



# Vision, Mission and Values

## 學院的願景、使命及信念

### Vision 願景

To be a leading knowledge provider and qualifying body for organisational and professional development in the region.

在企業及個人專業發展的領域內，成為具備領導地位的知識傳授者和資格鑑定機構。

### Mission 使命

To provide high quality and market driven education and training programmes, skills assessments, and consultancy services to meet the needs of adult learners and employers.

針對成年學員及僱主的需求，提供市場導向的優質教育及培訓課程、技能評核及顧問服務。

### Values 信念



Customer Service 顧客至上



Innovation 意念創新



Quality 全面優質



Results 著重成果



Team Work 團隊協作

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## Institute Information 學院資料

Institute of Professional Education And Knowledge (PEAK) is a member of VTC Group and with over 20 years of experience in professional training and corporate human resources development. We are one of the leading in-service training organisations and qualifying bodies in Hong Kong. Our programmes cover the following areas: financial services, management, information technology, languages, construction, real estate and food safety. In the area of corporate training, since 2003 more than 200 well-established companies have adopted our products and services to enhance the technical competency and professional expertise of their employees.

高峰進修學院 (PEAK) 是VTC機構成員，擁有超過20年專業及企業人才培訓經驗，實力及規模皆處於領導地位。為配合社會的發展和需要，本學院不斷開設多項培訓課程，涵蓋範圍包括：財經事務、管理專業、資訊科技、語文、建築、地產及食品安全等。本學院亦積極為僱主提供培訓服務。由2003年至今，已有超過200家大型企業採用本學院的培訓產品或專業服務，藉以提升員工的專業知識和技能。

### Contact Us 聯絡我們

Address : 9/F, VTC Tower, 27 Wood Road, Wan Chai, HK

Office Hours<sup>^</sup> : Mon - Fri : 8:45am - 8:00pm  
Sat : 9:00am - 12:00noon  
(Closed on Sundays and Public Holidays)

General Enquiry : Tel : 2836 1922  
Website : www.peak.edu.hk

學院地址 : 香港灣仔活道27號職業訓練局大樓9樓

辦公時間<sup>^</sup> : 星期一至五 : 上午八時四十五分至晚上八時  
星期六 : 上午九時至中午十二時  
(星期日及公眾假期休息)

一般查詢 : 電話 : 2836 1922  
網址 : www.peak.edu.hk

<sup>^</sup> PEAK's Reception Counter will be closed at 5:15pm on Winter Solstice, Christmas Eve, New Year's Eve and Lunar New Year's Eve (If the mentioned festive days are Saturdays, the office hour is 9:00am to 12:00noon). If you have any enquiries about our opening hours on other festive days, please contact us at 2836 1922.

<sup>^</sup> 高峰進修學院報名處會於冬至、平安夜、除夕及農曆新年除夕提早在下午五時十五分關閉 (如上述節慶日子為星期六，辦公時間將會為上午九時至中午十二時)。如對本院於其他節慶日子的開放時間有疑問，敬請致電2836 1922查詢。



# Featured CPD Programmes

## 精選持續專業發展課程

Personal Enhancement



Regulatory and Legal Issues



Marketing and Business Development



Product Knowledge

# 多元化e-CPD課程 網上學習無界限

📞 Enquiries 查詢 | Mr. Andy Choi 蔡先生 | 📞 2919 1424 | ✉️ achoi@vtc.edu.hk

## 簡介

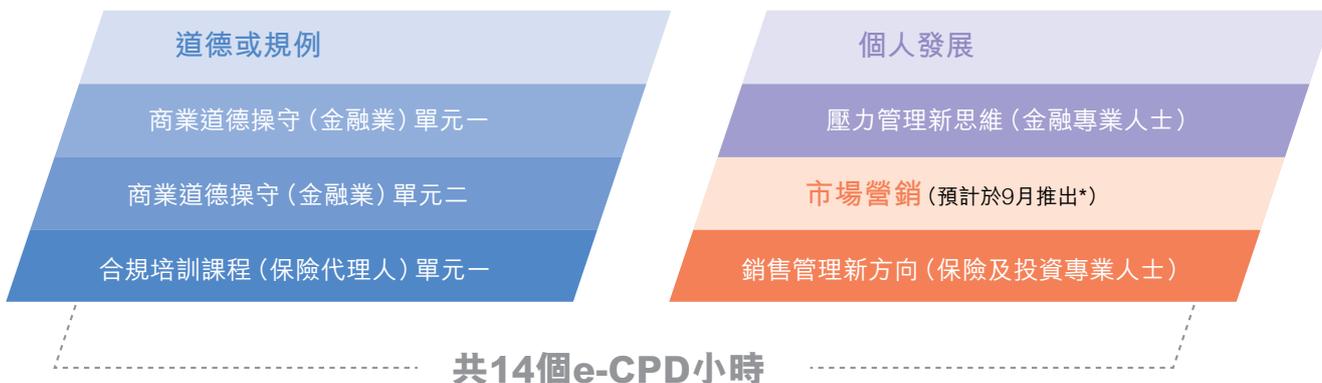
隨着資訊科技的迅速發展，電子學習已經成為全球教育培訓的新趨勢。對比傳統的授課模式，電子學習突破了時間和空間的界限，讓學員能夠在不同地方透過網路媒介無間斷地汲取多元化知識。這種以個人化學習為中心的培訓模式，更能照顧到不同學員於學習能力和興趣上的差異，大大提升學習效率。高峰進修學院作為保險業持續專業培訓的先驅，現已推出e-CPD培訓平台。憑藉過往多年在發展電子學習課件的經驗，高峰進修學院將為你帶來嶄新的線上學習環境，提供優質及多元化的電子學習活動，切合二十一世紀自主學習的新方向。



## e-CPD培訓平台特色



## e-CPD課程範疇



\* 課程的確實推行日期及e-CPD時數以香港學術及職業資歷評審局最終批核為準。

Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided. For enquiries, please contact us at 2836 1922.

註：除非另有註明，所有課程均以廣東話授課，附有中文或英文講義。如有查詢，請致電2836 1922。

## 最新e-CPD課程簡介

### 壓力管理新思維 (金融專業人士)\*

本電子學習課程旨在介紹各種應對職場壓力的技巧，逐步剖析壓力來源，讓你明白如何運用新思維方法管理壓力。課文特意透過寫實的處境個案，讓你了解面對從職場而來的壓力時，如何將壓力轉化為動力，突破負面情緒的影響。

#### 課程內容

##### 職場壓力解碼

- 壓力是什麼？
- 職場壓力管理方法及技巧
- 職場壓力個案分享

(e-CPD：3小時)

### 銷售管理新方向 (保險及投資專業人士)\*

本電子學習課程旨在介紹成功金融及保險業從業員應具備的銷售心態，並透過性格特點分析讓你準確捕捉顧客心理，瞭解對方的需求和期望，配合高效銷售技巧，為客戶創造優質的購買體驗。

#### 課程內容

##### 打動人心的高效銷售方式

- 銷售心態及溝通要訣
- 捕捉顧客心理及建立信任關係
- 創造優質的購買經驗

(e-CPD：3小時)

\* 課程的確實推行日期及e-CPD時數以香港學術及職業資歷評審局最終批核為準。

## 評核

學員須完成課程的所有學習部分及通過相關評核，才可獲得由高峰進修學院頒發的「持續專業發展課程」修業證書及相應的持續專業培訓時數。如未能通過有關評核，學員不會獲發電子修業證書以及相應的持續專業培訓時數。

## 報讀方式

- 若曾於高峰進修學院報讀保險業持續專業培訓課程 (CPD) 的學員，均可經由本學院網站自行報讀課程。
- 新學員於網上報名後，必須通過本學院的身份核實方可啟用e-CPD培訓平台及參與有關課程。



Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided.

For enquiries, please contact us at 2836 1922.

註：除非另有註明，所有課程均以廣東話授課，附以中文或英文講義。如有查詢，請致電2836 1922。

## e-CPD Programme List

### e-CPD課程總覽

Code 編號	E-learning Programme Information 電子學習課程資料	Fee 費用	SFC CPT 證監會 CPT (Hours)	MPFA CPD 積金局 CPD (Hours)	IA CPD 保監局CPD (Hours)	HKMA ECF-CPD 銀行專業 資歷架構 CPD (Hours)	Category 類別
PE4200480	商業道德操守 (金融業) 單元一：簡介 (英文版) Business Ethics in the Finance Sector Module 1: Introduction (English Version) 時數：2小時	EN HK\$200	2	2 non-core	2 Ethics or Regulations	2	Ethics or Regulations
PE4200481	商業道德操守 (金融業) 單元二：商業道德的構成 (英文版) Business Ethics in the Finance Sector Module 2: Framing Business Ethics (English Version) 時數：3小時	EN HK\$300	3	3 non-core	3 Ethics or Regulations	3	Ethics or Regulations
PE4200482	商業道德操守 (金融業) 單元一：簡介 (中文版) Business Ethics in the Finance Sector Module 1: Introduction (Chinese Version) 時數：2小時	HK\$200	2	2 non-core	2 Ethics or Regulations	2	Ethics or Regulations
PE4200483	商業道德操守 (金融業) 單元二：商業道德的構成 (中文版) Business Ethics in the Finance Sector Module 2: Framing Business Ethics (Chinese Version) 時數：3小時	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Ethics or Regulations
PE4200497	合規培訓課程 (保險代理人) 單元一：保險業監管局對保險中介人的 操守要求 (中文版) Compliance Training Courses for Insurance Agents Module 1: IA's Code of Conduct for Insurance Intermediaries (Chinese Version) 時數：3小時	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Ethics or Regulations
PE4200495	壓力管理新思維 (金融專業人士) – 職場壓力解碼 (中文版)* Stress Management (Financial Professionals) – Decoding Stress at Work Place (Chinese Version) 時數：3小時	HK\$300	3	3 non-core	3*	3	Personal Development
PE4200513	銷售管理新方向 (保險及投資專業人士) – 打動人心的高效銷售方式 (中文版)* The New Solution of Sales Management (Insurance and Investment Professionals) – How to do Heart Selling with High Impact (Chinese Version) 時數：3小時	HK\$300	3	3 non-core	3*	3	Sales & Marketing



EN 英語授課，提供英文教材 Taught in English with English programme handouts provided.

\* 課程的確實推行日期及e-CPD時數以香港學術及職業資歷評審局最終批核為準。

Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided.  
For enquiries, please contact us at 2836 1922.

