Education Bureau Circular Memorandum No. 153/2018

From: Secretary for Education

To: Supervisors/Heads of all Secondary Schools

Ref: EDB/CDI/ApL/07-02-16

Date: 20 September 2018

Senior Secondary Applied Learning Courses (2019-21 Cohort)

(Note: This circular memorandum should be read by heads and teachers of all secondary schools – for necessary action.)

Summary

The purpose of this circular memorandum is to announce the implementation details for the tenth cohort of Senior Secondary Applied Learning courses commencing in the 2019/20 school year.

Details

Background

2. Applied Learning (ApL) is approaching the tenth cohort (2019-21 cohort) of implementation at the senior secondary level. Students at all ability levels can take ApL courses as elective subjects. ApL offers studies with equal emphasis on practice and theory linked to broad professional and vocational fields. For holistic learning, a flexible combination of ApL with core subjects, elective subjects and Other Learning Experiences helps provide theoretical and applied learning opportunities to cater for students' diverse learning needs.

3. There are six areas of studies in ApL, namely, (1) Creative Studies; (2) Media and Communication; (3) Business, Management and Law; (4) Services; (5) Applied Science; and (6) Engineering and Production. Same as other school subjects, ApL courses focus on the development of knowledge, skills, values and attitudes. ApL aims to enable students to understand fundamental theories and concepts through application and practice and to develop their generic skills and beginners' skill set for further studies and work. ApL helps students explore their career aspirations and orientation for lifelong learning.

Study Arrangement

4. All **Secondary 4 students in the 2018/19 school year who study the senior secondary curriculum recommended by the Curriculum Development Council (CDC)** may apply for studying ApL courses in Secondary 5 and 6[1]. Students can opt to take a maximum of two ApL courses as elective subjects in Secondary 5 and 6.

5. In the 2019-21 cohort, 39 ApL courses, including three Applied Learning Chinese (for non-Chinese speaking students) (ApL(C)) courses, are approved by the Education Bureau (EDB) and provided by 11 course providers.

6. ApL(C) is introduced, starting from the 2014/15 school year, to provide an additional channel exclusively for non-Chinese speaking (NCS) students fulfilling the specified circumstances[2] to obtain an

[1] Schools piloting early commencement of ApL course(s) in the 2019-21 cohort will offer the course(s) to their Secondary 4 students in the 2018/19 school year.

[2] Students who have learned Chinese Language for less than six years while receiving primary and secondary education; or students who have learned Chinese Language for six years or more in schools, but have been taught an adapted and simpler Chinese Language curriculum not normally applicable to the majority of students in local schools.

alternative Chinese language qualification to prepare them for further studies and career pursuits. The Government encourages and supports the integration of NCS students into society and their learning of Chinese language. NCS students can choose to study ApL(C) according to their language ability, interests and aspirations.

7. The duration of ApL course is 180 contact hours, generally spanning Secondary 5 to 6, whereas the duration of ApL(C) course is 270 contact hours, spanning Secondary 4 to 6. Information of the ApL courses and respective course providers is given at **Annex 1**. Schools may refer to the EDB website (www.edb.gov.hk/apl/en) for course synopses (including the learning outcomes, content and organisation, articulation) of individual ApL courses.

Quality Assurance

8. To ensure that ApL courses are developed according to the design principles, the curriculum is delivered as planned, and the learning outcomes of students can meet the standards which are set, the EDB has been working in collaboration with the Hong Kong Council for Accreditation of Academic and Vocational Qualifications and the Hong Kong Examinations and Assessment Authority (HKEAA) to put in place a quality assurance mechanism of ApL courses, which is overseen by the CDC Committee on ApL.

Assessment and Attendance Requirement

9. Assessments of student performance in ApL courses, including both formative and summative assessments[3], are undertaken by course providers and administered mainly by the respective course tutors. To keep schools informed of students' learning progress and facilitate the provision of necessary support to students, students' interim results and attendance reports will be made available to schools by the EDB on a regular basis.

10. To ensure the consistency of assessment standards, the HKEAA is responsible for the moderation of the assessment results submitted by course providers. The moderated results will be recorded on the Hong Kong Diploma of Secondary Education (HKDSE). In this connection, **schools should arrange their students who are taking ApL courses to register with the HKEAA for entry to ApL subjects when applying for participation in the 2021 HKDSE Examination**. For details on registration for the HKDSE Examination, please refer to the announcements to be made by the HKEAA in due course.

11. Students taking ApL courses are required to attend lessons and participate in learning activities organised by course providers. The **minimum attendance requirement** of all ApL courses is **80%** of the total contact hours. Schools should make arrangement for students to attend ApL lessons (e.g. avoid arranging compulsory school activities for students on the days and during the time of ApL lessons) so as to support their learning.

