 Graduates\)](#)
Submit online application for COVID-19 Special Graduation Assistance (2020 Graduates) Scheme.
-  [Vaccination/Testing Registration System \(疫苗接種檢測註冊系統\)](#)
Submit Vaccination and Testing Record

Enrollment (LiPACE)

-  [Online Enrollment for Professional Programmes](#)
Online Enrollment for Professional Programmes. 網上報讀專業課程。
-  [Stylesight](#)
Stylesight.
-  [Class Schedule \(ENG/中文\)](#)
View your own class schedule.
-  [Student bank account collection](#)
Student bank account collection setup
-  [Leave Application Form for Absence from Class](#) 學生缺課申請表
-  [ePayment Platform \(電子繳款平台\)](#)
PAY your fee via Instant PPS.

Assessment (LiPACE)

-  [Assessment Result Enquiry for Student](#)
View your continuous assessment result. 查詢習作成績及科目等級。
Remarks: All results of assessment are subject to Programme Management Committee's moderation and approval. 所有評核成績須經課程管理委員會審核及批准。
-  [Download Unofficial Transcript 下載「非正式學業成績表」](#)
(The unofficial transcript of Higher Diploma, Associate Degree, Diploma and Diploma Yi Jin programmes will be only available after course result released in Semester B.)(高級文憑、副學士、文憑及毅進文憑課程的「非正式學業成績表」只適用於下學期成績公布後。)
- [DYJ Transcript Notes](#)

Notice: Unofficial transcript would be kept for about six months only. You are encouraged to download the unofficial transcript for retention if necessary. 「非正式學業成績表」只會保留約六個月。如有需要，學員應下載有關成績表以備日後參閱之用。

My Email (Student)

- [HKMU Web mail](#)

Change Password (Student)

- [Change Student Password](#)

FAQ (Student)


- [What is MyHKMU?](#)
- [Does MyHKMU have a session timeout?](#)
- [How do I reset my layout to be the default?](#)
- [What are pagelets?](#)

[More...](#)

Press Release

- [Press Release](#)

OLE (LiPACE)

-  [Online Learning Environment for LiPACE](#)
Access the Online Learning Environment for LiPACE student.

My Links

-  [My Links](#)

Course Code	Description	Units	Reg Value	Grade	Exam Indicator	Status	Enrollment Status	Enrollment Status Reason	Top Student	Misconduct
CHIN 3016CF-R09D (2440)	Foundation Chinese (Lecture)	13.50		B		✓	Enrolled			
ENGL 3059EF-R01D (2446)	Eng Speaking and Listening Ski (Lecture)	13.50		A		✓	Enrolled			
ENGL 3060EF-R09D (2451)	English Reading and Writing Sk (Lecture)	13.50		A-		✓	Enrolled			
NURS 3048EF-R09A (2463)	Basic Principles in Dispensing (Lecture)	14.10		A		✓	Enrolled			
NURS 3049BF-R09A (2465)	Professional Caring Skills (Lecture)	13.50		P		✓	Enrolled			
NURS 3050EF-R09A (2467)	Fundamental Health Interventio (Lecture)	13.50		B-		✓	Enrolled			
NURS 3051EF-R01A (2469)	Fund Human Anatomy and Physiol (Lecture)	14.10		A-		✓	Enrolled			
NURS 3052EF-R01A (2471)	Fund of Elderly Care Nursing (Lecture)	13.50		A-		✓	Enrolled			
NURS 3053EF-R09B (2473)	Introduction to Food and Nutri (Lecture)	13.50		A-		✓	Enrolled			
NURS 4106EF-R01A (2475)	Funda of Nursing & Hea Pro (Lecture)	13.50		B		✓	Enrolled			

領取學生證 Student Card

	日期 Date	時間 Time	地點 Venue
護理服務文憑 Diploma in Nursing Services (FDPNS)	14 Sep (Wed) 及 15 Sep (Thu)	10:15-13:45 及 14:15-17:30	荔景校園5樓 MCC 5/F

*同學於領取學生證前**必須**先完成「**入學問卷調查**」。詳情將以電郵通知。

英文教科書 (基礎教育文憑) English Textbook for FDPNS

Headway Academic Skills

Reading, Writing and Study Skills (Level 3)

Oxford University Press

ISBN 9780194741613

Original Price: \$290

Special Price for LiPACE students: \$259

九龍佐敦白加士街45號 (佐敦地鐵站C2出口)

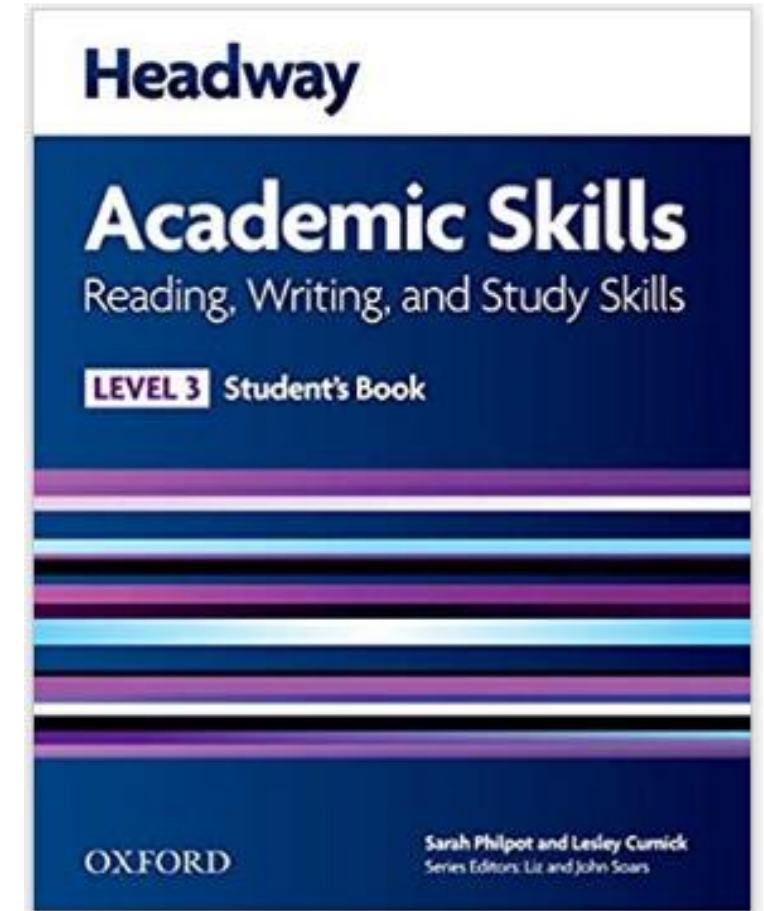
文苑書店

Tel: 2730 0594

Office hour: 11:00 - 20:30

Enquiries: **Oscar Wong** (Course Coordinator)

