中華人民共和國香港特別行政區政府總部教育局
Education Bureau
Government Secretariat, The Government of the Hong Kong Special Administrative Region
The People's Republic of China

本局檔號 Our Ref. :	(1) in EDB/CDI/ApL/07-02-21	電話 Telephone :	3698 3186
來函檔號 Your Ref. :		傳真 Fax Line :	2714 2456

5 March 2021

To: Principals of Secondary Schools

Applied Learning Courses
(2022-24 Cohort; 2024 Hong Kong Diploma of Secondary Education Examination)
Arrangement Details for Early Course Commencement
at Secondary 4 in the 2021/22 School Year

The purpose of this letter is to inform schools of the details of implementation of the Applied Learning (ApL) courses at Secondary 4 (S4) in the 2021/22 school year and facilitate interested schools to make early arrangements.

Details

2.   Currently, students generally begin to take ApL courses at S5 and complete at S6.   Schools may consider offering courses at S4, allowing students to start taking the courses at S4 and complete at S5.   Students taking ApL courses at S4 should apply for entering ApL subjects[1] in Hong Kong Diploma of Secondary Education (HKDSE) Examination of the respective year at S6.

3.   For the ApL courses in the 2022-24 cohort, schools may refer to Annex 1 and Annex 2 for the arrangements for early course commencement at S4. As for the arrangements for offering the ApL courses at S5[2], the Education Bureau (EDB) will issue a circular memorandum to announce the details later.

4.   If your school intends to offer ApL course(s) at S4 in the 2021/22 school year, please submit applications for students via the "ApL Module" in the WebSAMS during the period from **3 May to 1 June 2021** and arrange for students to participate in the selection arrangements to be subsequently announced by the course providers. Schools may make reference to the WebSAMS application procedures as set out in the

---

[1] If students take ApL courses of the 2022-24 cohort at S4 in the 2021/22 school year, they should register for entry to ApL subjects in the 2024 HKDSE Examination at S6.
[2] Schools can arrange students studying S4 in the 2021/22 school year to apply for taking the ApL courses of the 2022-24 cohort at S5 and S6, and register for entry to ApL subjects in the 2024 HKDSE Examination.

EDB 10

"User Manual for Applied Learning" uploaded on the EDB website: cdr.websams.edb.gov.hk/ (path: home page > module information > Applied Learning > user manual).

5.   Schools may adopt two modes in offering ApL courses according to the school context: for Mode 1, lessons are in general held at the venues of the course providers; for Mode 2 (i.e. schools could offer courses on their own or through collaboration with other schools), lessons are in general held on the school campus. **Schools intending to offer courses in Mode 2 have to reach an initial agreement and formulate the implementation details with the relevant course provider(s)**, which will include timetable and teaching arrangement.   Schools interested in offering ApL courses through collaboration with other schools should complete and return Annex 3 to express intention to the EDB on or before 7 May 2021.

6.   In order to facilitate students to make informed choices on ApL courses, apart from providing guidance support, schools could encourage students to visit the ApL website of the EDB (www.edb.gov.hk/apl/en) for more information about ApL courses. Schools could also collect copies of the course prospectus from the EDB and disseminate them to students for their reference.   Details will be announced via the Communication and Delivery System of the WebSAMS in mid-March.

Funding Arrangement

7.   All aided, government and Direct Subsidy Scheme secondary schools, caput schools and special schools operating senior secondary classes offering ApL courses approved by the EDB are eligible for the Diversity Learning Grant (DLG) to pay for the course fees.   These schools are NOT allowed to charge students any course fee. Please refer to the funding and accounting arrangements at Annex 4.

8.   Starting from the 2020/21 school year, if individual students take an ApL course as the 4th elective subject, their schools will also be subsidised by the DLG to encourage students to take ApL to broaden their learning experience.

Enquiry

9.   For enquiry, please contact Ms Y P CHUANG at 3698 3179 or Ms Dorothy MOK at 3698 3165 of the Applied Learning Section, Curriculum Development Institute.

