

Full-time Programmes Orientation

全日制課程迎新會 2022/23



Ryan LO & YU Wing Chuen
Division of Foundation Courses & Yi Jin Programme

29 Aug 2022

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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

毅進文憑

Diploma Yi Jin (DYJ)

基礎教育文憑

Diploma in Foundation Studies
(DFS)



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香港都會大學 李嘉誠專業進修學院
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Continuing Education

全日制課程及升學階梯簡介

Introduction of Full-time Programmes and Study Path



課程類別及升學階梯

Programme Type & Study Pathway



Level 3

毅進文憑課程
Diploma Yi Jin

文憑課程 Diploma
(1 year full-time)



Level 4

高級文憑課程
Higher Diploma

(包括本院近20個高級文憑 (其中8個
為「指定專業/界別課程資助計劃」課程)

副學士課程
Associate Degree
(2 years full-time)



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
海外大學學士學位)

(2-3 years full-time/
2 years part-time)

香港都會大學、本地其他資助、自資大學或海外大學開辦
之學士學位

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

毅進文憑

Diploma Yi Jin
(DYJ)

9月1日(星期四)
1 Sep (Thu)

基礎教育文憑

Diploma in Foundation Studies
(DFS)

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/>

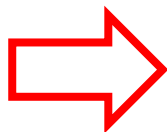


全日制課程 - 學員專區

李嘉誠專業進修學院 > 全日制課程 - 學員專區

Announcement 學院通告	Download Forms 表格下載	Publications & Guides 刊物及手冊	Info for New Students 新生資訊
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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



致： 所有毅進文憑課程同學
由： 教務處
日期： 2021年8月27日

各位同學：

2021/2022上學期將於2021年9月6日(星期一)開課。以下課程的同學將被分配至不同班別，請查閱你所屬班別：

- [YJD21 護理學\[荔景校園\]](#) (第1至第2班)
- [YJD21 護理學\[佐敦校園\]](#) (第1至第2班)
- [YJD69 紀律部隊實務及入職訓練](#) (第1至第2班)

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。

YJD09 漫畫及插圖藝術
YJD10 日語
YJD13 室內設計
YJD14 幼兒教育 HKSC MCC
YJD18 時裝及形象設計
YJD21 護理學 HKSC Class1 HKSC Class2 MCC Class 1 MCC Class 2
YJD35 警隊實務及入職訓練
YJD36 消防實務及入職訓練
YJD37 救護實務及入職訓練
YJD42 旅遊及款待服務(酒店及餐飲)
YJD43 咖啡調配及西式糕點製作
YJD47 廣告、公關及市場活動策劃
YJD52 旅遊及款待服務(主題公園)
YJD53 寵物護理及美容服務
YJD55 基礎工程學
YJD59 心理學與輔導學
YJD61 營養學
YJD62 時尚化妝與造型
YJD65 公務員實務
YJD69 紀律部隊實務及入職訓練 MCC Class1 MCC Class2

(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](#))
- [FHDPEC 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](#))
- [FHDPMUS 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3DU4053EF 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(教具設計) FDPECS Diploma in Early Childhood Studies (Educational Kit Design)	2021/9/13
Class 1	
FDPFS 基礎教育文憑 FDPFS Diploma in Foundation Studies	2021/9/13
Class 1 Class 2	
FDPNS 護理服務文憑 FDPNS Diploma in Nursing Services	2021/9/13
Class 1 Class 2 Class 3 Class 4 Class 5 Class 6 Class 7 Class 8	
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)	2021/9/13
Class 1	

Programme Title: YJD21 毅進文憑 (護理學) [第1班]

Venue: 佐敦校園

	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00
Mon			ENGL3030EF/2259/TL/J09B 32 HKSC/Room42 English Language Julianne WONG*							
Tue	MATH3003CF/2259/TL/J09A 32 HKSC/Room42 延伸數學 HKSC: Rita LAW*		COMM3004CF/2259/TL/J09B 32 HKSC/Room42 人際傳意技巧 Carrie CHEN*							
Wed	EDU3006CF/2259/TL/J09B 32 HKSC/Room42 通識教育 Ryan LO		ENGL3030EF/2259/TL/J09B 32 HKSC/Room42 English Language Julianne WONG*				CHIN3009CF/2259/TL/J09B 32 HKSC/Room42 中國語文 Gilman FUNG			
Thu			NURS3035CF/2259/TL/J09A 32 HKSC/Room42 認識老人健康與護理 HKSC: Erin NG*							
Fri	CHIN3009CF/2259/TL/J09B 32 HKSC/Room42 中國語文 Gilman FUNG		MATH3002CF/2259/TL/J09B 32 HKSC/Room42 數學 YU Wing Chuen							
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

CITAKB - 九龍灣校園 (九龍灣大業街63號) 63 Tai Yip Street, Kowloon Bay, KLN

HKSC - 佐敦校園 (柯士甸道81號) 81 Austin Road, Kowloon

MUFE - MAKE UP FOR EVER (銅鑼灣軒尼詩道513號維寶商業大廈3樓)

HKPGA - 國際專業寵物美容學院 (西灣河筲箕灣道38-44號華堂大廈1字樓1-2室)