Tel: 3588 7871 Email: ohywong@hkmu.edu.hk



HKMU LiPACE 毅進及文憑 Facebook Page

LiPACE 毅進及文憑

認可學歷 就業升學選擇多

畢業生
最快3年內完成
學士課程

教學中心
鄰近港鐵站

報讀本校
高級文憑可獲
優先取錄

2021 畢業生
平均月薪
\$17K*



*資料來源: HKMU LiPACE 2021畢業生去向調查

現正接受報名

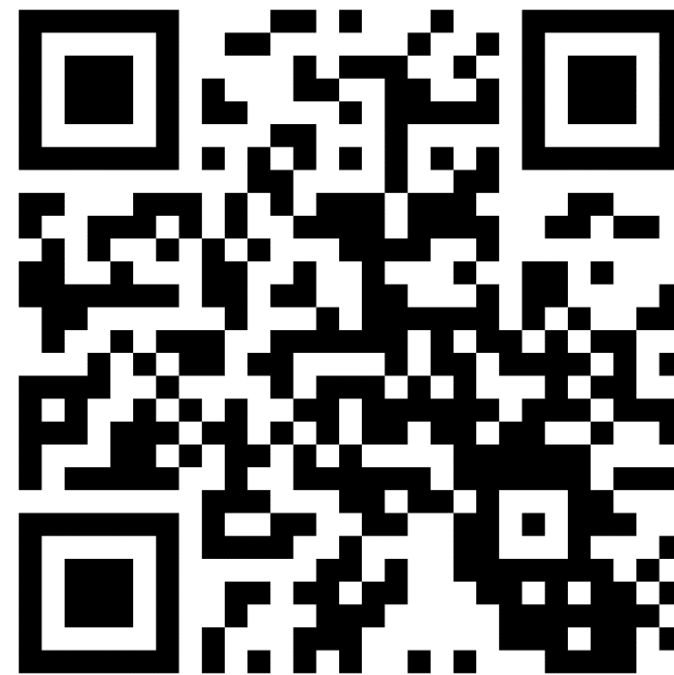
HKMU Lipace 毅進及文憑課程
@hkmulipacediploma · 教育

[傳送訊息](#)

你好！請告訴我們該如何提供協助。

[主頁](#) [關於](#) [相片](#) [活動](#) [更多](#)

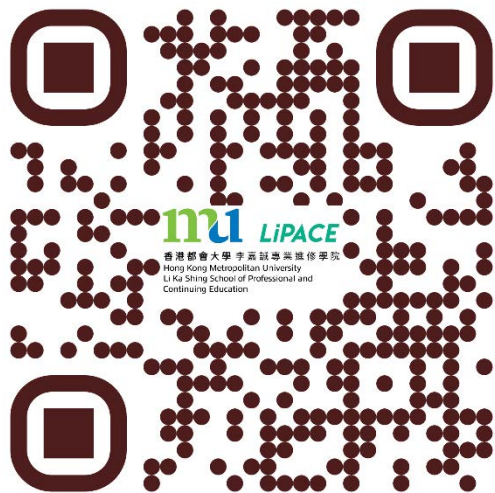
[已讚好](#) [🔍](#) [⋮](#)



HKMU LiPACE DYJ & Diploma Instagram



Higher Diploma in Health Care (FHDHC) 醫療護理高級文憑 (2 years full-time)



HKMU LIPACE
FHDHC website



HKMU LIPACE
FHDHC Instagram



HKMU LIPACE
FHDHC Facebook

香港都會大學李嘉誠專業進修學院

提供最全面學習經歷

師友關愛 多元學習體驗 銜接學位課程

HKMU Lipace 香港都會大學 李嘉誠專業進修學院
@hkmulipace · 社區學院

立即致電

主頁 影片 相片 關於 更多

向 HKMU Lipace 香港都會大學 李嘉誠專業進修學院提出問題

“誰任何人可考我咩咩?” 發問

“如何申請?” 發問

“你的專業地點在哪裡?” 發問

“你們現在是否接收新生?” 發問

輸入問題

關於

香港都會大學 李嘉誠專業進修學院
Hong Kong Metropolitan University
Li Ka Shing School of Professional and Continuing Education

中國書法藝術證書
現正招生

Instagram

lipace

hkmulipace 傳送訊息 追蹤

979 則帖子 918 位追蹤者 正在追蹤 31 人

HKMU LiPACE 香港都會大學 李嘉誠專業進修學院 學校
Official Account
Let's hashtag #HKMULiPACE to give us permission to repost your memorable photos at our channels!
www.hkmu.edu.hk/lipace
hk8_11 在追蹤

帖子 已標註

中國書法藝術證書 現正招生

創意電影編劇專業證書 現正招生

廟宇管理專業文憑 專業廟宇管理證書 現正招生

幼兒教育高級文憑

多元升學出路 邁向專業未來

Find us on



查詢 Enquiries

	Diploma in Nursing Services 護理服務文憑
Programme Leader 課程主任	Ms. Rachel Yim 嚴姑娘
Office Number 電話	3120 9876
Email 電郵	rwkyim@hkmu.edu.hk
WhatsApp	31209876

You can call Ms. Hyde Tam (Tel.: 31209923) for programme administration issues.
查詢課程行政事宜，請致電 31209923 學務主任譚小姐。



香港都會大學 李嘉誠專業進修學院
Hong Kong Metropolitan University
Li Ka Shing School of Professional and
Continuing Education

Full-time Programmes Highlights of Student Handbook 2022/23



Attendance Requirement

- The minimum attendance requirement of each course in full-time programmes is **80%**.
- Students who, without good reasons (e.g. illness), do not meet this requirement will fail the course, and will be required to re-take the course.
- Student attendance is calculated as follows:
- **When Online Mode is required:**
 - ▶ Enter the '**Zoom**' by using your student account created
 - ▶ Use '**Full Name**' to show your identity in all lessons
 - ▶ In general cases, attendance record will be generated after each lesson by the system
 - ▶ Plus : Some **special tasks / discussion questions** will be added during the lessons as check points which require students / groups to respond and answer

Attendance Requirement

- Face-to-face Mode:
 - ▶ Lateness or early departure **not more than 15 minutes** will be counted as **absence for 15 minutes**.
 - ▶ **4 times of 15-minute absence** will be treated as **1-class session** (regardless of duration of the class) absence.
 - ▶ Lateness or early departure **more than 15 minutes** will be taken as **absence** from relevant class.

Submission of Assessment

- ▶ Penalties of late submission:
 - ▶ a deduction of 10% of the assignment mark shall be imposed upon expiry of the deadline;
 - ▶ a further deduction of 5% of the assignment mark shall be imposed on each of the next subsequent working days.

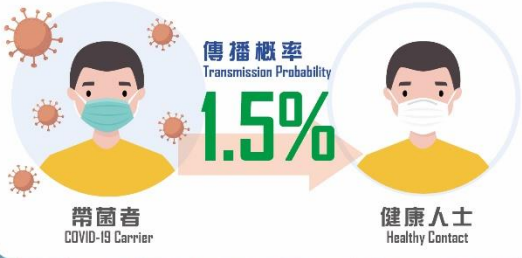
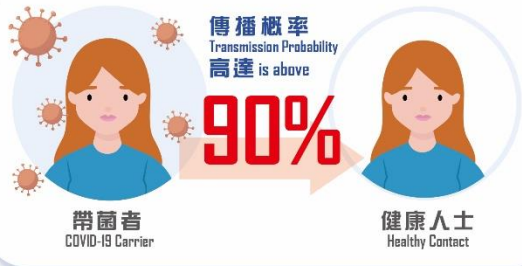
Plagiarism

- ▶ Students must pursue their studies with **academic honesty** and **avoid plagiarism**.
- ▶ Check own works through the use of Turnitin **as per instructors' instructions**.
- ▶ Useful information:
 - ▶ <https://libguides.lib.hkmu.edu.hk/plagiarism>
 - ▶ Online tutorials regarding plagiarism
- ▶ On receipt of a report that alleges a breach of academic integrity, the School shall review the case and decide whether there are reasonable and probable grounds to proceed with a charge of breach of academic integrity.

Grooming

- ▶ At all times, students are required to dress and behave properly, and conform to the Institute's rules and regulations inside and outside schools (including partner institutes' premises). The Institute may take disciplinary actions against a student who is suspected of guilty of misconduct.

