Education Bureau Circular Memorandum No. 69/2020

From: Secretary for Education

To: Supervisors/Heads of all Secondary Schools

Ref: EDB/CDI/ApL/07-02-18

Date: 22 July 2020

Senior Secondary Applied Learning Courses (2021-23 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 senior secondary Applied Learning (ApL) courses of the 2021-23 cohort.

Details

Background

2. ApL is a valued senior secondary elective subject which helps students with different aspirations and abilities to articulate to multiple pathways. ApL aims at developing students' knowledge, skills, values and attitudes through application and theories that are linked to broad professional and vocational fields, and provides simulated or authentic contexts for students to develop generic skills so as to prepare themselves for further studies and work in the future. Through ApL courses, students can also enhance their understanding of vocational and professional education and training (VPET).

3. ApL courses can complement other senior secondary subjects to form a flexible subject combination that helps to provide theoretical and applied learning opportunities for holistic learning. Schools should encourage students of different abilities, interests and career aspirations to take 1 or 2 ApL courses to broaden their horizons, and to realise their talent and potential.

4. There are 6 areas of studies in ApL, namely Creative Studies; Media and Communication; Business, Management and Law; Services; Applied Science; and Engineering and Production. Applied Learning Chinese (for non-Chinese speaking students) (ApL(C)) is also provided exclusively for non-Chinese speaking (NCS) students fulfilling the specified circumstances[1]. The duration of each ApL course (excluding ApL(C)) is 180 contact hours, generally spanning 2 school years at the senior secondary level; whereas the duration of each ApL(C) course is 270 contact hours, spanning Secondary 4 (S4) to S6.

Study Arrangement

5. The ApL courses (2021-23 cohort) are subjects of the 2023 Hong Kong Diploma of Secondary Education (HKDSE) Examination. **All S4 students in the 2020/21 s.y.** who study the senior secondary curriculum recommended by the Curriculum Development Council (CDC) **may apply for studying ApL courses at S5 and S6**, and take a maximum of 2 ApL courses (excluding ApL(C)) as elective subjects according to their interests and aspirations.

[1] Students who have learned Chinese Language for less than 6 years while receiving primary and secondary education; or students who have learned Chinese Language for 6 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.

6. As in the past, **schools may also opt for early commencement of ApL courses at S4[2] in the 2020/21 s.y., allowing students to study the courses at S4 and S5**. For the courses and implementation mode available for the early course commencement at S4, please refer to the circular letter dated 26 May 2020 issued by the Education Bureau (EDB) on "Applied Learning Courses (2021-23 Cohort) - Arrangement Details for Course Commencement at Secondary 4" which is uploaded to the EDB website (www.edb.gov.hk/apl/en/circular letter).

Applied Learning Courses (2021-23 Cohort)

7. Regarding the 2021-23 cohort, the EDB has already approved a total of 43 ApL courses (including 3 ApL(C) courses) to be provided by 10 course providers. According to the prevailing arrangement, schools should arrange students taking the ApL courses (2021-23 cohort) to **apply for entering the relevant ApL subjects in the 2023 HKDSE Examination** regardless whether schools offer the ApL courses at S4 or S5.

8. The information of the ApL courses and the respective course providers is given at *Annex 1*. Schools may also refer to the course information (including course synopses, learning and teaching) of the ApL courses on the EDB website (www.edb.gov.hk/apl/en), and the guidelines for nominating students to take ApL courses at *Annex 2*.

Applied Learning Chinese (for non-Chinese speaking students)

9. ApL(C), introduced from the 2014/15 s.y., is designed to provide a simulated applied learning context to help NCS students **build a foundation for using Chinese in the workplace and obtain an alternative Chinese language qualification to prepare them for further studies and career pursuits**. In the language learning process, students apply reading, writing, listening and speaking skills in an integrative way and learn Chinese language in different contexts.