Programme Title: FDPFS Diploma in Foundation Studies 基(Class 1)系

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					NURS3053EF/2259/TL/R09A 60 MCC/205 Introduction to Food and Nutrition Samuel LEUNG		CHIN3016CF/2259/TL/R09A 60 MCC/205 基礎中文 Vincent AU*			
Tue	HPM3025EF/2259/TL/R09A 50 MCC/307 Contemporary Hospitality and Tourism Kelvin CHEUNG*						CHIN3016CF/2259/TL/R09A 80 MCC/108 基礎中文 Vincent AU*	ARTS4177EF/2259/TL/R09A 80 MCC/108 Visiting Life Experience through Films Eugene CHAN*		
Wed	ENGL3060EF/2259/TL/R09A 44 MCC/208 English Reading and Writing Skills YIP Wai Hung*		HPM3025EF/2259/TL/R09A 44 MCC/208 Contemporary Hospitality and Tourism Kelvin CHEUNG*							
Thu							ARTS4177EF/2259/TL/R09A 80 MCC/106 Visiting Life Experience through Films Eugene CHAN*			
Fri	ENGL3060EF/2259/TL/R09A 80 MCC/106 English Reading and Writing Skills YIP Wai Hung*		NURS3053EF/2259/TL/R09A 80 MCC/106 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

CITAKB - 九龍灣校園 (九龍灣大業街63號) 63 Tai Yip Street, Kowloon Bay, KLN

HKSC - 佐敦校園 (柯士甸道81號) 81 Austin Road, Kowloon

MUFE - MAKE UP FOR EVER (銅鑼灣軒尼詩道513號維寶商業大廈3樓)

HKPGA - 國際專業寵物美容學院 (西灣河筲箕灣道38-44號華堂大廈1字樓1-2室)

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

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?](#)

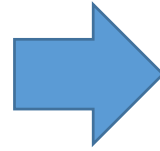
返回

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

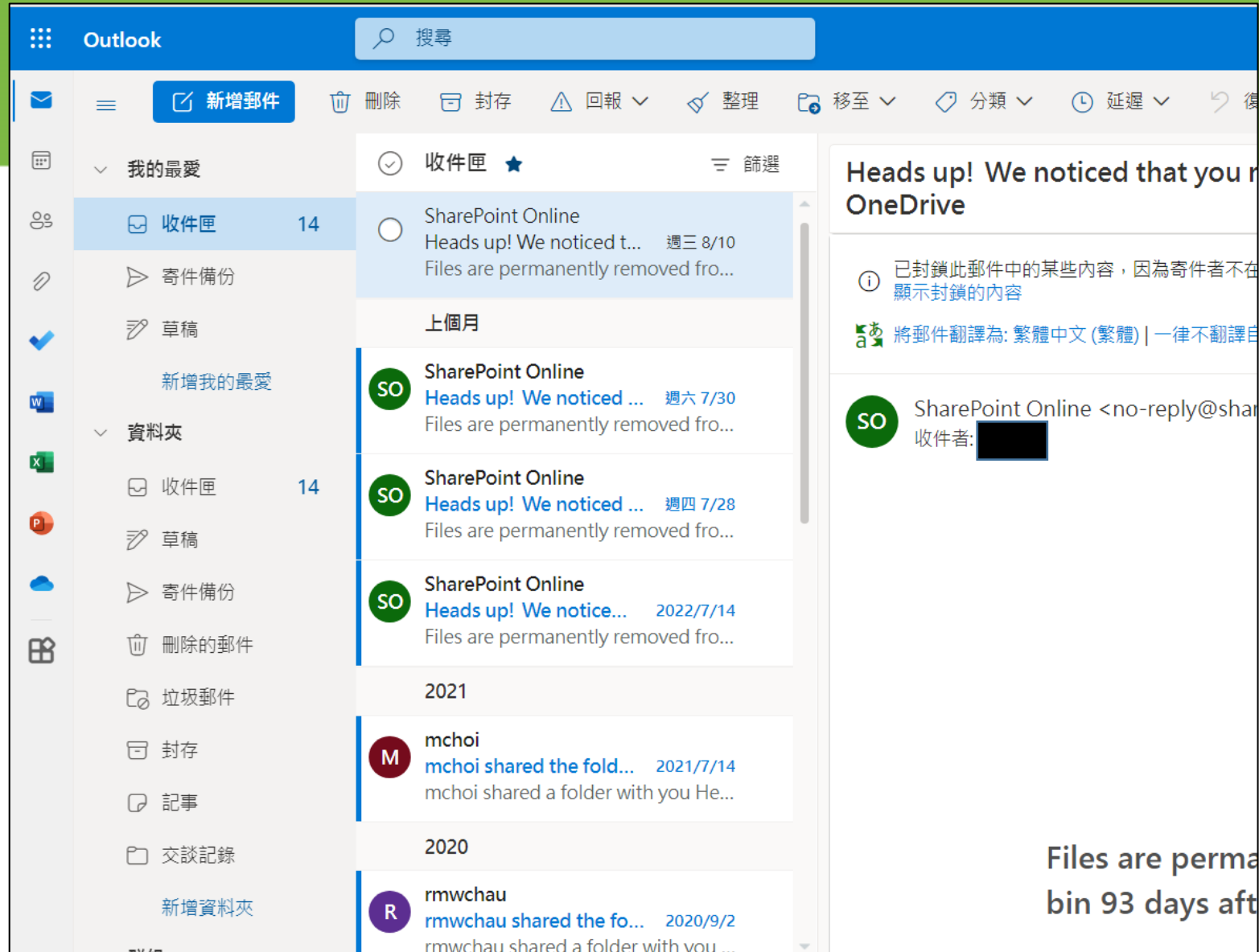
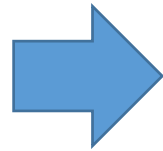
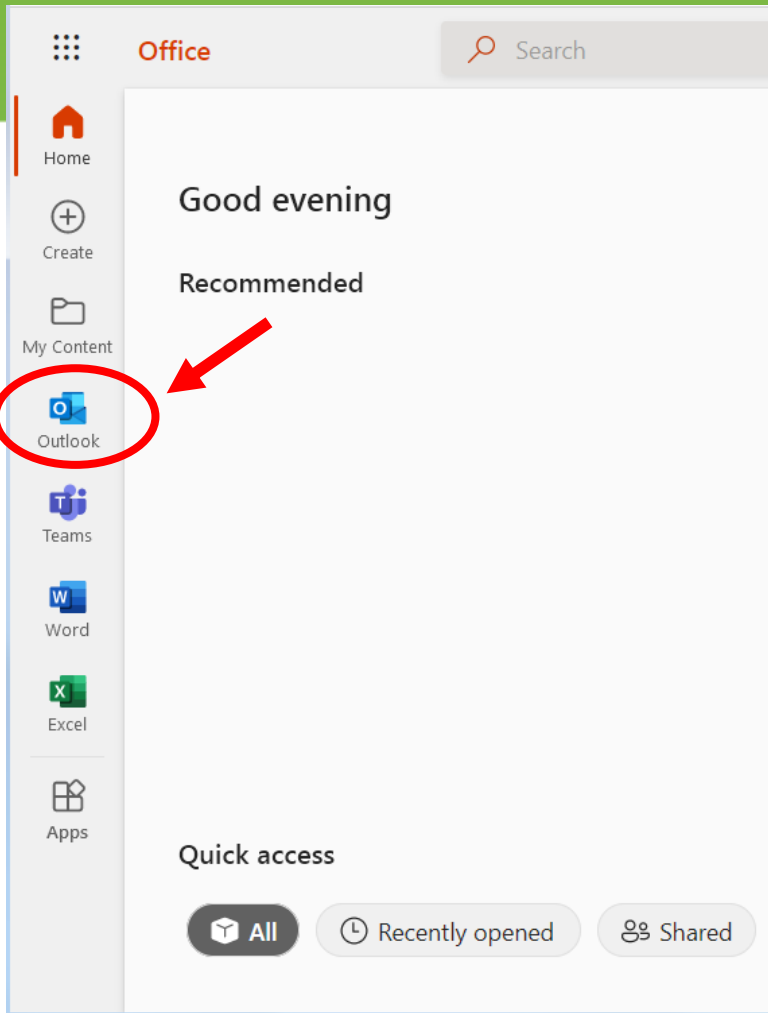
.....