註：除非另有註明，所有課程均以廣東話授課，附有中文或英文講義。如有查詢，請致電2836 1922。

# CPD實時網上虛擬課程 嶄新學習模式

 Enquiries 查詢 |  2836 1922 |  peak@vtc.edu.hk

## 簡介

以網上虛擬課程方式（如Microsoft Teams, Zoom）進行合資格持續專業培訓活動，已獲保險業監管局接納為認可的持續專業培訓活動方式，學員可以自由地選擇在現場課堂或虛擬課堂上課學習。職業訓練局高峰進修學院作為保險業持續專業培訓的先驅，現推出一系列精選課程以網上虛擬課程方式進行，讓你無論身在何處，亦能無遠弗屆地參與持續專業培訓。

## 強大功能

- 實時透過網上虛擬會議平台面授課程
- 網上點名及計算出席時數
- 即時信息交流
- 電子評估問卷
- 支援筆記型電腦/桌上型電腦/智能電話/平板電腦



*Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided.  
For enquiries, please contact us at 2836 1922.*

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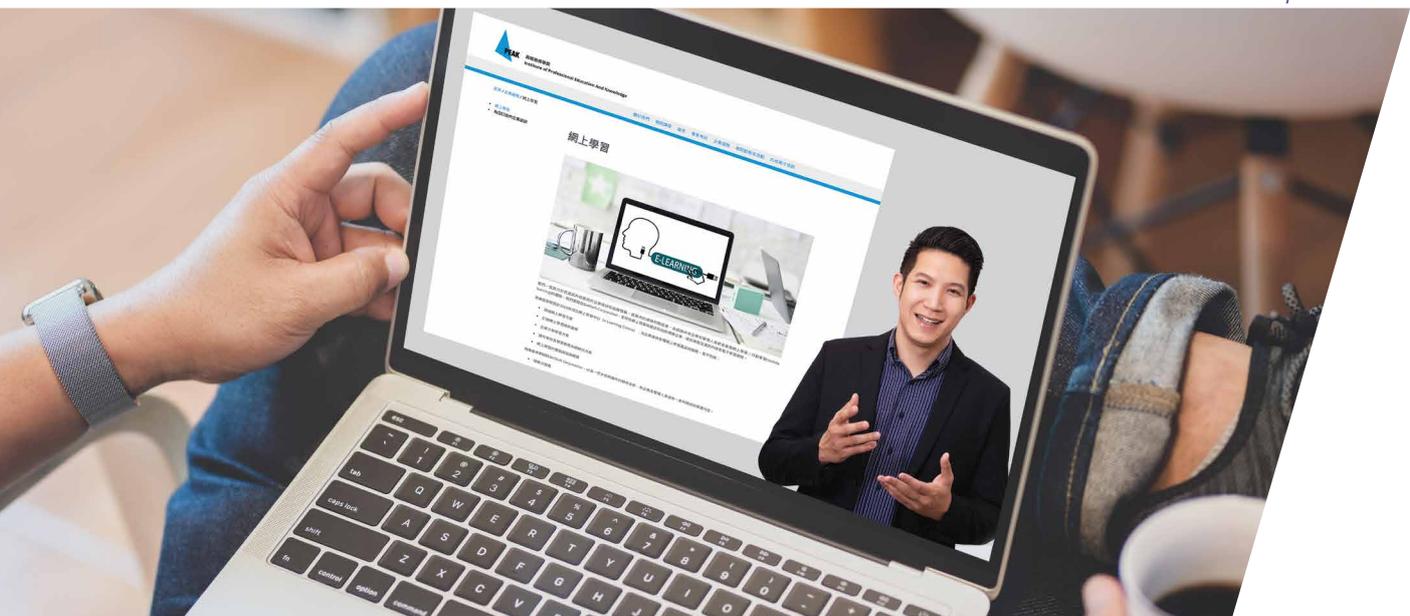
## 以網上虛擬課程方式進行的精選CPD課程系列

- 強積金培訓
- 合規培訓課程（保險代理人）
- 金融科技與金融業
- 健康保險
- 內地當前財經熱話
- 打擊洗錢及恐怖分子資金籌集條例和相關監管要求
- 「身心語言程式學」工作坊
- “DISC” 性格創富（保險及投資專業人士）學習坊
- 客戶投資心理解說
- 壽險及醫療險
- 心靈管理系列一壓力管理
- 傳承規劃和傳承學
- 財富管理技巧
- 退休計劃與保險業當前熱話
- 5G與金融業
- 網路經濟新常態
- 基本醫學知識與相關保險II
- 銷售金融產品的監管要求新知
- 優越服務必須掌握的保險知識
- 傳承規劃和傳承學
- 內地商務法例入門（金融專業）
- 已經站穩時間考驗的證券分析方法
- 內地金融制度入門
- 社交媒體和雲端競爭優勢（金融專才）
- 電子金融服務與大數據
- 商務人際網絡的建立 — 保險從業員工作坊
- 股市技術分析進階課程
- 個人績效登峰（保險及投資專才系列）
- 風險評估及管理（財經業人士）
- 銷售奇才研習坊（保險及投資專業人士）
- 主要經濟指標與投資策劃
- 保險從業員的行業分析與股票投資系列
- 客戶投資心理解說
- 銷售合規須知及最新修訂（金融產品中介人）
- 亞洲證券市場
- 中國房地產投資策略



註：以上課程已獲香港學術及職業資歷評審局批准以網上虛擬課程方式進行

課程詳情及報名，請參閱高峰進修學院網頁 <http://www.peak.edu.hk>（學院課程 > CPD）



Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided.  
For enquiries, please contact us at 2836 1922.

註：除非另有註明，所有課程均以廣東話授課，附有中文或英文講義。如有查詢，請致電2836 1922。

**Virtual CPD Programme List**  
**CPD網上虛擬課程總覽**

Code 編號	Programme Information 課程資料	Fee 費用	SFC CPT 證監會 CPT (Hours)	MPFA CPD 積金局 CPD (Hours)	IA CPD 保監局CPD (Hours)	HKMA ECF-CPD 銀行專業 資歷架構 CPD (Hours)	Category 類別
761F2	<p>打擊洗錢及恐怖分子資金籌集條例和 相關監管要求 單元一  <b>Anti-Money Laundering and Counter- Terrorist Financing Ordinance and Relevant Regulatory Requirements Module 1</b></p> <p>日期：2.8.2021            時間：2:00pm - 4:00pm            時數：2小時</p>	HK\$180	2	2 non-core	2 Ethics or Regulations	2	Compliance
PE4200353	<p>如何活得健康 – 提防中年發福  <b>How to Live a Healthy Life – Middle-aged People's Over Weight Problem</b></p> <p>日期：4.8.2021            時間：10:00am - 12:00pm            時數：2小時</p>	HK\$180	-	2 non-core	2	-	Life & Health Insurance
PE4200437	<p>圖表走勢理論 – 基本圖表分析            單元三：分析工具  <b>Technical Analysis – Basic Charting Module 3: Analytic Tools</b></p> <p>日期：4.8.2021            時間：2:00pm - 5:00pm            時數：3小時</p>	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200431	<p>進階圖表走勢理論 – 道氏理論            單元三：辨別趨勢  <b>Advanced Technical Analysis – Dow Theory Module 3: Identifying Trends</b></p> <p>日期：9.8.2021            時間：10:30am - 1:30pm            時數：3小時</p>	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
446E2	<p>健康保險：醫療保險索償（保險中介人須知）  <b>Health Insurance: Medical Insurance Claims for Insurance Intermediaries</b></p> <p>日期：13.8.2021            時間：2:00pm - 5:00pm            時數：3小時</p>	HK\$270	-	3 non-core	3	-	Life & Health Insurance
PE4200355	<p>如何活得健康 – 預防癌症  <b>How to Live a Healthy Life – Prevention of Cancer</b></p> <p>日期：16.8.2021            時間：10:00am - 12:00pm            時數：2小時</p>	HK\$180	-	2 non-core	2	-	Life & Health Insurance
PE4200415	<p>進階圖表走勢理論 – 江恩理論            單元三：迴圈周期  <b>Advanced Technical Analysis – Gann Theory Module 3: Market Cycles</b></p> <p>日期：16.8.2021            時間：2:00pm - 5:00pm            時數：3小時</p>	HK\$300	3	3 non-core	3	3	Investment & Financial Planning

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Code 編號	Programme Information 課程資料	Fee 費用	SFC CPT 證監會 CPT (Hours)	MPFA CPD 積金局 CPD (Hours)	IA CPD 保監局CPD (Hours)	HKMA ECF-CPD 銀行專業 資歷架構 CPD (Hours)	Category 類別
PE4200446	<b>金融衍生工具 單元三：牛熊證投資</b> <b>Derivative Financial Instruments</b> <b>Module 3: Callable Bull/Bear Contracts</b> <b>(CBBC) Investment</b> 日期：24.8.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200352	<b>如何活得健康 – 預防城市健康問題</b> <b>How to Live a Healthy Life –</b> <b>Prevention of Urban Health Problems</b> 日期：26.8.2021 時間：10:00am - 12:00pm 時數：2小時	HK\$180	-	2 non-core	2	-	Life & Health Insurance
PE4200449	<b>金融衍生工具 單元六：股票期權</b> <b>Derivative Financial Instruments</b> <b>Module 6: Stock Option</b> 日期：26.8.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
613F3	<b>股市技術分析課程</b> <b>單元三：動向指標、順勢指標、隨機指標</b> <b>Advanced Technical Analysis</b> <b>Module 3: Directional Movement Index (DMI),</b> <b>Commodity Channel Index (CCI), Stochastic</b> <b>Oscillator</b> 日期：1.9.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
827E2	<b>投資策略系列 單元三：中線波段投資策略</b> <b>Investment Strategies Series</b> <b>Module 3: Medium Term Swing Investment</b> <b>Strategies</b> 日期：6.9.2021 時間：11:00am - 2:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
445E2	<b>健康保險：醫療開支與保險市場</b> <b>Health Insurance: Medical Expenses and</b> <b>the Insurance Market</b> 日期：10.9.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	-	3 non-core	3	-	Life & Health Insurance
PE4200432	<b>進階圖表走勢理論 – 陰陽燭</b> <b>單元一：結構與單燭形態</b> <b>Advanced Technical Analysis – Japanese</b> <b>Candlesticks Module 1: Structure and</b> <b>Single-Line Patterns</b> 日期：20.9.2021 時間：10:30am - 1:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning

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PE4200032	<b>健康保險：保險從業員須具備的醫學知識 – 病史申報I及II</b> <b>Health Insurance: Medical Knowledge for Insurance Practitioners – Medical Examinee's Disclosure I&amp;II</b> 日期：20.9.2021 時間：3:30pm - 6:30pm 時數：3小時	HK\$270	-	3 non-core	3	-	Life & Health Insurance
PE4200423	<b>進階圖表走勢理論 – 波浪理論</b> <b>單元一：數浪規則及指引</b> <b>Advanced Technical Analysis – Elliott Wave Theory Module 1: Cardinal Rules &amp; Guidelines</b> 日期：27.9.2021 時間：11:00am - 2:00pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200033	<b>健康保險：保險從業員須具備的醫學知識 – 體檢報告</b> <b>Health Insurance - Medical Knowledge for Insurance Practitioners - Medical Examiner's Report</b> 日期：29.9.2021 時間：10:00am - 1:00pm 時數：3小時	HK\$270	-	3 non-core	3	-	Life & Health Insurance
PE4200441	<b>進階圖表走勢理論 – 形態分析</b> <b>單元一：支持、阻力與趨勢線</b> <b>Advanced Technical Analysis – Patterns Analysis Module 1: Support, Resistance and Trendlines</b> 日期：29.9.2021 時間：3:00pm - 6:00pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200506	<b>銷售金融產品的監管要求新知</b> <b>單元五：遵從法規指引新知</b> <b>Regulatory Requirements for Selling Financial Products Updates Module 5: Regulatory Compliance Update</b> 日期：30.9.2021 時間：2:00pm - 4:00pm 時數：2小時	HK\$200	2	2 non-core	2 Ethics or Regulations	2	Compliance
PE4200354	<b>如何活得健康 – 冠心病與中風</b> <b>How to Live a Healthy Life - Coronary Disease and Stroke</b> 日期：5.10.2021 時間：10:00am - 12:00pm 時數：2小時	HK\$180	-	2 non-core	2	-	Life & Health Insurance