Recognition

12. Effective from the 2018 HKDSE Examination[4], the reporting of student performance in ApL courses is refined to **"Attained"**, **"Attained with Distinction (I)"** and **"Attained with Distinction (II)"**. Performance of "Attained with Distinction (I)" is comparable to Level 3 while "Attained with Distinction (II)" is comparable to Level 4 or above of Category A subjects of the HKDSE Examination. For ApL(C), **"Attained"** and **"Attained with Distinction"** will continue to be used,

[3] Assessment information regarding each ApL subject is available at the website of the HKEAA below. (www.hkeaa.edu.hk/en/HKDSE/assessment/subject_information/category_b_subjects/)

[4] For the 2012-2017 HKDSE Examinations, ApL results were reported as "Attained" and "Attained with Distinction" on the certificate. Students attaining the results of "Attained" and "Attained with Distinction" in the ApL courses are accepted as attaining the competencies required at HKDSE Examination Level 2 and Level 3 or above respectively for the purposes of further studies and/or work.

and refinement of these levels would be considered when more data is collected. Candidates with performance below the standard of "Attained", or attendance rates below 80%, will be designated as "Unattained", which will not be reported on the certificate.

13. Most ApL courses are registered in the Qualifications Register as certificate programmes at Qualifications Framework (QF) Level 3 (please refer to **Annex 1**). Students will obtain a QF Level 3 certificate issued by course providers in addition to the HKDSE qualification upon successful completion of these ApL courses. ApL(C) is pegged at the QF Levels 1-3. In addition to the HKDSE qualification, students will obtain QF certificate(s) issued by course providers upon meeting the assessment and attendance requirements of different levels of ApL(C). Details are available at the Qualifications Register website (www.hkqr.gov.hk).

14. By design, ApL(C) is a language course using the vocational field as the context. It differs from the general ApL courses which focus on the beginners' skill set of relevant professional and vocational fields. Against this background, University Grants Committee (UGC)-funded universities and most post-secondary institutions accept ApL(C) as an alternative qualification in Chinese Language for the admission of NCS students with "Attained" as the minimum grade required. In view of this, ApL(C) cannot be treated as an elective subject (please refer to the EDB Circular Memorandum No. 40/2017 for details).

15. For details on recognition, please refer to the websites of individual institutions and the EDB website (www.edb.gov.hk/apl/en).

16. For the Civil Service Bureau (CSB), students' ApL results in HKDSE (up to a maximum of two ApL subjects) are accepted for civil service appointment purposes. CSB also accepts "Attained" and "Attained with Distinction" in ApL(C) as meeting the Chinese language proficiency requirements of relevant civil service ranks. Details are available on the website of CSB (www.csb.gov.hk).

Modes of Implementation

17. Schools may adopt different modes of implementation to offer ApL courses taking into account the learning needs of their students. The following are two non-exclusive modes of implementation for the reference of schools:

Mode 1: Courses take place mainly at the venues of course providers and are taught by the tutors of course providers. Schools should make arrangements for students to attend the courses according to the timetables set by course providers.

Mode 2: Courses take place mainly in schools, with lessons collaboratively arranged by teachers of schools and tutors of course providers. Schools should work out the detailed arrangements with course providers, such as sharing of teaching duties, providing assistance in classroom teaching, provision of venues and facilities.

Piloting Early Commencement of Applied Learning Courses

18. The piloting on early commencement of Mode 2 ApL classes has been implemented from the 2013/14 school year, aiming to explore different flexible arrangements of ApL implementation to cater for students' diverse learning needs. Schools are encouraged to try out different implementation arrangements such as ApL courses commencing in either the first or second term of Secondary 4 and completing at Secondary 5 or the beginning of Secondary 6. The EDB will work in collaboration with course providers to support the implementation of piloting early commencement by interested schools.

Funding Arrangement

19. All aided, government and Direct Subsidy Scheme secondary schools, caput schools and special

schools with senior secondary classes offering EDB-approved ApL courses are eligible for the Diversity Learning Grant (DLG) while schools offering ApL(C) courses are eligible for the Student Grant for ApL(C). Details of the funding and accounting arrangements are given at **Annex 2**. **All schools eligible for the above grants are NOT allowed to charge students any course fees.**

Support for Students

20. Schools are encouraged to arrange students who are interested in applying for ApL courses to participate in various supportive activities, including ApL course exhibition and taster programmes, so that they can have a better understanding of the courses before submitting applications.

Course Exhibition

Schools are encouraged to arrange their students who are interested in taking ApL courses to visit the exhibition with their parents. Details are as follows:

Date:	**17 to 19 January 2019 (Thursday to Saturday)** - *Introduction and taster activities of ApL courses to be conducted by course providers* **21 to 31 January 2019 (Monday to Friday)**
Time:	10:00 a.m. – 5:00 p.m.
Venue:	Young Achievers' Gallery Podium, West Block, EDB Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon

Taster Programmes

Taster programmes for ApL(C) courses will be arranged by course providers on **3 November 2018 (Saturday)** while taster programmes for ApL courses will be arranged on **2 and 9 March 2019 (Saturdays)**. Details of the programmes and application forms will be sent to schools via the "Communication and Delivery System" in due course.