Yours sincerely,

(Joanne WONG)
for Secretary for Education

Encls. Annexes 1 to 4

高中應用學習課程（2022-24 年度；2024 年香港中學文憑考試）
可提早於 2021／22 學年中四級開辦的課程一覽表
List of Senior Secondary Applied Learning Courses (2022–24 Cohort; 2024 HKDSE) for Early Course Commencement at Secondary 4 in the 2021/22 School Year

學習範疇 Area of Studies	課程組別 Course Cluster	科目代碼 Subject Code	課程 註一 Course NOTE 1	課程提供機構 註二 Course Provider NOTE 2	教學語言 Medium of Instruction
創意學習 Creative Studies	設計學 Design Studies	676	時裝形象設計 Fashion Image Design	VTC	中文或英文 Chinese or English
		668	室內設計 Interior Design	VTC	中文或英文 Chinese or English
	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
		707	數碼漫畫設計與製作 Digital Comic Design and Production	HKU (SPACE)	中文或英文 Chinese or English
		710	流行音樂製作 Popular Music Production	HKCT	中文 Chinese
媒體及傳意 Media and Communication	電影、電視與廣播學 Films, TV and Broadcasting Studies	711	數碼媒體及電台製作 Digital Media and Radio Production	HKU (SPACE)	中文或英文 Chinese or English
		702	電影及超媒體 @ Film and Transmedia@	VTC	中文或英文 Chinese or English
	媒體製作與公共關係 Media Production and Public Relations	708	公關及多媒體傳訊 PR and Multimedia Communication	HKCT	中文或英文 Chinese or English
商業、管理及法律 Business, Management and Law	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
	商業學 Business Studies	693	商業數據應用 Data Application for Business	HKIT	中文或英文 Chinese or English
		681	市場營銷及網上推廣 Marketing and Online Promotion	CityU (SCOPE)	中文 Chinese
	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
服務 Services	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
		616	西式食品製作 # Western Cuisine#	VTC	中文或英文 Chinese or English
	款待服務 Hospitality Services	709	機場客運大樓運作 Airport Passenger Terminal Operations	HKCT	中文 Chinese
		611	酒店服務營運 #@ Hospitality Services in Practice#@	CityU (SCOPE)	中文或英文 Chinese or English
		615	酒店營運 #@ Hotel Operations#@	VTC	中文或英文 Chinese or English
	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
		665	幼兒教育 #@ Child Care and Education#@	VTC	中文或英文 Chinese or English
		610	美容學基礎 Fundamental Cosmetology	CICE	中文 Chinese

學習範疇 Area of Studies	課程組別 Course Cluster	科目代碼 Subject Code	課程 註一 Course NOTE 1	課程提供機構 註二 Course Provider NOTE 2	教學語言 Medium of Instruction
應用科學 Applied Science	食物科學 Food Science	712	食品創新與科學 Food Innovation and Science	HKU (SPACE)	中文或英文 Chinese or English
	醫療科學及健康護理 Medical Science and Health Care	592	中醫藥學基礎 @ Foundation in Chinese Medicine@	HKU (SPACE)	中文 Chinese
		618	健康護理實務 @ Health Care Practice@	CICE	中文或英文 Chinese or English
		660	醫務化驗科學 Medical Laboratory Science	HKU (SPACE)	中文或英文 Chinese or English
	心理學 Psychology	662	應用心理學 #@ Applied Psychology#@	LIFE	中文或英文 Chinese or English
		691	實用心理學 #@ Practical Psychology#@	HKBU (SCE)	中文或英文 Chinese or English
	運動 Sports	674	運動及體適能教練 # Exercise and Fitness Coaching#	HKCT	中文或英文 Chinese or English
		627	運動科學及體適能 # Exercise Science and Health Fitness#	HKBU (SCE)	中文或英文 Chinese or English
工程及生產 Engineering and Production	土木、電機及機械工程 Civil,Electrical and Mechanical Engineering	683	電機及能源工程 Electrical and Energy Engineering	VTC	中文或英文 Chinese or English
	資訊工程 Information Engineering	714	電競科技 eSports Technology	HKU (SPACE)	中文或英文 Chinese or English
		706	資訊科技精要 註三 Tech Basics NOTE 3	HKBU (SCE)	中文或英文 Chinese or English
	服務工程 Services Engineering	640	航空學 @ Aviation Studies@	HKU (SPACE)	中文或英文 Chinese or English
		698	鐵路學 Railway Studies	HKCT	中文或英文 Chinese or English
應用學習（職業英語） Applied Learning (Vocational English)		715	英文傳意 # English Communication#	VTC	英文 English
		716	服務業專業英語 # English for Service Professionals#	HKU (SPACE)	英文 English

備註 Remarks

課程提供機構會因應個別情況（例如：報讀個別課程的學生人數、課堂安排、場地和資源調配），確定會否在中四級開辦有關課程（包括以中文或英文為教學語言的班別）。Course providers will confirm whether to provide relevant courses (including classes with Chinese or English as the medium of instruction) at Secondary 4 according to individual situation (e.g. number of student applicants for individual courses, class arrangements, venues and resources allocation).

