

Higher Diploma in Business (Accounting and Financial Planning)

商業學高級文憑（會計及財務策劃）



2011-12

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Programme Code
課程編號

HP 83-408 Foundation Programme 基礎課程
HP 83-508 Year 1 一年級



Hong Kong is a major financial centre in Asia, and its financial sector is considered one of the pillars of the economy. To sustain its leading position, Hong Kong relies on its skilled human resources, which is an important asset in sustaining its long term competitiveness. In recent years, Hong Kong has witnessed a convergence of professional interests among key financial services professionals, and the integration of financial and accounting services. For example, some accountants are now offering financial planning services to clients and, as a result, the market is experiencing a rising demand for qualifications in accounting, financial planning, and financial analysis.

Against this backdrop of increasing competition to gain more than one qualification in accounting and finance, the Higher Diploma in Business (Accounting and Financial Planning) programme will enable students to develop their interests and professional skills in both specialisms.

香港一直被視為亞洲最重要的金融中心之一，金融服務業對香港的經濟發展扮演著非常重要的角色。香港的經濟要持續發展，擁有金融知識的人才更是不可或缺的。金融及會計服務業的整合日趨普遍，人力市場對同時擁有會計及財務專業資格的人才需求相應大增。客戶對金融界服務人員的專業要求提高已成為新的趨勢，他們不單需要會計的專業建議，亦同時要求專業的財務分析及理財策劃方案。

面對激烈的競爭，單一的專業資格將難以全面滿足金融服務業的需求。商業學高級文憑（會計及財務策劃）課程讓同學能同時發掘在會計及財務策劃上的興趣及潛能。

Programme Aims and Features

課程目標及特點

This double major programme is designed to prepare students for career opportunities in both Accounting and Financial Planning. This programme aims to provide students with an understanding of the broad business concepts, plus specialised knowledge in accounting and financial planning, to enable them to take up a career in accounting, financial planning, or related field. Students will be able to apply and integrate the various concepts and principles learnt to prepare financial statements, develop and analyse organisational strategies, as well as prepare personal financial plans. It also helps provide a foundation for students to acquire professional qualifications in both fields upon further study. In Year 1, students are expected to enroll in mainly general skills courses and basic business courses. Year 2 features more specialised Accounting and Financial Planning Courses. Furthermore, students will receive training in English and Chinese to enhance their communication skills, as well as in general education to widen their outlook and to prepare them for lifelong learning.

