



香港
建造
學院 HONG KONG
INSTITUTE
OF
CONSTRUCTION



Part-time

Courses for non-Chinese Speaking Persons

Hong Kong Institute of Construction (HKIC) offers part-time courses in English for non-Chinese Speaking persons. We aim to attract more ethnic minorities to join the construction industry and receive relevant training.

Courses for non-Chinese Speaking Persons
Part-time





Construction Vocational Cantonese Course

Course Code: CVCZ

Hong Kong Institute of Construction (HKIC) offers a Construction Industry Vocational Cantonese Course to help ethnic minorities communicate in simple Cantonese in the construction work environment or daily life. We aim to attract more ethnic minorities to join the construction industry and receive relevant training.

This course is suitable for the ethnic minorities who are planning to work or currently working in the construction industry.

Course Content

- Cantonese pronunciation;
- Listening and recognition skills;
- Construction terms;
- Occupational safety terms;
- Words in date and time;
- Conversation in workplace, restaurant, traveling, shopping and bargaining, socialising with friends and colleagues, visiting clinic or hospital, banking, job interview; and other vocabularies

Duration

20 sessions (60 hours)
3 sessions per week, 3 hours per session

Commencement Date

HKIC will run courses in response to demand.

Course Fee

HK\$500 (refundable upon award of certificate)

Course Targets

Ethnic minorities who wish to learn simple Cantonese and to further pursue a career in the construction industry

Medium of Instruction

Cantonese with Nepalese or Urdu interpreter

Venue

HKIC - Sheung Shui Campus
1 Fung Nam Road, Sheung Shui

Award of Certificate

A certificate will be awarded with 80% or above attendance rate and passing the course assessment with a mark of 60% or above

How to Apply

Please complete and return the application form overleaf together with the course fee by post to CIC, 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon or in person to the following address:

HKIC - Sheung Shui Campus
1 Fung Nam Road, Sheung Shui
(Please mark "CVCZ Application" on the cover of the envelope)

Payment must be made by cheque or cashier's order and payable to "Hong Kong Institute of Construction". Please write your name, course code and contact phone number on the back of the cheque or cashier's order. Cash is not accepted.

Skills Enhancement Courses for Ethnic Minorities

Hong Kong Institute of Construction (HKIC) offers a series of Skills Enhancement Courses in order to train up ethnic minorities who are Registered General Workers to become Intermediate Tradesman (Semi-skilled Workers). General Workers can then be employed as Intermediate Tradesman (Registered Semi-skilled Workers) of the related trade division and can independently carry out construction works of the specified trade division on construction sites to meet the requirements of “designated skills for designated works” under the Construction Workers Registration Ordinance. A bonus will be awarded to those who comply with the requirements and obtain the designated Intermediate Trade Test Qualification.

Courses Code (Weekday)	Courses Code (Weekend)	Course Name	Curriculum	Duration		Venue		
				Weekday	Weekend			
M51N	M01Z	Metal Scaffolding	<ul style="list-style-type: none"> Read and understand design drawing Temporary struts, supports and connection of metal scaffolding 	50 hours (for each trade)	50 hours (for each trade)	Sheung Shui		
M52N	M02Z	General Welding	<ul style="list-style-type: none"> Electric arc welding / cutting Oxy-acetylene gas welding / cutting 			Sheung Shui		
M53N	M03Z	Plumbing	<ul style="list-style-type: none"> Connection of various types of pipe and fitting Installation of sanitary wares 			Day or Evening Monday to Friday	Day or Evening Saturday or Sunday	Kwai Chung
M54N	M04Z	Concreting	<ul style="list-style-type: none"> Method of placing concrete Practise casting of concrete components and connecting concrete pump pipes 			Tai Po		
M55N	M05Z	Plastering	<ul style="list-style-type: none"> Understand plastering materials and mortar, hand and mechanical mixing of Mortar Skills training in all plastering and slab paving 			Kwai Chung		

Commencement Date

HKIC will run additional courses in response to demand. Please contact the HKIC for enquiries.