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842E2	<b>健康保險 – 醫療保險計劃</b> <b>Health Insurance – Medical Insurance Plans</b> 日期：12.10.2021 時間：10:00am - 12:00pm 時數：2小時	HK\$180	-	2 non-core	2	-	Life & Health Insurance
PE4200448	<b>金融衍生工具 單元五：期權合成策略</b> <b>Derivative Financial Instruments Module 5: Synthetic Strategies for Options</b> 日期：12.10.2021 時間：3:30pm - 5:30pm 時數：2小時	HK\$200	2	2 non-core	2	2	Investment & Financial Planning
PE4200429	<b>進階圖表走勢理論 – 道氏理論 單元一：趨勢類別</b> <b>Advanced Technical Analysis – Dow Theory Module 1: Types of Trends</b> 日期：13.10.2021 時間：10:30am - 1:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200430	<b>進階圖表走勢理論 – 道氏理論 單元二：主要趨勢</b> <b>Advanced Technical Analysis – Dow Theory Module 2: Primary Trends</b> 日期：13.10.2021 時間：3:30pm - 5:30pm 時數：2小時	HK\$200	2	2 non-core	2	2	Investment & Financial Planning
PE4200444	<b>金融衍生工具 單元一：窩輪投資</b> <b>Derivative Financial Instruments Module 1: Warrant Investment</b> 日期：18.10.2021 時間：10:30am - 1:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200445	<b>金融衍生工具 單元二：界內證、A股ETF的衍生 工具、外匯及商品衍生工具</b> <b>Derivative Financial Instruments Module 2: Inline Warrant, Derivatives of A Shares ETF, Currencies and Commodities</b> 日期：18.10.2021 時間：3:30pm - 5:30pm 時數：2小時	HK\$200	2	2 non-core	2	2	Investment & Financial Planning
441E2	<b>健康保險：保險從業員須具備的醫學知識 – 危疾 I及II</b> <b>Health Insurance: Medical Knowledge for Insurance Practitioners – Critical Illness I &amp; II</b> 日期：20.10.2021 時間：10:00am - 1:00pm 時數：3小時	HK\$270	-	3 non-core	3	-	Life & Health Insurance

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PE4200414	<b>進階圖表走勢理論 – 江恩理論 單元二：交易規則</b> <b>Advanced Technical Analysis – Gann Theory</b> <b>Module 2: Rules of Trading</b> 日期：20.10.2021 時間：3:30pm - 5:30pm 時數：2小時	HK\$200	2	2 non-core	2	2	Investment & Financial Planning
PE4200435	<b>圖表走勢理論 – 基本圖表分析 單元一：分析原理</b> <b>Technical Analysis – Basic Charting</b> <b>Module 1: Fundamentals</b> 日期：25.10.2021 時間：11:00am - 2:00pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200339	<b>健康保險：保險從業員須具備的醫學知識 –</b> <b>病史申報 III</b> <b>Health Insurance: Medical Knowledge</b> <b>for Insurance Practitioners – Medical</b> <b>Examinee's Disclosure III</b> 日期：28.10.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	-	3 non-core	3	-	Life & Health Insurance

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# Construction All Risks Insurances Series

## 工程綜合保險系列

 **Enquiries 查詢** | Mr. Hooton Fung 馮先生 |  2919 1404 |  hootonfung@vtc.edu.hk

### Introduction

This programme is suitable for the insurance practitioners including agents, brokers, underwriters, claims and other personnel who wants to acquire technical and practical liability insurance knowledge to assist their clients with business related to Construction All Risks Insurances to achieve maximum protection.



### Construction All Risks (CAR) Insurances Underwriting and Claims Handling with Interesting Cases Sharing

工程綜合保險：保單範圍、索償程序及個案分享

#### Programme Contents:

- Interesting Cases Sharing
- CAR Insurance Principles
- CAR: Material Damage and Third Party Liability Sections Policy Coverage and Common Extensions
- Relevant Underwriting Principles & Claims Handling
- What kind of Insurers and Coverage you should introduce to your clients?



### Construction All Risks (CAR) Employees' Compensation Insurances Underwriting and Claims Handling with Interesting Cases Sharing

工程勞工保險：保單範圍、索償程序及個案分享

#### Programme Contents:

- Interesting Cases Sharing
- Construction All Risks (CAR) Employees' Compensation Insurance Principles
- CAR Employees' Compensation Insurance Coverage and Common Extensions
- Relevant Underwriting Principles & Claims Handling
- What kind of Insurers and Coverage you should introduce to your clients?



### Construction All Risks (CAR) Professional Indemnity/ Liability Insurances Underwriting and Claims Handling with Interesting Cases Sharing

工程專業責任保險：保單範圍、索償程序及個案分享

#### Programme Contents:

- Interesting Cases Sharing for CAR and related Professional Liability Insurances
- CAR and related Professional Liability Insurance Principles
- Professional Liability Insurance and Common Exclusions and Extensions
- Relevant Underwriting Principles & Claims Handling
- How to assist clients to choose the suitable coverage and insurers?



### Facilitator

**Ms. Tinna Kwok** Chartered Insurer, ACII, BA(Hons), DLS

Tinna has over 20 years extensive experiences in general insurance working as key management in well-known insurance companies and intermediaries focus on business development, underwriting and claims managements including Property, Construction All Risks, Product and Public Liability, Employees' Compensation, and Financial Line Insurances etc. Apart from the management role, Tinna has substantial experience as the speaker in the seminars and talks to the international corporate clients, brokers, inhouse agents/colleagues for the insurance underwriting, coverage and claims topics.

### Medium of Instruction

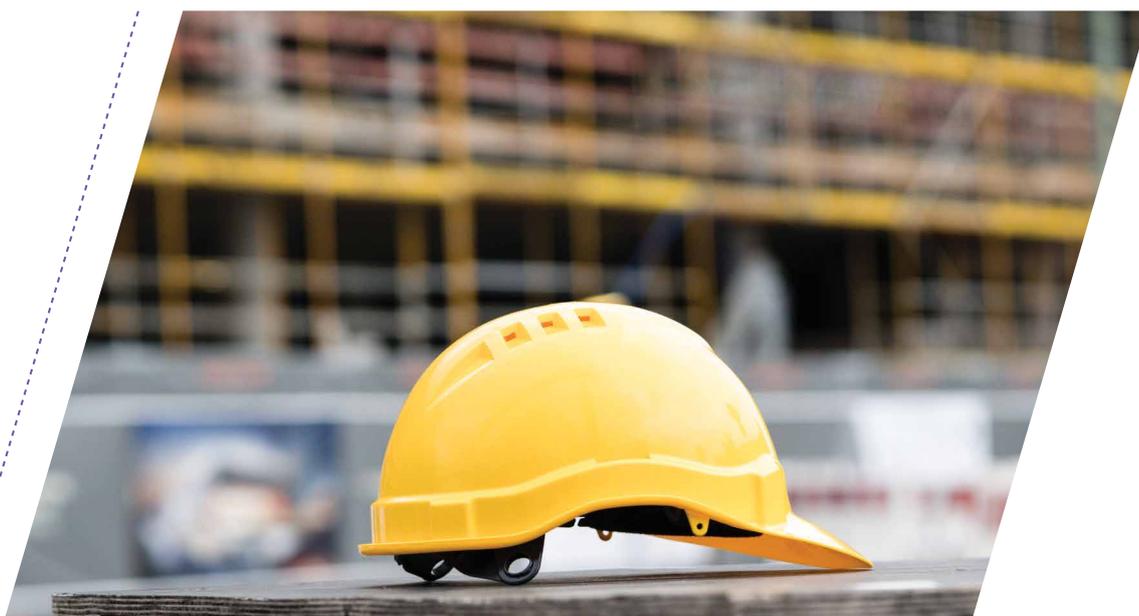
Conducted in Cantonese 粵語授課

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PE4200515	工程綜合保險： 保單範圍、索償程序及個案分享 Construction All Risks (CAR) Insurances Underwriting and Claims Handling with Interesting Cases Sharing 日期：6.8.2021 時間：2:00pm - 5:00pm 時數：3小時	PIBA CPD* <b>NEW</b> HK\$270	-	3 non-core	3	-	General Insurance
PE4200516	工程勞工保險： 保單範圍、索償程序及個案分享 Construction All Risks (CAR) Employees' Compensation Insurances Underwriting and Claims Handling with Interesting Cases Sharing 日期：3.9.2021 時間：2:00pm - 5:00pm 時數：3小時	PIBA CPD* <b>NEW</b> HK\$270	-	3 non-core	3	-	General Insurance
PE4200517	工程專業責任保險： 保單範圍、索償程序及個案分享 Construction All Risks (CAR) Professional Indemnity/Liability Insurances Underwriting and Claims Handling with Interesting Cases Sharing 日期：8.10.2021 時間：2:00pm - 5:00pm 時數：3小時	PIBA CPD* <b>NEW</b> HK\$270	-	3 non-core	3	-	General Insurance

\* These programmes are co-organised with Professional Insurance Brokers Association (PIBA) and will be recognised as IA - CPD credits. Members of PIBA can directly enroll via PIBA to obtain member discounts.



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# “Securities Analysis Approaches That Have Stood The Test of Time” Series

## 「已經站穩時間考驗的證券分析方法」系列

 Enquiries 查詢 | Mr. Dan Chan 陳先生 |  2836 1898 |  danpkchan@vtc.edu.hk



Module 課程單元	Duration 時數
Securities Analysis Approaches That Have Stood The Test of Time - Fundamental Analysis (Macroeconomics) 已經站穩時間考驗的證券分析方法－基本分析（宏觀經濟的考量）	5小時
Securities Analysis Approaches That Have Stood The Test of Time - Fundamental Analysis (Industry Analysis) 已經站穩時間考驗的證券分析方法－基本分析中的行業分析	3小時
Securities Analysis Approaches That Have Stood The Test of Time - Fundamental Analysis (Company Analysis) 已經站穩時間考驗的證券分析方法－基本分析中的公司分析	5小時
Securities Analysis Approaches That Have Stood The Test of Time - Forget About Accounting Ratios? 已經站穩時間考驗的證券分析方法－可無視會計比率嗎？	5小時
Securities Analysis Approaches That Have Stood The Test of Time - A Brief Guide to ETF Investment <span style="float: right;">▶ NEW</span> 已經站穩時間考驗的證券分析方法－交易所買賣基金 (ETF) 精要指南	3小時

### 交易所買賣基金 (ETF) 精要指南

#### 課程簡介

證券分析方法協助投資者評估投資產品的價值，降低風險，提升收益，是制定科學投資策略不可或缺的工具。證券分析方法五花八門，「已經站穩時間考驗的證券分析方法」系列集中介紹在時間長河中通過考驗，獲得廣泛認可的證券分析方法，讓學員為個人或客戶更有把握地挑選合適的投資組合方案。

交易所買賣基金 (Exchange-Traded Fund, ETF) 在香港有超過二十年歷史，已成為在港流行的投資產品。本課程將會運用證券分析方法，深入淺出介紹ETF的特點，風險和投資策略。