Support for Teachers

21. To support schools in implementing ApL courses, the EDB will organise the "Briefing Session on Senior Secondary Applied Learning Courses" on **22 October 2018 (Monday)** to inform schools of the latest development and implementation of ApL (including ApL(C)) courses. Professional development programmes for teachers in collaboration with course providers and the HKEAA will also be held. Details will be announced through the Training Calendar System.

Application Procedures

22. Applications for enrolment in ApL courses should be submitted through the schools. Schools may refer to **Annex 3** before nominating students to apply for ApL courses. Students applying for ApL courses have to go through a selection process to be conducted by course providers. The selection criteria of individual ApL courses will be uploaded to the EDB website in April 2019. Each student may apply for and take **a maximum of TWO** ApL courses (excluding ApL(C)). For ApL(C), each NCS student can take **at most ONE** ApL(C) course and schools may refer to the nomination guidelines at **Annex 4**.

23. Application for ApL(C) courses will commence on **16 October 2018** and schools should submit applications for their students to the EDB via the "ApL Module" in the WebSAMS **on or before 21 November 2018**. Application for ApL courses will commence on **26 February 2019** and schools should submit applications for their students to the EDB via the "ApL Module" in the WebSAMS **on or before 12 April 2019**. Non-WebSAMS users may contact the Applied Learning Section, Education Bureau at 3698 3186 to make application arrangements.

24. Schools may download the "User Manual for the ApL Module in WebSAMS" (cdr.websams.edb.gov.hk/ (path: home page > system documents > user manual > Applied

Learning)) and other related forms from the EDB website (www.edb.gov.hk/apl/en/forms-download). A summary of the application procedures with key events and dates is given at **Annexes 5** and **6** for schools' reference.

Enquiry

25. For enquiry, please contact the Applied Learning Section, Education Bureau at 3698 3186.

Joe KS NG
for Secretary for Education

c.c. Heads of Sections – *for information*

Annex 1

高中應用學習課程（2019-21學年）一覽表
List of Senior Secondary Applied Learning Courses (2019-21 Cohort)

學習範疇 Area of Studies	課程組別 Course Cluster	科目代碼 Subject Code	課程 註一及註二 Course NOTE 1 & NOTE 2	課程提供機構 註三 Course Provider NOTE 3	教學語言 Medium of Instruction	課程費用 註四 Course Fee NOTE 4 ($)
創意學習 Creative Studies	1. 設計學 Design Studies	701	展示及首飾設計 Display and Jewellery Design	HKBU (SCE)	中文 Chinese	18,000
		676	時裝形象設計△ Fashion Image Design△	VTC	中文或英文 Chinese or English	15,300
		668	室內設計△ Interior Design△	VTC	中文或英文 Chinese or English	13,500
	2. 媒體藝術 Media Arts	669	電腦遊戲及動畫設計△ Computer Game and Animation Design△	VTC	中文或英文 Chinese or English	13,500
	3. 表演藝術 Performing Arts	599	舞出新機－舞蹈藝術△ Taking a Chance on Dance△	HKAPA	中文 Chinese	19,500
		677	由戲開始・劇藝縱橫△ The Essentials of Theatre Arts△	HKAPA	中文 Chinese	18,000
媒體及傳意 Media and Communication	4. 電影、電視與廣播學 Films, TV and Broadcasting Studies	702	電影及超媒體△ Film and Transmedia△	VTC	中文或英文 Chinese or English	14,110
	5. 媒體製作與公共關係 Media Production and Public Relations	697	創意廣告△ Creative Advertising△	CityU (SCOPE)	中文或英文 Chinese or English	15,500
		678	雜誌編輯與製作△ Magazine Editing and Production△	CUSCS	中文 Chinese	13,000
		692	公關及傳訊△ Public Relations and Communication△	HKCT	中文或英文 Chinese or English	13,000
商業、管理及法律 Business, Management and Law	6. 會計及金融 Accounting and Finance	703	電子商務會計 Accounting for e-Business	CityU (SCOPE)	中文或英文 Chinese or English	16,500
	7. 商業學 Business Studies	693	商業數據分析△ Business Data Analysis△	HKIT	中文或英文 Chinese or English	9,850
		680	中小企創業實務△ Entrepreneurship for SME△	CUSCS	中文 Chinese	12,650
		681	市場營銷及網上推廣△ Marketing and Online Promotion△	CityU (SCOPE)	中文 Chinese	15,500
	8. 法律學 Legal Studies	672	香港執法實務△ Law Enforcement in Hong Kong△	HKBU (SCE)	中文或英文 Chinese or English	14,900
服務 Services	9. 食品服務及管理 Food Services and Management	688	甜品及咖啡店營運#△ Pâtisserie and Café Operations#△	HKCT	中文或英文 Chinese or English	17,640
		616	西式食品製作#△ Western Cuisine#△	VTC	中文或英文 Chinese or English	15,100
	10. 款待服務 Hospitality Services	611	酒店服務營運#△ Hospitality Services in Practice#△	CityU (SCOPE)	中文或英文 Chinese or English	17,800
		615	酒店營運#△ Hotel Operations#△	VTC	中文或英文 Chinese or English	14,750
	11. 個人及社區服務 Personal and Community Services	704	幼兒發展# Child Care and Development#	CICE	中文或英文 Chinese or English	15,900
		665	幼兒教育#△ Child Care and Education#△	VTC	中文或英文 Chinese or English	14,110
		610	美容學基礎△ Fundamental Cosmetology△	CICE	中文 Chinese	13,540