Course Fee

Free

Bonus

Weekend Class:

An attendance rate of 85% or above is required. Students who meet the minimum attendance requirement will be recommended by HKIC to take the Intermediate Trade Test. In order to be entitled to the bonus of HK\$4,000, these students are required to pass the Intermediate Trade Test recommended by HKIC within 3 months after the completion of the course (a maximum of 2 fee waivers).

Weekday Class:

An attendance rate of 85% or above is required. Students will receive a bonus of \$4,000 upon achieving the attendance requirement and will be recommended by HKIC to take the Intermediate Trade Test. Students who have passed the Intermediate Trade Test will be recommended by HKIC within 3 months after the completion of the

course (a maximum of 2 fee waivers) will receive an additional bonus of \$10,000

(If applicant violates any course requirements before admission and intermediate trade test, the study will be terminated without prior notice and no bonus will be entitled.)

Admission Requirements

- Ethnic minorities in Hong Kong
- Card holder of Registered General Worker (RGW) or Registered Semi-Skilled Worker or holder of Intermediate Trade Test qualification (non-applied trade)
- At least 1 year of working experience in the relevant trade
- Applicants for General Welding course (M02Z / M52N) must be a certificate holder of Gas Welding Safety Training Course
- Applicants can only apply for one course at a time. Applicants can apply for another course 12 months after the completion of the first course
- Applicants cannot be existing trainees / students of any courses offered by the Construction Industry Council or the Hong Kong Institute of Construction
- Applicants cannot be the holder of Registered Skilled Worker Card or any trade test qualification

Medium of Instruction

English

How to Apply

Please complete the application form overleaf by post to CIC, 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon or in person to the following training campus of the trade which you would like to apply.

Please write down course code on the cover of the envelope.

M01Z, M02Z, M51N, M52N :
HKIC - Sheung Shui Campus
1 Fung Nam Road, Sheung Shui

M03Z, M05Z, M53N, M55N :
HKIC - Kwai Chung Campus
7-11 Kwai Hop Street, Kwai Chung

M04Z, M54N :
HKIC - Kowloon Bay Campus
44 Tai Yip Street, Kowloon Bay

Application Form

Notes to Applicant

1. Please read "Personal Information Collection Statement" below before you fill this application form
2. Please in the
3. Please fill in the form in English
4. HKIC will contact admitted applicants on the course commencement date

For official use only

Commencement Date:

DD MM YY

Application No:

Course

Construction Vocational Cantonese Course

 CVCZ

Skills Enhancement Courses for Ethnic Minorities (Weekday)

 M51N M52N M53N
 M54N M55N

Skills Enhancement Courses for Ethnic Minorities (Weekend)

 M01Z M02Z M03Z
 M04Z M05Z

Personal Particulars

English Name

(As shown on HKID Card of Passport)

Surname

Given Names

Date of Birth

(DD/MM/YY)

If your age is above 70, please the for appropriate administrative arrangement.

HKID Card or Passport No.

Country of Origin

Tel. No. (Daytime)

Gender

 Male Female

Mobile

Email

Mailing Address

(Post box is not accepted)

Construction Vocational Cantonese Course

Current Company/Employer

Title

Nature of Work

Education Level Primary Secondary (S__) Secondary Post Secondary
 University or above Professional Qualification → please specify
 Local Qualification Overseas QualificationPreviously Worked in Construction Industry Yes No

Course Fee HK\$500 (Refundable upon award of certificate)

Cheque/Cashier Order No.

Bank

The fee should be made by cheque or cashier order and payable to "Hong Kong Institute of Construction". Please state the name of applicant, course code and contact phone number at the back of the cheque cashier's order. Cash will not be accepted

Skills Enhancement Courses for Ethnic Minorities (Weekday & Weekend)

Worker Registration Card No: CWR

Valid Until

Applicant of General Welding (M52Z / M02Z) must hold the valid certificate of "Gas Welding Safety Training". (Please provide a copy of certificate)

Certificate No.