#### 課程大綱

- ETF基本認識
- ETF主要類型
- ETF其它類別
- ETF投資策略
- ETF投資風險



#### 授課語言

Conducted in Cantonese 粵語授課

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PE4200348	已經站穩時間考驗的證券分析方法 – 基本分析中的行業分析 Securities Analysis Approaches That Have Stood The Test of Time - Fundamental Analysis (Industry Analysis) 日期：4.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200519	已經站穩時間考驗的證券分析方法 – 交易所買賣基金 (ETF) 精要指南 Securities Analysis Approaches That Have Stood The Test of Time - A Brief Guide to ETF Investment 日期：18.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	▲ 3	3	Investment & Financial Planning
PE4200347	已經站穩時間考驗的證券分析方法 – 基本分析 (宏觀經濟的考量) Securities Analysis Approaches That Have Stood The Test of Time - Fundamental Analysis (Macroeconomics) 日期：1.9.2021 & 8.9.2021 時間：7:00pm - 9:30pm 時數：5小時 (共2堂)	HK\$450	5	5 non-core	5	5	Investment & Financial Planning
PE4200519	已經站穩時間考驗的證券分析方法 – 交易所買賣基金 (ETF) 精要指南 Securities Analysis Approaches That Have Stood The Test of Time - A Brief Guide to ETF Investment 日期：29.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	▲ 3	3	Investment & Financial Planning
PE4200350	已經站穩時間考驗的證券分析方法 – 可無視會計比率嗎？ Securities Analysis Approaches That Have Stood The Test of Time - Forget About Accounting Ratios? 日期：6.10.2021 & 13.10.2021 時間：7:00pm - 9:30pm 時數：5小時 (共2堂)	HK\$450	5	5 non-core	5	5	Investment & Financial Planning
PE4200349	已經站穩時間考驗的證券分析方法 – 基本分析中的公司分析 Securities Analysis Approaches That Have Stood The Test of Time - Fundamental Analysis (Company Analysis) 日期：20.10.2021 & 27.10.2021 時間：7:00pm - 9:30pm 時數：5小時 (共2堂)	HK\$450	5	5 non-core	5	5	Investment & Financial Planning

▲ Subject to HKCAAVQ approval

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# China Real Estate Investment Strategies

## Module 5: New Opportunities on Wealth Management Connect and Offshore Real Estate Financing in Guangdong-HK-Macao Greater Bay Zone

### 中國房地產投資策略

### 單元五：粵港澳大灣區跨境理財通及境外房地產融資的新機遇

📞 Enquiries 查詢 | ☎ 2836 1922 | ✉ peak@vtc.edu.hk



#### 課程簡介

近期公佈的大灣區跨境財富管理互聯計劃和便利港澳人士在大灣區購房，均是支持加強區內金融合作和社會發展的重要舉措。不僅有利於大灣區居民個人和財富管理行業的發展，亦進一步提升香港作為國際資產管理中心的地位，也為港澳個人在大灣區的生活提供便利。該計劃結合了與大灣區相關的財富管理產品和房地產的跨境投資的關鍵法律和監管合規更新。本課程的目的是為參與者提供和分享大灣區相關監管要求、區內房地產融資政策的特點，和相關市場實踐的介紹，以及對模擬生活案例的分析和見解，好讓學員發掘大灣區現有的新商機。



#### 課程大綱 (3小時)：

- 粵港澳大灣區概覽
- 粵港澳跨境理財通
- 跨境理財通的機遇和挑戰
- 香港居民大灣區購房的條件與限制
- 香港居民按揭購買大灣區房屋的參考流程
- 購房款匯入境內
- 售房款境內匯出
- 大灣區抵押登記分別
- 貸款條件及注意事項
- 物權及擔保物權
- 擔保物權的實現
- 樓花貸款/賣買程序
- 新民法典有關抵押事項

#### 授課語言

Conducted in Cantonese 粵語授課



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PE4200522	<p>中國房地產投資策略 單元五：粵港澳大灣區跨境理財通及 境外房地產融資的新機遇</p> <p>China Real Estate Investment Strategies Module 5: New Opportunities on Wealth Management Connect and Offshore Real Estate Financing in Guangdong-HK-Macao Greater Bay Zone</p> <p>日期：28.8.2021 時間：9:30am - 12:30pm 時數：3小時</p>	HK\$300	3	3 non-core	▲ 3	3	Mainland Market
PE4200522	<p>中國房地產投資策略 單元五：粵港澳大灣區跨境理財通及 境外房地產融資的新機遇</p> <p>China Real Estate Investment Strategies Module 5: New Opportunities on Wealth Management Connect and Offshore Real Estate Financing in Guangdong-HK-Macao Greater Bay Zone</p> <p>日期：11.9.2021 時間：9:30am - 12:30pm 時數：3小時</p>	HK\$300	3	3 non-core	▲ 3	3	Mainland Market
PE4200522	<p>中國房地產投資策略 單元五：粵港澳大灣區跨境理財通及 境外房地產融資的新機遇</p> <p>China Real Estate Investment Strategies Module 5: New Opportunities on Wealth Management Connect and Offshore Real Estate Financing in Guangdong-HK-Macao Greater Bay Zone</p> <p>日期：9.10.2021 時間：9:30am - 12:30pm 時數：3小時</p>	HK\$300	3	3 non-core	▲ 3	3	Mainland Market

▲ Subject to HKCAAVQ approval

Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided.  
For enquiries, please contact us at 2836 1922.

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# “Open the Door to Selling Insurance to High-Net-Worth Customers” Series

## 「打開向高資產客戶銷售保險的大門」系列

 Enquiries 查詢 | Mr. Dan Chan 陳先生 |  2836 1898 |  danpkchan@vtc.edu.hk



Module 課程單元	Duration 時數
High-Net-Worth and Corporate Customers' Needs for Insurance and Premium Financing 高資產及公司客戶對保險及保費融資的需求	3小時
Resolution of Wealth Risk Faced by High-Net-Worth Customers 高資產客戶所面對的財富風險及相關解決方案	3小時
High-Net-Worth and Corporate Customers' Needs for Family Trusts and Related Risk Management Solutions <b>NEW</b> 高資產及公司客戶對家族信托的需求及相關風險管理方案	3小時

### High-Net-Worth and Corporate Customers' Needs for Family Trusts and Related Risk Management Solutions

高資產及公司客戶對家族信托的需求及相關風險管理方案

#### 課程簡介

家族及企業風險無處不在，任何層面的風險都有機會影響家族及企業的傳承效果。有效的風險管理工具及全方位的傳承考慮，可以提前做好準備規避風險，預防不幸情況出現，使資產能夠代代相傳。本課程系列為學員介紹家族和企業客戶傳承的考慮因素和實務方案，為打開向高資產客戶銷售保險的大門踏出重要的一步。

家族信托作為資產傳承的重要工具，已廣泛應用於高資產客戶市場。本課程將介紹家族信托的主要特色，以及與其它投資工具的比較，並分享家族信托的實務案例。

#### 課程大綱

- 認識高資產市場
- 信托概念與安排
- 信托相關優點及与其它規劃比較
- 基金會與信托比較



#### 授課語言

Conducted in Cantonese 粵語授課

Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese **OR** English programme handouts will be provided.  
For enquiries, please contact us at 2836 1922.

註：除非另有註明，所有課程均以廣東話授課，附以中文或英文講義。如有查詢，請致電2836 1922。

Code 編號	Programme Information 課程資料	Fee 費用	SFC CPT 證監會 CPT (Hours)	MPFA CPD 積金局 CPD (Hours)	IA CPD 保監局CPD (Hours)	HKMA ECF-CPD 銀行專業 資歷架構 CPD (Hours)	Category 類別
PE4200381	高資產及公司客戶對保險及保費融資的需求 <b>中</b> High-Net-Worth and Corporate Customers' Needs for Insurance and Premium Financing 日期：21.8.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	3	-	Life & Health Insurance
PE4200382	高資產客戶所面對的財富風險及相關解決方案 <b>中</b> Resolution of Wealth Risk Faced by High-Net-Worth Customers 日期：11.9.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	3	-	Life & Health Insurance
PE4200520	高資產及公司客戶對家族信托的需求及 相關風險管理方案 <b>NEW 中</b> High-Net-Worth and Corporate Customers' Needs for Family Trusts and Related Risk Management Solutions 日期：25.9.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	▲ 3	-	Life & Health Insurance
PE4200381	高資產及公司客戶對保險及保費融資的需求 <b>中</b> High-Net-Worth and Corporate Customers' Needs for Insurance and Premium Financing 日期：15.10.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	-	Life & Health Insurance
PE4200382	高資產客戶所面對的財富風險及相關解決方案 <b>中</b> Resolution of Wealth Risk Faced by High-Net-Worth Customers 日期：21.10.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	-	Life & Health Insurance
PE4200520	高資產及公司客戶對家族信托的需求及 相關風險管理方案 <b>NEW 中</b> High-Net-Worth and Corporate Customers' Needs for Family Trusts and Related Risk Management Solutions 日期：28.10.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	▲ 3	-	Life & Health Insurance

▲ Subject to HKCAAVQ approval

Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided.  
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# “Ethics or Regulations” Programme Series

## 「道德或規例」課程系列

Enquiries 查詢 | 2836 1922 | peak@vtc.edu.hk

### 簡介

根據保險業監管局的「持牌保險中介人持續專業培訓指引（指引24）」，由2021年8月1日起，個人持牌人在每個評核期內最低的持續專業培訓時數要求，將增加至最少15個持續專業培訓時數，當中包括最少3個「道德或規例」(Ethics or Regulations) 範疇的強制性持續專業培訓時數。職業訓練局高峰進修學院作為保險業持續專業培訓的先驅，率先推出一系列「道德或規例」範疇持續專業培訓課程，讓你掌握保險行業最新學習要求和方向，助你成為客戶值得信任的保險中介人。



### 課程總覽

#### 商業道德操守 Business Ethics

Code 編號	Module 單元	Duration 時數
PE4200498	單元一：簡介 Module 1: Introduction	3小時
PE4200499	單元二：構建過程 Module 2: Construction Process	3小時
PE4200500	單元三：管理與合規 Module 3: Management and Compliance	2小時
PE4200501	單元四：金融業 Module 4: Finance Sector	2小時



#### 金融產品中介人實務須知

#### Best Practices for Financial Products Intermediaries

Code 編號	Module 單元	Duration 時數
PE4200507	單元一：銷售金融產品的合規要求（重點重溫及最新修訂）I Module 1 - Sales Compliance Reviews and Updates I	3小時
PE4200508	單元二：銷售金融產品的合規要求（重點重溫及最新修訂）II Module 2 - Sales Compliance Reviews and Updates II	2小時
PE4200509	單元三：市場慣例及客戶合適程度管理 I Module 3 - Market Practices and Customer Suitability Management I	3小時
PE4200510	單元四：市場慣例及客戶合適程度管理 II Module 4 - Market Practices and Customer Suitability Management II	2小時

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## 銷售金融產品的監管要求新知

### Regulatory Requirements for Selling Financial Products Updates

Code 編號	Module 單元	Duration 時數
PE4200502	單元一：銷售合規審查及新知 Module 1: Sales Compliance Review & Update	3小時
PE4200503	單元二：銷售實務及新知 Module 2: Selling Practice Review & Update	3小時
PE4200504	單元三：最新銀行/證券合規 Module 3: Latest Banking / Securities Compliance	3小時
PE4200505	單元四：銷售合規審查 Module 4: Sales Compliance Review	3小時
PE4200506	單元五：遵從法規指引新知 Module 5: Regulatory Compliance Update	2小時

## 打擊洗錢及恐怖分子資金籌集條例和相關監管要求

### Anti-Money Laundering and Counter-Terrorist Financing Ordinance and Relevant Regulatory Requirements

Code 編號	Module 單元	Duration 時數
761F2	單元一 Module 1	2小時
PE4200223	單元二：逃稅 Module 2: Tax Evasion	2小時
PE4200224	單元三：打擊洗錢/反恐怖分子資金籌集合規 – 潛在高風險區域 Module 3: AML/CFT Compliance - Potential High Risk Areas	2小時

## e-CPD 「道德或規例」課程

Code 編號	Module 單元	Duration 時數
PE4200480	商業道德操守（金融業）單元一：簡介（英文版） Business Ethics in the Finance Sector Module 1: Introduction (English Version)	2小時
PE4200481	商業道德操守（金融業）單元二：商業道德的構成（英文版） Business Ethics in the Finance Sector Module 2: Framing Business Ethics (English Version)	3小時
PE4200482	商業道德操守（金融業）單元一：簡介（中文版） Business Ethics in the Finance Sector Module 1: Introduction (Chinese Version)	2小時
PE4200483	商業道德操守（金融業）單元二：商業道德的構成（中文版） Business Ethics in the Finance Sector Module 2: Framing Business Ethics (Chinese Version)	3小時
PE4200497	合規培訓課程（保險代理人）單元一：保險業監管局對保險中介人的操守要求（中文版） Compliance Training Courses for Insurance Agents Module 1: IA's Code of Conduct for Insurance Intermediaries (Chinese Version)	3小時

課程舉辦日期及時間，可參閱金融業持續專業發展課程時間表，或瀏覽高峰進修學院網站，選擇保監局CPD時數中標註"Ethics or Regulations"的課程。

Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided. For enquiries, please contact us at 2836 1922.

