

Education Bureau Circular Memorandum No. 13/2023

From: Secretary for Education

To: Supervisors / Heads of all Secondary
and Special Schools

Ref: EDB(CD/SEN)/ADM/150/1/10(15)

Date: 30 January 2023

Senior Secondary Adapted Applied Learning Courses for Students with Intellectual Disabilities (2023-25 Cohort)

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

Summary

This circular memorandum is to announce the arrangements for the senior secondary adapted Applied Learning (ApL) courses (2023-25 cohort), and invite schools to offer adapted ApL courses and submit applications for their students.

Details

Background

2. ApL is a valued senior secondary elective subject which complements other senior secondary subjects to form a flexible subject combination that helps enrich students' subject choices. The courses focus on practical learning elements linked to broad professional and vocational fields with dual emphasis on theory and practice. It helps students with different aspirations and abilities articulate to multiple pathways. Under the current Academic Structure, students with intellectual disabilities (ID) can be subsidised to take a maximum of two adapted ApL courses (including **ApL course(s)**) as elective subjects in Secondary 5 and 6.

3. Similar to the requirements of other senior secondary subjects, adapted ApL courses focus on nurturing students' knowledge, skills and attitudes. The emphasis is to provide students with opportunities to understand fundamental theories and concepts through application and practice, develop knowledge, generic skills, positive values and attitudes through providing simulated or authentic contexts, and explore their orientation for lifelong learning and career aspirations.

Study Arrangement

4. The above adapted ApL courses (i.e. courses for the 2023-25 cohort) will commence in the 2023/24 school year. **All Secondary 4 students with ID who are studying the senior secondary curriculum recommended by the Curriculum Development Council (CDC) in the 2022/23 school year and meeting the requirement below** may apply for studying adapted ApL courses in Secondary 5 and 6:

- **mild grade ID** students
- **upper-end moderate grade ID** students

5. For the 2023-25 cohort, a total of 16 adapted ApL courses categorised under the following four areas of studies will be offered by 5 course providers approved by the Education Bureau (EDB):

- Creative Studies
- Services
- Engineering and Production

6. The duration of each adapted ApL course is 240 contact hours, generally extending over two academic years from Secondary 5 to 6. Details of the adapted ApL courses and the course providers are available at **Annex 1**. Schools may also refer to the EDB website (<http://www.edb.gov.hk/cdi/sen>) for course synopses (including the learning outcomes, course content and organisation, articulation, etc.) of the respective adapted ApL courses.



7. Students taking adapted ApL courses are required to attend lessons and participate in learning activities organised by course providers. Schools should make arrangement and avoid compulsory school activities for students during the time of adapted ApL lessons to support their learning. Schools should also remind students to attend adapted ApL lessons punctually (including those conducted outside school).

Modes of Implementation

8. Schools may adopt different modes of implementation to offer adapted 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: ● **Lessons to be held mainly at the venues of the course providers** and delivered by tutors recognised by the course providers. Schools should arrange their students to attend the lessons according to the timetables set by the course providers.
- Mode 2: ● **Lessons to be held mainly in schools offering adapted ApL courses** and delivered by tutors recognised by the course providers. **Schools have to reach an initial agreement and formulate the implementation details with the course providers, including the timetables, class venues, provision of facilities, allocation of teaching duties, provision of classroom support and assistance, etc.**
- **Schools may also consider collaborating with other schools to offer adapted ApL courses for their students with the support of the course providers.** For instance, schools in the same/nearby districts may jointly offer one or more adapted ApL courses with agreed implementation details including timetables, class venues, provision of facilities, etc. to enrich subject choices for their students. Schools interested in offering adapted ApL courses in collaboration with other schools can express their intentions by submitting the form at **Annex 2** to the EDB.

Pilot Adapted Applied Learning Course

9. To explore the future development of adapted ApL (including engagement of industries), the EDB has approved the offer of “Shopping Mall Robot Service Ambassador” as a Pilot adapted

ApL Course¹ for the 2023-25 cohort.

Assessment, Quality Assurance and Articulation

10. There is no public examination for adapted ApL courses. Assessments of student performance, including both formative and summative assessments, are undertaken by course providers and administered mainly by the respective course tutors.