以上課程列表只包括 2022-24 年度（2024 年香港中學文憑考試）可提早於中四級開辦的應用學習課程。至於 2022-24 年度（2024 年香港中學文憑考試）提供予中五級開辦的完整課程列表會於稍後發出的通函中公布。 The above course list includes only the Applied Learning (ApL) courses for early course commencement at Secondary 4 for the 2022-24 cohort (2024 HKDSE). The full course list for the 2022-24 cohort (2024 HKDSE) to be offered at Secondary 5 will be announced in the circular memorandum to be issued later.

註一 NOTE 1

學生在同一個課程組別內只可修讀 **一科** 標示有「#」的課程。 標示有「@」的課程現正進行課程檢視，經教育局批核後將於 2022-24 年度提供。 For courses marked with "#", only **ONE** course in the course cluster can be taken by a student. Courses marked with "@" are under review and will be provided in the 2022-24 cohort subject to approval by the Education Bureau.

所有在資助中學、官立中學、直接資助計劃中學、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 operating senior secondary classes following the senior secondary curriculum recommended by the Curriculum Development Council will be fully subsidised by the Education Bureau to take ApL courses.
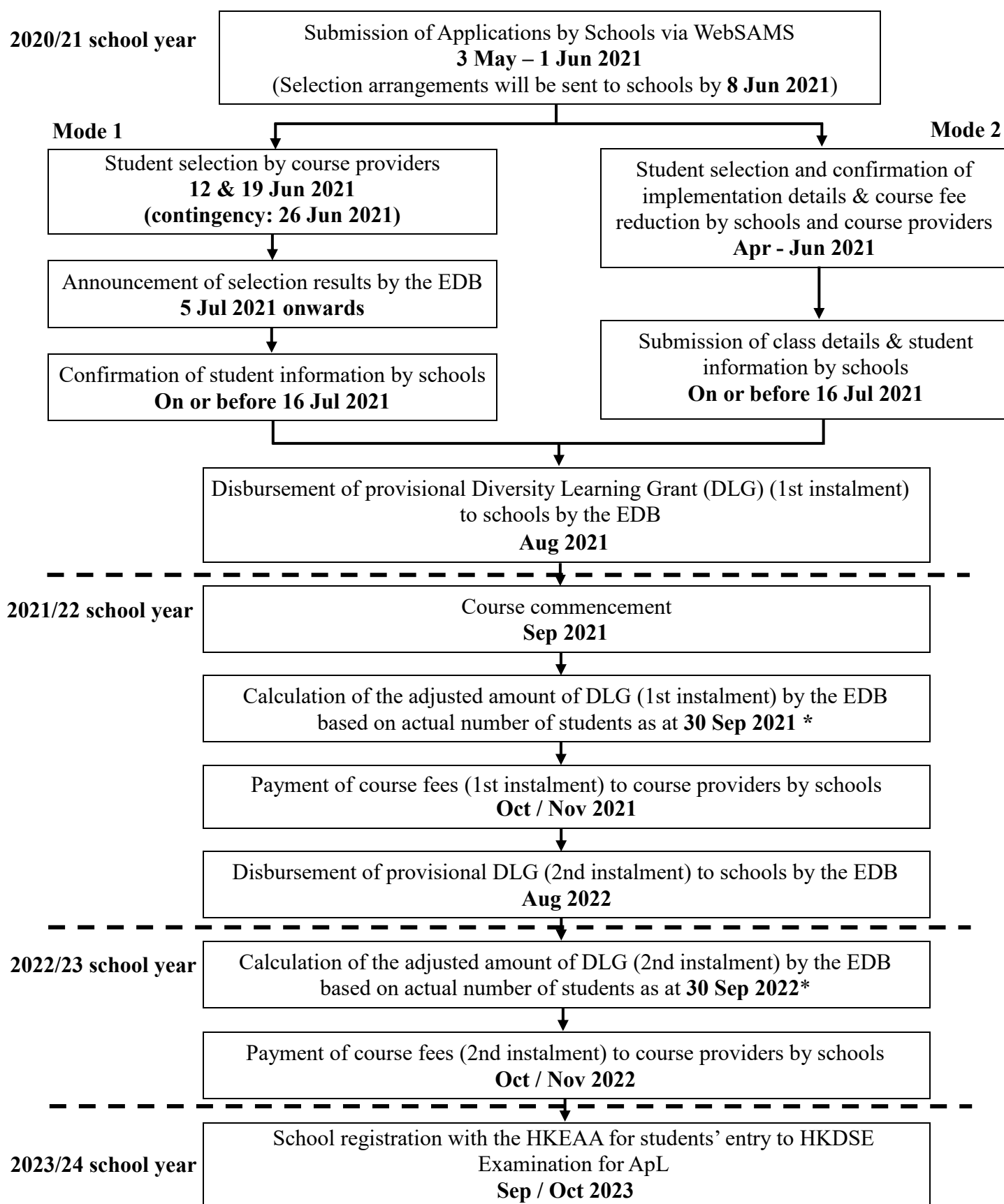
註二 NOTE 2