10. The Government is committed to encouraging and supporting the early integration of NCS students into the community, including facilitating their early adaptation to the local education system and mastery of the Chinese language. Schools admitting NCS students should consider whether to provide ApL(C) courses at S4 according to their language ability, interests and aspirations. Please refer to the guidelines for nominating students to take ApL(C) courses at *Annex 3*, and relevant information of ApL(C) on the EDB website (www.edb.gov.hk/en/aplc).

Tech Basics

11. The ApL course "Tech Basics" has been launched in 2020 and is being implemented at S4 in individual schools. The course is part of a 5-year pilot project that aims to develop a learning pathway related to information technology and STEM with the engagement of industries. The learning pathway starts with students taking the "Tech Basics" at S4, and provides opportunity for students to articulate to a related Higher Diploma programme if they are interested in pursuing further studies and their HKDSE Examination results meet the minimum entry requirements for sub-degree programmes. Apart from the existing participating schools, "Tech Basics" will also be open to the S4 students in other schools in the 2020/21 s.y. For details, please refer to the circular letter mentioned in paragraph 6.

Applied Learning (Vocational English)

12. Applied Learning (Vocational English) [ApL(VocE)] will be provided for the 2021-23 cohort. The course is designed to enhance the learning opportunities of students with diverse learning needs, particularly those who will benefit from a strong practical orientation in English language learning. Through ApL(VocE), students can advance their English communication skills and career-related competencies in simulated applied learning contexts related to work and social situations. **Apart from studying the senior secondary core subject English Language, students with an interest in VPET can consider taking ApL(VocE) as an elective subject** at the senior secondary level to prepare themselves for further studies or career pursuits. As

[2] The piloting on early commencement of ApL courses has been implemented in Mode 2 starting from the 2013/14 s.y., aiming to explore different flexible arrangements of ApL implementation to cater for students' diverse learning needs.

an ApL course, the duration of each ApL(VocE) course is 180 contact hours. For the curriculum framework of ApL(VocE), please refer to the EDB webpage: www.edb.gov.hk/apl/ApL(VocE).

13. Students' assessment results in ApL(VocE) are reported in 3 levels: "Attained", "Attained with Distinction (I)", and "Attained with Distinction (II)" on the HKDSE certificate. **The result in this subject is not equivalent to any level in the HKDSE English Language Examination, nor can it be used as an alternative qualification for English Language**. Schools may opt to offer relevant courses at S4 (to be commenced in February 2021) or S5 (to be commenced in September 2021). The provision of ApL(VocE) course(s) is pending approval, with application details to be announced shortly via the communication and delivery system (CDS) in the WebSAMS.

Modes of Implementation

14. Schools may adopt the following 2 non-exclusive modes in implementing ApL courses according to the learning needs of their students:

Mode 1:

- **Lessons to be held mainly on Saturdays 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 (to be announced before course commencement).

Mode 2:

- **Lessons to be held mainly in schools offering courses** and delivered by tutors recognised by the course providers. **Schools should liaise with the course providers[3] to collaboratively decide the timetable and teaching arrangement,** including sharing of teaching duties, providing assistance in classroom teaching, provision of venues and facilities, etc.

- **Schools may also consider collaborating with other schools to offer ApL courses with the support of the course providers.** For instance, schools in the same/nearby districts may liaise to offer 1 or more ApL courses with agreed timetables and venues to provide more choices for their students. Schools interested in offering ApL courses in collaboration with other schools can express intention via submitting the form at *Annex 4* to the EDB.

Support for Students and Parents

15. Apart from providing guidance support to students, schools should offer more opportunities to both students and parents to understand ApL courses and related study arrangement to help them make informed choice. For example, schools may organise talks for students and parents, advise them to make reference to relevant ApL course prospectus/leaflet and participate in the ApL Course Exhibition. Besides, schools may encourage students to participate in taster programmes and refer to the online resources prepared by the course providers to further ascertain their choices. Please refer to *Annex 5* for details.

Support for Teachers

16. To facilitate schools in implementing ApL courses of the 2021-23 cohort, the EDB will organise a briefing session in **October 2020**, and professional development programmes/seminars for teachers in the 2020/21 s.y. Details will be announced through the Training Calendar System in due course.