11. **The results attained by students with ID in ordinary schools who have successfully completed senior secondary adapted ApL courses will NOT be recorded on the Hong Kong Diploma of Secondary Education (HKDSE) certificate.**

12. To ensure that adapted 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 puts in place a quality assurance mechanism of adapted ApL courses, under the overview of the CDC Committee on Special Educational Needs.

13. Schools may refer to the EDB website (<http://www.edb.gov.hk/cdi/sen>) for articulation to further studies and career pathways of individual courses in course synopses.



Funding Arrangement

14. Aided, government and caput schools, schools under the Direct Subsidy Scheme and special schools operating senior secondary classes offering the local curriculum are eligible for the Diversity Learning Grant (DLG) to offer adapted ApL courses and to pay the course fees charged by the respective course providers. Schools receiving the grant are **NOT** allowed to charge students any course fees. In case a student also takes the ApL course(s), each ApL course will be counted as an adapted ApL course in the funding arrangement. Please refer to the funding and accounting arrangements at **Annex 3**.

Support for Students, Parents and Schools

15. Schools should arrange appropriate activities for both students and parents to deepen their understanding of adapted ApL courses and provide students with guidance on course selection in order to help them make informed choices. For example, schools may organise talks for students and parents, encourage them to participate in site visits and/or online information sessions organised by course providers, and refer to prospectus of adapted ApL courses. Please refer to the EDB website (<http://www.edb.gov.hk/cdi/sen>) for prospectus of relevant adapted ApL courses.



16. To enhance schools' and parents' understanding of the course contents and study arrangement of adapted ApL courses so that they can provide guidance to the students in making informed choices, the EDB will organise with course providers an online briefing session for schools and parents. Details are as follows:


¹ A Pilot adapted ApL Course is a part of the CLAP-TECH project that aims to develop a learning pathway with the engagement of industries.

Date: 28 February 2023 (Tuesday)
Time: 2:00 – 5:15 pm
Mode: Online
Target Participants: (1) Parents of mild and moderate grade ID students of Secondary 4; and
(2) Principals, teachers and school social workers
Remarks: Details will be announced to schools through the Fast Information Transmission System – School Messaging Module (SMM) of WebSAMS

17. Besides, course providers will arrange online information sessions and/or site visits to introduce their offered adapted ApL courses to students who are interested in enrolling in adapted ApL courses, their parents and the school staff. Please refer to details to be provided to schools through the Fast Information Transmission System – School Messaging Module (SMM) of WebSAMS in due course.

Application Procedures

18. Students who are interested in studying adapted ApL courses for the 2023-25 cohort should submit their applications through their schools, and attend interview(s) to be arranged by the course providers later. The application procedures with key events and dates are set out at **Annex 4**.

19. Application for adapted ApL courses for the 2023-25 cohort will start on **1 March 2023 (Wednesday)**. Schools have to ensure that all parents of students enrolling in adapted ApL courses have completed and signed the “Parental Consent Form” for the schools’ record and submit the electronic “School Application Form” through Special Education Management Information System (SEMIS) to Special Educational Needs (SEN) Section of the Curriculum Development Institute **on or before the application deadline (31 March 2023)**. For the detailed arrangement of electronic submission, schools may refer to the EDB website (<http://www.edb.gov.hk/cdi/sen>). 

20. Students applying for adapted ApL courses have to go through a selection process by the course providers. Schools should refer to the guidelines at **Annex 5** in nominating students for adapted ApL courses.

Enquiry

21. For enquiry, please contact the Special Educational Needs Section, Curriculum Support Division, EDB at 2892 6493.

Raymond CHEUNG
for Secretary for Education

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

為智障學生而設的高中應用學習調適課程 (2023-25 年度) 一覽表
List of Senior Secondary Adapted Applied Learning Courses
for Students with Intellectual Disabilities (ID) (2023-25 Cohort)