學習範疇 Area of Studies	課程組別 Course Cluster	科目代碼 Subject Code	課程 註一及註二 Course NOTE 1 & NOTE 2	課程提供機構 註三 Course Provider NOTE 3	教學語言 Medium of Instruction	課程費用 註四 Course Fee NOTE 4 ($)
應用科學 Applied Science	12. 醫療科學及健康護理 Medical Science and Health Care	689	動物護理△ Animal Care△	CityU (SCOPE)	英文 English	24,800
		592	中醫藥學基礎△ Foundation in Chinese Medicine△	HKU (SPACE)	中文 Chinese	15,800
		618	健康護理實務 Health Care Practice	CICE	中文或英文 Chinese or English	14,800
		660	醫務化驗科學△ Medical Laboratory Science△	HKU (SPACE)	英文 English	17,000
	13. 心理學 Psychology	662	應用心理學# Applied Psychology#	LIFE	中文或英文 Chinese or English	16,400
		691	實用心理學#△ Practical Psychology#△	HKBU (SCE)	中文或英文 Chinese or English	14,800
	14. 運動 Sports	627	運動科學及體適能#△ Exercise Science and Health Fitness#△	HKBU (SCE)	中文 Chinese	18,000
		674	運動及體適能教練#△ Sports and Fitness Coaching#△	HKCT	中文或英文 Chinese or English	13,400
工程及生產 Engineering and Production	15. 土木、電機及機械工程 Civil, Electrical and Mechanical Engineering	705	建構智慧城市 Constructing Smart Cities	HKU (SPACE)	中文或英文 Chinese or English	18,000
		683	電機及能源工程△ Electrical and Energy Engineering△	VTC	中文或英文 Chinese or English	14,500
	16. 資訊工程 Information Engineering	684	電腦鑑證科技△ Computer Forensic Technology△	HKU (SPACE)	中文或英文 Chinese or English	14,300
		694	物聯網應用△ Internet of Everything Application△	HKU (SPACE)	中文或英文 Chinese or English	15,500
	17. 服務工程 Services Engineering	640	航空學△ Aviation Studies△	HKU (SPACE)	中文或英文 Chinese or English	15,500
		698	鐵路學△ Railway Studies△	HKCT	中文或英文 Chinese or English	18,000
應用學習中文（非華語學生適用） Applied Learning Chinese (for non-Chinese speaking students)		695	商業服務中文#△ Chinese in Business Service#△	PolyU (SPEED)	中文 Chinese	41,000
		700	實用情境中文#△ Chinese in Practical Context#△	HKBU (SCE)	中文 Chinese	42,000
		699	實務中文#△ Practical Chinese#△	HKCT	中文 Chinese	37,800

註一 NOTE 1

學生在同一個課程組別內只可修讀**一科**有「#」的課程。For courses marked with "**#**", only **ONE** course in the course cluster could be taken by students.

註二 NOTE 2

有「△」的課程已載錄於資歷名冊，屬於資歷架構第三級的證書課程。學生成功完成有「△」的應用學習課程，除了會得到香港中學文憑資歷之外，亦會獲課程提供機構頒發資歷架構第三級證書。詳情可瀏覽資歷名冊網頁（www.hkqr.gov.hk）。The courses marked with "△" are registered in the Qualifications Register as certificate programmes at Qualifications Framework (QF) Level 3. Students will also obtain a QF Level 3 certificate issued by Course Providers in addition to HKDSE qualification upon successful completion of these Applied Learning courses. Details are available at the Qualifications Register website (www.hkqr.gov.hk).