疫情期間， 校園內不准進食



- 更新「安心出行」至最新版本*
 「安心出行」3.0.2 版本或以上
- 以「安心出行」掃描及儲存針卡二維碼或醫生簽發「新冠疫苗接種醫學豁免證明書」二維碼*
 *若市民在更新「安心出行」或儲存針卡方面需要技術支援，可到25個港鐵站內的流動支援站尋求協助，亦可到 www.leavehomesafe.gov.hk 了解更多
- 進入處所時
 掃一掃「安心出行」場地二維碼，程式會自動展示你的針卡或「豁免證明書」二維碼
- 向處所的「驗證二維碼掃碼器」**展示手機上的二維碼
 - ✔ 聽到「咚咚」聲 = 已接種疫苗
 - ✔ 聽到「嘟」一聲 = 持有「豁免證明書」
 - ⚠ 聽到「噹噹噹噹」 = 二維碼無效

**流動應用程式所收集的資料經加密處理，個人資料亦已經部份遮蓋 (masked) 及雜湊 (hashed) 處理，成為不可辨識的資料。處所負責人不能得悉所收集的資料。只有特區政府指定人員可使用所收集的資料，以協助預防和控制2019冠狀病毒病傳播的工作及相關用途。

Take your responsibility to protect your own and others.

Student Discipline (in general)

Students are not permitted to engage in misconduct, such as the following:

1. using mobile phones in class;
2. using **video recorders or cameras** (including those embedded in mobile phones) in a classroom during classes;
3. using **voice recorders** (including those embedded in mobile phones) in a classroom during classes, unless authorized by the instructor or academic staff member in charge of the class;
4. smoking on campus or in specified area outside the Institute's learning centres;
5. conduct which unreasonably obstructs the teaching, learning, assessment, research, administrative or consultative activities of the University, its staff, or students;
6. refusal to comply with any instructions or orders given by authorized persons of HKMU and LiPACE prohibiting any misconduct;

Student Discipline (in general)

Students are not permitted to engage in misconduct, such as the following:

8. downloading and viewing obscene pictures, and reading or distributing of obscene materials on campus;
9. the use of HKMU and LiPACE facilities without authorization or for purposes that are not connected with academic study or learning;
10. defamation of, assault on or battery against any student or employee of the Institute;
11. **willful damage to or defacement** of any property of the University;
12. theft, fraud, misapplication of University funds or property of any kind;
13. betting and gambling;
14. abuse of or unauthorized use of the name of the University or the Institute that puts the name of the University/Institute into disrepute;
15. harassment, **discrimination**, vilification or victimization involving issues of equal opportunities ;
16. a breach of personal data privacy; or
17. engaging in and carrying out any illegal act.

The background features a white space on the left and a complex, abstract pattern of overlapping green triangles on the right. The green shades range from light lime to dark forest green. The text 'Thank You' is centered in the white area.

Thank You

學生事務處

Student Affairs Office
(SAO)



mu | **LiPACE**

香港都會大學 李嘉誠專業進修學院
Hong Kong Metropolitan University
Li Ka Shing School of Professional and
Continuing Education

學生事務處 Student Affairs Office

職業指導及就業服務 Career Education and Career Services

輔導服務及支援 Counselling Services and Support

獎學金與經濟援助 Scholarship and Financial Assistance

學生發展與活動 Student Development and Student Activities

其他服務 Other Support Services

職業指導及就業服務 Career Education and Career Services

升學/就業展覽及講座 Articulation/ Career Fairs and Talks



English Language requirement	
HKDSE	Level 3 in English Language
IGCSE/GCE	Grade C in English First Language at IGCSE (equivalent to HKCEE level 3)
HKAL	Grade D in AS Use of English
HKCEE	Level 3 in English Language; or Grade C in English Language (Syllabus B) or
IELTS	Overall IELTS Band Score Equivalent Range: 5.48 – 5.68 IELTS Academic Module (within 2 years after the test date)

https://www.hkexa.edu.hk/en/ife/igce_igcse_igcse_ib/igcse/
<https://www.hkexa.edu.hk/en/recognition/benchmarking/hkcee/ielts/>
https://www.hkexa.edu.hk/en/ife/igce_igcse_igcse_ib/igcse/HS



工作坊及機構探訪 Workshops and Company Visits



獎學金與經濟援助

Scholarship and Financial Assistance

全日制課程學員可申請政府提供的學生資助 Full-time Students are eligible to apply for the student financial schemes administered by Student Finance Office (SFO):

資助計劃 Scheme	毅進文憑 Diploma Yi Jin	高級文憑 Higher Diploma	文憑 Diploma
專上學生資助計劃 Financial Assistance Scheme for Post-secondary Students (FASP)		✓	
學生車船津貼計劃 Student Travel Subsidy Scheme (STS)	✓	✓	
專上學生免入息審查計劃 Non-means-tested Loan Scheme for Post-secondary Students (NLSPS)		✓	
擴展的免入息審查貸款計劃 Extended Non-Means-Tested Loan Scheme (ENLS)	✓		✓
持續進修基金* Continuing Education Fund (CEF)*		✓	✓
毅進文憑學費發還 Diploma Yi Jin Tuition Fee Reimbursement	✓		

獎學金與經濟援助

Scholarship and Financial Assistance

自資專上獎學金計劃 Self-financing Post-secondary Scholarship Scheme (SPSS)

獎學金計劃 Scholarship Scheme	金額 Amount
卓越表現獎學金 Outstanding Performance Scholarship (OPS) 為獎勵有傑出表現的學生而設。 To give recognition to the performance of outstanding students.	\$30,000
最佳進步獎 Best Progress Award (BPA) 為鼓勵和表揚有顯著進步和改善的學生而設。 To encourage and recognize students with significant progress and improvement.	\$10,000
才藝發展獎學金 Talent Development Scholarship (TDS) 表揚在非學術領域取得成就或嶄露才華的學生，支持他們進一步發展他們的才能。 To recognize students who have demonstrated achievements or talent in non-academic areas and provide support for these students to further develop their talent and potential.	\$10,000
外展體驗獎 Reaching Out Award (ROA) 支持由院校提名的優異學生到香港境外，參加由院校舉辦或認可的學習、實習或服務計劃，以及國家、地區和國際性活動及比賽。 To support meritorious students who are nominated by institutions to participate in learning, internship or service programmes, as well as national, regional and international events and competitions that are conducted outside Hong Kong.	\$10,000
展毅獎學金 Endeavour Scholarship (EDS) 嘉許在學業及其他方面追求卓越、值得表揚而有特殊教育需要的學生。 To give recognition to deserving post-secondary students with Special Educational Needs (SEN) in the pursuit of excellence in academic and other areas.	\$15,000

獎學金與經濟援助

Scholarship and Financial Assistance

LiPACE 獎學金計劃 LiPACE Scholarship Scheme

獎學金計劃 Scholarship Scheme	金額 Amount
學業成績卓越獎 LiPACE Outstanding Academic Achievement Award 表揚成績優異的學生，鼓勵學生於其修讀課程爭取最佳成績。To commend students with outstanding academic achievements in their respective programmes	\$10,000

學生發展與活動

Student Development and Student Activities

學生組織 Student Societies

Facebook : www.facebook.com/lipacestudentsocieties/

Sportify
長跑 Distance Running Training, 足球、籃球比賽 Football & Basketball Competition, 泰拳 Muay Thai, 網球 Lacrosse, 潛水 Diving

Japanese Studies Society 日研社
和傘 Japanese-style umbrella, 茶會 Japanese Tea Ceremony, 日本舞踊 Traditional Japanese Dance, 弓道 Kyudo

One World Club
燈籠月餅 DIY Lantern Mooncake DIY, 港式奶茶體驗 Hong Kong Milk Tea Tasting, 聖誕舞龍新年慶祝活動 Christmas and GMY Celebration, 開齋節 Eid, 多國文化活動 Multi Culture Activity

STEAMina
micro:bit編程, 3D食品打印 3D food printing

Terpsichore 星聲蹈演藝
話劇 Drama, 韓流舞蹈 K-pop Dance

Minerva
讀書會 Reading Club, 領英網上學習 LinkedIn Learning

Health
健康講座 / 衛生宣傳活動 Health promotion activities



學生發展與活動

Student Development and Student Activities

學生大使計劃 Student Ambassadors Scheme(SA)