Annex 1

學習範疇 Area of Studies	課程編號 Course Code	課程 Course	課程提供機構 ^{註一} Course Provider NOTE 1	上課地點 Venue	上課時間 Time	對象 ^{註二} (智障學生) Target ^{NOTE 2} (ID Students)	教學語言 Medium of Instruction	課程費用 ^{註三} Course Fee NOTE 3 (HK\$)
創意學習 Creative Studies	2023250813	陶藝創作課程 Ceramics Course	匡智 Hong Chi	新界大埔南坑頌雅路松嶺村匡智松嶺綜合職業訓練中心 Hong Chi Pinehill Integrated Vocational Training Centre Pinehill Village, Chung Nga Road, Nam Hang, Tai Po, N.T.	星期五下午 Friday afternoon	輕度/中度 Mild / Moderate ID	中文 Chinese	22,000
	2023250832	唱作與合奏音樂培訓 Discover Music Together	聖雅各 St. James	九龍油麻地彌敦道498-500號泰盛商業大樓三樓星港教育中心 iGenius Education Centre, 3/F, Tai Shing Commercial Yaumatei Building, 498-500 Nathan Road, Yaumatei, Kowloon	星期四上午 Thursday morning	輕度 Mild ID	中文 Chinese	21,850
	2023250833	創意藝術及舞台表演 Creative Art & Stage Performance	香港中華基督 教青年會 YMCA	九龍油麻地窩打老道23號 香港中華基督教青年會 — 青年會專業書院 Chinese YMCA of Hong Kong – YMCA College of Careers 23 Waterloo Road, Yaumatei, Kowloon	星期六上午 Saturday morning	輕度 Mild ID	中文 Chinese	23,700
	2023250834	創意攝影及傳意設計 Creative Photography and Communication Design	職訓局 VTC	九龍塘牛津道1D號展亮技能發展中心(觀塘) 牛津道暫遷校舍 Shine Skills Centre (Kwun Tong) Oxford Road Re-provisioned Campus 1D Oxford Road, Kowloon Tong	星期四下午 Thursday afternoon	輕度 Mild ID	中文 Chinese	22,100
	2023250835	創意手作藝術 Creative Handcraft Arts	職訓局 VTC	新界屯門豐安街1號展亮技能發展中心(屯門) Shine Skills Centre (Tuen Mun) 1 Fung On St., Tuen Mun, N.T.	星期四下午 Thursday afternoon	輕度/中度 Mild / Moderate ID	中文 Chinese	22,100
服務 Services	2023250836A	西式甜品、烘焙及朱古力製作A Patisserie, Bakery and Chocolate Making A	職訓局 VTC	九龍塘牛津道1D號展亮技能發展中心(觀塘) 牛津道暫遷校舍 Shine Skills Centre (Kwun Tong) Oxford Road Re-provisioned Campus 1D Oxford Road, Kowloon Tong	星期四下午 Thursday afternoon	輕度 Mild ID	中文 Chinese	22,100
	2023250836B	西式甜品、烘焙及朱古力製作B Patisserie, Bakery and Chocolate Making B	職訓局 VTC	新界屯門豐安街1號展亮技能發展中心(屯門) Shine Skills Centre (Tuen Mun) 1 Fung On St., Tuen Mun, N.T.	星期四下午 Thursday afternoon	輕度 Mild ID	中文 Chinese	22,100
	2023250817	西式餐飲業實務 Western Catering Practice	明愛 Caritas	九龍亞皆老街147L明愛樂務綜合職業訓練中心 Caritas Lok Mo Integrated Vocational Training Centre 147L Argyle St., Kowloon	星期二下午 Tuesday afternoon	輕度 Mild ID	中文 Chinese	20,000
	2023250827	基礎酒店房務 Basic Hotel Housekeeping	明愛 Caritas	九龍亞皆老街147L明愛樂務綜合職業訓練中心 Caritas Lok Mo Integrated Vocational Training Centre 147L Argyle St., Kowloon	星期三下午 Wednesday afternoon	輕度 Mild ID	中文 Chinese	20,000
	2023250837	文員助理實務 Clerical Assistant Practice	明愛 Caritas	九龍亞皆老街147L明愛樂務綜合職業訓練中心 Caritas Lok Mo Integrated Vocational Training Centre 147L Argyle St., Kowloon	星期二下午 Tuesday afternoon	輕度 Mild ID	中文 Chinese	22,000
	2023250806A	初級烘焙實務A Elementary Bakery A	明愛 Caritas	九龍亞皆老街147L明愛樂務綜合職業訓練中心 Caritas Lok Mo Integrated Vocational Training Centre 147L Argyle St., Kowloon	星期三下午 Wednesday afternoon	輕度 Mild ID	中文 Chinese	20,000
	2023250806B	初級烘焙實務B Elementary Bakery B	匡智 Hong Chi	新界大埔南坑頌雅路松嶺村匡智松嶺綜合職業訓練中心 Hong Chi Pinehill Integrated Vocational Training Centre Pinehill Village, Chung Nga Road, Nam Hang, Tai Po, N.T.	星期五下午 Friday afternoon	輕度 Mild ID	中文 Chinese	19,600