註三 NOTE 3

課程提供機構 Course Provider	
CICE	明愛社區書院 Caritas Institute of Community Education
CityU(SCOPE)	香港城市大學專業進修學院 School of Continuing and Professional Education, City University of Hong Kong
CUSCS	香港中文大學專業進修學院 School of Continuing and Professional Studies, The Chinese University of Hong Kong
HKAPA	香港演藝學院 The Hong Kong Academy for Performing Arts
HKBU(SCE)	香港浸會大學持續教育學院 School of Continuing Education, Hong Kong Baptist University
HKCT	香港專業進修學校 Hong Kong College of Technology
HKIT	香港科技專上書院 Hong Kong Institute of Technology
HKU(SPACE)	香港大學專業進修學院 School of Professional and Continuing Education, The University of Hong Kong
LIFE	嶺南大學持續進修學院 Lingnan Institute of Further Education
PolyU(SPEED)	香港理工大學專業進修學院 The School of Professional Education and Executive Development, The Hong Kong Polytechnic University
VTC	職業訓練局 Vocational Training Council

註四 NOTE 4

所有在資助中學、官立中學、直接資助中學、按位津貼學校及設有高中班級的特殊學校修讀由課程發展議會所建議之高中課程的學生，將獲教育局全數資助課程費用。All students in aided, government and Direct Subsidy Scheme secondary schools, caput schools and special schools with senior secondary classes following the senior secondary curriculum recommended by the Curriculum Development Council will be fully subsidised by the Education Bureau to take Applied Learning courses.

Funding and Accounting Arrangements for Senior Secondary Applied Learning Courses (2019-21 Cohort)

Diversity Learning Grant

1. The Diversity Learning Grant (DLG) supports all aided, government and Direct Subsidy Scheme (DSS) secondary schools, caput schools and special schools with senior secondary classes, in offering a diversified curriculum to cater for students' needs under the New Academic Structure. It is a cash grant for aided secondary schools, DSS secondary schools, caput schools and special schools. For government secondary schools, it is in the form of budget allocation. Applied Learning (ApL) will be supported by the DLG.

2. The DLG will be provided for eligible schools on a yearly basis to support the implementation of ApL courses provided by course providers and approved by the Education Bureau (EDB). To streamline school administration, schools are no longer required to draw up a three-year plan to broaden subject choices for a particular cohort of students.

Funding Arrangements for ApL

3. Students in eligible schools with senior secondary classes, following the senior secondary curriculum recommended by the Curriculum Development Council, are eligible for the DLG for ApL[5]. For a broad and balanced senior secondary curriculum, each eligible student is entitled to funding for **a maximum of TWO** ApL courses. For students taking FOUR elective subjects with an ApL course as one of them, the ApL course will be regarded as the fourth elective subject and will **NOT** be subsidised by the DLG. **Schools eligible for the DLG are NOT allowed to charge students any course fees.**

4. With full subsidy provided, **schools will be allocated with an amount of DLG equal to the total course fee of ApL courses enrolled by eligible students**. If necessary and under special circumstances, schools can deploy the resources tabulated below for the payment of ApL course fees.

School Type	***Resources to be Deployed by Schools***
Aided Secondary Schools	• Capacity Enhancement Grant (CEG) • Surplus in the General Domain of Operating Expenses Block Grant (OEBG) /Expanded OEBG • Substitute Teacher Grant /Teacher Relief Grant (TRG) • Senior Secondary Curriculum Support Grant (SSCSG) • Schools' own funds
Government Secondary Schools	• Expanded Subject and Curriculum Block Grant • TRG • SSCSG
Caput Schools	• CEG • SSCSG • Fee Subsidy • Schools' own funds
DSS Secondary Schools	• CEG • DSS Subsidy • Schools' own funds

[5] Students with changes in status at schools (e.g. students departed from schools) no longer meeting the requirements as stated in paragraph 4 above are not eligible for the DLG for ApL. However, if such students have successfully completed their first year study of ApL courses, they may continue their second year study of ApL courses at their own expense with the consent of the respective course providers and the EDB.

5. Upon deployment of resources, if schools still have genuine financial difficulties in offering ApL courses to their students, schools may approach the Applied Learning Section of the EDB **on or before 29 June 2019** to set out their difficulties. The EDB will provide support as far as possible taking into account the specific situation of individual schools.

6. The DLG for ApL courses (2019-21 cohort) can only be used to support the learning of ApL courses of the 2019-21 cohort of students and cannot be mixed with the DLG of other cohorts of ApL courses. The funding must be used for the payment of ApL course fees to be charged by course providers. It must not be used for Other Languages and Other Programmes (which are supported by other categories of the DLG), and other purposes such as capital purchases, overheads or maintenance, etc.

7. Schools may apply to course providers for partial course fee reduction should they also provide the venues, facilities, equipment or teachers contributing to the teaching of ApL courses, etc.

Accounting Arrangements

8. The DLG for ApL courses will be allocated to schools in **TWO** equal instalments. The first and second instalments of the DLG will be provisionally disbursed to schools in August 2019 and August 2020 respectively. For government secondary schools, the DLG will be provided to schools in the form of budget allocations. Adjustments to the DLG, if any, will be made by the EDB based on the actual number of enrolments in ApL courses (2019-21 cohort) (as at **30 September 2019** and **30 September 2020** respectively) and the information submitted by schools.

