

# Professional Certificate in Arboriculture and Tree Work Supervision

## AS424105P-013

Members of VTC Group VTC 機構成員



Target Participants:	Frontline and supervisory practitioners in the arboriculture sector.
Course Objectives:	The programme can strengthen arboricultural practitioners' knowledge with current measures of arboriculture works; and train arboricultural practitioners to conduct basic tree inspection and risk assessment at supervisory level.
Brief Course Description:	<ul style="list-style-type: none"><li>➤ Laws, Regulations and Guidelines</li><li>➤ Basic Risk Assessment for Arboriculture Operations</li><li>➤ Occupational Safety and Health in Arboricultural Practices</li><li>➤ Tree Related Legislations</li><li>➤ Tree Care and Daily Practices</li><li>➤ Tree Works and Practices</li><li>➤ Principles of Tree Risk Assessment</li><li>➤ Tree Risk Assessment Regulations and Guidelines</li><li>➤ Tree Risk Management</li></ul>
QF Level:	4 (QF Registration No. 15/002779/L4, Validity Period : 2015.09.01-2021.08.31 )
No. of Module:	3
Name of Module :	Module 1 : Occupational Safety and Health in Arboriculture Module 2 : Arboricultural Works and Practices Module 3 : Basic Tree Inspection
Credit:	45
Entry Requirement:	<ul style="list-style-type: none"><li>➤ Five HKDSE subjects at Level 2 or above, including English and Chinese Languages, or equivalent <u>AND</u> at least two years' relevant work experience; OR</li><li>➤ Five HKCEE subjects at Grade E/Level 2 or above, including English (Syllabus B) and Chinese Languages, or equivalent <u>AND</u> at least two years' relevant work experience; OR</li><li>➤ Completion of programme Certificate in Basic Arboriculture and Tree Work Practices at QF Level 3 or equivalent <u>AND</u> provide English proficiency such as HKDSE English Language Level 2 or above or HKCEE English Language (Syllabus B) at Grade E/Level 2 or above or equivalent; OR</li><li>➤ Other relevant verifiable prior learning and/or at least five year's relevant work experience that is/are deemed appropriate by Applied Science Programme Board for Science Programmes <u>AND</u> a pass in an entrance assessment, which can be either oral or written.</li></ul>

注意：必須提交中五(舊制)/中六(新制) 5 科合格包括中、英文科(舊制)課程乙證明(或同等學歷)和 2 年樹藝相關工作經驗證明。

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<b>Duration:</b>	101 hours (13 Jan 2021 to 8 May 2021 tentatively)
<b>Time:</b>	6:45pm-9:45pm (Mon & Wed); 9:00am-6:00pm / 9:30am-4:30pm (6 Saturdays)
<b>Venue:</b>	Theory lessons: IVDC (Lai Chi Kok), 7/F, Billion Plaza, 8 Cheung Yue Street, Cheung Sha Wan, Kowloon (MTR : Lai Chi Kok Station exit A) Practical lessons: outdoor training site to be announced
<b>Application Deadline:</b>	30 Nov 2020
<b>Medium of Instruction:</b>	English supplemented with Cantonese (teaching and learning materials in English and may supplemented with Chinese terminologies)
<b>Course Fee:</b>	HK\$13,600
<b>Award:</b>	Meet 70% or above attendance of individual module AND pass the assessments of each module can obtain the Completion Certificate issued by the Hong Kong Institute of Vocational Education (IVE). The certificate will be ready for collection two to four months after the completion of the course which is subject to the endorsement of the exam result by the Board of Examiners and the Academic Committee
<b>Urban Forestry Support Fund :</b>	Application of the Urban Forestry Support Fund for the Course AS424105P-013 is in progress and it is subject to the final approval from the Development Bureau. Please note that for applicants aged above 30, study sponsorship will be provided on a quota basis. Application form and selection criteria and mechanisms for quota allocation will be sent to the applicants who enroll the course successfully. Please go to the following website for the eligibility to apply for the Study Sponsorship. <a href="https://www.greening.gov.hk/ufsf/filemanager/Content/Applicants/Notes_to_Applicants_c.pdf">https://www.greening.gov.hk/ufsf/filemanager/Content/Applicants/Notes_to_Applicants_c.pdf</a>
<b>*Remarks:</b>	<ol style="list-style-type: none"> <li>1. The course may switch to online mode in view of the latest development of COVID-19 pandemic.</li> <li>2. The confirmed commencement date is subjected to the final announcement of IVDC.</li> <li>3. The course timetable will be provided in the confirmation e-mail.</li> </ol>
<b>Application Method:</b>	Please send crossed cheque payable to “Vocational Training Council” or “職業訓練局” together with the completed <u>application form, academic qualification and relevant working experience proof</u> to Ms. Vicky Lee, Integrated Vocational Development Centre (Head Office), 30F, Billion Plaza II, 10 Cheung Yue Street, Cheung Sha Wan, Kowloon
<b>Enquiry:</b>	Ms. Vicky Lee (Tel: 3907 6825 Email: <a href="mailto:vickylee@vtc.edu.hk">vickylee@vtc.edu.hk</a> ) Ms. Sara Tse (Tel: 3907 6645 Email: <a href="mailto:saratse@vtc.edu.hk">saratse@vtc.edu.hk</a> )