學習範疇 Area of Studies	課程編號 Course Code	課程 Course	課程提供機構 ^{註一} Course Provider NOTE 1	上課地點 Venue	上課時間 Time	對象 ^{註二} (智障學生) Target ^{NOTE 2} (ID Students)	教學語言 Medium of Instruction	課程費用 ^{註三} Course Fee NOTE 3 (HK\$)
服務 Services	2023250801	酒店房務 Hotel Housekeeping	匡智 Hong Chi	新界大埔南坑頌雅路松嶺村匡智松嶺綜合職業訓練中心 Hong Chi Pinehill Integrated Vocational Training Centre Pinehill Village, Chung Nga Road, Nam Hang, Tai Po, N.T.	星期五下午 Friday afternoon	輕度 Mild ID	中文 Chinese	19,600
	2023250825	餐飲服務基礎課程 Basics for Catering Services	匡智 Hong Chi	新界大埔南坑頌雅路松嶺村匡智松嶺綜合職業訓練中心 Hong Chi Pinehill Integrated Vocational Training Centre Pinehill Village, Chung Nga Road, Nam Hang, Tai Po, N.T.	星期五下午 Friday afternoon	輕度 Mild ID	中文 Chinese	19,600
	2023250831	客戶服務大使 Customer Service Ambassador	香港中華基督教青年會 YMCA	九龍油麻地窩打老道23號 香港中華基督教青年會 — 青年會專業書院 Chinese YMCA of Hong Kong – YMCA College of Careers 23 Waterloo Road, Yaumatei, Kowloon	星期四上午 Thursday morning	輕度 (*) Mild ID (*)	中文 Chinese	22,500
	2023250838	咖啡及甜品師助理訓練 Barista and Patisserie Assistant Training	香港中華基督教青年會 YMCA	九龍油麻地窩打老道23號 香港中華基督教青年會 — 青年會專業書院 Chinese YMCA of Hong Kong – YMCA College of Careers 23 Waterloo Road, Yaumatei, Kowloon	星期一下午 Monday afternoon	輕度 Mild ID	中文 Chinese	23,700
工程及生產 Engineering and Production	2023250839A	商場機械人服務大使A ^{註四} Shopping Mall Robot Service Ambassador A ^{Note 4}	香港中華基督教青年會 YMCA	九龍油麻地窩打老道23號 香港中華基督教青年會 — 青年會專業書院 Chinese YMCA of Hong Kong – YMCA College of Careers 23 Waterloo Road, Yaumatei, Kowloon	星期六下午 Saturday afternoon	輕度/中度 Mild / Moderate ID	中文 Chinese	24,000

註一NOTE 1

課程提供機構 Course Provider	查詢 Enquiry
明愛 Caritas 明愛樂務綜合職業訓練中心 Caritas Lok Mo Integrated Vocational Training Centre	潘永康先生 Mr Eddie POON ☎ 2711 0699
匡智 Hong Chi 匡智松嶺綜合職業訓練中心 Hong Chi Pinehill Integrated Vocational Training Centre	洪桂清女士 Ms Astor HUNG ☎ 2664 3620 姚麗蓮女士 Ms YIU ☎ 2664 0399
聖雅各 St. James 聖雅各福群會 St. James' Settlement	陸彥璋先生 Mr Bruce LUK ☎ 2596 2579
職訓局 VTC 職業訓練局 Vocational Training Council	張莉莎女士 Ms Lisa CHEUNG ☎ 2836 1753
香港中華基督教青年會 YMCA 香港中華基督教青年會 Chinese YMCA of Hong Kong	許玉女士 Ms Shirley HUI ☎ 2783 3502 / ☎ 2783 3509 「鼓掌—創新教育歷程」計劃查詢 Enquiry of CLAP-TECH project : 劉慧敏女士 Ms Margret LAU ☎ 6073 7687

註二NOTE 2

以上有此標記 (*) 的課程，可供肢體傷殘/輪椅使用學生報讀，詳情請致電課程提供機構查詢。
Courses with the mark (*) can admit students with physical disabilities or students in wheelchairs. Please contact course providers for details.