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
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
VTC	職業訓練局	Vocational Training Council

註三 NOTE 3

為探討應用學習的課程發展方向和推行模式,包括引入更多業界的參與,應用學習試點課程「資訊科技精要」在 2019/20 學年開始試行。參與計劃的機構包括課程提供機構香港浸會大學持續教育學院及試行的學校。「資訊科技精要」將繼續於 2021/22 學年試行。除試行的學校外,2022-24 年度的課程將以模式一公開接受申請,並將於 2021 年 9 月在中四級開課。有意報讀課程的學生(適用於將於 2021/22 學年就讀中四級的學生)須透過就讀學校申請,並參與課程提供機構其後安排的甄選程序。 To explore the future direction of curriculum development and implementation modes of ApL, including greater engagement of industries, a pilot ApL course "Tech Basics" is being tried out since 2019/20 school year. The participating organisations include the course provider (School of Continuing Education, Hong Kong Baptist University) and the pilot schools. "Tech Basics" will continue to be tried out in the 2021/22 school year. In addition to the pilot schools, the course will be open for Mode 1 applications for the 2022-24 cohort, which will commence at Secondary 4 in September 2021. Students (applicable to those who will study secondary 4 in the 2021/22 school year) intending to apply for the course should submit their applications through schools and participate in the interview processes to be arranged by the course provider later.

Senior Secondary Applied Learning Courses
(2022-24 Cohort; 2024 Hong Kong Diploma of Secondary Education Examination)
Important Dates for Early Course Commencement at Secondary 4 in the 2021/22 School Year

2020/21 school year

Submission of Applications by Schools via WebSAMS
3 May – 1 Jun 2021
(Selection arrangements will be sent to schools by **8 Jun 2021**)

Mode 1

Mode 2

Student selection by course providers
12 & 19 Jun 2021
(contingency: 26 Jun 2021)

Student selection and confirmation of implementation details & course fee reduction by schools and course providers
Apr - Jun 2021

Announcement of selection results by the EDB
5 Jul 2021 onwards

Confirmation of student information by schools
On or before 16 Jul 2021

Submission of class details & student information by schools
On or before 16 Jul 2021

Disbursement of provisional Diversity Learning Grant (DLG) (1st instalment) to schools by the EDB
Aug 2021

2021/22 school year

Course commencement
Sep 2021

Calculation of the adjusted amount of DLG (1st instalment) by the EDB based on actual number of students as at **30 Sep 2021 ***

Payment of course fees (1st instalment) to course providers by schools
Oct / Nov 2021

Disbursement of provisional DLG (2nd instalment) to schools by the EDB
Aug 2022

2022/23 school year

Calculation of the adjusted amount of DLG (2nd instalment) by the EDB based on actual number of students as at **30 Sep 2022***

Payment of course fees (2nd instalment) to course providers by schools
Oct / Nov 2022

2023/24 school year

School registration with the HKEAA for students' entry to HKDSE Examination for ApL
Sep / Oct 2023

* Adjustment of the 1st and 2nd instalments of the DLG will be made by the EDB in Jan 2022 and Jan 2023 respectively.

Offering Applied Learning Courses

(2022-24 Cohort; 2024 Hong Kong Diploma of Secondary Education Examination)

in Collaboration with Other Schools under Mode 2

(Applicable for Early Course Commencement at Secondary 4 in the 2021/22 School Year)

Intention of School

- This form should be completed by schools intending to offer the Applied Learning (ApL) course(s) in collaboration with other schools under Mode 2. The Education Bureau (EDB) will confirm with schools on the information upon the form received.

- Please return the completed form to the Applied Learning Section, Curriculum Development Institute, EDB by fax (fax no.: **2337 0371**) **on or before 7 May 2021**.

- For enquiries, please contact the Applied Learning Section, Curriculum Development Institute, EDB at 3698 3186.