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)

© Hong Kong Metropolitan University

[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/>.

Support Courses

My Courses

2018	Autumn	CHIN 3009CF	Chinese
2018	Autumn	COMM 3004CF	Communication Skills
2018	Autumn	EDU 3006CF	Liberal Studies
2018	Autumn	ENGL 3030EF	English
2018	Autumn	HPM 3016CF	Quality Mgt & Customer Service
2018	Autumn	MATH 3002CF	Mathematics
2018	Autumn	VET 3009CF	Grooming and Care for Pet
2018	Autumn	VET 3010CF	Pet Grooming Practicum

Course News	Discussion Board

Programme News/Shared Documents Manage

2018-2019 Student Handbook for Professional Programmes	01/05/2018 04:05 PM
2018-2019 Student Handbook for Full-time Programmes	08/22/2017 10:15 AM
Student Guidelines on Examination (Band A)	08/02/2017 04:38 PM
OLELiPACE User Manual for Students	03/08/2017 10:50 AM

Announcements

- IT maintenance on 15-16 June 2018 [NEW]** 10/20/2016 03:00 PM
 Please be reminded that ITU will carry out IT system maintenance as follows:

 Date/Time: 15 Jun 2018 (Fri) 19:00pm to 16 Jun 2018 (Sat) 2:00pm
 Affected services: All online services and Internet access
- E-Library E-Reserve readings** 07/12/2016 07:07 PM

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

s1234567

.....

Log In

> Need Help?

Student Announcements

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

Welcome | MyOUHK | Preferences | Profile Restore | Guide | Feedback | Select One: Logout | Wed, Aug 19, 15

香港公開大學
THE OPEN UNIVERSITY OF HONG KONG

My Programme
The Open University of HK

- HDNSMF1 - High Dip in Nursing Mental FT
- LIPACE**
 - **YJD21 - YJD (Nursing Studies)**
- Online Learning Environment
 - OLE Courses (DL / Full-time / eLearning)
 - OLE Courses (LiPACE)
- Electronic Library
 - Electronic Library Homepage
 - Search Library Catalogue
 - Renew Your Books
 - New Arrivals in the Library
 - Library Resources Recommended to You
 - Library Service Update
- Announcement for Student
 - Service Suspension: E-Platform for Hong Kong Self Financing Institution Libraries
 - August 2015 Examination Timetable for Full-time Programmes
 - Library Open House - 1/8/2015, 14:00-18:00

[More...](#)

My Email (Student)
◦ [OUHK Web mail](#)

My Tasks
No Task(s) entries found.

