

# APPLICATION FORM



Member of VTC Group  
VTC 機構成員

B322, 20 Tsing Yi Road, Tsing Yi Island, N.T. Hong Kong Tel: 2435 9423 Fax: 2432 2253

Email: EDiT@vtc.edu.hk Website: https://EDiT.vtc.edu.hk

<b>Course Title:</b>	<b>Professional Diploma in Automotive Technology and Management [EG424705P]</b> Professional Certificate in Automotive Technology [EG424704P]
<b>Course Code:</b>	<input type="checkbox"/> Professional Diploma Programme EG424705P <input type="checkbox"/> Professional Certificate Programme EG424704P <input type="checkbox"/> Individual Module(s) Application

## Personal Particulars

Name: (Name as appeared on HKID card or passport)	(Name in English, family name first)	(Name in Chinese)	
HKID/ Passport No.:	( )	Date of Birth:	(dd / mm / yy)
Correspondence Address:		Office Phone:	
		Mobile Phone:	
		Fax No:	
Email Address:			

## Academic and Professional Qualifications (In chronological order)

Please state qualifications relevant to the programme entry requirements you are applying for, and attach proof of qualifications specified in the requirements of the programme.

Year of Award	Academic Institution/ Professional Body	Academic Award/ Professional Qualification

If you wish to apply as a mature applicant aged 21 or above, please indicate in the box.  Mature Applicant

## Work Experience (In chronological order. Attach additional sheet if necessary)

Date of Employment (mm/yy to mm/yy)	Name of Company	Position

## Course Fee (Crossed cheque made payable to "Vocational Training Council")

<input type="checkbox"/> Professional Diploma Programme: HK\$ 29,900 <input type="checkbox"/> Professional Certificate Programme: HK\$9,600 <input type="checkbox"/> Individual Module(s) (Please specify) _____ : HK\$	Cheque No. :
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## Personal Information Collection Statement

- (1) The information collected from the application, including the name, phone number, mobile number, email address, correspondence address and education level, will be used for the following purposes:
- for processing and selection of applications for admission to VTC programmes; and related purposes;
  - for obtaining the results of public examinations from the HKEAA, and obtaining information from relevant institutions about your candidature in public examinations and studies in Hong Kong and elsewhere;
  - for obtaining records of your examination results attained in the programmes provided by member institutions under the VTC;
  - for checking of application records and the study records of the programmes provided by member institution under the VTC;
  - for storage of information on the successful applicants in the Student Record System; and
  - if applicant indicated his/her wish to receive VTC information, the application data will be retained for providing direct marketing information in relation to any programmes, admission and events of VTC and its member institutions.
- (2) VTC undertakes to keep personal data provided by applicants confidential. However, VTC may provide such information to any other persons or agents for the purposes described in (1) under a duty of confidentiality to VTC.
- (3) In accordance with the Personal Data (Privacy) Ordinance (the Ordinance), an applicant has the right:
- to check whether VTC holds his/her personal data;
  - to request a copy of such data; and
  - to require VTC to correct any of the personal data which is inaccurate.
- Sufficient information will need to be provided to establish identity, otherwise VTC shall refuse to comply with the request.
- (4) Request for access for data should be submitted in writing to: B322, 20 Tsing Yi Road, Tsing Yi, N.T.
- (5) In accordance with the terms of the Ordinance, VTC reserves the right to charge a fee for the processing of data access request.

## Use of Personal Data

VTC and its member institutions intend to use your personal data provided, including your name, phone number, mobile number, email address, correspondence address and education level, to provide direct marketing information in relation to any programmes, admission and events of VTC and its member institutions, but we cannot so use your personal data without your consent.

I agree that my personal data provided, including my name, phone number, mobile number, email address, correspondence address and education level may be used by the VTC and its member institutions for providing direct marketing information in relation to any programmes, admission and events of VTC and its member institutions.

If you would like to unsubscribe from receiving the said information or update your personal data, please send your request with registered name, phone number, mobile number, email address, correspondence address and education level to [edit@vtc.edu.hk](mailto:edit@vtc.edu.hk) or by fax to 2432 2253.

