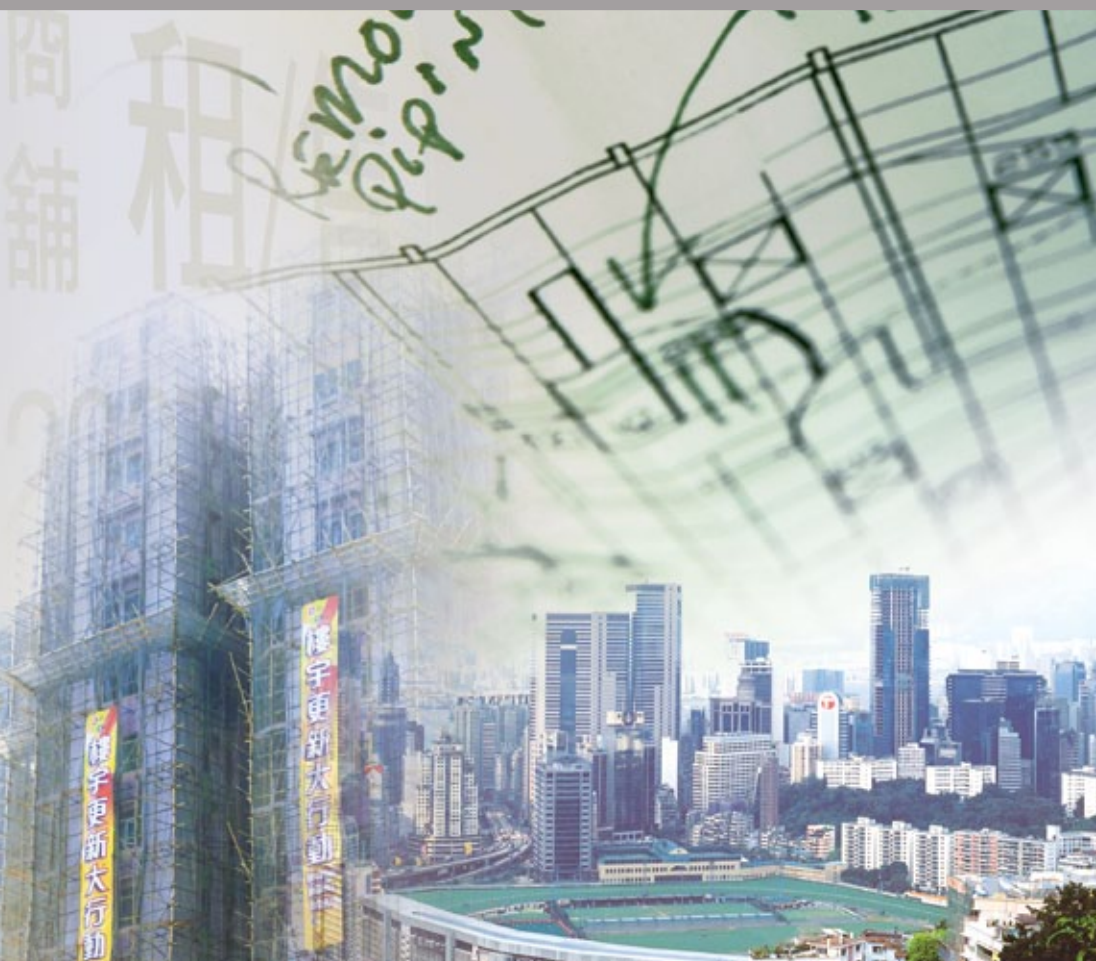


Higher Diploma in Real Estate Management

房地產管理高級文憑

2011-12



Higher Diploma in Real Estate Management

房地產管理高級文憑

Programme Code
課程編號

HP 83-107 Foundation Programme 基礎課程
HP 83-207 Year 1 一年級



“Join the Professions of Property Management and Surveying”

The real estate industry is the cornerstone of Hong Kong's economy. Increasing number of practitioners is joining the rapidly expanding industry to meet the needs of not only the local market, but also that in the Mainland. The uplifting professional standards of the industry highlight the importance of a relevant academic qualification for students to start career development in the real estate field, as well as to pursue further study.

房地產是香港經濟發展的基石，近年香港的地產市場又再度活躍起來，加上內地房地產發展迅速，以致從物業及房地產管理的人數不斷增加。隨着行業專業水準的不斷提升，同學需要獲取相關學歷以幫助他們投身房地產專業，或繼續升學。



Programme Aims and Features

課程目標及特點

This programme is designed to equip students with comprehensive knowledge and practical skills in the real estate profession, covering **surveying** and **property management**, to prepare them for immediate employment, as well as for pursuing professional studies with the view to gaining professional qualifications. Students are also exposed to broad-based inter-disciplinary studies in the context of surveying and property management, enabling them to choose a specialist field based on their strengths and interests.

Job placement and internship will be arranged during the course of study to enable students to acquire actual working experience. Current students have gained opportunities to practise in a number of reputable companies related to property.