HAPPY TO SERVE 😊

學生發展與活動

Student Development and Student Activities

學生活動 Student Activities



And more 更多精彩活動



學生發展與活動

Student Development and Student Activities

交流計劃 Student Exchange Visits

Japan



Taiwan



Singapore



Radboud University



Sichuan



TAJEN UNIVERSITY
大仁科技大學



United Kingdom



- Mendel
- University
- in Brno
-



學生發展與活動 Student Development and Student Activities

其他學習體驗 Other Learning Experiences

「傳統和傘體驗」——
鳥取職人的和傘美學與技藝
Crafting of Traditional Japanese Umbrella:
Discover Tottori's Artisanal Aesthetics

日期: 2021年11月10日 (三)
時間: 12:30pm-3:00pm
場地: 葵涌葵昌路61-68號九龍貿易中心第2座11樓
葵興校園K1011室

特別請領:
日本鳥取縣和傘傳承館

www.hkmu.edu.hk/lipace
lipace@hkmu.edu.hk
2381 8450

非遺
木偶戲
CHINESE PUPPET SHOW

CONTENT
木偶戲歷史文化
CHINESE PUPPET
SHOW HISTORY
AND CULTURE
製作及操作
MAKING AND
OPERATION
表演
PERFORMANCE

DATE **22 FEB 2021 (TUE)**
TIME **2:00 - 3:00PM**

ZOOM Meeting ID: 985 2130 5527
SPEAKER
Mr. Cheung Chun Fai (Chief) &
Members Of Sky Bird Puppet Group
飛龍木偶團 團長張俊輝先生及團員

www.hkmu.edu.hk/lipace
lipace@hkmu.edu.hk
2381 8450

2020/21年度網上日本文化活動體驗
日本文化之美

「細說日本都道府縣之最」
虛擬旅行與網上講座系列
Virtual Traveling and Online Lecture Series:
'Let's Connect: The Best of Japanese Prefectures!'

長崎縣編
日期: 2021年12月1日 (三)
時間: 1:30pm-2:30pm
會場: Zoom (ID: 981 1409 7669)
特別講者: 井川 遼行
日本廣西學新大學
副學長 (國際交流)

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2381 8450

LinkedIn Learning

Good morning, Alexandra
Let's learn something new today!

Skills you're interested in: Excel · Management · Data Analysis · Marketing · Web development

Recommended for people with your job title

VIDEO Components of digital marketing
From course: Online Marketing

COURSE Insights from an Online Mar
By: Lorrie Thomas Ross

Cert Prep: Project Management Professional (PMP)®

OVERVIEW CONTENTS Q+A New

Introduction

- Welcome Video - 1m 25s
- What you should know Video - 2m 0s
- Using additional exam prep materials Video - 2m 47s
- 1. Project Management Overview Overview of the PMBOK® Guide Video - 3m 43s

其他服務 Other Support Services

- 儲物櫃租借 Locker Rental
- 義工服務 Volunteer Service
- 實習及就業服務 Internship & Jobs
- 輔導服務轉介 Counselling Service Referral

輔導及支援 Counselling Services and Support

個人成長及輔導服 Personal Growth and Counselling

- 駐校輔導員 School-based counsellors

特殊需要學生支援服務 Support for Students with SEN

- 特別考試安排 Special Examinations Arrangement
- 學生問卷調查 Student Survey

領取學生證 及 港鐵學生乘車優惠計劃申請

Student Card Collection and Application for MTR Student Travel Scheme

港鐵學生乘車優惠計畫 MTR Student Travel Scheme

- ✓ 任何年齡在25歲或以下的全日制學生 Students who are aged 25 or below and are currently enrolled on a full-time programme
- ✓ 港鐵需約2-3星期處理申請，建議同學于9月30日前辦理相關手續 It takes about 2-3 weeks for the MTR to process the application, students are recommended to apply before 30 September

如您於2022年10月31日有效期屆滿時仍未延續八達通上的「學生身分」，則使用該個人八達通乘搭港鐵時，須繳付成人車資
If your "Student Status" expires on 31 October 2022 and is not Renewed, full adult fares will be deducted from your Personalised Octopus when you travel on the MTR

網上遞交申請

可透過港鐵流動應用程式或港鐵網站遞交申請
Apply the Scheme through MTR Mobile App or MTR Website



English Version
英文版本



Chinese Version
中文版本



Via MTR Mobile
透過 MTR Mobile

- ✓ 申請程式可參閱學員專區（全日制課程）內的申請教學及教學影片
For the application procedure, please refer to the communication kit with a tutorial video

領取學生證 Collection of Student Card

學生必須在領取學生證前完成網上入學問卷調查

Students **MUST** complete the Online Entry Survey before collection of Student Card

地點 Venue:	<p><i>詳情請留意學生電郵通知有關安排</i></p> <p><i>Please pay attention to the student email from Registry for details.</i></p>
日期 Date:	
時間 Time:	

學生事務處地址及聯絡方法

How To Find Us



葵興校園 10樓 K1010-A室
Room K1010A, 10/F, Kwai Hing Campus (KHC)



lipace_sao@hkmu.edu.hk



3120-9988

Thank you

3i Initiatives, English for Academic Articulation & Employability



Prepared by: Ms. Betty Li

• bmli@hkmu.edu.hk

• Tel & WhatsApp 31209948

nm | **LiPACE**

香港都會大學 李嘉誠專業進修學院
Hong Kong Metropolitan University
Li Ka Shing School of Professional and
Continuing Education

3i Initiatives

with One World Club

Monthly Cultural Events

- Inclusiveness
- Internationalisation-in-place
- Intercultural awareness (for businesses)





3i Initiatives with One World Club Monthly Cultural Events

Academic Articulation and Employability



English for Academic Articulation

- Academic Study Skills Learning Package + Workshops
- IELTS Preparation
- Preparation for further studies
 - Application process guidance
 - Including (Etiquette, CV/ Resume, Personal Statements, Interviews)





Academic Articulation and Employability

English for Employability

- TOEIC (Test of English for International Communication)
- Preparation for job hunting
 - Application process guidance
 - Including (Etiquette, CV/ Resume, Interviews)

3i Initiatives, English for Academic Articulation & Employability

Ms. Betty Li

bmli@hkmu.edu.hk

Tel & WhatsApp 31209948





3i Initiatives,
English for
Academic Articulation
&
Employability

Have a great start!



香港路德會社會服務處

Hong Kong Lutheran Social Service, LC-HKS

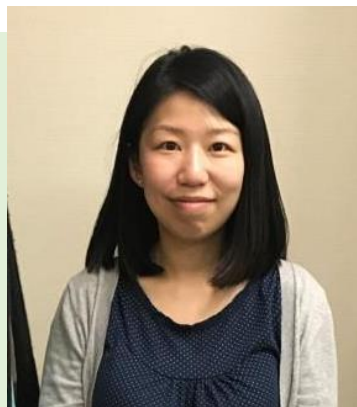
路德會專上學生全人發展服務

Objectives of Counselling Service 輔導服務目的

- To facilitate students' personal growth and their adaption to campus life
促進學生個人成長及對校園生活的適應
- To assist students to have a better understanding and a greater resilience in facing problems
協助學生有更好的自我認識及面對困難的心理韌性

Counsellors 輔導員

Ms. Chan Ka Wing
陳嘉穎姑娘
(Joyce)



- **MON, WED, FRI:**
Kwai Hing Campus (KHC)
星期一、三、五：葵興校園

Mr. Wong Yan Lung
黃人龍先生
(Alan)