## Notes to Applicants:

- Commencement of classes depends on enrolment, and is subject to approval by VTC.
- The applicant will be informed of the timetable one week before the commencement of class.
- To facilitate communication, the applicant should provide in the Application Form a contact number of mobile phone which can receive SMS messages.

## Declaration

- I declare that all information provided in this application form and the attached documents are, to the best of my knowledge, accurate and complete.
- I agree to abide by rules and regulations of IVE if I am admitted to the course.
- I understand that the information provided in the form will be used by VTC in the admission process and course administration.
- I have read and understand the personal information collection statement.

Signature :

Date :

# Professional Diploma in Automotive Technology and Management

## 汽車科技及管理專業文憑

Programme Code: EG424705P

### Curriculum

Module Code	Module Title	Contact Hours	Amount	Core/ Elective	Remark
MEC4009Y	Engine Performance Analysis and Emission Control Technologies	24 hrs	\$2,400	Core	PC module
MEC4010Y	Power Transmission and Vehicle Traction	24 hrs	\$2,400	Core	PC module
MEC4011Y	Automotive Electric and Electronics	24 hrs	\$2,400	Core	PC module
MEC4012Y	Alternative Power Plants	24 hrs	\$2,400	Core	PC module
MEC4013Y	Vehicle Damage Surveying and Insurance	24 hrs	\$2,400	Core	PC module
MEC4031Y	Vehicle Chassis Systems Control and Diagnosis Technique	39 hrs	\$3,500	Core	
MEC4032Y	Automotive Workplace Safety, Health, Environment and Quality Management	39 hrs	\$3,500	Core	
MEC4033Y	Automotive Operations and Business Management	36 hrs	\$3,150	Core	
MEC4034Y	Engineering Mathematics	27 hrs	\$2,300	Core	
MEC4035Y	Automotive Science	27 hrs	\$2,300	Core	
MEC4036Y	Integrated Project	36 hrs	\$3,150	Core	

### Time of Classes

- Duration:
  - 324 hrs for Professional Diploma
  - 96 hrs for Professional Certificate

### Entry Requirements

- Five HKCEE subjects at Grade E/Level 2 or above, including English Language, Chinese Language and Mathematics, or equivalent with two years relevant work experience; or
- Five HKDSE subjects at Level 2 or above, including English Language, Chinese Language and Mathematics, or equivalent with one year relevant work experience; or
- Diploma or Professional Certificate (with QF recognition) in engineering related disciplines and currently employed.
- Aged 21 or above with at least two years' relevant working experience, can be admitted. Where appropriate, the applicant may be required to pass an entrance assessment, which can be in an oral and/or written form.

### Award

- Satisfactory completion of the whole programme will lead to a **Professional Diploma in Automotive Technology and Management**.
- On successful completion of 4 PC modules and satisfying the assessment requirements, students will be awarded a Professional Certificate in Automotive Technology.

### Notes :

- Applicant without the required academic qualification may be invited for an interview and/or aptitude test.
- The applicant may apply for exemption or credit transfer for individual module of the Professional Certificate course if he/she has completed a course that has covered most of the contents of the module concerned at equivalent or above level.
- The operation of this course is governed by the Validated Course Document, the IVE General Academic Regulations and the VTC Quality Assurance Policy. Copies of these documents are available for inspection upon request.

### Fee

- For PD Programme : HK\$29,900
- For PC Programme : HK\$9,600

### Class Venue

- HK Institute of Vocational Education (Tsing Yi)  
20 Tsing Yi Road, Tsing Yi Island, NT  
Or, other campuses of VTC

### Application

- Complete the Enrolment Form together with all necessary documents and a crossed cheque for the Course Fee and submit to:

Engineering Discipline In-service Training  
HK Institute of Vocational Education (Tsing Yi)  
Rm B322, 20, Tsing Yi Rd, Tsing Yi Island, NT

### Enquiry

- T: 2435 9423
- E: [EDiT@vtc.edu.hk](mailto:EDiT@vtc.edu.hk)
- W: [EDiT.vtc.edu.hk](http://EDiT.vtc.edu.hk)