



Programme Objectives | 課程宗旨

The programme aims to refine the knowledge of the graduates of Introduction to Hospitality and Tourism Programme through hotel visit, experience sharing by teaching excellence professionals, and experiential training at Front Office, Housekeeping and Food & Beverage Department, in order to strengthen the learning and teaching skills and industry know-how.

本課程專為已修畢「款待及旅遊概論」的人士而設，學員在課堂中能親身體驗酒店客務部、房務部、餐飲部等工作情況，並且由榮獲職業訓練局傑出教學獎之款待業導師作經驗分享，讓學員能了解教授款待及旅遊科的技巧。酒店參觀和餐飲服務體驗有助學員了解職訓局的教學理念及方法。透過一系列的體驗活動，深化學員對款待及旅遊概論的內容，提升學員對教授款待及旅遊科的能力及技巧。

Learning Contents | 學習內容

- Programme will be conducted by VTC Teaching Excellence Award (TEA) Awardees of HTI / 本課程由榮獲職業訓練局傑出教學獎之款待業導師教授
- VTC Campus Visit at (HTI/CCI/ICI) / 參觀職業訓練局轄下之學院 (酒店及旅遊學院(HTI)/中華廚藝學院(CCI)/國際廚藝學院(ICI))
- Extended Learning for the industry practitioners, including classroom management with interactive learning and teaching / 款待業導師提供延伸學習及教學分享
- Job-shadowing Activities at Front Office, Housekeeping, Food & Beverage and Travel & Tourism / 工作體驗活動，包括酒店前台部、房務部、餐飲部及旅遊行業
- VPET Experiential Learning / 職專教育體驗
- Hotel visit / 酒店參觀

Certification | 證書

Participants are required to attend a short quiz in a form of multiple choice questions. Upon successful completion of the programme (i.e. attended a minimum of 80% of the classes and passed the quiz), students will be awarded a certificate issued by the Hospitality Discipline of the Vocational Training Council.

課程包括一個以多項選擇題形式測驗。出席率不少於80%及測驗合格者，將獲頒發職業訓練局轄下酒店及旅遊學科之修業證書一張。

Contact Hours | 上課時數

Total 18 hours including examination in the 3rd lesson (分3個課堂，總共 18小時 包括考試在第三堂內)

Cohort 組別	Lesson 課堂	Date 日期	Day 星期	Time 時間	Venue 上課地點
January 2025 2025年 1月	Lesson 1 第一堂	14 Jan 1月 14日	Tue (星期二)	9:30-17:00	Hotel and Tourism Institute (Pokfulam) 酒店及旅遊學院 (薄扶林)
	Lesson 2 第二堂	16 Jan 1月 16日	Thu (星期四)	9:30-17:00	
	Lesson 3 第三堂	21 Jan 1月 21日	Tue (星期二)	9:30-17:00	

Medium of Instruction | 授課語言

Cantonese (supplemented with English notes) | 廣東話 (輔以英語教材)

Programme Fee | 學費

HK\$2,200 per person

每人港幣\$2,200元

Application Deadline | 截止報名日期

17 December 2024 | 2024年 12月 17日

[Application Here](#) | 在此申請

Enquiry | 查詢

Tel / 電話: 2957 5736 / 2957 5754 / 6627 6568
WhatsApp: 2957 5736 / 6627 6568
Email / 電郵: iveht@vtc.edu.hk
Website / 網址: <https://hospitality.vtc.edu.hk/>

Disclaimer / 免責聲明

VTC reserves the right to cancel any course, revise course content or change the offering venue(s), date and time if circumstances so warrant.
職業訓練局可因應情況取消任何課程、修正課程內容或更改上課地點、日期及時間。

Application Notes | 申請須知

I Seats are limited and applications are processed on a first-come-first-served basis.

If the minimum number of students is not reached, the course will be postponed.

由於名額有限，報名以先到先得方式進行。如未能達到最低收生人數，課程將會順延。

II The admission notification will be issued a week before the commencement of the course via e-mail. Applicants who do not receive this email notification should contact us. An official receipt for their tuition fee payment will be given in the first lesson.

申請人將於開課前一星期收到確認取錄的電郵。如在開課前一星期仍未收到通知，請與我們聯絡。正式收據會於課程第一堂發出。

III Refund and Transfer | 退還課程費用及學額轉讓

Fees paid is non-refundable unless the programme cancellation, rescheduling and unsuccessful application cases. Fees paid and places enrolled are not transferable, and request for programme swapping will not be entertained. The Hospitality Discipline of Institute of Vocational Education reserves the right to cancel or reschedule the course.

除因課程取消、改期及申請不獲接納的情況外，所繳費用恕不退還。已繳學費及報名名額亦不可轉讓，並不受理申請換班及轉讓他人。香港專業教育學院酒店及旅遊學科將保留取消及重新安排課程之一切權利。

IV Diversity and Equality Policy | 多元化及平等政策

The Vocational Training Council (VTC) is committed to developing, promoting and maintaining policies of equality of opportunity which creates an environment for staff, students or any other persons who have dealings with the VTC where there is no barrier to equal opportunities and no discrimination on the grounds of sex, pregnancy, breastfeeding, disability, race, marital status, family status, or sexual orientation.

職業訓練局致力制定、推廣及維持一套平等機會政策，以締造一個機會均等，以及沒有性別、懷孕、餵哺母乳、殘疾、種族、婚姻狀況、家庭崗位或性傾向歧視的環境予所有職業訓練局僱員、學生以及與職業訓練局有事務交往的人士。

V Personal Data Policy | 個人資料政策

VTC's policies and practices in relation to personal data and the Personal Data (Privacy) Ordinance in Hong Kong is available at <http://www.vtc.edu.hk/html/en/privacy.html>. VTC and its member institutions intend to use your personal data provided, including your name, phone number, mobile number, email address, correspondence address and education level, to provide direct marketing information in relation to any programmes, admission and events of VTC and its member institutions, but we cannot so use your personal data without your consent. If you would like to unsubscribe from receiving the said information or update your personal data, please send your request to iveht@vtc.edu.hk.

關於職業訓練局對個人資料及香港《個人資料（私隱）條例》的政策及做法，請瀏覽

<http://www.vtc.edu.hk/html/tc/privacy.html>。職業訓練局及其機構成員擬使用閣下提供的個人資料，包括姓名、電話號碼、手機號碼、電郵地址、通訊地址及教育程度，提供有關職業訓練局及其機構成員的任何課程、招生及活動推廣資訊。惟我們必須先得到您的同意，否則不能如此使用你的個人資料。如您日後希望停止接收上述資訊，或更改個人資料，請電郵至 iveht@vtc.edu.hk。