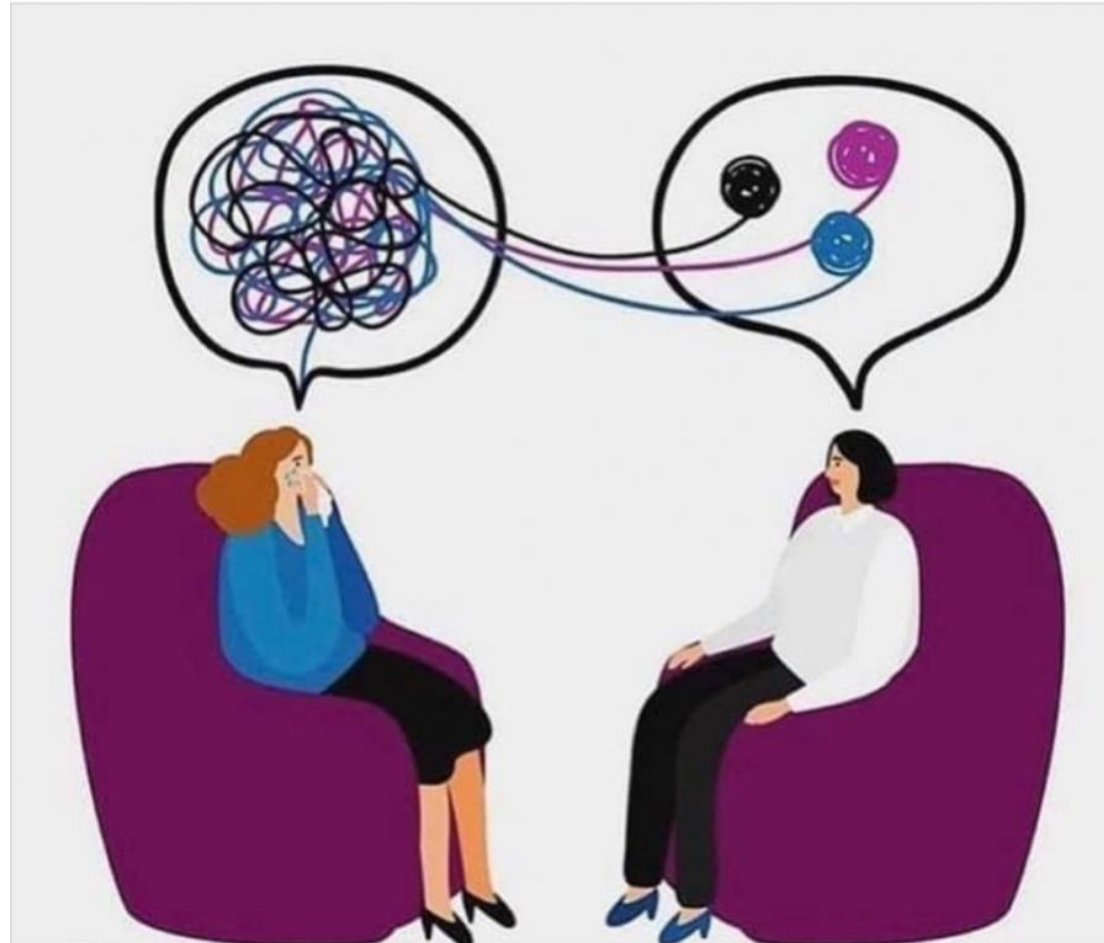


- **TUE, THU, :**
HKMU-CITA Campus (MCC)
星期二、四：荔景校園

Service Target 服務對象

- Students of full-time programmes
全日制課程學生

Individual Counselling 個別輔導



Individual Counseling 個別輔導

We hope to facilitate students' growth in the following aspects in the psychological counselling:

我們希望透過心理輔導促進同學在以下範疇的成長：

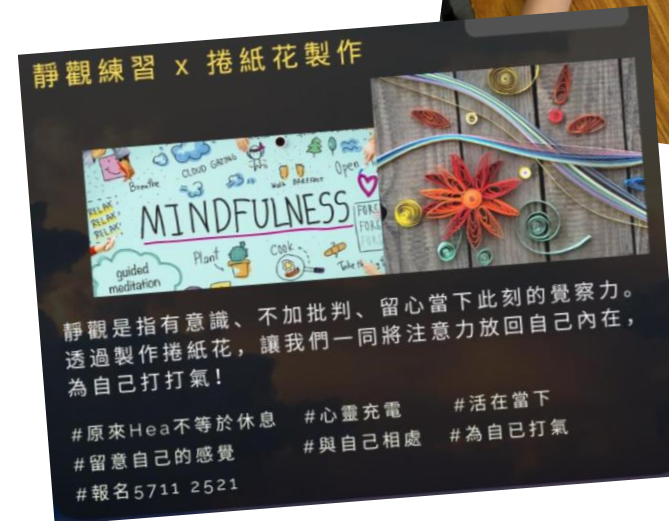
- Emotion management 情緒管理
- Adjustment to tertiary study 學習上的適應
- Interpersonal relationship 人際關係
- Dating issues 戀愛
- Family relationship 家庭關係
- Others 其他

Contact Us 聯絡我們

	Kwai Hing Campus (KHC) 葵興校園	HKMU – CITA Campus (MCC) 荔景校園
Stationing Hours 駐校時間	Every Monday, Wednesday and Friday 9:30 a.m. to 5:30 p.m. 逢星期一、三、五 上午九時三十分至下午五時三十分	Every Tuesday and Thursday 9:30 a.m. to 5:30 p.m. 逢星期二、四 上午九時三十分至下午五時三十分
Counselling Room 輔導室	Room K0906 K0906室	Room 508 508室
Tel. no. 聯絡電話	3120-9770	3588-7982

Programs 活動

- Self Understanding 自我認識
- Interpersonal Communication 人際溝通
- Leadership Training 領袖訓練
- Community Participation 社區服務



Enjoy your campus life in LiPACE and
Feel free to contact us!





香港都會大學 李嘉誠專業進修學院
Hong Kong Metropolitan University
Li Ka Shing School of Professional and
Continuing Education

Full-time Programmes Highlights of Student Handbook 2022/23



Attendance Requirement

- The minimum attendance requirement of each course in full-time programmes is **80%**.
- Students who, without good reasons (e.g. illness), do not meet this requirement will fail the course, and will be required to re-take the course.
- Student attendance is calculated as follows:
- **When Online Mode is required:**
 - ▶ Enter the '**Zoom**' by using your student account created
 - ▶ Use '**Full Name**' to show your identity in all lessons
 - ▶ In general cases, attendance record will be generated after each lesson by the system
 - ▶ Plus : Some **special tasks / discussion questions** will be added during the lessons as check points which require students / groups to respond and answer

Attendance Requirement

- Face-to-face Mode:
 - ▶ Lateness or early departure **not more than 15 minutes** will be counted as **absence for 15 minutes**.
 - ▶ **4 times of 15-minute absence** will be treated as **1-class session** (regardless of duration of the class) absence.
 - ▶ Lateness or early departure **more than 15 minutes** will be taken as **absence** from relevant class.

Submission of Assessment

- ▶ Penalties of late submission:
 - ▶ a deduction of 10% of the assignment mark shall be imposed upon expiry of the deadline;
 - ▶ a further deduction of 5% of the assignment mark shall be imposed on each of the next subsequent working days.