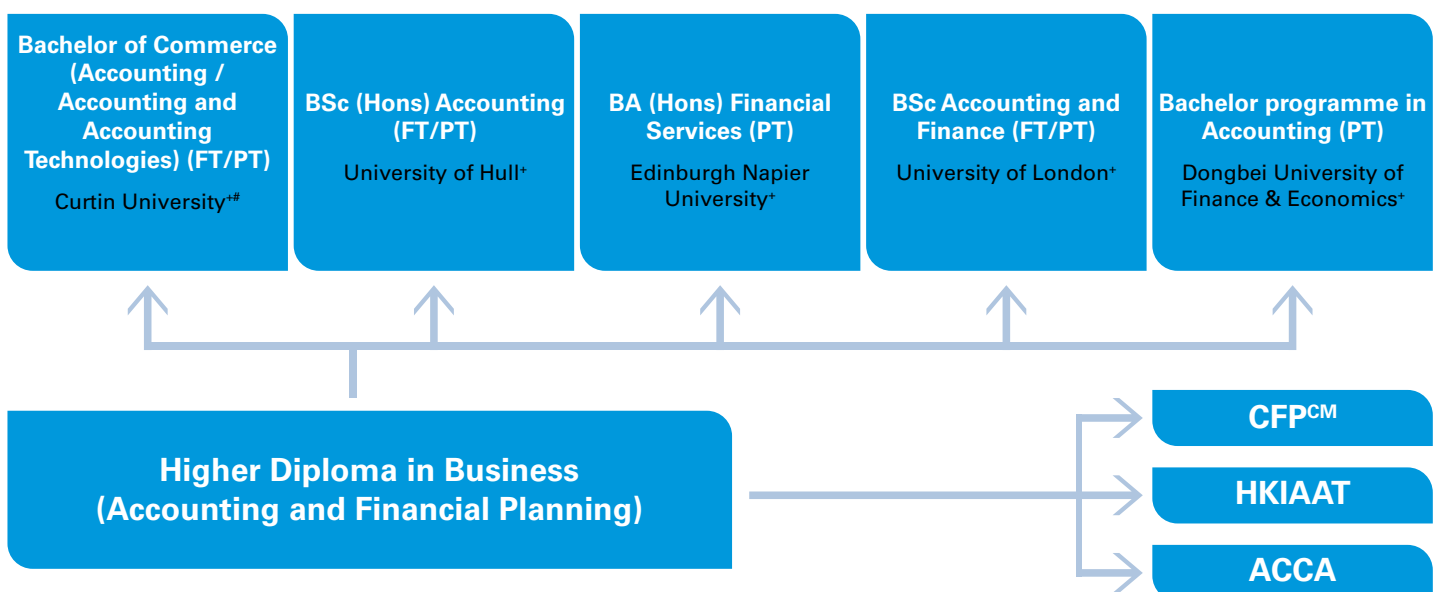
商業學高級文憑(會計及財務策劃)是雙主修課程，旨在培養同時擁有會計及財務策劃知識的人才，以回應香港金融業的需求。本課程理論與實踐並重，涵蓋會計及財務策劃兩大課題，並透過一系列的實務商業知識，使同學學以致用，為日後發展會計及財務策劃事業，或投身其他商業機構奠定良好基礎。修畢課程的同學應可將所學的知識融會貫通，為公司預備財務報告及有效地為個別客戶撰寫合適的理財計劃。此外，課程設計除了讓同學打好兩文三語及通識教育的根基，加強同學的溝通能力，擴闊他們的視野，有助未來終身學習外，亦教授不同範疇的商業知識。而第二年課程則著重提供會計及財務策劃兩方面的專業訓練。



Opportunities for Further Studies

升學前景

Graduates are eligible to apply for admission to the following degree programmes offered locally by HKU SPACE in collaboration with overseas universities:



* Curtin University is a trademark of Curtin University of Technology
CRICOS Provider Code 00301J

FT: Full-time Top-up Degree Programme
PT: Part-time Top-up Degree Programme

* Admission subject to each individual university admission requirements

Professional Recognition

專業資格

This programme is recognised by the following professional organisations:

- The Association of Chartered Certified Accountants (ACCA) will grant exemptions to holders of the Higher Diploma in Business (Accounting and Financial Planning) for up to 6 of its 14 papers in the qualifying examination.
- The Institute of Financial Planners of Hong Kong (IFPHK) will grant exemptions to holders of the Higher Diploma in Business (Accounting and Financial Planning) for up to 3 of its 6 modules in its professional education programme.
- The Hong Kong Institute of Accredited Accounting Technician (HKIAAT) will grant exemptions to holders of the Higher Diploma in Business (Accounting and Financial Planning) for up to 6 of its 8 papers in the Accounting Technician Examinations.

Pathways are available for graduates to become CPAs and CFPs.

修畢本課程可獲以下專業協會認可：

- 特許公認會計師公會(ACCA)認可及其專業考試最多六份科目豁免。
- 香港財務策劃師學會(IFPHK)的CFP^{CM}認可財務策劃師專業課程最多三份科目豁免。
- 香港財務會計協會(HKIAAT)認可及其會計技術員考試最多六份科目豁免。

畢業生透過進修及應考專業試，最後可獲得認可財務策劃師及香港註冊會計師的專業資格。

Career Prospects

就業前景

This programme will enable graduates to explore career opportunities at junior supervisory level in accounting and/or financial planning fields.

