Assessment and Award
Assessment includes coursework and examination.
Students who have passed all the required courses with an overall attendance of 70% or above will be awarded an Advanced Diploma in Facility and Property Management by CityU SCOPE. Students will have an intermediate award of the Professional Diploma in Property Management after successful completion of Year 1 study.

Professional Recognitions
■ Member Cert., CIH (previously titled "Practitioner member")
  To be eligible to apply for Member Cert., students must:
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  Website: www.cih.org.hk/English/Join/Courses/courses.html

■ Facility Management Professional (FMP), IFMA
  The programme covers the whole syllabus of IFMA's Facility Management Professional (FMP) credential program and prepares students to sit in four online assessments of FMP credential program. Students can opt to take these online assessments on their own costs. After completion of all online assessments, students would be eligible to attain FMP designation.
  Website: www.ifmacredentials.org/fmp/

Fees
Application fee: HK$160 (to be paid at the time of application)
Tuition fee: HK$30,600 (HK$1,150/credit), payable in 5 instalments
  1st instalment: HK$6,150 (payable upon admission)
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  4th instalment: HK$11,300 (payable before August 2019)
  5th instalment: HK$11,300 (payable before Jan 2020)

In the case of re-assessment, additional fees will be charged. All fees paid are non-refundable.

Application Deadline
29 June 2018
Commencement
Mid September 2018

Application Procedures
1. Application should be submitted online via www.scope.edu/eapp/pdpm_adfpm
2. Application form could also be obtained from the programme website and reception counter of CityU SCOPE.
3. Applications are processed on a competitive basis. Applications will be selected on the basis of academic merits and relevant work experience.
4. All applicants will be informed of the application results.

On-line Enquiries on Application Status
Enquiries on application status can be made by visiting our website: www.scope.edu/trackstatus 7 working days after submission of application.

Education Loan
Successful applicants are eligible to apply for the Government's Extended Non-means-tested Loan Scheme. Application forms are obtainable from each District Office and the Student Finance Office (SFO).
Enquiries: 2150 6223  
Website: www.wfsfaa.gov.hk/sfo

Continuing Education Fund (CEF)
Some courses in this programme have been included in the list of reimbursement courses under Continuing Education Fund (CEF). Eligible applicants may be reimbursed 80% of the course fees, subject to a maximum sum of HK$10,000, on successful completion of courses.

Contact Us
School of Continuing and Professional Education (SCOPE)
Tel : 3442 2125 / 3442 7423
Email : team7@scope.edu
Fax : 2861 0133

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School of Continuing and Professional Education
City University of Hong Kong

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School of Continuing and Professional Education
City University of Hong Kong
Programme Objectives
The programme aims to equip students with the required technical knowledge, analytical abilities and management techniques for being a professional in the facility and property management industry, and to provide students with general business and communication skills which facilitate them for career development and enable them to plan for further studies.

Upon completion of the programme, students should be able to:

1. Demonstrate understanding of the basic knowledge, personal attributes and competencies that will be required to develop a career in the facility and property management.
2. Apply subject practical skills to develop student’s practical skills of the way facility, estate and property management companies operate.
3. Possess intellectual skills to apply professional approach to meeting the corporate and client needs of this industry sector and also to improve for them in further studies in facility and property management.

Programme Curriculum
This programme lasts for 2 years of part-time study and comprises 14 modules with a total of 44 credits. Each 3-credit unit module consists of 30 contact hours. It is conducted in English supplemented with Cantonese. Course materials and assessments will be in English.

Students will have intermediate award of Professional Diploma in Property Management after completion of Year 1.

Credit Transfer

For those students who have obtained a local Bachelor’s degree or an equivalent from institutions outside Hong Kong, they may be considered as having Level 2 in all elective subjects of the programme. All applications for recognition must be submitted to the BSc (Hons) Property Management in the first semester of the second year of the programme. The final approval of the registration is subject to CIH’s decision.

Admission Requirements
To be eligible for admission, an applicant must:

• Have obtained Level 2 or above in five subjects in HKDSE including Chinese Language and English Language, plus at least 1 year of relevant work experience;

• Have passed all 2 or 3 Level subjects in IELTS, plus two passes in IELTS subjects including Level 5 in Chinese Language and English Language, and currently employed in facility or property management sector;

• Have obtained five subjects in HKCEE at Level 2/Grade E in Chinese Language and English Language plus at least 3 years of relevant work experience;

• Hold a relevant certificate awarded by a recognized post-secondary institute, or equivalent qualification at QF level 3 or above;

Priority will be given to those who are currently employed in facility or property management.

1. Students who have obtained IELTS level 7 or above, or an equivalent level, will be given a scholarship of up to 1,000 by CIH. All students who meet the minimum requirements in IELTS will be considered for a place as a student of this programme. However, each student is only entitled to one scholarship. The decision is made by the programme committee.