9. Schools should make use of the DLG to pay course fees to course providers in **TWO** equal instalments. The first and second instalments of course fees would be calculated based on the number of enrolments as at **30 September 2019** and **30 September 2020** respectively.

10. For aided secondary schools, DSS secondary schools, caput schools and special schools, a separate ledger account named **"DLG for ApL courses (2019-21 cohort)"** should be kept in the school ledger account under the **Government Fund** to properly record all income and expenditure chargeable to ApL courses. The surplus in the ledger account can be carried forward to the next school year until the end of the 2020/21 school year. Any unspent balance of the DLG as at **31 August 2021** will be clawed back. Any deficit in the ledger account should be made up by schools' deployment of other resources (as stipulated in Paragraph 5 above) at the end of each school year.

11. For government secondary schools, the expenditure should be charged to the user code assigned for ApL courses (2019-21 cohort). Unspent balance of the allocations as at the end of each financial year (i.e. **31 March 2020** and **31 March 2021**) cannot be carried forward to the subsequent financial year and will lapse. Any deficit should be covered by schools' deployment of other resources (as stipulated in Paragraph 5 above) at the end of each financial year.

Student Grant for Applied Learning Chinese (for non-Chinese speaking students) (ApL(C))

12. Full subsidies will be provided to schools to support non-Chinese speaking students in taking ApL(C) courses. The Student Grant for ApL(C) will be provisionally allocated to schools in **THREE** equal instalments. The first installment will be provisionally disbursed to schools in January 2019, the second and third instalments of the Student Grant for ApL(C) will be provisionally disbursed to schools in August 2019 and August 2020 respectively. For government secondary schools, the Student Grant for ApL(C) will be provided to schools in the form of budget allocations. Adjustments to the Student Grant for ApL(C), if any, will be made according to actual number of enrolments (as at **28 February 2019**, **30 September 2019** and **30 September 2020**) and the information submitted by schools.

13. Schools should make use of the Student Grant for ApL(C) to pay course fees to course providers in **THREE** equal instalments. The first, second and third instalments of course fees would be calculated based on the number of enrolments as at **28 February 2019**, **30 September 2019** and **30 September 2020** respectively.

14. For aided secondary schools, DSS secondary schools, caput schools and special schools, a separate ledger account named **"Student Grant for ApL(C) (2019-21 cohort)"** should be kept in the school ledger account under the **Government Fund** to properly record all income and expenditure. The surplus in the ledger account can be carried forward to the next school year until the end of the 2020/21 school year. Any unspent balance of Student Grant for ApL(C) as at **31 August 2021** will be clawed back.

15. For government secondary schools, the expenditure should be charged to the user code assigned for Student Grant for ApL(C) (2019-21 cohort). Unspent balance of the allocations as at the end of each financial year (i.e. **31 March 2019**, **31 March 2020** and **31 March 2021**) cannot be carried forward to the subsequent financial year and will lapse.

Annex 3

Guidelines for Nominating Students for Senior Secondary Applied Learning Courses

(excluding Applied Learning Chinese (for non-Chinese speaking students))

Schools may refer to the following guidelines in nominating students for Applied Learning (ApL) courses:

- Schools should provide guidance to students in choosing ApL courses according to their interests and aspirations, taking into consideration students' broad and balanced learning experience in senior secondary education.

- Each student can apply for **a maximum of TWO** ApL courses, excluding Applied Learning Chinese (for non-Chinese speaking students). Students applying for more than one ApL course should list their choices in order of preference when submitting their applications. Students applying for ApL courses have to go through a selection process after which they may opt to accept offers from **one or two** ApL courses based on their preferences.

- For holistic learning, a flexible combination of ApL with core subjects, elective subjects and Other Learning Experiences helps provide theoretical and applied learning opportunities to cater for students' diverse learning needs. Schools should **NOT** prioritise their nominations simply based on students' academic results.

- For **students with special educational needs**, schools may opt to submit supplementary information, along with their applications for ApL courses, for reference of the course provider(s) concerned. The form can be downloaded from the website of the Education Bureau (EDB) (www.edb.gov.hk/apl/en/forms-download). The completed form should be sent to the EDB via FAX at **2714 2456** for transmission to the course provider(s) concerned as reference. The course provider(s) may contact schools to make special arrangements for selection interviews if deemed necessary. The EDB encourages schools to continue communicating with the course providers about the special educational needs of students, so as to support student learning in ApL courses.

Annex 4

Guidelines for Nominating Students for Applied Learning Chinese (for non-Chinese speaking students)

Schools may refer to the following guidelines in nominating students for Applied Learning Chinese (for non-Chinese speaking students) (ApL(C)):

- ApL(C) is introduced to provide an additional channel exclusively for non-Chinese speaking (NCS) students fulfilling the specified circumstances[6] to obtain an alternative Chinese language qualification to prepare them for further studies and career pursuits.