[3] Contact information of the course providers is available on the EDB website (www.edb.gov.hk/apl/en/course-providers).

Application Procedures

17. Schools should submit applications for their S4 NCS students intending to take ApL(C) courses and students intending to take ApL courses at S5 via the "ApL Module" in the WebSAMS, during the application periods, and arrange them to participate in the selection arrangements to be subsequently announced by the course providers. The application periods are as follows:

Courses	*Target Participants*	*Application Period*
ApL(C)	S4 NCS students intending to take ApL(C) courses in the 2020/21 s.y.	13 October to 18 November 2020
ApL	Students intending to take ApL courses at S5 in the 2021/22 s.y.	23 February to 13 April 2021

Note: For application for commencement of ApL courses at S4 in the 2020/21 s.y. please refer to the circular letter stated in paragraph 6. Application arrangement for ApL(VocE) courses will be announced shortly.

18. Schools may make reference to the application procedures stated in the "User Manual for the ApL Module in WebSAMS" uploaded on the website: cdr.websams.edb.gov.hk/ (path: home page > system documents > user manual > Applied Learning). The schedules of the key events on course application are given at *Annexes 6 and 7*.

Quality Assurance

19. The EDB has institutionalised an ApL quality assurance mechanism involving the CDC Committee on ApL, the Hong Kong Council for Accreditation of Academic and Vocational Qualifications and the Hong Kong Examinations and Assessment Authority (HKEAA) to ensure that courses are developed according to the design principles; the curriculum is delivered as designed; and the learning outcomes of students can meet the set standards.

Assessment and Attendance Requirement

20. ApL courses are Category B subjects of the HKDSE Examination, and there is no public examination for ApL subjects. The assessment of each ApL subject comprises 6 to 10 tasks undertaken within the period of study. Course providers will conduct assessments of respective ApL subjects while the HKEAA is responsible for moderation of the assessment results submitted by the course providers. The moderated results will be recorded on the HKDSE certificate.

21. Students taking ApL courses are required to attend lessons (e.g. lecture and e-learning) and other learning activities (e.g. application and practice activities, site visits and project learning) arranged by the course providers. Schools should make arrangement to avoid compulsory school activities for students during the ApL lesson time to support their learning, and also remind students to attend ApL lessons punctually. **The minimum attendance requirement of ApL courses is 80% of the total contact hours**. To keep schools informed of students' learning progress and attendance to facilitate the provision of support to students, the EDB will provide interim results and attendance reports of the students to schools.

Recognition

22. Starting from the 2018 HKDSE Examination, the reporting of student performance in ApL (except ApL(C)) subjects is refined as **"Attained"**, **"Attained with Distinction (I)"** and **"Attained with Distinction (II)"**. Performance of "Attained with Distinction (I)" and "Attained with Distinction (II)" are comparable to Level 3 and Level 4 or above of Category A subjects of the HKDSE Examination respectively. **As for ApL(C), the student performance is still reported as "Attained" and "Attained with Distinction"**. For all ApL courses, 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 HKDSE certificate.

23. In addition to HKDSE qualification, students who have successfully completed ApL courses that are registered in the Qualifications Register as certificate programmes at QF Level 3 will obtain a Qualifications Framework (QF) Level 3 certificate to be issued by the course provider. **ApL(C) is pegged at QF Level 1 to Level 3, whereas ApL(VocE) is pegged at QF Level 2 to Level 3.** Students taking ApL(C)/ApL(VocE) will obtain the respective QF certificate(s) issued by the course providers upon meeting the assessment and attendance requirements of different QF levels of the courses. Details are available on the Qualifications Register website (www.hkqr.gov.hk).

24. 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. **ApL(C) cannot be treated as an elective subject (**please refer to the EDB Circular Memorandum No. 40/2017 for details). Currently, University Grants Committee-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. For details on recognition, please refer to the relevant websites of individual institutions or the EDB website (www.edb.gov.hk/apl/en/quality-assurance-and-recognition).