畢業生可投身於會計及財務策劃業的初級管理職位。

Programme Structure

課程結構

Foundation Programme 基礎課程*

- General English I & II 英文(一)及(二)
- Foundations of Chinese Language 基礎中國語文
- Mathematics and Statistics for Daily Life Applications 實用統計數學
- Computer Studies 計算機學
- The Process of Design 設計過程
- Popular Culture: Identities and Institutions 普及文化：身份與體制
- Ethics and Society 倫理與社會
- The Science of Everyday Life 生活中的科學
- Multiple Intelligences and Competencies 多元智能與才能
- Law and Business 法律與商貿

Higher Diploma Year 1 高級文憑一年級

- General English III 英文(三)
- English for Academic and Professional Purposes Part I 學術及專業英語(一)
- Putonghua 普通話
- Information Technology Processes 資訊科技系統 **
- Introductory Financial Accounting 會計學概論
- Economics 經濟學
- Statistics for Business 商業統計學
- Fundamentals of Financial Planning 基礎財務策劃
- Cost and Management Accounting 管理及成本會計
- Hong Kong Business Law 香港商業法
- Principles and Practice of Management 應用管理學原理

Higher Diploma Year 2 高級文憑二年級

- English for Academic and Professional Purposes Part II 學術及專業英語(二)
- Business Communication in English 商業英語
- Practical Chinese 實用中文
- Intra- and Interpersonal Competencies 內省及人際才能
- Fundamentals of Finance 公司財務學
- Introduction to Insurance and Risk Management 保險和風險管理學
- Intermediate Accounting I 中級會計學(一)
- Intermediate Accounting II 中級會計學(二)
- Taxation and Fundamentals of Tax Planning 稅法及稅務策劃
- Auditing 審計學
- Essentials of Investments 基礎投資學

* The choice of the Generic Skills and General Education courses in the Foundation Programme may be replaced by another course under the same category depending on availability in a particular semester. 基礎課程所提供之通用技能及通識教育科目不限於上表，書院將視乎情況編排其他相同範疇學科。

** Subject to approval 尚待審批

Students' Sharing

學生分享



Cindy Sze 施嘉怡

2011
Advanced to Year 2,
BCom (Hons) in Accountancy,
Hong Kong Baptist University
升讀香港浸會大學會計學商學(榮譽)學位課程二年級

「過去兩年，經過多位講師悉心的指導，讓我學習到『會計』和『財務策劃』的理論以及實務應用，獲益良多。另外，書院有別於傳統中學的學習模式，著重小組匯報，讓我體會了在合作過程中組員之間需要互相協調、尊重和接納別人的意見，從而學會與人相處的技巧。我記得修讀學術及專業英語一科時，講師需要每一組同學在一個學期裏完成三個作業。過程中曾經出現大家各具不同意見的情況，需要就不同意見謀求共識，訂定最佳方案。這正好磨練了我們的合作精神，相信這些溝通技巧對將來學習及工作都會有很大幫助。」



AIDASWANI Sunil Mahesh

2011
Advanced to Year 2,
BCom (Hons) in Accountancy,
Hong Kong Baptist University
升讀香港浸會大學會計學商學(榮譽)學位課程二年級

“Lecturers not only provide us with knowledge from the textbook but also they are all professional who like to share their personal experiences with us. They make studying more interesting here and certainly it allows me to get the hang of those conceptual theories. Let's not forget the 5-star environment the College offers as it helps motivate all the students to work harder. These are the qualities that only HPCG can offer, and I am sure that this is the right place for you to start a new page here.”