註三NOTE 3

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智障學生，將獲教育局全數資助課程費用。
All students with ID in aided, government, 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 adapted Applied Learning (ApL) courses.

註四NOTE 4

應用學習調適課程「商場機械人服務大使」屬於「鼓掌—創新教育歷程 (CLAP-TECH)」計劃的一部分，計劃旨在探討應用學習調適課程的發展方向和推行模式，包括引入業界的參與。課程於2023/24 至 2024/25學年試行，報讀程序與其他應用學習調適課程相同。有關此試點課程的詳情，請聯絡課程提供機構—香港中華基督教青年會。

A Pilot adapted ApL course “Shopping Mall Robot Service Ambassador” is a part of the CLAP-TECH project that aims to explore the direction of curriculum development and implementation modes of adapted ApL, including engagement of industries. It will be tried out from the 2023/24 to 2024/25 school years following the same application procedures as other adapted ApL courses. For course details, please contact the course provider, Chinese YMCA of Hong Kong.

**Offering Adapted Applied Learning Courses (2023-25 Cohort)
in Collaboration with Other Schools in Mode 2**

Intention of School

- This form should be completed by schools intending to offer adapted Applied Learning (ApL) courses in collaboration with other schools in Mode 2. The Education Bureau (EDB) will communicate with schools on the feasibility of offering the adapted ApL courses in due course.
- Schools intending to offer two or more adapted ApL courses in collaboration with other schools in Mode 2 should provide separate information to Parts C to E of this Annex for each adapted ApL course.
- Please return the completed form to the Special Educational Needs Section, Curriculum Support Division, EDB by fax (fax no.: 2573 5299) **on or before 31 March 2023**.
- For enquiries, please contact the Special Educational Needs Section, Curriculum Support Division, EDB at 2892 6493.

Part A - School and Contact Person Information

School name			
School address			
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 _____ adapted ApL course(s) in collaboration with other schools, via Mode 2 arrangement with details given overleaf.

Signature of Principal :

Name of Principal :

Date :

(School Chop)

Part C – Information of the Adapted ApL Courses to be Offered in Collaboration with Other Schools

Name of course provider			
Course name		Estimated no. of students	
Start date (month/year)		End date (month/year)	
Remarks (Please put a “√” in the appropriate box.)	<p>1. Has your school already reached an initial consensus with other school(s) in offering the adapted ApL course through collaboration?</p> <p align="center"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>2. Is your school willing to provide venues/facilities for conducting adapted ApL lessons for students of other schools?</p> <p align="center"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		

Part D - Information of Collaborating Schools (if applicable)

	School name	Host school (Use “√” to indicate)	No. of students
1			
2			
3			
4			

Part E - Other suggestions/ views (if applicable):

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Funding and Accounting Arrangements for Senior Secondary Adapted Applied Learning Courses for Students with Intellectual Disabilities (2023-25 Cohort)

Diversity Learning Grant

1. The Diversity Learning Grant (DLG) supports aided, government and caput schools, schools under the Direct Subsidy Scheme (DSS) and special schools operating senior secondary classes, in offering a diversified local curriculum to cater for students' needs. It is a cash grant for aided secondary schools, caput schools, DSS secondary schools and special schools. For government secondary schools, it is in the form of budget allocation.
2. The DLG for adapted Applied Learning (ApL) will be provided to eligible schools on a yearly basis for the implementation of adapted ApL courses provided by the course providers and approved by the Education Bureau (EDB). **Schools receiving the grant are NOT allowed to charge students any course fees.**

Ambit

3. Students with ID in eligible schools studying the senior secondary curriculum prepared by the Curriculum Development Council and published for use in schools by the EDB and studying adapted ApL courses are subsidised under the DLG for adapted ApL². Each eligible student is entitled to funding for **a maximum of TWO** adapted ApL courses³.
4. The DLG for adapted ApL courses for the 2023-25 cohort can only be used to subsidise students to take adapted ApL courses for the 2023-25 cohort and cannot be mixed with the DLG for other cohorts of adapted ApL courses. The funding must be used for the payment of adapted 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 for adapted ApL which is equal to the total course fee of adapted ApL courses enrolled by eligible students. The DLG for adapted ApL courses for 2023-25 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 of each year. 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 in adapted ApL courses (2023-25 cohort) (as at **30 September of the respective school year**) and the information submitted by schools.