25. The Civil Service Bureau (CSB) accepts candidates' ApL results in HKDSE (up to a maximum of 2 ApL subjects) for civil service appointment purposes. For details, please refer to the website of CSB (www.csb.gov.hk/english/info/2170.html). The CSB also accepts "Attained" and "Attained with Distinction" in ApL(C) as meeting the Chinese language proficiency requirements of relevant civil service ranks. For details, please also refer to the website of CSB (www.csb.gov.hk/textonly/english/admin/appoint/35.html).

Funding Arrangement

26. All aided, government and Direct Subsidy Scheme secondary schools, caput schools and special schools operating senior secondary classes offering ApL courses (excluding ApL(C)) approved by the EDB are eligible for Diversity Learning Grant (DLG) while schools offering ApL(C) courses are eligible for Student Grant for ApL(C). **All schools eligible for the above grants are NOT allowed to charge students any course fees.** Please refer to the funding and accounting arrangements at *Annex 8*.

27. At present, if individual students take 4 elective subjects with 1 of them being an ApL course, this course will be regarded as the 4th elective subject and will not be subsidised by the DLG. **Starting from the 2020/21 s.y., the EDB will subsidise students to take ApL as the 4th elective subject** to encourage students to take ApL to broaden their studies and learning experience.

Enquiry

28. Please refer to the Frequently Asked Questions (FAQs) and relevant information on the ApL webpage (www.edb.gov.hk/apl/en). For other enquiries, please contact the following Sections/contact persons of the EDB by phone.

(a) General enquiries	Applied Learning Section at 3698 3186
(b) ApL(C) – curriculum matters	Ms Amy LEE at 3540 7411
(c) ApL(VocE) – curriculum matters	Ms Ingrid TO at 2892 5433
(d) WebSAMS – technical support	Systems and Information Management Section at 3125 8510

Dr Gloria CHAN
for Secretary for Education

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

Annex 1

高中應用學習課程（2021-23 年度）一覽表

供 2021/22 學年在中五級開辦

List of Senior Secondary Applied Learning Courses (2021-23 Cohort)

for commencement at Secondary 5 in the 2021/22 s.y.

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	可供提早於 2020／21 學年中四級開辦的課程模式 註四 Available course mode for early commencement at Secondary 4 in the 2020/21 s.y. NOTE 4	課程費用 註五 Course Fee NOTE 5 ($)
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	不適用 Not Applicable	18,000
		676	時裝形象設計△ Fashion Image Design△	VTC	中文或英文 Chinese or English	1 , 2	16,270
		668	室內設計△ Interior Design△	VTC	中文或英文 Chinese or English	不適用 Not Applicable	14,350
	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	不適用 Not Applicable	14,350
		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	1 , 2	15,500
		710	流行音樂製作▲ Popular Music Production▲	HKCT	中文 Chinese	不適用 Not Applicable	22,000
	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	不適用 Not Applicable	19,500
		677	由戲開始・劇藝縱橫△ The Essentials of Theatre Arts△	HKAPA	中文 Chinese	不適用 Not Applicable	18,000
媒體及傳意 Media and Communication	4. 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	不適用 Not Applicable	18,000
		702	電影及超媒體△ Film and Transmedia△	VTC	中文或英文 Chinese or English	不適用 Not Applicable	14,110
	5. 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	1 , 2	13,800
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	不適用 Not Applicable	16,500
	7. 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	1	10,400
		681	市場營銷及網上推廣△ Marketing and Online Promotion△	CityU (SCOPE)	中文 Chinese	1 , 2	16,490
	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	不適用 Not Applicable	15,800