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## Enrollment Form

Office use only

Received Date : \_\_\_\_\_

Handled by : \_\_\_\_\_

Remarks : \_\_\_\_\_

### NOTES FOR APPLICANTS

- Please send crossed cheque payable to "Vocational Training Council" or "職業訓練局" together with the completed application form, academic qualification and relevant working experience proof to Ms. Vicky Lee, Integrated Vocational Development Centre(Head Office), 30F, Billion Plaza II, 10 Cheung Yue Street, Cheung Sha Wan, Kowloon
- All places are allocated on a first-come-first-served basis. Incomplete form, form without required documentary proof and form received without payment will be regarded as unsuccessful application.
- All the application form, supporting documents and uncashed check will not be returned.
- Please ensure your mail items bear sufficient postage before posting.

### DECLARATION

I acknowledge and agree that

- my personal data will be used by IVDC for the enrollment and all course and administrative related purpose including but not limited to awards, scholarship, Sponsorship, career and job opportunities, talks, conferences, seminars, newsletters, reports and publications;
- my personal data will be used by IVDC for the promotion of courses. I, at any time, can inform IVDC in writing to stop sending any promotional material to me;  
☐ I do not wish to receive any promotional information
- IVDC will check my ID card for verifying my identity while I am participating in the course; and
- course fees paid are not refundable, except for cases of unsuccessful applications and course cancellation. Fees paid and places enrolled are not transferable.

### CONTACT METHOD

For further notice (e.g. class reschedule), we will contact you by email.

Particulars of Applicant (Please fill in names as appeared on your HKID card)

*\*Please delete as appropriate.*

English: Mr./ Ms.\* (Surname) \_\_\_\_\_ (Given name) \_\_\_\_\_ Chinese : \_\_\_\_\_

HKID No.: \_\_\_\_\_ (Date of Birth) (DD/MM/YY): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Department/ Company of Employment: \_\_\_\_\_

Position: \_\_\_\_\_ Email Address: \_\_\_\_\_

Telephone (day-time): \_\_\_\_\_ Mobile: \_\_\_\_\_

Education level ^: ☐ Primary 6 or below ☐ Form 1 to 3 ☐ Form 5 or equivalent ☐ Form 6 or 7 or equivalent  
☐ Certificate or Diploma (non-Degree) ☐ Associated Degree or Higher Diploma ☐ Degree or above

Employment record ^: (Please fill in the relevant work experience) ^ **Submission of education i.e. HKDSE or HKCEE or equivalent and relevant work experience proofs are required.**

From		To		Full Time/ Part Time	Name of Company	Position Held	Nature of Business
Month	Year	Month	Year				

Confirmation: Confirmation will be sent by e-mail 2 weeks before the commencement date

Cheque No. : \_\_\_\_\_

I have read, understood and willing to follow IVDC's Notes for Applicants above and all the regulations stated by IVDC. I declare the truth and accuracy of the information I have provided in this application form.

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_