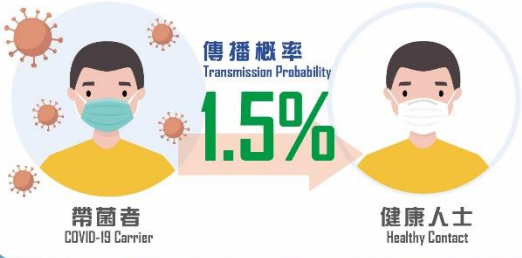
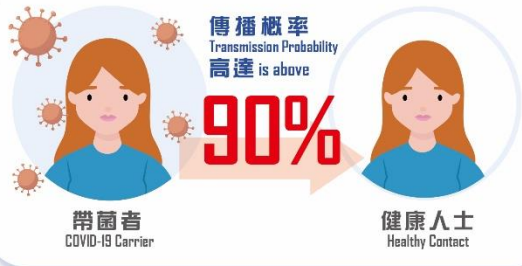
Plagiarism

- ▶ Students must pursue their studies with **academic honesty** and **avoid plagiarism**.
- ▶ Check own works through the use of Turnitin **as per instructors' instructions**.
- ▶ Useful information:
 - ▶ <https://libguides.lib.hkmu.edu.hk/plagiarism>
 - ▶ Online tutorials regarding plagiarism
- ▶ On receipt of a report that alleges a breach of academic integrity, the School shall review the case and decide whether there are reasonable and probable grounds to proceed with a charge of breach of academic integrity.

Grooming

- ▶ At all times, students are required to dress and behave properly, and conform to the Institute's rules and regulations inside and outside schools (including partner institutes' premises). The Institute may take disciplinary actions against a student who is suspected of guilty of misconduct.

疫情期間， 校園內不准進食



- 更新「安心出行」至最新版本*
 「安心出行」3.0.2 版本或以上
- 以「安心出行」掃描及儲存針卡二維碼或醫生簽發「新冠疫苗接種醫學豁免證明書」二維碼*
 *若市民在更新「安心出行」或儲存針卡方面需要技術支援，可到25個港鐵站內的流動支援站尋求協助，亦可到 www.leavehomesafe.gov.hk 了解更多
- 進入處所時
 掃一掃「安心出行」場地二維碼，程式會自動展示你的針卡或「豁免證明書」二維碼
- 向處所的「驗證二維碼掃碼器」**展示手機上的二維碼
 - ✔ 聽到「咚咚」聲 = 已接種疫苗
 - ✔ 聽到「嘟」一聲 = 持有「豁免證明書」
 - ⚠ 聽到「噹噹噹噹」 = 二維碼無效

**流動應用程式所收集的資料經加密處理，個人資料亦已經部份遮蓋 (masked) 及雜湊 (hashed) 處理，成為不可辨識的資料。處所負責人不能得悉所收集的資料。只有特區政府指定人員可使用所收集的資料，以協助預防和控制2019冠狀病毒病傳播的工作及相關用途。

Take your responsibility to protect your own and others.

Student Discipline (in general)

Students are not permitted to engage in misconduct, such as the following:

1. using mobile phones in class;
2. using **video recorders or cameras** (including those embedded in mobile phones) in a classroom during classes;
3. using **voice recorders** (including those embedded in mobile phones) in a classroom during classes, unless authorized by the instructor or academic staff member in charge of the class;
4. smoking on campus or in specified area outside the Institute's learning centres;
5. conduct which unreasonably obstructs the teaching, learning, assessment, research, administrative or consultative activities of the University, its staff, or students;
6. refusal to comply with any instructions or orders given by authorized persons of HKMU and LiPACE prohibiting any misconduct;

Student Discipline (in general)

Students are not permitted to engage in misconduct, such as the following:

8. downloading and viewing obscene pictures, and reading or distributing of obscene materials on campus;
9. the use of HKMU and LiPACE facilities without authorization or for purposes that are not connected with academic study or learning;
10. defamation of, assault on or battery against any student or employee of the Institute;
11. **willful damage to or defacement** of any property of the University;
12. theft, fraud, misapplication of University funds or property of any kind;
13. betting and gambling;
14. abuse of or unauthorized use of the name of the University or the Institute that puts the name of the University/Institute into disrepute;
15. harassment, **discrimination**, vilification or victimization involving issues of equal opportunities ;
16. a breach of personal data privacy; or
17. engaging in and carrying out any illegal act.

Thank You

The background features a white space on the left and a complex geometric pattern on the right. The pattern consists of overlapping, semi-transparent triangles in various shades of green, ranging from light lime to dark forest green. The overall effect is a modern, abstract design.

學生事務處

Student Affairs Office
(SAO)



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香港都會大學 李嘉誠專業進修學院
Hong Kong Metropolitan University
Li Ka Shing School of Professional and
Continuing Education

學生事務處 Student Affairs Office

職業指導及就業服務 Career Education and Career Services

獎學金與經濟援助 Scholarship and Financial Assistance

學生發展與活動 Student Development and Student Activities

輔導服務及支援 Counselling Services and Support

其他服務 Other Support Services

職業指導及就業服務 Career Education and Career Services

升學/就業展覽及講座 Articulation/ Career Fairs and Talks



English Language requirement	
HKDSE	Level 3 in English Language
IGCSE/GCE	Grade C in English First Language at IGCSE (equivalent to HKCEE level 3)
HKAL	Grade D in AS Use of English
HKCEE	Level 3 in English Language; or Grade C in English Language (Syllabus B) or
IELTS	Overall IELTS Band Score Equivalent Range: 5.48 – 5.68 IELTS Academic Module (within 2 years after the test date)

https://www.hkexa.edu.hk/en/ife/igce_igcse_igcse_ib/igcse/
<https://www.hkexa.edu.hk/en/recognition/benchmarking/hkcee/ielts/>
https://www.hkexa.edu.hk/en/ife/igce_igcse_igcse_ib/igcse/PS



工作坊及機構探訪 Workshops and Company Visits



獎學金與經濟資助

Scholarship and Financial Assistance

全日制課程學員可申請政府提供的學生資助 Full-time Students are eligible to apply for the student financial schemes administered by Student Finance Office (SFO):

資助計劃 Scheme	毅進文憑 Diploma Yi Jin	高級文憑 Higher Diploma	文憑 Diploma
專上學生資助計劃 Financial Assistance Scheme for Post-secondary Students (FASP)		✓	
學生車船津貼計劃 Student Travel Subsidy Scheme (STS)	✓	✓	
專上學生免入息審查計劃 Non-means-tested Loan Scheme for Post-secondary Students (NLSPS)		✓	
擴展的免入息審查貸款計劃 Extended Non-Means-Tested Loan Scheme (ENLS)	✓		✓
持續進修基金* Continuing Education Fund (CEF)*		✓	✓
毅進文憑學費發還 Diploma Yi Jin Tuition Fee Reimbursement	✓		

獎學金 Scholarship

優異學術表現獎 Excellent Academic Achievement

學員如在個別科目成績優異，可按其科目成績/等級獲頒課程代用券用作繳付學費。 Students who have performed outstandingly in individual courses will be awarded course coupons for payment of tuition fee.

柏立基爵士信託基金 Sir Robert Black Trust Fund *(只適用於毅進文憑學員 For Diploma Yi Jin student only)*

毅進文憑學員於畢業時的整體成績達到指定優異成績，將獲本院推薦申請由柏立基爵士信託基金提供的毅進文憑補助金。 Graduates who have achieved the stipulated academic results will be nominated for Sir Robert Black Trust Fund, the awarding grants aim to encourage students in their studies.

學生發展與活動

Student Development and Student Activities

學生組織 Student Societies

Facebook : www.facebook.com/lipacestudentsocieties/



學生發展與活動

Student Development and Student Activities

學生大使計劃 Student Ambassadors Scheme(SA)



HAPPY TO SERVE 😊

學生發展與活動

Student Development and Student Activities

學生活動 Student Activities



And more 更多精彩活動



學生發展與活動

Student Development and Student Activities

交流計劃 Student Exchange Visits

Education – Virtual International Exchange (APU)

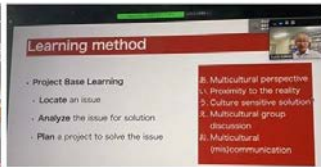


141 participants from 20+ countries attended the special lecture designed by Prof. Kondo (APU)



Group discussion-learning goals

- Group learning goals
- Confirm what you wish to achieve as a group.
- If you do NOT have any clear goals now -> you are in a big T.