- Schools should assist NCS students in considering applying for ApL(C) according to their language ability, interests and aspirations, and provide guidance and support for NCS students in choosing the appropriate Chinese language curriculum. Each NCS student can take **at most ONE** ApL(C) course. Generally, NCS students only take and register for either Chinese Language (Category A) or ApL(C) (Category B) in the HKDSE Examination.

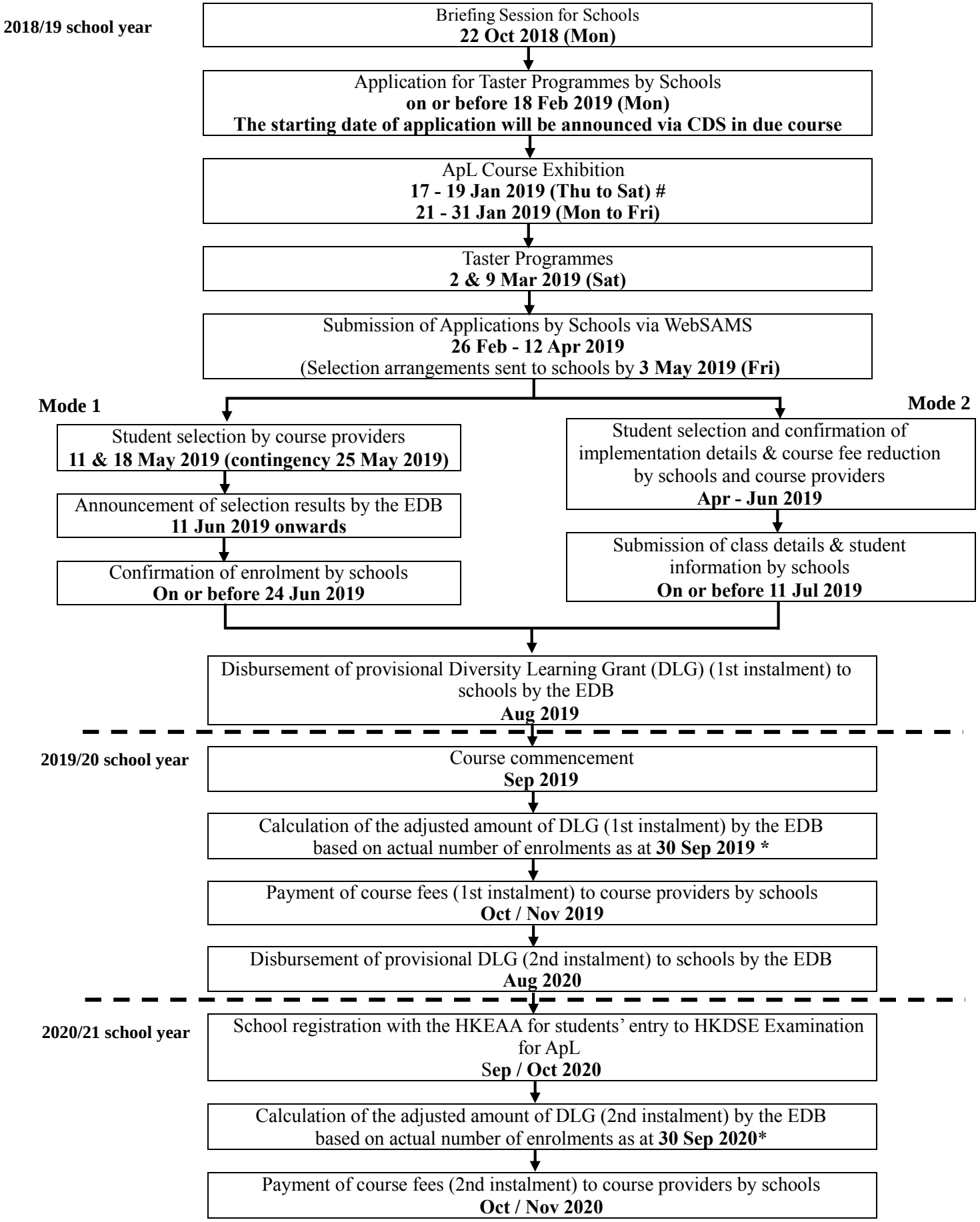
- NCS students who aspire to study ApL(C) should have basic language competency to enable them to learn Chinese language through different modes of activities in a simulated applied learning context. At the point of entry, they are expected to have achieved most of the learning outcome of the "Chinese Language Curriculum Second Language Learning Framework" ("Learning Framework") at level 4 or above. Upon completion of courses, NCS students are expected to have achieved the relevant learning outcome of the "Learning Framework" at level 6 or above. Details of the "Learning Framework" are available at the following website: www.edb.gov.hk/tc/curriculum-development/kla/chi-edu/second-lang.html.

- For **students with special educational needs**, schools may opt to submit supplementary information, along with their applications for ApL(C) courses, for reference of the course provider(s) concerned. Please refer to the last bullet point of **Annex 3**.