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# MPF Training Programme

## Module 3: Conduct of MPF Intermediaries and 20<sup>th</sup> Anniversary of the MPF System

### 強積金培訓 單元三：強積金中介人操守及強積金20周年回顧

**i Enquiries 查詢** | **☎ 2836 1922** | **✉ peak@vtc.edu.hk**



#### Introduction 課程簡介

The aim of this brand new MPF core training is to provide participants with the information about the latest development of the MPF system as well as to review the intermediary's conduct issues so as to reinforce the importance of compliance. The content of this programme is provided by MPFA.

這個全新的強積金核心培訓課程旨在為學員提供有關強積金系統的最新發展，並審視中介人的行為問題，藉以加強中介人合規的重要性。本課程的內容由積金局提供。

#### Programme Contents 課程內容

1. Preface 前言
2. Conduct/compliance issues relevant to RIs  
強積金中介人操守
3. 20<sup>th</sup> Anniversary of the MPF System 強積金20周年回顧
4. Way Forward: eMPF Platform and Other Updates 前瞻
5. Recap and Q&A 重溫及答問時間

#### Medium of Instruction 授課語言

Conducted in Cantonese 粵語授課



*Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided. For enquiries, please contact us at 2836 1922.*

註：除非另有註明，所有課程均以廣東話授課，附以中文或英文講義。如有查詢，請致電2836 1922。

Code 編號	Programme Information 課程資料	Fee 費用	SFC CPT 證監會 CPT (Hours)	MPFA CPD 積金局 CPD (Hours)	IA CPD 保監局CPD (Hours)	HKMA ECF-CPD 銀行專業 資歷架構 CPD (Hours)	Category 類別
PE4200514	<p>強積金培訓單元三： 強積金中介人操守及強積金20周年回顧 MPF Training Programme Module 3: Conduct of MPF Intermediaries and 20<sup>th</sup> Anniversary of the MPF System</p> <p>日期：17.8.2021 時間：12:00pm - 2:00pm 時數：2小時</p>	HK\$285	2	2 core	2	2	MPF Regulatory Requirement
PE4200514	<p>強積金培訓單元三： 強積金中介人操守及強積金20周年回顧 MPF Training Programme Module 3: Conduct of MPF Intermediaries and 20<sup>th</sup> Anniversary of the MPF System</p> <p>日期：8.9.2021 時間：6:45pm - 8:45pm 時數：2小時</p>	HK\$285	2	2 core	2	2	MPF Regulatory Requirement
PE4200514	<p>強積金培訓單元三： 強積金中介人操守及強積金20周年回顧 MPF Training Programme Module 3: Conduct of MPF Intermediaries and 20<sup>th</sup> Anniversary of the MPF System</p> <p>日期：20.9.2021 時間：6:45pm - 8:45pm 時數：2小時</p>	HK\$285	2	2 core	2	2	MPF Regulatory Requirement
PE4200514	<p>強積金培訓單元三： 強積金中介人操守及強積金20周年回顧 MPF Training Programme Module 3: Conduct of MPF Intermediaries and 20<sup>th</sup> Anniversary of the MPF System</p> <p>Date : 18.10.2021 Time : 6:45pm - 8:45pm Duration : 2 hours</p>	HK\$285	2	2 core	2	2	MPF Regulatory Requirement

 英語授課，提供英文教材 Taught in English with English programme handouts provided.

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# CPD Programmes for Financial Industries

金融業持續專業發展課程

# CPD Programmes for Financial Industries

## 金融業持續專業發展課程

Trainees who attend PEAK programmes are required to adhere to the guidelines stipulated in the "Programme Administration Guidelines" section of this Prospectus. In particular, **CPD Students should read the "CPD Programme - Notes to Students" carefully.**

報讀高峰進修學院課程之學員均須遵守載列於本課程手冊「課程管理指引」中的守則。此外，持續專業發展課程之學員亦應特別注意及遵守指引內的「持續專業發展課程 - 學生須知」。

Please refer to PEAK website for detailed programme information. 請瀏覽高峰進修學院之網頁詳閱課程資料。  
The following programmes are sorted **by date** 以下課程以日期排序：

<span style="color: #c00000;">■</span> Marketing and Business Development	<span style="color: #008080;">■</span> Personal Enhancement
<span style="color: #90c000;">■</span> Product Knowledge	<span style="color: #000080;">■</span> Regulatory and Legal Issues

Code 編號	Programme Information 課程資料	Fee 費用	SFC CPT 證監會 CPT (Hours)	MPFA CPD 積金局 CPD (Hours)	IA CPD 保監局CPD (Hours)	HKMA ECF-CPD 銀行專業 資歷架構 CPD (Hours)	Category 類別
PE4200043	<b>財富管理技巧深造系列</b> <b>單元二：資產配置及調整策略</b> <b>Achieving Wealth Management Excellence Series Module 2: Asset Allocation Decision and Rebalancing Strategies</b> 日期：2.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
SC-2068-11	<b>銷售要訣 (財經專才系列)</b> <b>單元一：“High I.M.P.A.C.T.” 高效銷售</b> <b>Sales Essentials for Financial Professionals Module 1: "High I.M.P.A.C.T." Sales Model and Techniques</b> 日期：2.8.2021 & 3.8.2021 時間：6:45pm - 9:15pm 時數：5小時 (共2堂)	HK\$450	5	5 non-core	5	5	Sales & Marketing
PE4200498	<b>商業道德操守 單元一：簡介</b> <b>Business Ethics Module 1: Introduction</b> 日期：3.8.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
PE4200069	<b>強積金培訓 單元二：強積金與香港退休需要</b> <b>MPF Training Programme Module 2: MPF &amp; HK Retirement Needs</b> 日期：3.8.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$285	2	2 core	2	2	MPF Products & Others
PE4200143	<b>僱員福利系列 – 醫療保險</b> <b>Employee Benefits Series – Medical Insurance</b> 日期：3.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	-	3 non-core	3	-	Life & Health Insurance

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For enquiries, please contact us at 2836 1922.

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Code 編號	Programme Information 課程資料	Fee 費用	SFC CPT 證監會 CPT (Hours)	MPFA CPD 積金局 CPD (Hours)	IA CPD 保監局CPD (Hours)	HKMA ECF-CPD 銀行專業 資歷架構 CPD (Hours)	Category 類別
PE4200370	金融科技 (FinTech)、保險金融科技 (Insurtech) 與創意營商管理 單元二：虛擬貨幣、比特幣和區塊鏈 I FinTech, Insurtech & Creative Business Management Module 2: Virtual Currencies, Bitcoin and Blockchain I 日期：3.8.2021 時間：7:00pm - 9:00pm 時數：2小時	HK\$200	2	2 non-core	2	2	Sales & Marketing
PE4200502	銷售金融產品的監管要求新知 單元一：銷售合規審查及新知 Regulatory Requirements for Selling Financial Products Updates Module 1: Sales Compliance Review & Update 日期：4.8.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
763F2	處理金融糾紛的準備和進階技巧課程 單元一：介紹金融糾紛調解計劃與何謂衝突 Advanced Skills in Handling Financial Disputes and Preparing for the FDRC Workshop Module 1: Introduction of Financial Dispute Resolution Scheme and Conflict 日期：4.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$330	3	3 non-core	3	3	Dispute Resolution
PE4200174	內地當前財經熱話 單元一：一帶一路：21世紀的絲綢之路 Mainland Contemporary Financial Topics Module 1: One Belt, One Road: the 21 <sup>st</sup> Century Silk Road 日期：4.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$300	3	3 non-core	3	3	Mainland Market
PE4200348	已經站穩時間考驗的證券分析方法 – 基本分析中的行業分析 Securities Analysis Approaches That Have Stood The Test of Time – Fundamental Analysis (Industry Analysis) 日期：4.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200344	電子金融服務與大數據 單元二：電子金融服務的應用 Electronic Financial Service and Big Data Module 2: Electronic Financial Services Application 日期：5.8.2021 時間：9:30am - 12:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Sales & Marketing
PBA00041	心靈管理系列 – 壓力管理 單元一：工作壓力面面觀 Mind Management Series – Stress Management Module 1: Introduction of Stress 日期：5.8.2021 時間：3:00pm - 6:00pm 時數：3小時	HK\$270	3	3 non-core	3	-	Personal Development

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PE4200477	<b>Insurance Management and Legal Studies Series - Insurance Operations Management</b> 日期：5.8.2021 時間：7:00pm - 9:00pm 時數：2小時	HK\$180	-	2 non-core	2	-	General Insurance
PE4200371	<b>金融科技 (FinTech)、保險金融科技 (Insurtech) 與創意營商管理</b> <b>單元三：虛擬貨幣、比特幣和區塊鏈 II</b> <b>FinTech, Insurtech &amp; Creative Business Management Module 3: Virtual Currencies, Bitcoin and Blockchain II</b> 日期：5.8.2021 時間：7:00pm - 9:00pm 時數：2小時	HK\$200	2	2 non-core	2	2	Sales & Marketing
27111	<b>財務策劃 (遺產繼承與承辦) - 適用於人壽保險的法律原則</b> <b>Financial Planning (Estate Inheritance and Probate) - Legal Principles Applicable to Life Insurance</b> 日期：6.8.2021 時間：1:00pm - 6:00pm 時數：5小時	HK\$450	-	5 non-core	5	-	Life & Health Insurance
PE4200515	<b>工程綜合保險：保單範圍、索償程序及個案分享</b> <b>Construction All Risks (CAR) Insurances Underwriting and Claims Handling with Interesting Cases Sharing</b> 日期：6.8.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
400E2	<b>銷售合規須知及最新修訂 (金融產品中介人)</b> <b>單元六：加強對強積金中介人的規管</b> <b>Sales Compliance Reviews and Updates for Financial Products Intermediaries Module 6: Enhanced Regulation of MPF Intermediaries</b> 日期：6.8.2021 時間：6:45pm - 7:45pm 時數：1小時	HK\$285 (個別單元每個 HK\$170)	2	2 core	2	2	MPF Regulatory Requirement
401E2	<b>銷售合規須知及最新修訂 (金融產品中介人)</b> <b>單元七：強積金中介人的操守要求</b> <b>Sales Compliance Reviews and Updates for Financial Products Intermediaries Module 7: Conduct Requirements of MPF Intermediaries</b> 日期：6.8.2021 時間：7:45pm - 8:45pm 時數：1小時						

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\* These programmes are co-organised with Professional Insurance Brokers Association (PIBA) and will be recognised as IA - CPD credits. Members of PIBA can directly enroll via PIBA to obtain member discounts.