Learning method

- Project Base Learning
- Locate an issue
- Analyze the issue for solution
- Plan a project to solve the issue

- 1. Multicultural perspective
- 2. Proximity to the reality
- 3. Culture sensitive solution
- 4. Multicultural group discussion
- 5. Multicultural miscommunication

"This cooperation with APU students has really benefited me a lot. After this study, I learnt a lot from APU and I am very happy to communicate with Japanese and foreigners. In addition, this cooperation allows me to have a deeper understanding of being a global citizen, which can help me in learning, setting goals and facing different challenges in the future. I look forward to having more opportunities to interact with Japanese students in the future."

Cheung Yiu Hang (FHDJAR, Year 1)



Japan



Taiwan



Singapore



Radboud University



- Mendel University in Brno

Sichuan



United Kingdom



學生發展與活動 Student Development and Student Activities

其他學習體驗 Other Learning Experiences

Supported by:

From Stress to Strength: Inner Nurturing and Personal Growth Series 2022 (4)
如何透過人與動物的聯繫 促進抗逆力的建立

Fostering Resilience Through Human-Animal Relationships
如何透過人與動物的聯繫 促進抗逆力的建立

Resilience is related to the capability to adapt positively despite adversity, stress or trauma, and to bounce back from life challenges may help us become stronger and better. In this workshop, we will explore animal-assisted interventions and how the human-animal bond is mutually beneficial that promotes resilience, strength and healing.

抗逆力是我們在逆境、創傷或各種壓力或困難下能正確靈活地適應和克服困難的能力。如果人們能建立與動物聯繫的關係，將有助於我們成為更強壯和更好的人。在本研討會中，我們將探討動物輔助介入如何透過人與動物的聯繫促進人與動物建立抗逆力。

Speaker 講者:
Mr. Eddie LEE
Founder, Hong Kong Institute of Animal Assisted Intervention
主席, 香港動物輔助介入研究協會
Chief, Animal-Assisted Intervention Services
主席, 動物輔助介入服務處
Past Founder, Therapy Dog Intervention Programme (TIG)
Past Loss and Bereavement Counsellor (LBC)

**Free of Charge! All are Welcome!
費用全免，歡迎任何人參加!**

Workshop details will be announced later on the HKMU website, Facebook pages, IG and posters.
For enquiries about the series, please contact the coordinator: **Kathleen Chan**, kchan@hkm.edu.hk

Registration deadline 報名截止日期:
30 May 2022 (Monday) (4:00pm)

www.hkm.edu.hk/lipace/
lipace@hkm.edu.hk
2 2381 8456
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The Hong Kong Metropolitan University
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3-i Initiatives

主辦機構: 香港都會大學 李嘉誠專業進修學院
協辦機構: 香港木偶劇團

非遺木偶戲

CHINESE PUPPET SHOW

CONTENT
木偶戲歷史文化
CHINESE PUPPET SHOW HISTORY AND CULTURE
製作及操控
MAKING AND OPERATION
表演
PERFORMANCE

DATE 22 FEB 2021 (TU)
TIME 2:00 - 3:00PM

ZOOM SPEAKER
Meeting ID: 985 2130 5527
Mr. Cheung Chun Fai (Chief) & Members Of Sky Bird Puppet Group
飛馬木偶團 團長張俊傑先生及團員

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The Hong Kong Metropolitan University
Li Ka Shing School of Professional and Continuing Education

3-i Initiatives

香港珍寶一廣彩

GUANGCAI PORCELAIN — THE TREASURE OF HONG KONG

DATE 22 MAR 2022 (TUE)
TIME 2:00 - 3:00PM

ZOOM SPEAKER
Meeting ID: 978 3795 1974
Joseph Tso (The Manager, A third-generation member of the founder of hand-painted porcelain factory Yuet Tung China Works)
曹志雄先生 (粵東磁鑽 彩繪瓷器 第三代傳承人)

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Get Ready to Become

an Early Childhood Professional

With Ukulele

For DYJ Programme Student

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香港都會大學 李嘉誠專業進修學院
The Hong Kong Metropolitan University
Li Ka Shing School of Professional and Continuing Education

主辦單位: 香港都會大學 李嘉誠專業進修學院

人生告白- 遺書導讀工作坊

04 July 2022 (Mon)
12:00-14:00
葵興校園 K1108
名額有限, 先報先得

活動查詢及報名

內容:
遺書導讀、人生告白、自我瞭解
探討生死態度及價值觀 #感受生命的溫度

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2020/21年度網上日本文化活動體驗
日本文化之美

「細說日本都道府縣之最」

虛擬旅行與網上講座系列
Virtual Traveling and Online Lecture Series:
'Let's Connect The Best of Japanese Prefectures!'

長崎縣編
日期: 2021年12月1日 (三)
時間: 1:30pm-2:30pm
會場: Zoom (ID: 981 1409 7669)
特別講師: 井川 惠行
日本城西學堂大學
副學長 (國際交流)

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輔導及支援

Counselling Services and Support

個人成長及輔導服務 Personal Growth and Counselling

- 駐校輔導員 School-based counsellors

特殊需要學生支援服務 Support for Students with SEN

- 特別考試安排 Special Examinations Arrangement
- 學生問卷調查 Student Survey

其他服務 Other Support Services

- 儲物櫃租借 Locker Rental
- 義工服務 Volunteer Service
- 實習及就業服務 Internship & Jobs

領取學生證 及 港鐵學生乘車優惠計劃申請

Student Card Collection and Application for MTR Student Travel Scheme

港鐵學生乘車優惠計畫 MTR Student Travel Scheme

- ✓ 任何年齡在25歲或以下的全日制學生 Students who are aged 25 or below and are currently enrolled on a full-time programme
- ✓ 港鐵需約2-3星期處理申請，建議同學于9月30日前辦理相關手續 It takes about 2-3 weeks for the MTR to process the application, students are recommended to apply before 30 September

如您於2022年10月31日有效期屆滿時仍未延續八達通上的「學生身分」，則使用該個人八達通乘搭港鐵時，須繳付成人車資
If your "Student Status" expires on 31 October 2022 and is not Renewed, full adult fares will be deducted from your Personalised Octopus when you travel on the MTR

網上遞交申請

可透過港鐵流動應用程式或港鐵網站遞交申請
Apply the Scheme through MTR Mobile App or MTR Website



English Version
英文版本



Chinese Version
中文版本



Via MTR Mobile
透過 MTR Mobile

- ✓ 申請程式可參閱學員專區（全日制課程）內的申請教學及教學影片
For the application procedure, please refer to the communication kit with a tutorial video

領取學生證 Collection of Student Card

學生必須在領取學生證前完成網上入學問卷調查

Students **MUST** complete the Online Entry Survey before collection of Student Card

https://hkmu.qualtrics.com/jfe/form/SV_difl42TSrjRpgNw



地點 Venue:	<i>詳情請留意教務處電郵通知有關安排 Please refer to the email from Registry for details.</i>
日期 Date:	
時間 Time:	

學生事務處地址及聯絡方法

How To Find Us



葵興校園 10樓 K1010-A室
Room K1010A, 10/F, Kwai Hing Campus (KHC)



lipace_sao@hkmu.edu.hk



3120-9988

Thank you

3i Initiatives, English for Academic Articulation & Employability



Prepared by: Ms. Betty Li

• bmli@hkmu.edu.hk

• Tel & WhatsApp 31209948



香港都會大學 李嘉誠專業進修學院
Hong Kong Metropolitan University
Li Ka Shing School of Professional and
Continuing Education

3i Initiatives

with One World Club

Monthly Cultural Events

- Inclusiveness
- Internationalisation-in-place
- Intercultural awareness (for businesses)





3i Initiatives with One World Club Monthly Cultural Events

Academic Articulation and Employability



English for Academic Articulation

- Academic Study Skills Learning Package + Workshops
- IELTS Preparation
- Preparation for further studies
 - Application process guidance
 - Including (Etiquette, CV/ Resume, Personal Statements, Interviews)





Academic Articulation and Employability

English for Employability

- TOEIC (Test of English for International Communication)
- Preparation for job hunting
 - Application process guidance
 - Including (Etiquette, CV/ Resume, Interviews)

3i Initiatives, English for Academic Articulation & Employability

Ms. Betty Li

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Tel & WhatsApp 31209948





3i Initiatives,
English for
Academic Articulation
&
Employability

Have a great start!