Expiry Date

Issuing Organisation

Please delete as appropriate

Work Experience	Year		Name of Employer(s)	Position / Title
	From	To		

Language - English: Listen Speak Write Read - Chinese: Listen Speak Write Read
- Nepalese: Listen Speak Write Read - Urdu: Listen Speak Write Read

Personal Information Collection Statement

1. The information you provide to the Construction Industry Council or Hong Kong Institute of Construction ("the CIC or HKIC"), including any personal data as defined in the Personal Data (Privacy) Ordinance (the Ordinance), will be used solely for purposes related to the activities of the CIC or HKIC.
2. To keep you informed of CIC or HKIC activities and industry developments which may be of interest, the CIC or HKIC would like to use your personal data, including your name, phone number and correspondence and email addresses, to update you in relation to training courses, trade testing, registration, events and other aspects of its work and the construction industry.
3. The CIC or HKIC will not transfer your personal data to any third parties without your prior consent.
4. It is obligatory for you to supply the CIC or HKIC with complete information. The CIC or HKIC may be unable to process and/or consider your application if you do not provide complete information. You are free to decide whether you wish to receive such information. If you choose not to do so, please put a " " in the box below.
5. You are also entitled to request access to and correction of any errors in your personal data. If you wish to do so please write to the CIC or HKIC at 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon, Hong Kong.

 I do not wish to receive any information from the CIC or HKIC in relation to its activities or developments in the construction industry.

Declaration

1. I declare that all information given in this application form is, to the best of my knowledge, accurate and complete. If any false or incomplete information is given, the application is deemed to be invalid and I shall forfeit my right to apply for this course.
2. I declare that I have read and understood the Personal Information Collection Statement.
3. I declare that I am Hong Kong legal resident and permitted to work in Hong Kong.
4. I consent that if registered, I will conform to the regulations of the Institute.

Signature of Applicant

Date

To be completed by the applicant for sending admission notification

Name:

Name:

Address:

Address:

General Entry Requirements

1. Aged 18 or above
2. Applicants should be Hong Kong legal residents and permitted to work in Hong Kong
3. Ability to read and write in English

Please refer to each programme for its specific entry requirement.

Remarks

1. Applicants are required to meet the general entry requirements. Each course also has specific course targets.
2. HKIC will contact admitted applicants before the course commencement date.
3. Each application form is to be filled by one applicant only. Photocopies of this application form are acceptable.
4. Application forms will be processed on a "first come, first serve" basis. Applications received beyond the capacity will be retained for the next class.
5. HKIC may adjust the fee on a need basis and will inform the applicants before course commencement. Should the applicant cancel the application due to fee adjustment, the paid fee will be refunded in full.
6. HKIC reserves the right to check the originals of the applicant's proof of qualifications.
7. HKIC may accept or reject any application in its absolute sole discretion and is not obliged to provide any reason(s) for accepting or rejecting any application.
8. HKIC may at its absolute discretion without notice at any time and under any circumstances withdraw or modify the provisions of any goods or services.

The contents of the programme may be updated from time to time, please visit <http://hkic.edu.hk/chi/programmes> before apply.

此文件關於以英語授課的部份時間制課程。如有任何查詢，請致電2100 9000或電郵到training@hkic.edu.hk

Enquiries

HKIC - Sheung Shui Campus
1 Fung Nam Road, Sheung Shui

Tel.: 2100 9000 Fax: 2100 9249

Website: www.hkic.edu.hkEmail: emservice@cic.hkHKIC - Kwai Chung Campus
7-11 Kwai Hop Street, Kwai ChungHKIC - Kowloon Bay Campus
44 Tai Yip Street, Kowloon Bay