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607F2	<b>保險從業員的行業分析與股票投資系列</b> <b>單元二：地產股</b> <b>Industry Analysis and Stock Investment Series for Insurance Practitioners</b> <b>Module 2: Properties and Construction</b> 日期：7.8.2021 時間：9:30am - 12:30pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
606F2	<b>保險從業員的行業分析與股票投資系列</b> <b>單元一：金融股</b> <b>Industry Analysis and Stock Investment Series for Insurance Practitioners</b> <b>Module 1: Finance and Insurance</b> 日期：7.8.2021 時間：9:30am - 4:30pm (包括午膳時間1小時) 時數：6小時	HK\$540	6	6 non-core	6	6	Investment & Financial Planning
PE4200499	<b>商業道德操守 單元二：構建過程</b> <b>Business Ethics Module 2: Construction Process</b> 日期：9.8.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
811E2	<b>個人績效登峰 (保險及投資專才系列)</b> <b>單元一：高效自我規劃</b> <b>Transcend Your Personal Effectiveness (Insurance &amp; Investment Professionals Series) Module 1: Effective Self Planning</b> 日期：9.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	-	Personal Development
PBA00016	<b>中國房地產投資策略 單元一：中國房地產發展</b> <b>China Real Estate Investment Strategies</b> <b>Module 1: China Real Estate Development</b> 日期：9.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Mainland Market
SC-1313-07	<b>「身心語言程式學」工作坊</b> <b>單元二：NLP溝通能量增強法</b> <b>Boost Your Work Competence with NLP</b> <b>Module 2: Enhance Your Communication Power through NLP</b> 日期：10.8.2021 時間：1:00pm - 6:00pm 時數：5小時	HK\$450	5	5 non-core	5	-	Personal Development
747E2	<b>旅遊保險 (財產)</b> <b>Travel Insurance (Property)</b> 日期：10.8.2021 時間：6:45pm - 9:45pm 時數：3小時	中 HK\$270	-	3 non-core	3	-	General Insurance

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PE4200372	金融科技 (FinTech)、保險金融科技 (Insurtech) 與創意營商管理 單元四：虛擬貨幣、比特幣和區塊鏈 III FinTech, Insurtech & Creative Business Management Module 4: Virtual Currencies, Bitcoin and Blockchain III  日期：10.8.2021 時間：7:00pm - 9:00pm 時數：2小時	HK\$200	2	2 non-core	2	2	Sales & Marketing
PE4200507	金融產品中介人實務須知 單元一：銷售金融產品 的合規要求 (重點重溫及最新修訂) I Best Practices for Financial Products Intermediaries Module 1 – Sales Compliance Reviews and Updates I  日期：11.8.2021 時間：10:00am - 1:00pm 時數：3小時	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
PE4200508	金融產品中介人實務須知 單元二：銷售金融產品 的合規要求 (重點重溫及最新修訂) II Best Practices for Financial Products Intermediaries Module 2 – Sales Compliance Reviews and Updates II  日期：11.8.2021 時間：2:00pm - 4:00pm 時數：2小時	HK\$200	2	2 non-core	2 Ethics or Regulations	2	Compliance
609F2	保險從業員的行業分析及股票投資系列 單元四：公用及基建股 Industry Analysis and Stock Investment Series for Insurance Practitioners Module 4: Utilities and Infrastructure  日期：11.8.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200458	合規培訓課程 (保險代理人) 單元二：道德操守 (保險代理人) Compliance Training Courses for Insurance Agents Module 2: Business Ethics (Insurance Agents)  日期：11.8.2021 時間：6:30pm - 9:30pm 時數：3小時	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
396E2	銷售合規須知及最新修訂 (金融產品中介人) 單元二：強積金最新發展 Sales Compliance Reviews and Updates for Financial Products Intermediaries Module 2: MPF Recent Development  日期：11.8.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$285	2	2 core	2	2	MPF Regulatory Requirements

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294E2	<p>商務人際網絡的建立 - 保險從業員工作坊 單元一：建立商務人際網絡的藝術 Business Networking Workshop for Insurance Practitioners Module 1: An Introduction to the Art of Networking</p> <p>日期：11.8.2021 時間：6:45pm - 8:45pm 時數：2小時</p>	HK\$180	2	2 non-core	2	-	Sales & Marketing
SC-1760-09	<p>創意增值 (保險專業人士) 研習坊 單元一：什麼是創意思維 Creative Thinking Techniques for Business and Personal Enhancement (Insurance Professionals) Workshop Module 1: What is Creativity?</p> <p>日期：11.8.2021 時間：7:00pm - 9:00pm 時數：2小時</p>	HK\$180	2	2 non-core	2	-	Personal Development
PE4200503	<p>銷售金融產品的監管要求新知 單元二：銷售實務及新知 Regulatory Requirements for Selling Financial Products Updates Module 2: Selling Practice Review &amp; Update</p> <p>日期：12.8.2021 時間：9:30am - 12:30pm 時數：3小時</p>	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
PE4200500	<p>商業道德操守 單元三：管理與合規 Business Ethics Module 3: Management and Compliance</p> <p>日期：12.8.2021 時間：3:00pm - 5:00pm 時數：2小時</p>	HK\$200	2	2 non-core	2 Ethics or Regulations	2	Compliance
PE4200228	<p>強積金培訓 單元一： 強積金中介人預設投資策略 (DIS) 培訓課程 MPF Training Programme Module 1 : Default Investment Strategy (DIS) Training for MPF Intermediaries</p> <p>日期：12.8.2021 時間：6:45pm - 8:45pm 時數：2小時</p>	HK\$285	2	2 core	2	2	MPF Regulatory Requirements
PBA00022	<p>社交媒體和雲端競爭優勢 (金融專才) 單元一 Social Media Marketing and Cloud Competitive Advantages for Financial Professionals Module 1</p> <p>日期：12.8.2021 時間：7:00pm - 10:00pm 時數：3小時</p>	HK\$270	3	3 non-core	3	3	Social Media Marketing

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162I2	<p>銷售人壽保險的法律須知 Legal Knowledge for Life Insurance Selling</p> <p>日期：13.8.2021 時間：1:00pm - 6:00pm 時數：5小時</p>	HK\$450	5	5 non-core	5	-	Life & Health Insurance
PE4200259	<p>優越服務必須掌握的保險知識 – 單元七：旅遊保險 Essential Technical Insurance Knowledge for Effective Service Quality Enhancement – Module 7: Travel Insurance</p> <p>日期：13.8.2021 時間：6:45pm - 9:45pm 時數：3小時</p>	HK\$270	-	3 non-core	3	-	General Insurance
608F2	<p>保險從業員的行業分析與股票投資系列 單元三：消費股 Industry Analysis and Stock Investment Series for Insurance Practitioners Module 3: Consumer Goods</p> <p>日期：14.8.2021 時間：9:30am - 12:30pm 時數：3小時</p>	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200488	<p>中國房地產投資策略 單元四： 香港居民中國境內（包括粵港澳大灣區）購房問題 China Real Estate Investment Strategies Module 4: Critical Issues for HK Residents to Purchase the Mainland China Real Property (including Guangdong - HK - Macau Greater Bay Zone)</p> <p>日期：16.8.2021 時間：6:45pm - 8:45pm 時數：2小時</p>	HK\$200	2	2 non-core	2	2	Investment & Financial Planning
PE4200340	<p>強積金培訓 單元四：強積金中介人操守及強積金制度發展 MPF Training Programme Module 4: Conduct of MPF Intermediaries and Development of the MPF System</p> <p>日期：16.8.2021 時間：6:45pm - 8:45pm 時數：2小時</p>	HK\$285	2	2 core	2	2	MPF Regulatory Requirements
PE4200514	<p>強積金培訓 <b>NEW</b> 單元三：強積金中介人操守及強積金20周年回顧 MPF Training Programme Module 3: Conduct of MPF Intermediaries and 20<sup>th</sup> Anniversary of the MPF System</p> <p>日期：17.8.2021 時間：12:00pm - 2:00pm 時數：2小時</p>	HK\$285	2	2 core	2	2	MPF Regulatory Requirements

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SC-2082-12	<b>強化影響力課程 單元一：影響力與激勵</b> <b>Strengthening Your Influential Power Course</b> <b>Module 1 – Influential Power &amp; Motivation</b> 日期：17.8.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$180	2	2 non-core	2	2	Personal Development
749E2	<b>旅遊保險（法律責任）</b>  <b>Travel Insurance (Legal Liability)</b> 日期：17.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	-	General Insurance
PE4200374	<b>金融科技 (FinTech)、保險金融科技 (Insurtech)</b> <b>與創意營商管理 單元六：Insurtech</b> <b>FinTech, Insurtech &amp; Creative Business</b> <b>Management Module 6: Insurtech</b> 日期：17.8.2021 時間：7:00pm - 10:00pm 時數：3小時	HK\$300	3	3 non-core	3	3	Sales & Marketing
PE4200509	<b>金融產品中介人實務須知 單元三：</b> <b>市場慣例及客戶合適程度管理 I</b> <b>Best Practices for Financial Products</b> <b>Intermediaries Module 3 – Market Practices</b> <b>and Customer Suitability Management I</b> 日期：18.8.2021 時間：10:00am - 1:00pm 時數：3小時	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
PE4200510	<b>金融產品中介人實務須知</b> <b>單元四：市場慣例及客戶合適程度管理 II</b> <b>Best Practices for Financial Products</b> <b>Intermediaries Module 4 – Market Practices</b> <b>and Customer Suitability Management II</b> 日期：18.8.2021 時間：2:00pm - 4:00pm 時數：2小時	HK\$200	2	2 non-core	2 Ethics or Regulations	2	Compliance
PE4200443	<b>進階圖表走勢理論 – 形態分析</b> <b>單元三：轉勢形態</b> <b>Advanced Technical Analysis – Patterns</b> <b>Analysis Module 3: Reversal Patterns</b> 日期：18.8.2021 時間：6:30pm - 9:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200519	<b>已經站穩時間考驗的證券分析方法 –  NEW </b> <b>交易所買賣基金 (ETF) 精要指南</b> <b>Securities Analysis Approaches That Have</b> <b>Stood The Test of Time – A Brief Guide to</b> <b>ETF Investment</b> 日期：18.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning