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

My News
港聞新聞 - Yahoo 新聞

- 雷暴警告取消
- 停牌士司機狂亂駕駛押下月再訊
- 許明順夫婦保釋 妻被海關帶走調查
- 「無屍塚案」被告稱買真空袋執走物品
- 東健銘追緝索贖審

[Setup RSS News](#)

Generic Search

Search: [GO](#)

Type:

- Staff Directory
- OUHK website
- Dictionary
- Wikipedia
- Internet

Change Password (Student)

- [Change Student Password](#)
- [Change Mainland Student Password](#)

Student Activities

- [Activities Organized by Student Societies](#)
- [Activities Organized by External Organizations](#)
- [Activities Organized for LIPACE Students](#)

Press Release

- [Community Healthcare Gets a Major Boost](#)
- [OUHK Launches New Research Institute](#)
- [OUHK to launch Hong Kong's first Master's Degree in Chinese Medicinal Nursing](#)

[More...](#)

FAQ (Student)

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

[More...](#)

Welcome | MyOUHK | Preferences | Profile Restore | Guide | Feedback | Select One: Logout | Wed, Aug 19, 15

香港公開大學
THE OPEN UNIVERSITY OF HONG KONG

Student Records (LiPACE)

- [Personal Information](#)
View personal information and update selected information. 查閱及更新個人資料。
- **Academic Record**
View your academic record. 查閱修業記錄。 [Help](#)
- [Timetable Download](#)
Visit LiPACE Timetable Download page. 下載專業課程時間表。

OLE (LiPACE)

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

My Links

My Links

[Edit My Links](#)

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.

Assessment (LiPACE)

- [Assessment Result Enquiry for Student](#)
View your continuous assessment result. 查閱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 Programme Transcript](#)
Download programme transcript. 下載學業成績表。 [YJD transcript notes](#)
Notice: Online Unofficial Transcript downloading service is now available for courses of June 2010 intake onwards. Each unofficial transcript would be kept for one year only. You are strongly encouraged to download your unofficial transcript as early as possible for retention if necessary. 學員現可於此處下載2010年6月學期及以後的課程之非正式學業成績表，而每個課程的非正式學業成績表只會保留一年。如有需要，學員敬請儘快下載有關成績表以備日後參閱之用。

▼ Courses

✓ Enrolled

⊗ Dropped

▲ Wait Listed

Course Code	Description	Units	Reg Value	Grade	Exam Indicator	Status	Enrollment Status	Enrollment Status Reason	Top Student
CHIN 3009CF-T09E (2931)	Chinese (Lecture)	40.00		B		✓	Enrolled		
COMM 3004CF-T09E (2975)	Communication Skills (Lecture)	20.00		B		✓	Enrolled		
EDU 3006CF-T09E (3018)	Liberal Studies (Lecture)	20.00		B		✓	Enrolled		
ENGL 3030EF-T09E (3063)	English (Lecture)	40.00		C		✓	Enrolled		
MATH 3002CF-T09E (3109)	Mathematics (Lecture)	20.00		A		✓	Enrolled		
MATH 3003CF-T01A (3035)	Maths Plus (Lecture)	20.00		A		✓	Enrolled		

領取學生證 Student Card

	日期 Date	時間 Time	地點 Venue
毅進文憑 Diploma Yi Jin (DYJ)	1 Sep (Thu) 及 2 Sep (Fri)	10:00-13:00 及 14:30-17:30	荔景校園5樓 MCC 5/F
基礎教育文憑 Diploma in Foundation Studies (DFS)	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。

*毅進文憑-**佐敦校園及九龍灣校園**同學將由班主任於堂上派發。

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

Headway Academic Skills

Reading, Writing and Study Skills (Level 3)