² 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 adapted ApL. However, if such students have successfully completed their first year study of adapted ApL courses, they may continue their second year study of adapted ApL courses at their own expense with the consent of the respective course providers and the EDB.

³ In case a student also takes the ApL course(s), each ApL course will be counted as an adapted ApL course in the funding arrangement.

Accounting Arrangements

6. Schools should 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 year. 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 adapted ApL courses, etc.

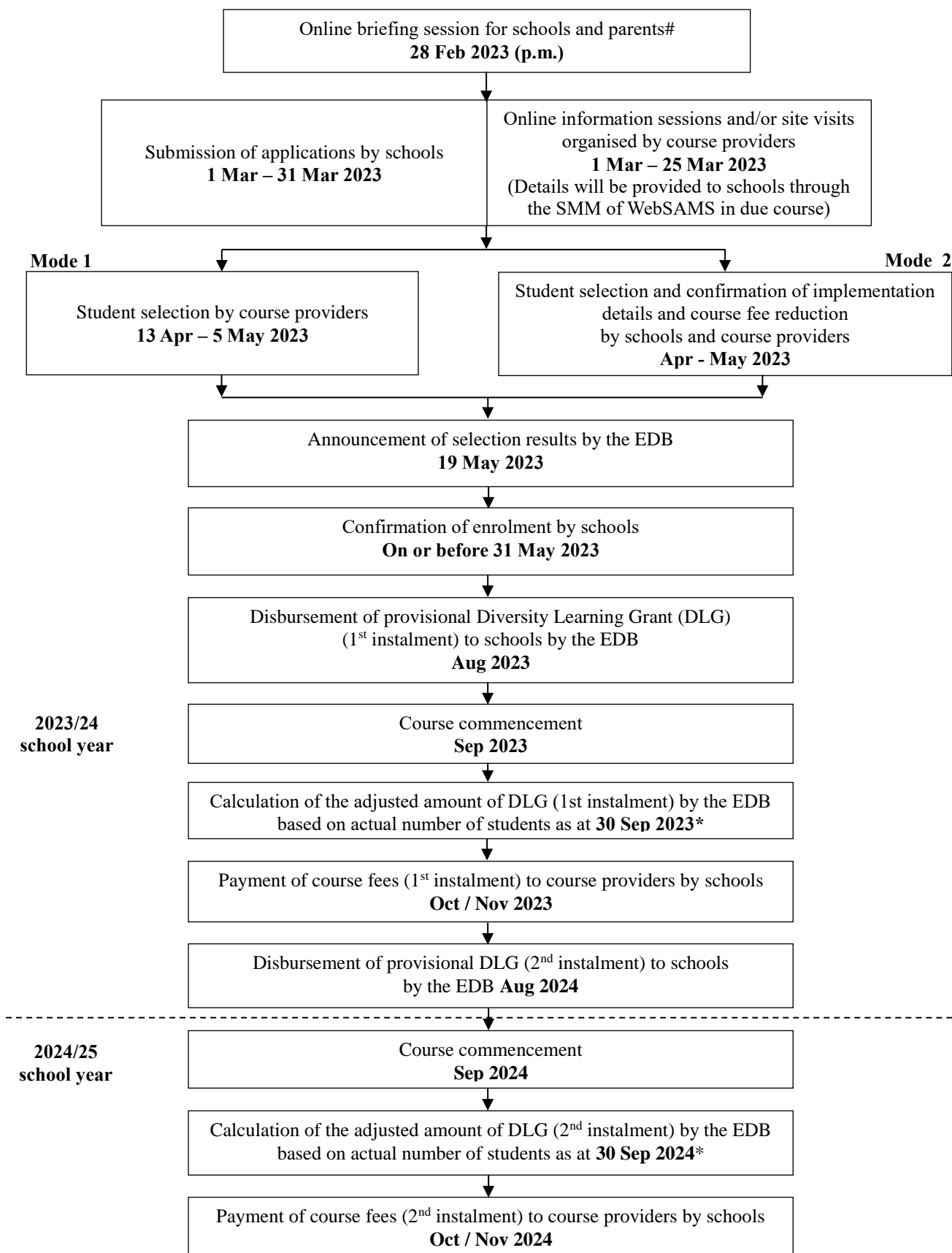
7. For aided secondary schools, caput schools, DSS secondary schools and special schools, a separate ledger account named “DLG for Adapted Applied Learning Courses for Students with ID (2023-25 cohort)” should be kept in the school ledger account under the **Government Fund** to properly record all income and expenditure chargeable to adapted ApL courses. The surplus in the ledger account can be carried forward to the next school year until **31 August 2025**. Any unspent balance of the grant will be clawed back. Transfer of funds and/or its unspent balance out of this grant is not allowed. In case of deficit in the ledger account, schools can top up the grant by deploying other resources tabulated below by the end of the respective school years.