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PBA00042	心靈管理系列 – 壓力管理 單元二：積極及正向思維技巧（一） Mind Management Series – Stress Management Module 2: Positive Thinking (1) 日期：18.8.2021 時間：7:00pm - 9:00pm 時數：2小時	HK\$180	2	2 non-core	2	-	Investment & Financial Planning
743F2	客戶投資心理解說 單元一：向內地富戶提供金融服務 Know Your Customers' Investment Psychology Module 1: Providing Financial Service to Wealthy Mainland Customers 日期：18.8.2021 時間：7:00pm - 10:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200346	電子金融服務與大數據 單元四：人工智能在保險服務的應用 Electronic Financial Service and Big Data Module 4: Artificial Intelligence (AI) in Insurance 日期：19.8.2021 時間：9:30am - 12:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Sales & Marketing
760F2	內地金融制度入門 單元五：內地宏觀經濟及理財策劃概況 Understanding Mainland Financial System Module 5: Mainland Macroeconomic and Financial Planning Overview 日期：19.8.2021 時間：1:00pm - 4:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200343	電子金融服務與大數據 單元一：電子金融服務概覽 Electronic Financial Service and Big Data Module 1: Electronic Financial Service Overview 日期：19.8.2021 時間：1:30pm - 6:30pm 時數：5小時	HK\$500	5	5 non-core	5	5	Sales & Marketing
763E3	財務風險保險證書課程 第二單元 – 專業彌償保險 Certificate Course in Insurance of Financial Risks Part II – Professional Indemnity 日期：19.8.2021 時間：2:30pm - 5:30pm 時數：3小時	HK\$270	3	3 non-core	3	-	General Insurance
PE4200476	Insurance Management and Legal Studies Series - Litigation, Arbitration, Mediation and Negotiation (Application in HK Insurance Markets) 日期：19.8.2021 時間：7:00pm - 9:00pm 時數：2小時	⊙ HK\$180	-	2 non-core	2	-	General Insurance

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PE4200373	金融科技 (FinTech)、保險金融科技 (Insurtech) 與創意營商管理 單元五：ICO，STO和微金融 FinTech, Insurtech & Creative Business Management Module 5: ICO, STO and Microfinance  日期：19.8.2021 時間：7:00pm - 10:00pm 時數：3小時	HK\$300	3	3 non-core	3	3	Sales & Marketing
PE4200049	金融專業管理技巧 (進階課程) 單元二：客服主管的教練技巧 Advanced Management Skills for Financial Professionals Module 2: Coaching Skills for Service Leaders  日期：20.8.2021 時間：1:00pm - 6:00pm 時數：5小時	HK\$450	5	5 non-core	5	5	Management
392E2	DISC 性格創富 (保險及投資專業人士) 學習坊 單元一：DISC的基本概念 DISC Profiling for Business and Personal Enhancement (Insurance & Investment Professionals) Workshop Module 1: What is DISC?  日期：20.8.2021 時間：2:00pm - 4:00pm 時數：2小時	HK\$180	2	2 non-core	2	-	Personal Development
750F2	內地金融制度入門 單元二：內地外匯監管與操作規範 I Understanding Mainland Financial System Module 2: Mainland Foreign Exchange System I  日期：20.8.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$180	2	2 non-core	2	2	Mainland Market
PE4200048	金融專業管理技巧 (進階課程) 單元一：分析和創作力解難技巧 Advanced Management Skills for Financial Professionals Module 1: Solving Problems Analytically and Creatively  日期：20.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Management
PBA00050	保險和金融產品法規和指引的更新 Update of Regulations and Guidance Notes for Insurance and Financial Products  日期：20.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3 Ethics or Regulations	3	Compliance

\* These programmes are co-organised with Professional Insurance Brokers Association (PIBA) and will be recognised as IA - CPD credits. Members of PIBA can directly enroll via PIBA to obtain member discounts.

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PE4200206	環球稅制概覽單元一 Global Taxation Overview Module 1 日期：21.8.2021 時間：9:00am - 2:00pm 時數：5小時	HK\$500	5	5 non-core	5	5	Investment & Financial Planning
PE4200381	打開向高資產客戶銷售保險的大門 – 高資產及公司客戶對保險及保費融資的需求 Open the Door to Selling Insurance to High- Net-Worth Customers – High-Net-Worth and Corporate Customers' Needs for Insurance and Premium Financing 日期：21.8.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	3	-	Life & Health Insurance
749F2	內地金融制度入門 單元一：內地商業文化與政府管理機制 Understanding Mainland Financial System Module 1: Mainland Business Culture & Government Structure 日期：23.8.2021 時間：1:00pm - 4:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Mainland Market
PBA00043	心靈管理系列 – 壓力管理 單元三：積極及正向思維技巧 (二) Mind Management Series – Stress Management Module 3: Positive Thinking (2) 日期：23.8.2021 時間：6:30pm - 9:30pm 時數：3小時	HK\$270	3	3 non-core	3	-	Personal Development
816E2	風險評估及管理 (財經業人士) 單元二：案例回顧 Risk Assessment and Management for Financial Service Executives Module 2: The Bloody Stories of Loss – Case Study 日期：23.8.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$180	2	2 non-core	2	2	Investment & Financial Planning
SC-2069-11	銷售要訣 (財經專才系列) 單元二：12式銷售EQ Sales Essentials for Financial Professionals Module 2: 12 EQ Items of Selling 日期：23.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Sales & Marketing
701E3	法律責任證書課程 第一單元 – 疏忽及因他人作為的責任 Certificate Course in Legal Liability Part I - Negligence and Vicarious Liability 日期：23.8.2021 & 30.8.2021 時間：6:30pm - 9:00pm 時數：5小時 (共2堂)	HK\$450	5	5 non-core	5	-	Law

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PE4200249	<b>金融科技與金融業 單元一：金融科技融入生活</b> <b>FinTech and the Finance Industry</b> <b>Module 1: Fintech Marched into Life –</b> <b>Are You Ready?</b> 日期：24.8.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$200	2	2 non-core	2	2	Social Media Marketing
860E2	<b>網絡世紀中的法律責任及相關保險 – 網絡保險</b> <b>Liability in Cyber Age and Associated</b> <b>Insurance – Cyber Insurance</b> 日期：24.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
PE4200375	<b>金融科技 (FinTech)、保險金融科技 (Insurtech)</b> <b>與創意營商管理 單元七：共享經濟</b> <b>FinTech, Insurtech &amp; Creative Business</b> <b>Management Module 7: Sharing Economy</b> 日期：24.8.2021 時間：7:00pm - 10:00pm 時數：3小時	HK\$300	3	3 non-core	3	3	Sales & Marketing
PE4200521	<b>壽險及醫療險 – 醫療基礎學問及索償個案</b> <b>Life and Medical Insurance – Essential</b> <b>Medical Knowledge &amp; Claims Case Studies</b> 日期：25.8.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	-	3 non-core	3	-	Life & Health Insurance
752F2	<b>內地金融制度入門 單元四：內地稅務制度</b> <b>Understanding Mainland Financial System</b> <b>Module 4: Fundamental PRC Taxation</b> <b>Regime</b> 日期：25.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Mainland Market
PBA00025	<b>社交媒體和雲端競爭優勢 [金融專才] 單元四</b> <b>Social Media Marketing and Cloud</b> <b>Competitive Advantages for Financial</b> <b>Professionals Module 4</b> 日期：25.8.2021 時間：7:00pm - 10:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Social Media Marketing
PE4200182	<b>信貸風險與保險相關的破產法律 –</b> <b>破產管理人與自願安排</b> <b>Bankruptcy Laws Relating to Credit Risk</b> <b>and Insurance – Trustee in Bankruptcy and</b> <b>Voluntary Arrangement</b> 日期：25.8.2021 & 26.8.2021 時間：6:30pm - 9:00pm 時數：5小時 (共2堂)	HK\$450	5	5 non-core	5	5	Law

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PE4200282	<b>健康管理系列 單元一：進食與營養</b> <b>Health Management Series</b> <b>Module 1: Eating and Nutrition</b> 日期：26.8.2021 時間：10:00am - 1:00pm 時數：3小時	HK\$300	3	3 non-core	3	-	Life & Health Insurance
726E2	<b>「不言而喻」的奧妙 – 保險從業員工作坊</b> <b>單元一：非語言溝通新體驗</b> <b>Communicating without Talking for</b> <b>Financial Professionals</b> <b>Module 1: Non-verbal Communications</b> <b>Overview</b> 日期：26.8.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$180	2	2 non-core	2	-	Personal Development
PE4200397	<b>強積金培訓</b> <b>單元五：「可扣稅自願性供款」強積金中介人培訓</b> <b>MPF Training Programme Module 5:</b> <b>Tax Deductible Voluntary Contributions</b> <b>(TVCs) for MPF Intermediaries</b> 日期：26.8.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$285	2	2 core	2	2	MPF Regulatory Requirements
PBA00027	<b>人民幣國際化和金融工具 單元二：人民幣債券</b> <b>Understanding RMB Internationalization and</b> <b>Financial Instruments Module 2: RMB Bonds</b> 日期：26.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200376	<b>金融科技 (FinTech)、保險金融科技 (Insurtech)</b> <b>與創意營商管理 單元八：點對點金融</b> <b>FinTech, Insurtech &amp; Creative Business</b> <b>Management Module 8: P2P</b> 日期：26.8.2021 時間：7:00pm - 10:00pm 時數：3小時	HK\$300	3	3 non-core	3	3	Sales & Marketing
298E2	<b>資產保障相關法律 – 信託以外的安排</b> <b>Law Relating to Asset Protection –</b> <b>Non-Trust Arrangements</b> 日期：27.8.2021 時間：1:00pm - 6:00pm 時數：5 小時	HK\$450	5	5 non-core	5	5	Investment & Financial Planning
SC-2083-12	<b>強化影響力課程 單元二：自我影響與激勵</b> <b>Strengthening Your Influential Power Course</b> <b>Module 2 – Influencing &amp; Motivating Self</b> 日期：27.8.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Personal Development

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179E2	<b>商業保險索償</b> Commercial Insurance Claims & Indemnity 日期：27.8.2021 時間：6:30pm - 8:30pm 時數：2小時	HK\$180	-	2 non-core	2	-	General Insurance
PBA00019	<b>變革管理技巧 單元一：了解不斷變化的環境</b> Essential Skills for Change Management Module 1: Understand the Changing Environment 日期：27.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Management
746E2	<b>旅遊保險 (人身)</b>  Travel Insurance (Person) 日期：27.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
PE4200522	<b>中國房地產投資策略</b>  <b>▲</b> 單元五：粵港澳大灣區跨境理財通及 境外房地產融資的新機遇 China Real Estate Investment Strategies Module 5: New Opportunities on Wealth Management Connect and Offshore Real Estate Financing in Guangdong-HK-Macao Greater Bay Zone 日期：28.8.2021 時間：9:30pm - 12:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Mainland Market
PE4200464	<b>保險業監管制度的重大修訂 – 保險人</b> Significant Changes to Insurance Industry Regulation – Insurers 日期：30.8.2021 時間：6:30pm - 9:30pm 時數：3小時	HK\$270	3	3 non-core	3	-	Compliance
SC-2070-11	<b>銷售要訣 (財經專才系列)</b> 單元三：Y世代銷售團隊 Sales Essentials for Financial Professionals Module 3: Gen Y Sales Team 日期：30.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Sales & Marketing
SC-1314-07	<b>「身心語言程式學」工作坊</b> 單元三：贏盡客心的NLP服務竅門 Boost Your Work Competence with NLP Module 3: Win the Heart of Your Customers by NLP Customer Service 日期：31.8.2021 時間：1:00pm - 5:00pm 時數：4小時	HK\$360	4	4 non-core	4	-	Personal Development

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 Subject to HKCAAVQ approval.