Oxford University Press

ISBN 9780194741613

Original Price: \$290

Special Price for LiPACE students: \$259

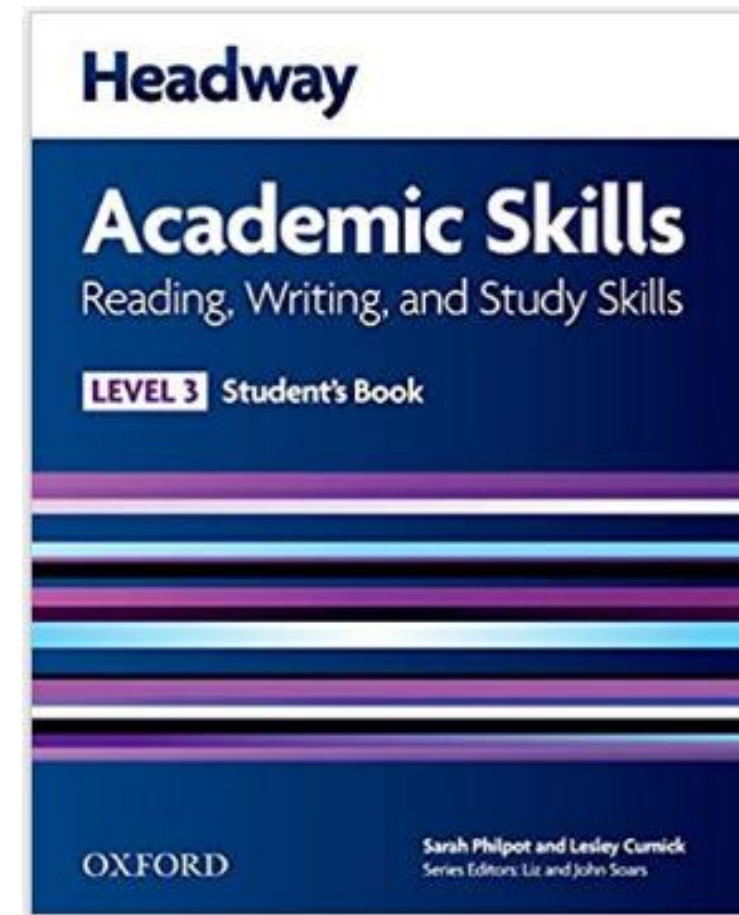
九龍佐敦白加士街45號 (佐敦地鐵站C2出口)
文苑書店

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

現正接受報名



畢業生
最快**3年**內完成
學士課程

報讀本校
高級文憑可獲
優先取錄

2021 畢業生
平均月薪
\$17K*

教學中心
鄰近港鐵站

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

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

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

傳送訊息

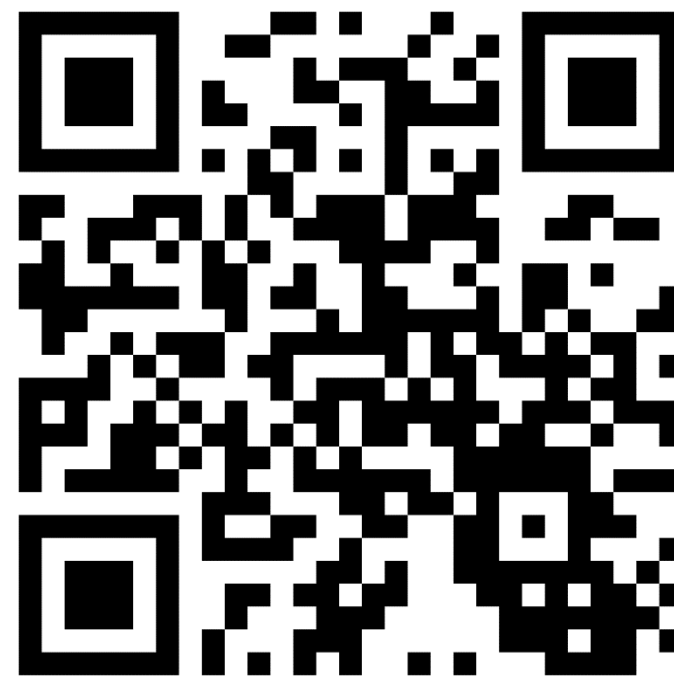
你好！請告訴我們該如何提供協助。

主頁 關於 相片 活動 更多 ▾

已讚好

...

*資料來源: HKMU LiPACE 2021 畢業生去向調查



HKMU LiPACE DYJ & Diploma Instagram



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

- “誰任何人可考數論班嗎?”
- “如何申讀?”
- “你的專業地點在哪裡?”
- “你們現在是否接收新生?”

關於

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

Find us on



查詢 Enquiries

	Diploma Yi Jin 毅進文憑	Diploma in Foundation Studies 基礎教育文憑
Programme Leader 課程主任	Mr. Yu Wing Chuen	Mr. Ryan Lo
Office Number 電話	3588 7862	3588 7873
Email 電郵	wcyu@hkmu.edu.hk	rswlo@hkmu.edu.hk
WhatsApp	3588 7862	3460 9948

You can call Ms. Alice Yu (Tel.: 3588 7902) for programme administration issues.
查詢課程行政事宜，請致電 3588 7902 學務主任余小姐。



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.

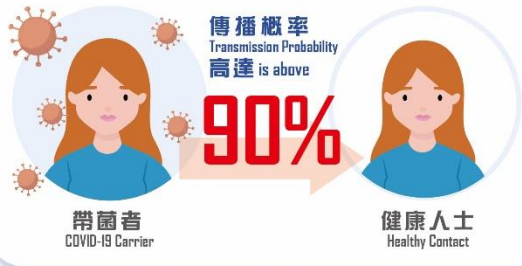
Plagiarism

- ▶ 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.

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/hkdee/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

LiPACE 獎學金計劃 LiPACE Scholarship Scheme

獎學金計劃 LiPACE Scholarship Scheme	金額 Amount
<p>柏立基爵士信託基金 Sir Robert Black Trust Fund 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.</p>	\$5,600

學生發展與活動

Student Development and Student Activities

學生組織 Student Societies

Facebook : www.facebook.com/lipacestudentsocieties/

The infographic features seven colorful speech bubbles, each representing a student society and its activities:

- Sportify** (Red bubble): 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** (Blue bubble): 和傘 Japanese-style umbrella, 茶會 Japanese Tea Ceremony, 日本舞踊 Traditional Japanese Dance, 弓道 Kyudo.
- One World Club** (Yellow bubble): 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** (Purple bubble): micro:bit編程, 3D食品打印 3D food printing.
- Terpsichore 星聲蹈演藝** (Red bubble): 話劇 Drama, 韓流舞蹈 K-pop Dance.
- Minerva** (Blue bubble): 讀書會 Reading Club, 領英網上學習 LinkedIn Learning.
- Health** (Yellow bubble): 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



Sichuan



TAJEN UNIVERSITY
大仁科技大學

Radboud University



- Mendel University in Brno




United Kingdom



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61-63號九龍貿易中心第2座31樓
葵興校園K1011室