Part A - School and Contact Person Information

School name	
School address	
School no.	[ ][ ][ ][ ][ ] - [ ][ ][ ][ ] Tel. no.
Name of contact person	Post
Tel. no.	Fax no.	Email

Part B - Declaration by the Principal

I confirm that my school intends to offer a total of _____ ApL course(s) in collaboration with other schools under Mode 2 in the 2021/22 school year with details given overleaf.

Signature of Principal : _____

Name of Principal: _____

Date: _____

School Chop

Part C – Information of the ApL Course(s) to be Offered in Collaboration with Other Schools
(If there is more than one ApL course, please use a separate sheet.)

Course provider			
Course title		Estimated no. of students	
Start date (month/year)		End date (month/year)	
Remarks (Please put a "✓" in the appropriate box.)	1. Has your school already reached an initial consensus with other school(s) in offering the ApL course through collaboration? ☐ Yes (Please fill in Part D) ☐ No 2. Is your school willing to provide venues/facilities for conducting ApL lessons for students of other schools? ☐ Yes ☐ No		

Part D – Information of Collaborating Schools *(if applicable)*

	School name	Host school (Use "✓" to indicate)	No. of students
1			
2			
3			
4			

Other suggestions / views *(if applicable)*:

Diversity Learning Grant for
Applied Learning Courses
(2022-24 Cohort; 2024 Hong Kong Diploma of Secondary Education Examination)
(Applicable for Early Course Commencement at Secondary 4 in the 2021/22 School Year)

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 operating senior secondary classes, in offering a diversified curriculum to cater for students' needs. 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.

2.   The DLG will be provided to eligible schools on a yearly basis for the implementation of ApL courses provided by the course providers and approved by the Education Bureau (EDB). Schools receiving the DLG are NOT allowed to charge students any course fees. To streamline school administration, schools are no longer required to draw up a three-year plan on broadening subject choices for a particular cohort of students.

Ambit

3.   Students in eligible schools studying the senior secondary curriculum recommended by the Curriculum Development Council and studying ApL courses are subsidised under the DLG[1]. Each eligible student is entitled to funding for **a maximum of two** ApL courses (excluding Applied Learning Chinese (for non-Chinese speaking students)). In addition, from the 2020/21 school year onwards, if individual students **take an ApL course as the 4th elective subject, the school will also be subsidised by the DLG[2]**.

4.   The DLG for ApL courses (2022-24 cohort) can only be used to subsidise students to take ApL courses for the 2022-24 cohort and cannot be mixed with the DLG for other cohorts of ApL courses. The funding must be used for the payment of ApL course fees to be charged by the 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.

Funding Arrangement

5.   Schools will be allocated with an amount of DLG which is equal to the total course fee of ApL courses enrolled by eligible students. The DLG for ApL courses (2022-24 cohort) will be allocated to schools in **two equal instalments** during the two-year course duration. The first and second instalments of the DLG will be provisionally disbursed to schools in August 2021 and August 2022 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 students taking ApL courses (2022-24 cohort) (as at **30 September of the respective**

---

[1] Students no longer meeting the requirements as stated in paragraph 3 above due to any reason (e.g. departed from schools) will not be 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.

[2] In case a student also takes the adapted ApL course(s), each adapted ApL course will be counted as an ApL course in the funding arrangement.

school years) and the information submitted by schools.

Accounting Arrangements

6.   Schools should make use of the DLG to pay course fees to the course providers in two equal instalments. Instalments of course fees would be calculated based on the number of students as at **30 September** of the respective school years. Besides, schools may apply for course fee reduction from the course providers should there be venues, facilities, equipment provided or school teachers contributing to the teaching of ApL courses, etc.. 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

Upon deployment of resources, if schools still have genuine financial difficulties in offering ApL courses, schools may approach the Applied Learning Section of the EDB **on or before 30 July 2021** to set out their difficulties. The EDB will provide support as far as possible taking into account the specific situation of individual schools.

7.   For aided secondary schools, DSS secondary schools, caput schools and special schools, a separate ledger account named **"DLG for ApL courses (2022-24 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 **31 August 2024**. Any unspent balance of the DLG will be clawed back. In case of deficit in the ledger account, schools can top up the DLG by deploying other resources by the end of the respective school years.

8.   For government secondary schools, the expenditure should be charged to the user code assigned for ApL courses (2022-24 cohort). Unspent balance of the allocations as at the end of each financial year (**i.e. 31 March of each year during the two-year course duration**) cannot be carried forward to the subsequent financial year and will lapse. In case of deficit, schools can top up the DLG by deploying the resources as set out above (paragraph 6).