香港路德會社會服務處

Hong Kong Lutheran Social Service, LC-HKS

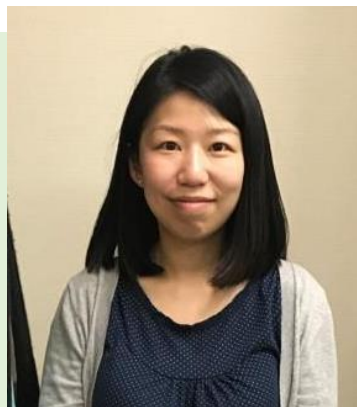
路德會專上學生全人發展服務

Objectives of Counselling Service 輔導服務目的

- To facilitate students' personal growth and their adaption to campus life
促進學生個人成長及對校園生活的適應
- To assist students to have a better understanding and a greater resilience in facing problems
協助學生有更好的自我認識及面對困難的心理韌性

Counsellors 輔導員

Ms. Chan Ka Wing
陳嘉穎姑娘
(Joyce)



- **MON, WED, FRI:**
Kwai Hing Campus (KHC)
星期一、三、五：葵興校園

Mr. Wong Yan Lung
黃人龍先生
(Alan)

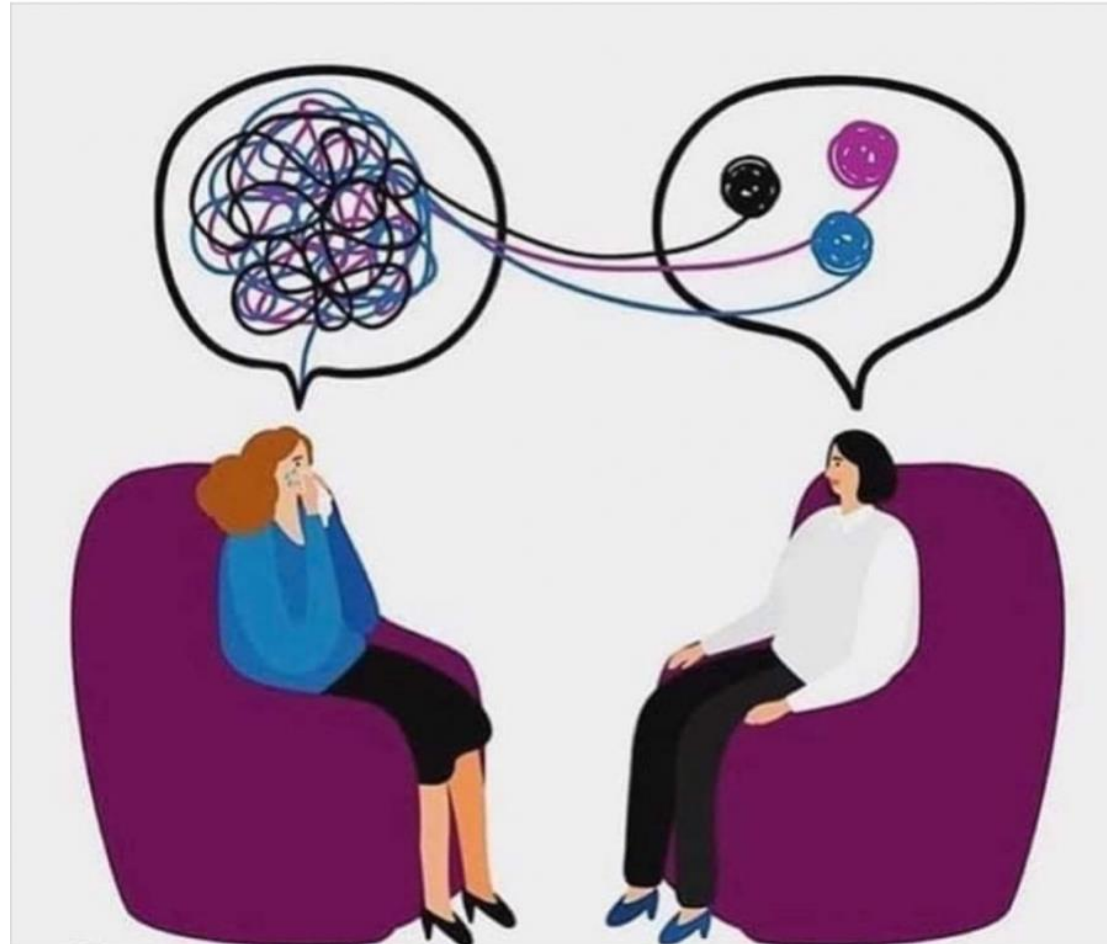


- **TUE, THU, :**
HKMU-CITA Campus (MCC)
星期二、四：荔景校園

Service Target 服務對象

- Students of full-time programmes
全日制課程學生

Individual Counselling 個別輔導



Individual Counseling 個別輔導

We hope to facilitate students' growth in the following aspects in the psychological counselling:

我們希望透過心理輔導促進同學在以下範疇的成長：

- Emotion management 情緒管理
- Adjustment to tertiary study 學習上的適應
- Interpersonal relationship 人際關係
- Dating issues 戀愛
- Family relationship 家庭關係
- Others 其他

Contact Us 聯絡我們

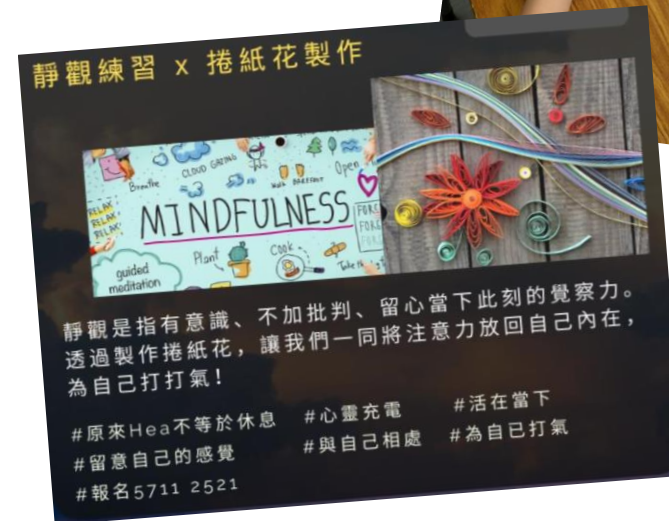
Appointment
with Counsellors:
約見輔導員:



	Kwai Hing Campus (KHC) 葵興校園	HKMU – CITA Campus (MCC) 荔景校園
Stationing Hours 駐校時間	Every Monday, Wednesday and Friday 9:30 a.m. to 5:30 p.m. 逢星期一、三、五 上午九時三十分至下午五時三十分	Every Tuesday and Thursday 9:30 a.m. to 5:30 p.m. 逢星期二、四 上午九時三十分至下午五時三十分
Counselling Room 輔導室	Room K0906 K0906室	Room 508 508室
Tel. no. 聯絡電話	3120-9770	3588-7982

Programs 活動

- Self Understanding 自我認識
- Interpersonal Communication 人際溝通
- Leadership Training 領袖訓練
- Community Participation 社區服務



Enjoy your campus life in LiPACE and
Feel free to contact us!



**Appointment
with Counsellors**
約見輔導員