School Type	Resources to be Deployed by Schools
Aided Secondary Schools / Special Schools operating Senior Secondary Classes	<ul style="list-style-type: none"> ● Capacity Enhancement Grant (CEG) ● Surplus in the General Domain of Operating Expenses Block Grant (OEBG) / Expanded OEBG ● Substitute Teacher Grant (STG) / Teacher Relief Grant (TRG) ● Schools’ own funds
Government Secondary Schools	<ul style="list-style-type: none"> ● Expanded Subject and Curriculum Block Grant ● TRG
Caput Schools	<ul style="list-style-type: none"> ● CEG ● Fee Subsidy ● Schools’ own funds
DSS Secondary Schools	<ul style="list-style-type: none"> ● CEG ● DSS Subsidy ● Schools’ own funds

8. If schools still have financial difficulties in offering the adapted ApL courses after deploying other resources, schools may approach the EDB to explain their practical difficulties. The EDB will consider providing appropriate support taking into account the specific situation of individual schools.

9. For government secondary schools, the expenditure should be charged to the user code assigned for DLG for ApL courses (2023-25 cohort). The grant is financial year-based and the expenditure could not exceed the allocation in the respective financial year. Separate allocation for the unspent balance (if any) of the preceding financial year will be provided at the beginning of the next financial year, and any unspent balance of the grant will lapse after **31 August 2025**. Transfer of funds and/or its unspent balance out of this grant is not allowed. In case of deficit, schools can top up the grant by deploying the resources as set out in paragraph 7.

**Senior Secondary Adapted Applied Learning Courses
for Students with Intellectual Disabilities (2023-25 Cohort)
Important Dates**



Introduction of adapted 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 2024 and Jan 2025 respectively.

Guidelines on Nominating Students with Intellectual Disabilities for Senior Secondary Adapted Applied Learning Courses

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

- For diversified 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. School should take into account students' **diverse learning needs** when considering whether their interested adapted ApL course(s) could tie in with the other electives for complementing or broadening students' learning experience.
- Schools should provide guidance to students and assist them in choosing adapted ApL courses according to their abilities, interests and aptitudes, taking into consideration the guiding principle of exposing them to broad and balanced learning experiences in their senior secondary education.
- Each eligible student is entitled to funding for **a maximum of TWO adapted ApL courses (including ApL courses)**. In case a student also takes ApL course(s), each ApL course will be counted as an adapted ApL course in the funding arrangement.
- Students applying for more than one adapted ApL course should list their choices in order of preference when submitting their applications. Students applying for adapted ApL courses have to go through a selection process after which they may opt to accept offers from **one or two** adapted ApL courses based on their preferences.
- Before collecting students' personal data, schools must seek consent of students and their parents and provide the "Parental Consent Form" to students who apply for and take adapted ApL courses. The form can be downloaded at the EDB website (<http://www.edb.gov.hk/cdi/sen>). The completed forms should then be collected for retention by the school. In accordance with the Personal Data (Privacy) Ordinance, schools should ensure that all students' personal data are handled by authorised personnel of the schools only.