特別講師:
日本鳥取縣和傘傳承館

www.hkmu.edu.hk/lipace/
lipace@hkmu.edu.hk
2372 9898
2381 8450

非遺木偶戲
CHINESE PUPPET SHOW

CONTENT
木偶戲歷史文化
CHINESE PUPPET
SHOW HISTORY
AND CULTURE
製作及操控
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
飛騰木偶團 團長張復輝先生及團成員

www.hkmu.edu.hk/lipace/
lipace@hkmu.edu.hk
2372 9898
2381 8450



香港珍寶
— 廣彩
GUANGCAI PORCELAIN
— THE TREASURE OF
HONG KONG

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

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

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2381 8450

Get Ready to Become
**an Early
Childhood
Professional**
With Ukulele

For DYJ Programme Student

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 孝行
日本經濟學堂大學
副學長(國際交流)

活動連結

www.hkmu.edu.hk/lipace/
lipace@hkmu.edu.hk
2372 9898
2381 8450

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

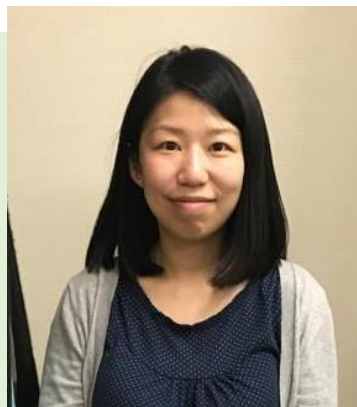
路德會專上學生全人發展服務

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)