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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	1 , 2	17,640
		616	西式食品製作#△ Western Cuisine#△	VTC	中文或英文 Chinese or English	2	16,050
	10. 款待服務 Hospitality Services	709	機場客運大樓運作△ Airport Passenger Terminal Operations△	HKCT	中文 Chinese	1 , 2	20,200
		611	酒店服務營運#△ Hospitality Services in Practice#△	CityU (SCOPE)	中文或英文 Chinese or English	1 , 2	17,800
		615	酒店營運#△ Hotel Operations#△	VTC	中文或英文 Chinese or English	2	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	不適用 Not Applicable	15,900
		665	幼兒教育#△ Child Care and Education#△	VTC	中文或英文 Chinese or English	不適用 Not Applicable	14,110
		610	美容學基礎△ Fundamental Cosmetology△	CICE	中文 Chinese	不適用 Not Applicable	14,400
應用科學 Applied Science	12. 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	不適用 Not Applicable	18,000
	13. 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	不適用 Not Applicable	24,800
		592	中醫藥學基礎△ Foundation in Chinese Medicine△	HKU (SPACE)	中文 Chinese	1 , 2	15,800
		618	健康護理實務△ Health Care Practice△	CICE	中文或英文 Chinese or English	1 , 2	14,800
		660	醫務化驗科學△ Medical Laboratory Science△	HKU (SPACE)	中文或英文 Chinese or English	1 , 2	18,000
		713	復康護理實務▲ Rehabilitation Care Practice▲	CICE	中文或英文 Chinese or English	不適用 Not Applicable	17,650
	14. 心理學 Psychology	662	應用心理學#△ Applied Psychology#△	LIFE	中文或英文 Chinese or English	1	16,400
		691	實用心理學#△ Practical Psychology#△	HKBU (SCE)	中文或英文 Chinese or English	不適用 Not Applicable	14,800
	15. 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	1 , 2	14,200
		627	運動科學及體適能#△ Exercise Science and Health Fitness#△	HKBU (SCE)	中文或英文 Chinese or English	1 , 2	19,150

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	可供提早於 2020／21 學年中四級開辦的課程模式 註四 Available course mode for early commencement at Secondary 4 in the 2020/21 s.y. NOTE 4	課程費用 註五 Course Fee NOTE 5 ($)
工程及生產 Engineering and Production	16. 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	不適用 Not Applicable	18,000
		683	電機及能源工程△ Electrical and Energy Engineering△	VTC	中文或英文 Chinese or English	1 , 2	15,410
	17. 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	不適用 Not Applicable	15,200
		714	電競科技▲ eSports Technology▲	HKU (SPACE)	中文或英文 Chinese or English	不適用 Not Applicable	18,000
		706	資訊科技精要△ Tech Basics△	HKBU (SCE)	中文或英文 Chinese or English	1	24,000
	18. 服務工程 Services Engineering	640	航空學△ Aviation Studies△	HKU (SPACE)	中文或英文 Chinese or English	1 , 2	15,500
		698	鐵路學△ Railway Studies△	HKCT	中文或英文 Chinese or English	1 , 2	19,100
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	不適用 Not Applicable	43,500
		700	實用情境中文#△ Chinese in Practical Context#△	HKBU (SCE)	中文 Chinese	不適用 Not Applicable	44,550
		699	實務中文#△ Practical Chinese#△	HKCT	中文 Chinese	不適用 Not Applicable	40,200

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 **1** 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）。「▲」教育局鼓勵課程提供機構按情況安排更多應用學習課程與資歷架構掛鈎。進一步消息請留意應用學習網頁。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 Hong Kong Diploma of Secondary Education qualification upon successful completion of these Applied Learning (ApL) courses. Details are available at the Qualifications Register website (www.hkqr.gov.hk). "▲" Education Bureau (EDB) encourages course providers to arrange the accreditation of more ApL courses under the QF where appropriate. Please refer to the ApL website for updated information.

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
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

模式一的課程主要安排在星期六於課程提供機構的場地進行，並由該機構認可的導師教授。學校須按課程提供機構的時間表，安排學生外出上課；而模式二的課程主要於學校進行，並由學校教師聯同課程提供機構認可的導師負責課堂的安排。學校須與課程提供機構訂定施行細節，包括如何分配教學工作、提供課堂支援、場地和設施調配。 For Mode 1, courses take place mainly at the venues of the course providers on Saturdays and are taught by the tutors who are recognised by the course providers. Schools should make arrangements for students to attend the courses according to the timetables set by the course providers. As for Mode 2, courses take place mainly in schools, with lessons collaboratively arranged by teachers of schools and tutors recognised by the course providers. Schools should work out the detailed arrangements with the course providers, such as sharing of teaching duties, providing assistance in classroom teaching, provision of venues and facilities.