本課程為有志投身房地產專業的同學提供全面的專業訓練，課程內容涵蓋層面廣泛，包括**測量**及**物業管理**兩大專業範疇。畢業生可按自己的興趣，選擇於測量或物業管理專業發展，並繼續進修以考取相關專業資格。

課程更設有實習計劃，讓學生能學以致用，累積實際工作經驗。目前，本課程同學正獲得數間相關具規模的機構提供實習機會。



Opportunities for Further Studies

升學前景

Property Management Stream 物業管理專業

Part-time

The University of Hong Kong
Master of Housing Management
(Part-time 2.5 years)

香港大學
房屋管理碩士 (兩年半兼讀制)

The University of Hong Kong
Bachelor of Housing Management
(Part-time 1.5 years)

香港大學
房屋管理學士 (一年半兼讀制)

HKU SPACE
Professional Diploma in Housing Management[®]
(Part-time, 3 years, with 1 year exemption)

香港大學專業進修學院
房屋管理專業文憑[®]
(三年兼讀制，可獲豁免一年)

Full-time

Local Universities

**Housing-related bachelor degrees
recognised by CIH and/or HKIH[®]**
(e.g. BSc in Property Management)

本地大學
**CIH 及 / 或 HKIH 認可之
房屋管理學相關學位課程[®]**
(e.g. BSc in Property Management)

Surveying Stream 測量專業

Full-time / Part-time

Local / Overseas Universities

**Surveying-related bachelor degrees
recognised by RICS and/or HKIS[#]**
(e.g. BSc in Surveying)

本地 / 海外大學
**RICS 及 / 或 HKIS 認可之
測量學相關學位課程[#]**
(e.g. BSc in Surveying)

Higher Diploma in Real Estate Management 房地產管理高級文憑

[®] These programmes lead to the professional membership of Chartered Institute of Housing (CIH) and/or Hong Kong Institute of Housing (HKIH). 畢業生可考取英國特許房屋經理學會(CIH)及/或香港房屋經理學會(HKIH)的專業會員資格。

[#] These programmes lead to professional membership of Royal Institution of Chartered Surveyors (RICS) and/or Hong Kong Institute of Surveyors (HKIS). 畢業生可考取英國皇家特許測量師學會(RICS)及/或香港測量師學會(HKIS)的專業會員資格。

Career Prospects

就業前景

Graduates can take up junior management or supervisory positions in property management and real estate administration, such as building superintendent, property leasing officer, property officer, sales executive, or customer service officers in shopping centres. Graduates can also take up technical grade positions in the surveying profession, such as assistant valuer, estate surveying officer, building surveying officer, or quantity surveying officer.

畢業生可申請物業管理及房地產管理的初級管理職位，例如：大廈主管、租務主任、物業主任、營銷主任或商場顧客服務主任等。畢業生亦可申請測量專業技術級別的職位，例如：助理物業估價師、產業測量主任、建築測量主任或工料測量主任等。

Professional Recognition

專業資格

This programme has been approved by the following professional bodies:

- The Hong Kong Institute of Surveyors (HKIS) approves the programme as a vocational qualification in the Property and Facility Management Division. Graduates are eligible to apply for the qualification of Technical Associate under the Property and Facility Management Division after undertaking the required period of working experience, technical training and Assessment of Technical Competence.
- The Royal Institution of Chartered Surveyors (RICS) approves that graduates are deemed to have satisfied RICS academic requirements for qualification and be admitted to the institution's Assessment of Technical Competence.

本課程已獲以下學會認可：

- 香港測量師學會：獲物業設施管理組別認可，畢業生取得所須的工作經驗及培訓後，可申請成為該組別的技术級別會員。
- 英國皇家特許測量師學會：畢業生可申請為技術級別會員。

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
- Introduction to Multimedia / Introduction to Information Technology 多媒體學導論 / 資訊科技導論
- Real Estate Development Process 房地產發展
- Property Management Practices 物業管理實務
- Building Services 屋宇設備
- Property Valuation 物業估價
- General Principles of Law 基本法律原則
- Housing Studies: Concepts, Framework and Policy 房屋研究：概念、架構及政策
- Introduction to Facility Management 設施管理導論

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
- Building Technology and Maintenance 建築技術及屋宇保養
- Property Laws in Practice 應用物業法律
- Facility Design & Operations Management 設施設計及營運管理
- Housing Finance and Accounting 房屋財政及會計
- Customer Services 顧客服務
- Business Management in Housing Organization 房屋企業管理
- Estate Agency Practice and Agency Management 地產代理實務及管理
- Planning and Development 發展規劃
- Project Management for Surveying Profession 測量專業項目管理
- Building Contract Administration 建築合約管理
- Construction Economics 建築經濟學

* 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。

Students' Sharing

學生分享



Lap Ma 馬以納

2010
Advanced to BSocSc (Hons) in Administration and Public Management,
City University of Hong Kong
升讀香港城市大學行政及公共管理榮譽社會科學學士

入讀房地產管理高級文憑課程前，阿納已經在其他院校完成了銷售學課程，卻未能成功升讀大學，也不太清楚自己的路向。

「房地產及物業管理行業近年發展迅速，市場前景極具潛力。然而，相關的進修課程不多，經朋友介紹，得悉港大保良社區書院所開辦的課程具質素保證，才決定報讀。入讀後發覺課程內容非常獨有且全面，我們有機會接觸到『物業管理』、『策劃』及『測量』等不同範疇知識，為我打好了穩固的學術基礎，對就業或升學都有很大幫助，更令我在入讀大學時不會感到吃力。」



Serene Man 文可宜

2009
Advanced to Part-time, BSc (Hons) Survey,
Hong Kong Polytechnic University
升讀香港理工大學兼讀制測量學理學士

Serene認為書院內學習氣氛濃厚，採用持續評分機制，使評核不會只集中在學期末考試，減少了「一試定生死」的壓力。另外，同學們因要完成小組報告功課，經常合作，培養了並肩作戰的團隊精神。

「就讀期間，我曾經到恆生銀行物業估價部進行為期六個月的工作實習，有機會接觸到課程內涉及的物業估價資料和跟樓宇買賣有關文件，如大廈公契和買賣合約等，部分文件更是年代久遠的珍貴資料。工作實習可讓我將日常課堂知識學以致用，從而更深入了解產業測量工作的實際情況，也更肯定自己的就業方向。」

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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