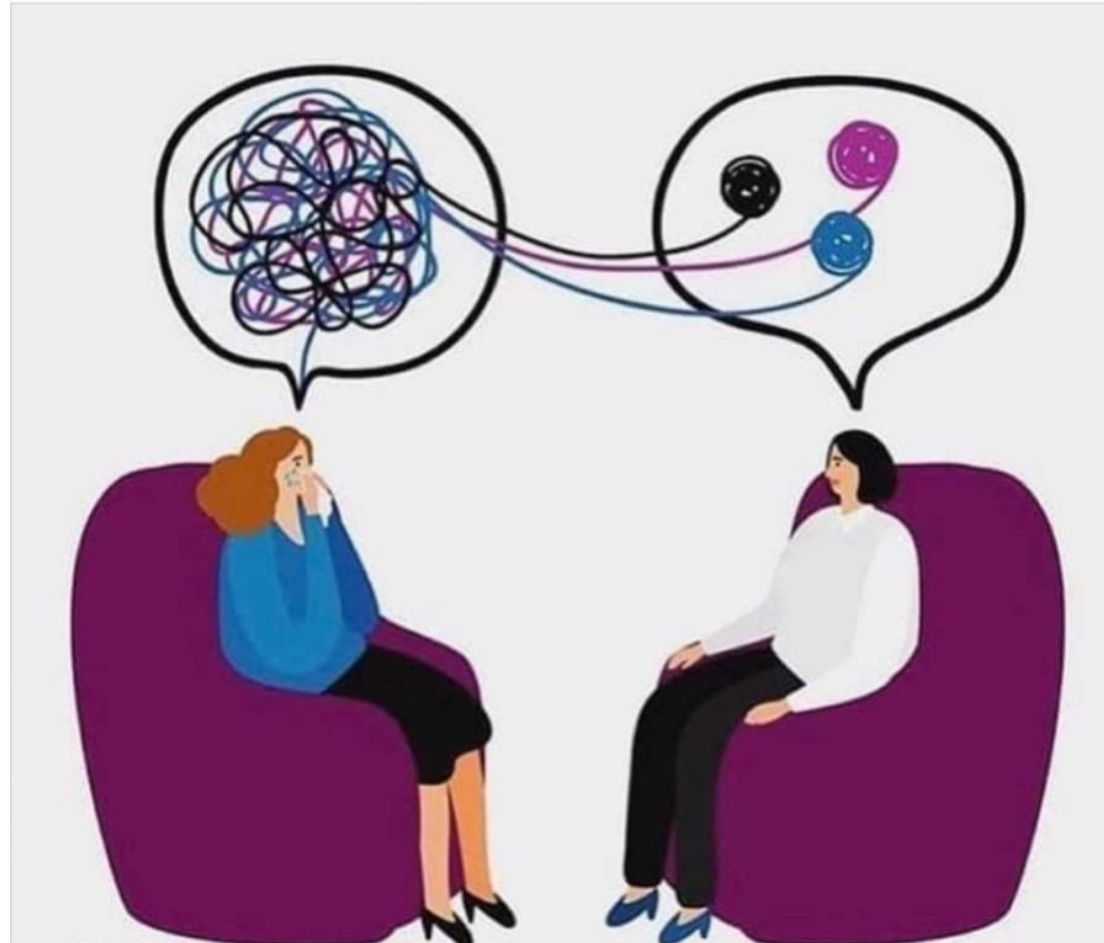


- **TUE, THU, :**
HKMU-CITA Campus (MCC)
星期二、四：荔景校園

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：

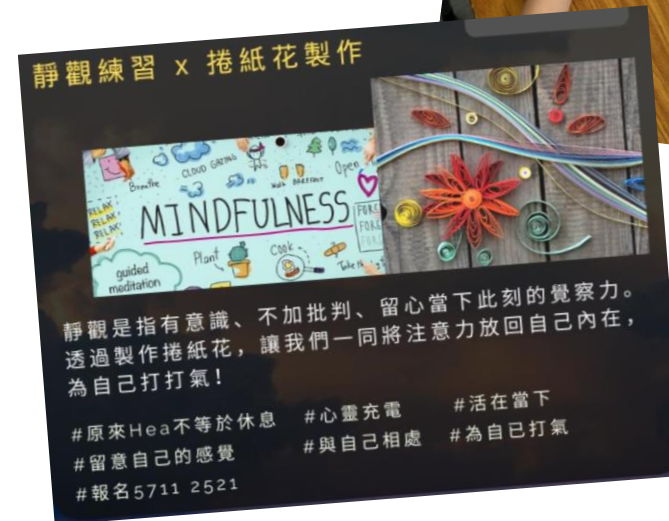
- Emotion management 情緒管理
- Adjustment to tertiary study 學習上的適應
- Interpersonal relationship 人際關係
- Dating issues 戀愛
- Family relationship 家庭關係
- Others 其他

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.

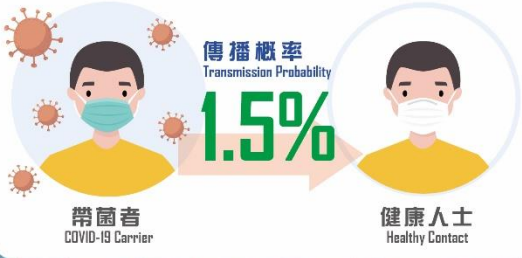
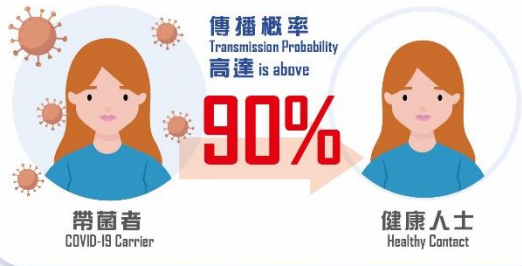
Plagiarism

- ▶ 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



1 更新「安心出行」至最新版本*

2 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

3 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

4 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 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 triangles are arranged in a way that creates a sense of depth and movement, with some pointing towards the center and others towards the right edge.

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

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

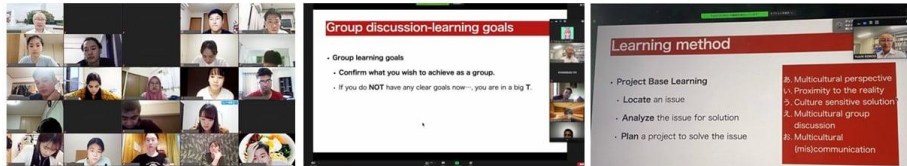


學生發展與活動

Student Development and Student Activities

交流計劃 Student Exchange Visits

Education – Virtual International Exchange (APU)



The screenshot shows a virtual meeting interface with a grid of participants on the left. Two presentation slides are visible on the right:

- 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

Additional text on the right side of the slide includes:

- A: Multicultural perspective
- 1: Proximity to the reality
- 2: Culture sensitive solution
- 3: Multicultural group discussion
- B: Multicultural (mis)communication

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

"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 (FHDJAP, Year 1)



Japan



Taiwan



Singapore



Sichuan



Radboud University



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

From Stress to Strength: Inner Nurturing and Personal Growth Series 2022 (4)
由壓力到力量及成長系列(四)

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 the 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.

抗壓力與動物關係有關，關係結合種族力量促進當下穩定生活並加強適應和處理困難的能力有關，由個人們能建立抗逆力與韌性。透過與動物建立的人與動物關係，我們探討如何透過動物與人可透過人與動物的聯繫促進人們建立抗逆力。

Speaker 講者:
Mr. Eddie LEE
Founder, Hong Kong Institute of Animal Assisted Intervention
主席, 香港動物輔助介入治療協會
Chief Executive, Animal Assisted Intervention Association
主席, 動物輔助介入治療協會
Pet Partner Therapy Program Intervention Specialist (PIS)
Pet Loss and Bereavement Counsellor (PLC)

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

Workshop details will be announced later on the LIPACE website, Facebook pages, IG and posters.

For enquiries about the series, please contact the coordinator: **Kathleen Chan**, kchan@hku.edu.hk

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

報名連結

www.hku.edu.hk/lipace/
lipace@hku.edu.hk
2 3121 8458
2381 8458

香港都會大學李嘉誠專業進修學院
課程中心 - 香港灣仔區 53 號文咸東街 11 樓(香港會議展覽中心)
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3-4 Initiatives

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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3-4 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 (粵東磁器 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

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

內容:
遺書導讀、人生告白、自我瞭解
探討生死態度及價值觀

活動查詢及報名

#感受生命的溫度

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 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

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

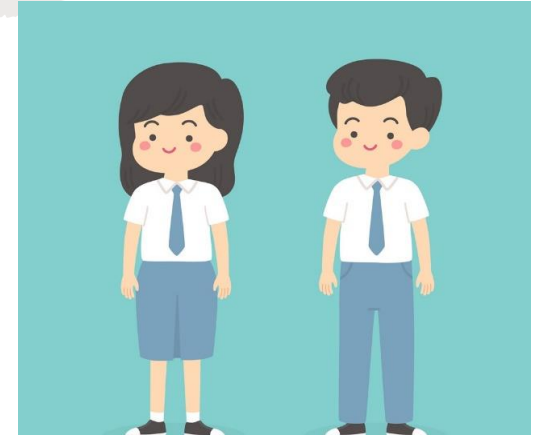
- Inclusiveness
- Internationalisation-in-place
- Intercultural awareness (for businesses)