註五 NOTE 5

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 EDB to take ApL courses.

Annex 2

Guidelines on 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, and provide students with broad and balanced learning experience in senior secondary.

- Each student can apply for **a maximum of 2** ApL courses (excluding Applied Learning Chinese (for non-Chinese speaking students)). If applying for 2 ApL courses, students have to list their choices in order of preference. Students have to go through a selection process, after which they may opt to accept offers of **1 or 2 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 the ApL courses.

Annex 3

Guidelines on 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[4] to obtain an alternative Chinese language qualification to prepare them for further studies and career pursuits.

- ApL(C) **emphasises application and practice, taking daily life or vocational areas as learning context**, 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 1** ApL(C) course. Generally, NCS students only take and register for either Chinese Language (Category A) or 1 ApL(C) subject (Category B) in the HKDSE Examination.

- NCS students who aspire to study ApL(C) should have basic language competency to enable them to learn the 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 outcomes 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 outcomes of the "Learning Framework" at level 6 or above. Details of the "Learning Framework" are available at the website of the EDB (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 2*.

- For details of ApL(C) courses, please refer to the ApL(C) website (www.edb.gov.hk/en/aplc).

[4] Students who have learned Chinese Language for less than 6 years while receiving primary and secondary education; or students who have learned Chinese Language for 6 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 4

Offering Applied Learning Courses (2021-23 Cohort) in Collaboration with Other Schools via Mode 2 Arrangement

Intention of School

- This form should be completed by schools intending to offer the Applied Learning (ApL) courses in collaboration with other schools via Mode 2 arrangement. The Education Bureau (EDB) will communicate with schools on the feasibility of offering the ApL courses in due course.
- Please return the completed form to the Applied Learning Section, Curriculum Development Institute, EDB by fax (fax no.: **2714 2456**) **on or before 26 Mar 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, via Mode 2 arrangement, in the _____ s.y., with details given overleaf.

Signature of Principal : _____

Name of principal: _____

Date: _____

School Chop

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

Course provider			
Course name		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 ☐ 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):

Annex 5

Course Exhibition Events and Taster Programmes for Senior Secondary Applied Learning Courses (2021-23 Cohort)

(Details will be announced through the CDS in the WebSAMS)

(A) Course Exhibition Events

Events	Date and Time	Venue
Course Consultation cum Exhibition	28 to 30 January 2021	**To be confirmed** **Remark**: Taster activities will be arranged by the course providers
Course Information Display	2 to 6 February 2021	**To be confirmed** **Remark**: Information on ApL courses will be displayed

(B) Taster Programmes for Secondary 4 (S4) Students

Courses	Date	Remarks
ApL(C)	7 November 2020 (Saturday)	Course introduction, demonstration and workshops will be conducted by the course providers to enable students to experience the learning of ApL.
ApL	13 and 20 March 2021 (Saturdays)	

Note:

1. **Taster Programmes for S3 Students** will be tried out in the 2020/21 school year to enable students to have early exposure to the excitements and requirements of different industries/ professions and ApL courses.
2. Course prospectus and leaflet will be distributed to schools in due course.

Annex 6

Senior Secondary Applied Learning Courses (2021-23 Cohort) for Course Commencement at Secondary 5

Important Dates

2020/21 school year

Briefing Session for Schools
Oct 2020

↓

Application for Taster Programmes by Schools
on or before 26 Feb 2021
(Starting date of application will be announced via CDS)

↓

ApL Course Consultation cum Exhibition
28 - 30 Jan 2021 #
ApL Course Information Display
2 - 6 Feb 2021

↓

Taster Programmes
13 & 20 Mar 2021

↓

Submission of Applications by Schools via WebSAMS
23 Feb - 13 Apr 2021
(Selection arrangements will be sent to schools by **29 Apr 2021**)