Winky Lam 林詠兒

2010
Advanced to Year 2,
BCom (Hons) in Accountancy,
Hong Kong Baptist University
升讀香港浸會大學會計學商學(榮譽)學位課程二年級

「入讀後發覺課程內容，比原先期望的更充實。講師經常與我們分享寶貴的工作經驗，使我對財務策劃產生濃厚興趣，並以能夠成為認可財務策劃師為目標。另外，去年入讀大學後，我才發現大部份課程內容在修讀高級文憑課程時已經學過，讓我能輕鬆掌握大學二年級課程，擁有比其他同學更強基礎的優勢，因此我亦有更多時間參與大學或自己學系舉辦的活動，盡情享受大學裏多姿多彩的生活。」

Entry Requirements

入學資格

Secondary 5 中五

3-year Programme (Entry to Foundation Programme)

- 3 passes in the HKCEE* PLUS Level 2 / Grade E or above in Chinese Language and English Language, or equivalent; or
- Completed Project Yi Jin with satisfactory results.

* Students who have successfully completed a quality-assured Applied Learning Course will be recognised as comparable to a HKCEE subject pass (up to a maximum of 2 subjects), other than Chinese Language and English Language.

三年制課程（入讀基礎課程）

- 香港中學會考三科*合格，以及中國語文及英國語文考獲第二級 / E 級或以上成績，或同等學歷；或
- 完成毅進課程，並獲滿意成績。

* 學生如修畢一科通過質素保證程序的應用學習課程，將等同一科香港中學會考科目合格(不包括中國語文科及英國語文科)。最多可計算兩科。

Secondary 7 中七

2-year Higher Diploma Programme (Direct Entry to Year 1)

- Pass in 1 AL or 2 AS-level subjects in HKALE; and 3 passes in the HKCEE PLUS Level 2 / Grade E or above in Chinese Language and English Language, or equivalent; or
- A recognised Pre-Associate Degree / Foundation Programme qualification; or
- A recognised post-secondary certificate or diploma.

兩年制高級文憑課程（直接入讀一年級）

- 香港高級程度會考一科高級程度科目或兩科高級補充程度科目合格，及香港中學會考三科合格，以及中國語文及英國語文達第二級 / E 級或以上成績，或同等學歷；或
- 完成認可副學士先修課程、基礎課程；或
- 持有認可大專證書或文憑。

Other 其他

Applicants who do not possess the above academic qualifications but are aged 21 or above and have relevant working experience will be considered by the College.

申請人如未能符合最低入學資格，但年滿二十一歲並具相關工作經驗，亦可申請報讀。

Tuition Fee

學費

The tuition fee for the academic year 2011 – 2012 is as follows:

2011至2012年度的學費如下：

Foundation Programme 基礎課程	港幣HK\$42,800
Higher Diploma Year 1 高級文憑一年級	港幣HK\$49,800
Higher Diploma Year 2 高級文憑二年級	港幣HK\$49,800

All fees will be paid by installments and are subject to annual revision.

學費每年將分期繳交，書院每年會因應情況調整學費。

Financial Assistance

學生資助

Government's Grants and Loans:

- Financial Assistance Scheme for Post-secondary Students (FASP)
- Non-means Tested Loan Scheme for Post-secondary Students (NLSPS)
- Continuing Education Fund (CEF)

政府資助：

- 專上學生資助計劃
- 專上學生免入息審查貸款計劃
- 持續進修基金

Scholarships

獎學金

Scholarships for 2011 HKALE or HKCEE Candidates

新生入學獎學金

The College has set aside HK\$3 million for scholarships for newly-admitted students with outstanding results in the 2011 HKALE or HKCEE. Awardees may receive a maximum of a full scholarship in the intake year.

港大保良社區書院設立300萬元獎學金，給予在應屆香港中學會考或香港高級程度會考中考獲優良成績的新生。成功被甄選的同學最高可豁免首年學費。

Other Scholarships and Bursaries

其他獎學金及助學金

With the generosity of the Directors of Po Leung Kuk et al, numerous scholarships and bursaries are established as an encouragement to students who have excelled in their studies or made significant contributions in serving fellow students or the community.

為鼓勵同學爭取更佳成績，並積極貢獻社區、服務同學，書院設立多項獎學金及助學金，蒙各界人士或公司慷慨捐贈，包括：保良局董事會成員、社會賢達，以及其他團體。

港大保良社區書院 HKU SPACE Po Leung Kuk Community College

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