2. Applicants must indicate a good command of English, in particular writing and reading. Applicants may be required to attend an English ability test if necessary.

3. Applicants are required to indicate their future employment plans and the sector they intend to work in. Applications will be selected on the basis of academic merits and relevant work experience.

Applicants who are not admitted to the Advanced Diploma programme may be advised to take Certificate in Facility Management.

Programme Committee Members
The programme is developed by members from different backgrounds to incorporate views from the perspective of industry, professionals and academics. The committee comprised of representatives from relevant professional associations and the industry.

For those who already obtained Bachelor’s degree or an equivalent, consideration will be given to student membership registration. You are required to register as a student member at the commencement of the programme. The final approval of the registration is subject to CIH’s decision.

Credit Transfer
Applicants who meet one of the following criteria can be granted credit transfer of the module “Critical English Communication Skills”:

A Associate Degree Holder;

A Higher Diploma holder from local universities;

A student completed a two-year full-time post-secondary programme at QF level 4, which was taught and assessed in English.
Programme Objectives

The programme aims to equip students with the required technical knowledge, analytical skills and management techniques for being a professional in the facility and property management industry, and to provide students with general business and communication skills which facilitate them for career development and enable them to plan for further studies.

Upon completion of the programme, students should be able to:

(i) demonstrate their understanding of the basic knowledge, personal attributes and competencies that will be required to develop a career in the facility and property management sector;

(ii) apply subject practical skills to develop students’ practical skills of the way facility, estate and property management companies operate;

(iii) possess intellectual skills to apply a professional approach to meeting the corporate and client needs of this industry sector and also to improve for further studies in facility and property management.

Programme Curriculum

This programme lasts for 2 years of part time study and comprises 14 modules with a total of 44 credits. Each 3-credit unit module consists of 30 contact hours. It is conducted in English supplemented with Cantonese. Course materials and assessments will be in English.

Students will have intermediate award of Professional Diploma in Property Management after completion of Year 1.

Duration and Mode of Study

2 years, Part time

Programme Committee Members

The programme is developed by members from different backgrounds to incorporate views from the perspectives of industry, professionals and academics. The committee is consisted of representatives from professional organisations and academic institutions.

Credit Transfer

Applicants who meet one of the following criteria can be granted credit transfer of the module “Critical English Communication Skills”:

(i) Have obtained Level 2 or above in five subjects in HKDSE including Chinese Language and English Language, plus at least 2 years of relevant work experience;

(ii) Have passed A1 or A2 level subjects in WALE, plus five passes in HKCEE subjects Level 2/Grade E in Chinese Language and English Language, and currently employed in facility /property management sector;

(iii) Have obtained five subjects in HKCEE at Level 2/Grade E in Chinese Language and English Language plus at least 5 years of relevant work experience;

(iv) Hold a relevant certificate awarded by a recognized post-secondary institution, or equivalent qualification at QF level 3 or above;

(v) Be a mature applicant of at least 21 years of age by the start date of the programme and have at least 5 years of relevant work experience.

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Priority will be given to those who are currently employed in facility /property management.

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Programme Committee Members

The programme is developed by members from different backgrounds to incorporate views from the perspectives of industry, professionals and academics. The committee is consisted of representatives from professional organisations and academic institutions.
Upon successful completion of this programme, students can apply for the following top-up degree programmes in Hong Kong:

**Progression Opportunity**

- Aged 21 or above plus 5-yr relevant work exp
- Certificate holders in a related subject or equivalent qualification at QF level 3; or equivalent qualification at QF level 4, with a cumulative total of at least 5 years of relevant work experience.
- Hold a relevant certificate awarded by a recognized post-secondary institute, or equivalent qualification at QF level 4:
  - Have obtained Level 2 or above in five subjects in HKDSE including Chinese Language and English Language, plus at least 1 year of relevant work experience;
  - Have passed a 1A or 2A-level subject in NAIE, plus two passes in HKDSE subjects including Level 2/Grade D in Chinese Language and English Language, and currently employed in facility / property management sector;
  - Have obtained five subjects in HKCEE in Level 2/Grade D including in Chinese Language and English Language plus at least 3 years of relevant work experience;
  - Hold a relevant certificate awarded by a recognized post-secondary institute, or equivalent qualification at QF level 3; or
  - Be a mature applicant of at least 21 years of age by the start date of the programme and have at least 5 years of relevant work experience.

Priority will be given to those who are currently employed in facility / property management sector.
Assessment and Award

Assessment includes coursework and examination.

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Fees

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Application Deadline

29 June 2018

Commencement

Mid September 2018

Education Loan

Successful applicants are eligible to apply for the Government’s Extended Non-means-tested Loan Scheme. Application forms are obtainable from each District Office and the Student Finance Office (SFO).

Enquiries: 2150 6223 Website: [www.edfus.gov.hk](http://www.edfus.gov.hk)

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