Mode 1

Student selection by course providers
8 & 15 May 2021 (contingency 22 May 2021)

↓

Announcement of selection results by the EDB
8 Jun 2021 onwards

↓

Confirmation of student information by schools
On or before 21 Jun 2021

Mode 2

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

↓

Submission of class details & student information by schools
On or before 8 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

School registration with the HKEAA for students' entry to HKDSE Examination for ApL
Sep / Oct 2022

↓

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

↓

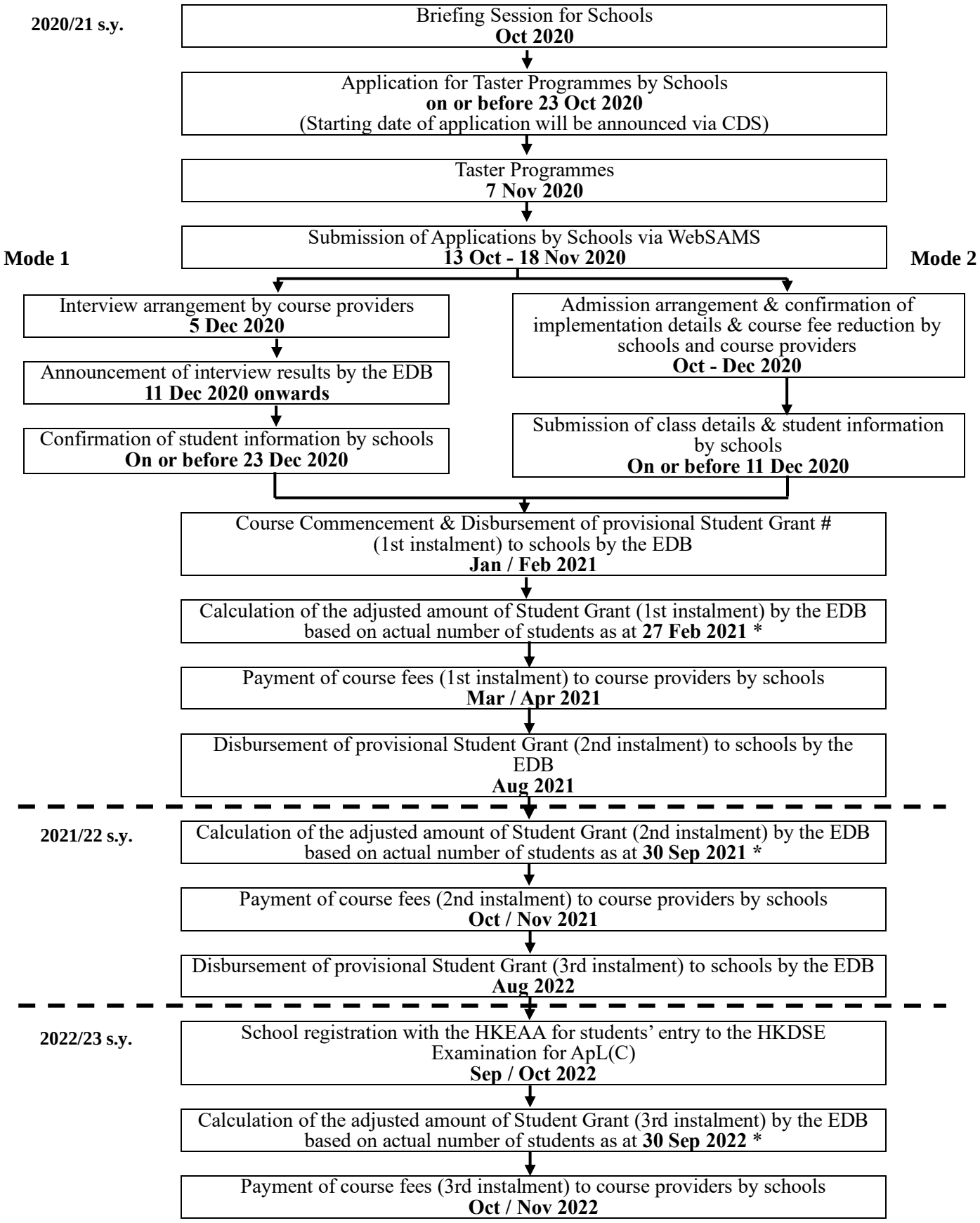
Payment of course fees (2nd instalment) to course providers by schools
Oct / Nov 2022

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 2022 and Jan 2023 respectively.