[6] Students who have learned Chinese Language for less than six years while receiving primary and secondary education; or students who have learned Chinese Language for six years or more in schools, but have been taught an adapted and simpler Chinese Language curriculum not normally applicable to the majority of students in local schools.

Annex 5

Senior Secondary Applied Learning Courses (2019-21 Cohort)
Important Dates

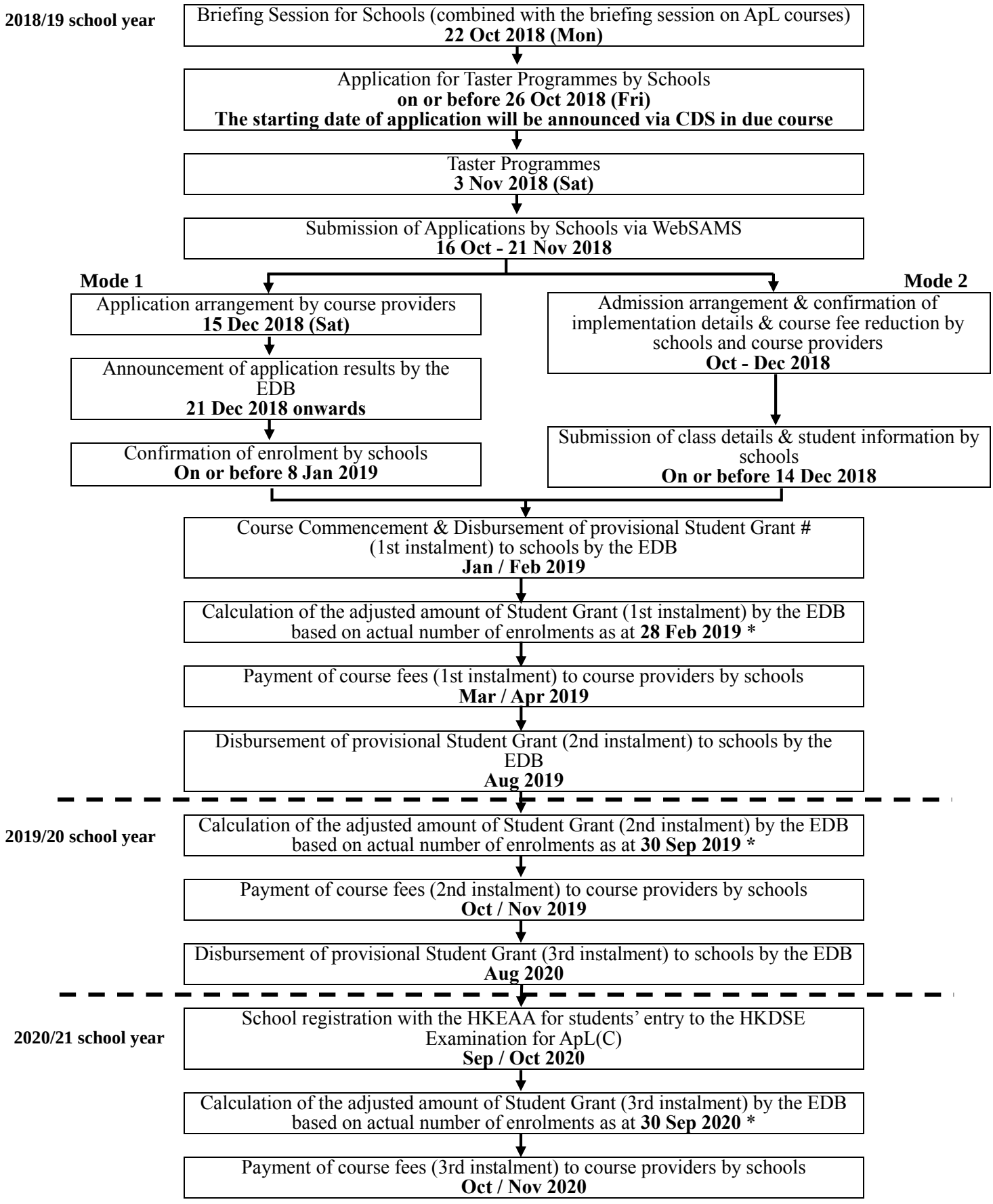


Introduction and taster activities of ApL courses to be conducted by course providers

* Adjustment of the 1st and 2nd instalments of the DLG will be made by the EDB before Jan 2020 and Jan 2021 respectively.

Annex 6

Applied Learning Chinese (for non-Chinese speaking students) (2019-21 Cohort)
Important Dates



\# Student Grant for Applied Learning Chinese (for non-Chinese speaking students)

* Adjustment of the 1st, 2nd and 3rd instalments of the Student Grant will be made by the EDB before May 2019, Jan 2020 and Jan 2021 respectively.