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

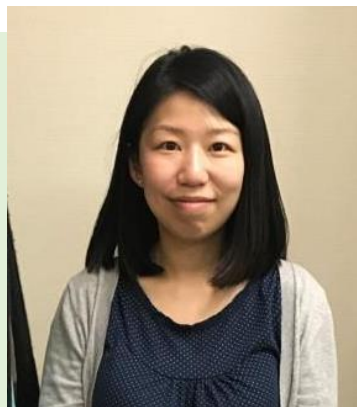
路德會專上學生全人發展服務

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)

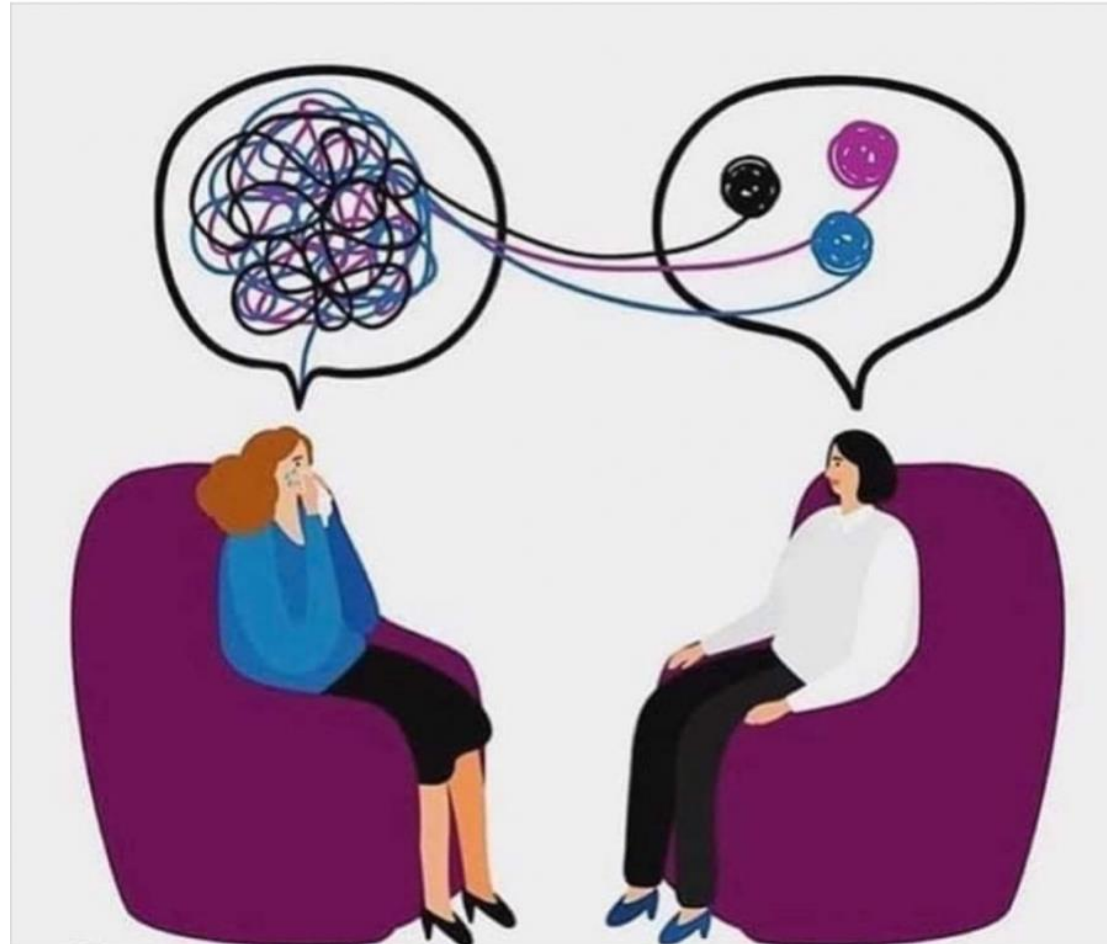


- **TUE, THU, :**
HKMU-CITA Campus (MCC)
星期二、四：荔景校園

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

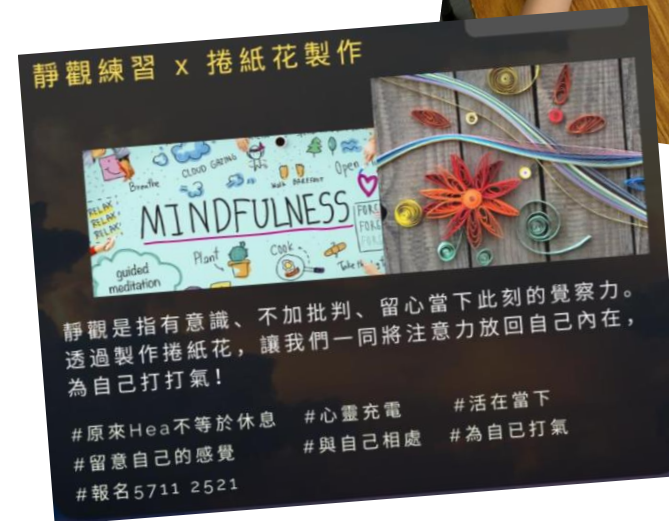
Appointment
with Counsellors:
約見輔導員:



	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