Annex 7

Applied Learning Chinese (for non-Chinese speaking students) (2021-23 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 2021, Jan 2022 and Jan 2023 respectively.

Annex 8

Funding and Accounting Arrangements for Senior Secondary Applied Learning Courses (2021-23 Cohort)

A. 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 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. DLG is provided to support schools to offer Applied Learning (ApL).

2. The DLG will be provided for eligible schools on a yearly basis for the implementation of ApL courses provided by the course providers and approved by the Education Bureau (EDB). To streamline school administration, schools are no longer required to draw up a 3-year plan to broaden subject choices for a particular cohort of students.

Funding Arrangement

3. Students in eligible schools studying the senior secondary curriculum recommended by the Curriculum Development Council are eligible for the DLG for ApL[5]. Each eligible student is entitled to funding for **a maximum of 2** ApL courses. 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[6]. **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.

5.

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 3 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.

[6] 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.

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 June 2021** to set out their difficulties. The EDB will provide support as far as possible taking into account the specific situation of individual schools.

5. The DLG for ApL courses (2021-23 cohort) can only be used to subsidise students to take ApL courses of the 2021-23 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.

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

Accounting Arrangements

7. The DLG for ApL courses (2021-23 cohort) will be allocated to schools in **2 equal instalments** during the 2-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 ApL courses (2021-23 cohort) (as at **30 September of each year**) and the information submitted by schools.

8. Schools should make use of the DLG to pay course fees to the course providers in **2** equal instalments. The first and second instalments of course fees would be calculated based on the number of students as at **30 September of each year** respectively.

9. For aided secondary schools, DSS secondary schools, caput schools and special schools, a separate ledger account named **"DLG for ApL courses (2021-23 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 2023**. Any unspent balance of the DLG will be clawed back. Any deficit in the ledger account should be made up by schools' deployment of other resources at the end of each school year.

10. For government secondary schools, the expenditure should be charged to the user code assigned for ApL courses (2021-23 cohort). Unspent balance of the allocations as at the end of each financial year (i.e. **31 March of each year during the 2-year course duration**) cannot be carried forward to the subsequent financial year and will lapse. Any deficit should be covered by schools' deployment of other resources at the end of each financial year.

11. In case of course commence from the second term of Secondary 4, the first instalment will be disbursed to schools in **Jan of the school year** (depends on the course commencement date). Adjustments to the DLG, if any, will be made by the EDB based on the actual number of students in ApL courses (2021-23 cohort) as at **1 month after course commencement** and the information submitted by schools.

B. 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 **3 equal instalments**. The first installment will be provisionally disbursed to schools in January 2021, the second and third instalments of the Student Grant for ApL(C) will be provisionally disbursed to

schools in August 2021 and August 2022 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 students (as at **27 February 2021**, **30 September 2021** and **30 September 2022**) and the information submitted by schools.

13. Schools should make use of the Student Grant for ApL(C) to pay course fees to the course providers in **3 equal instalments**. The first, second and third instalments of course fees would be calculated based on the number of students as at **27 February 2021**, **30 September 2021** and **30 September 2022** respectively.

14. For aided secondary schools, DSS secondary schools, caput schools and special schools, a separate ledger account named **"Student Grant for ApL(C) (2021-23 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 **31 August 2023**. Any unspent balance of Student Grant for ApL(C) 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) (2021-23 cohort). Unspent balance of the allocations as at the end of each financial year (i.e. **31 March 2021**, **31 March 2022** and **31 March 2023**) cannot be carried forward to the subsequent financial year and will lapse.