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295E2	商務人際網絡的建立 – 保險從業員工作坊 單元二：建立商務人際網絡全攻略 <b>Business Networking Workshop for Insurance Practitioners</b> <b>Module 2: An Overview of Networking Strategies</b> 日期：31.8.2021 時間：1:00pm - 6:00pm 時數：5小時	HK\$450	5	5 non-core	5	-	Sales & Marketing
PE4200498	商業道德操守 單元一：簡介  <b>Business Ethics</b> <b>Module 1: Introduction</b> Date : 31.8.2021 Time : 2:00pm - 5:00pm Duration : 3 hours	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
PE4200073	常見個人保險索償爭議 <b>Common Personal Insurance Claims Disputes</b> 日期：31.8.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
PBA00044	心靈管理系列 – 壓力管理 單元四：提升抗逆能力減壓法 (助人) <b>Mind Management Series – Stress Management</b> <b>Module 4: Stress Reduction Techniques (Helping Others)</b> 日期：31.8.2021 時間：7:00pm - 9:00pm 時數：2小時	HK\$180	2	2 non-core	2	-	Personal Development
731F2	互聯網世代的商機和人事 (金融服務專業人員) 單元一：互聯網技術在現今金融服務行業的運用概覽 <b>Dealing with Business and People Successfully in the Internet Age (Financial Service Professionals)</b> <b>Module 1: Overview of Application of Internet Technologies in Today's Financial Service Industry</b> 日期：31.8.2021 時間：7:00pm - 10:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Social Media Marketing
744F2	客戶投資心理解說 單元二：投資心理 <b>Know Your Customers' Investment Psychology</b> <b>Module 2: Understanding Investment Psychology</b> 日期：1.9.2021 時間：6:00pm - 8:00pm 時數：2小時	HK\$180	2	2 non-core	2	2	Investment & Financial Planning

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PE4200223	打擊洗錢及恐怖分子資金籌集條例和 相關監管要求 單元二：逃稅 Anti-Money Laundering and Counter- Terrorist Financing Ordinance and Relevant Regulatory Requirements Module 2: Tax Evasion 日期：1.9.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$180	2	2 non-core	2 Ethics or Regulations	2	Compliance
PBA00020	變革管理技巧 單元二：項目管理 Essential Skills for Change Management Module 2: Project Management 日期：1.9.2021 & 2.9.2021 時間：6:45pm - 9:45pm 時數：6小時（共2堂）	HK\$540	6	6 non-core	6	6	Management
PE4200347	已經站穩時間考驗的證券分析方法－ 基本分析（宏觀經濟的考量） Securities Analysis Approaches That Have Stood The Test of Time – Fundamental Analysis (Macroeconomics) 日期：1.9.2021 & 8.9.2021 時間：7:00pm - 9:30pm 時數：5小時（共2堂）	HK\$450	5	5 non-core	5	5	Investment & Financial Planning
SC-1315-07	「身心語言程式學」工作坊 單元四：NLP的成功銷售學 Boost Your Work Competence with NLP Module 4: NLP Selling Techniques for Insurance Practitioners 日期：2.9.2021 時間：1:00pm - 6:00pm 時數：5小時	HK\$450	5	5 non-core	5	-	Personal Development
PE4200340	強積金培訓 單元四：強積金中介人操守及 強積金制度發展 MPF Training Programme Module 4: Conduct of MPF Intermediaries and Development of the MPF System Date : 2.9.2021 Time : 2:00pm - 4:00pm Duration : 2 hours	EN HK\$285	2	2 core	2	2	MPF Regulatory Requirements
PE4200092	強制性保險條例－汽車 Statutory Insurance – Motor 日期：2.9.2021 & 3.9.2021 時間：6:30pm - 9:00pm 時數：5小時（共2堂）	HK\$450	-	5 non-core	5	-	General Insurance
SC-2071-11	銷售要訣（財經專才系列） 單元四：Meta-Coaching教練式銷售和管理 Sales Essentials for Financial Professionals Module 4: Meta-Coaching Sales and Management Skills 日期：2.9.2021 & 3.9.2021 時間：6:45pm - 9:15pm 時數：5小時（共2堂）	HK\$450	5	5 non-core	5	5	Sales & Marketing

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296E2	商務人際網絡的建立 – 保險從業員工作坊 單元三：建立人際網絡的說服技巧概論 Business Networking Workshop for Insurance Practitioners Module 3: An Introduction to Influencing Skills for Networking 日期：3.9.2021 時間：1:00pm - 5:00pm 時數：4小時	HK\$360	4	4 non-core	4	-	Sales & Marketing
PE4200516	工程勞工保險：PIBA CPD* <b>NEW</b> 保單範圍、索償程序及個案分享 Construction All Risks (CAR) Employees' Compensation Insurances Underwriting and Claims Handling with Interesting Cases Sharing 日期：3.9.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
PE4200475	Insurance Management and Legal Studies Series – Corporate Risk Management 日期：3.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
PBA00023	社交媒體和雲端競爭優勢 [金融專才] 單元二 Social Media Marketing and Cloud Competitive Advantages for Financial Professionals Module 2 日期：4.9.2021 時間：12:00pm - 4:00pm 時數：4小時	HK\$360	4	4 non-core	4	4	Social Media Marketing
825E2	投資策略系列 單元一：長線投資策略 Investment Strategies Series Module 1: Long Term Investment Strategies 日期：6.9.2021 時間：12:00pm - 5:00pm 時數：5小時	HK\$450	5	5 non-core	5	5	Investment & Financial Planning
PE4200292	行為經濟學 (金融業) 單元一 Behavioral Economics for the Finance Industry Module 1 日期：6.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
861E2	網絡世紀中的法律責任及相關保險 – 使用電腦及互聯網可能引致的法律責任 Liability in Cyber Age and Associated Insurance – Liabilities Arising from Use of Computers and Internet Activities 日期：6.9.2021 & 13.9.2021 時間：6:30pm - 9:00pm 時數：5小時 (共2堂)	HK\$450	5	5 non-core	5	-	General Insurance

\* These programmes are co-organised with Professional Insurance Brokers Association (PIBA) and will be recognised as IA - CPD credits. Members of PIBA can directly enroll via PIBA to obtain member discounts.

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PE4200499	<b>商業道德操守 單元二：構建過程</b> <b>Business Ethics</b> <b>Module 2: Construction Process</b> Date : 7.9.2021 Time : 10:00am - 1:00pm Duration : 3 hours	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
SC-1888-10	<b>銷售奇才研習坊 (保險及投資專業人士)</b> <b>單元二：銷售策略</b> <b>Selling Genius Workshop (Insurance and</b> <b>Investment Professionals)</b> <b>Module 2: Selling Strategies</b> 日期：7.9.2021 時間：1:00pm - 6:00pm 時數：5小時	HK\$450	5	5 non-core	5	-	Sales & Marketing
PE4200459	<b>銷售管理新方向系列 (保險及投資專業人士)</b> <b>單元一：打動人心的銷售方式</b> <b>The New Solution of Sales Management</b> <b>(Insurance and Investment Professionals)</b> <b>Module 1: How to do Heart Selling and Not</b> <b>Hard Selling</b> 日期：7.9.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$300	3	3 non-core	3	3	Sales & Marketing
PE4200140	<b>僱員福利系列 – 僱員補償保險</b> <b>Employee Benefits Series – Employees'</b> <b>Compensation Insurance</b> 日期：7.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
PE4200469	<b>如何透過殯儀知識增加保險代理收入?</b> 日期：7.9.2021 時間：7:00pm - 10:00pm 時數：3小時	HK\$270	-	3 non-core	3	-	Life & Health Insurance
PE4200283	<b>健康管理系列</b> <b>單元二：營養素與其來源</b> <b>Health Management Series</b> <b>Module 2: Nutrition and Food Source</b> 日期：8.9.2021 時間：10:00am - 1:00pm 時數：3小時	HK\$300	3	3 non-core	3	-	Life & Health Insurance
826E2	<b>投資策略系列</b> <b>單元二：順勢交易投資策略</b> <b>Investment Strategies Series</b> <b>Module 2: Trend Following Investment</b> <b>Strategies</b> 日期：8.9.2021 時間：12:00pm - 5:00pm 時數：5小時	HK\$450	5	5 non-core	5	5	Investment & Financial Planning

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PE4200042	<b>財富管理技巧深造系列</b> <b>單元一：基金投資實務錦囊</b> Achieving Wealth Management Excellence Series Module 1: Best Practice Sharing in Selling Investment Funds 日期：8.9.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
SC-2064-11	<b>「身心語言程式學」工作坊單元五：NLP成功藝術</b> <b>Boost Your Work Competence with NLP</b> <b>Module 5: The Art of Success with NLP</b> 日期：8.9.2021 時間：3:00pm - 5:00pm 時數：2小時	HK\$180	2	2 non-core	2	-	Personal Development
PE4200338	<b>內地當前財經熱話</b> <b>單元十一：粵港澳大灣區與香港金融業務的機遇</b> Mainland Contemporary Financial Topics Module 11: Opportunities for Financial Services in The Greater Bay Area 日期：8.9.2021 時間：6:30pm - 9:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200514	<b>強積金培訓</b> <span style="float: right;">▶ NEW</span> <b>單元三：強積金中介人操守及強積金20周年回顧</b> MPF Training Programme Module 3: Conduct of MPF Intermediaries and 20 <sup>th</sup> Anniversary of the MPF System 日期：8.9.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$285	2	2 core	2	2	MPF Regulatory Requirement
748E2	<b>旅遊保險（經濟權益）</b> <span style="float: right;">中</span> <b>Travel Insurance (Pecuniary Interests)</b> 日期：8.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
PE4200407	<b>5G與金融業</b> <b>單元二：5G及物聯網（IoT）</b> <b>打造新保險科技和社會環境</b> 5G and the Finance Industry Module 2: 5G and IoT (Internet of Things) Building the New InsurTech and Society 日期：9.9.2021 時間：9:30am - 12:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Social Media Marketing
SC-2085-12	<b>強化影響力課程 單元四：3Q影響策略</b> <b>Strengthening Your Influential Power Course</b> <b>Module 4 – 3Q Influential Strategy</b> 日期：9.9.2021 時間：2:00pm - 6:00pm 時數：4小時	HK\$360	4	4 non-core	4	4	Personal Development

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PE4200416	<b>金融科技與金融業</b> <b>單元五：虛擬銀行 – 從傳統到競爭</b> <b>FinTech and the Finance Industry</b> <b>Module 5: Virtual Banking – From</b> <b>Conventional to Competitive</b> 日期：9.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$300	3	3 non-core	3	3	Social Media Marketing
PE4200406	<b>5G與金融業</b> <b>單元一：5G及AI人工智能創建</b> <b>新金融保險 – 科技與應用</b> <b>5G and the Finance Industry</b> <b>Module 1: 5G and AI Creating New</b> <b>InsurTech – Technology and Application</b> 日期：10.9.2021 時間：12:30pm - 5:30pm 時數：5小時	HK\$500	5	5 non-core	5	5	Social Media Marketing
PE4200274	<b>亞洲證券市場 單元五：外資參與內地證券市場</b> <b>Asian Securities Markets</b> <b>Module 5: Mainland Securities Market for</b> <b>Foreign Investors</b> 日期：10.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200438	<b>受信人責任與刑事法 – 代理人、受託人及</b> <b>董事的責任</b> <b>Duties of Fiduciaries and Criminal Law -</b> <b>Duties of Agents, Trustees and Directors</b> 日期：10.9.2021 & 17.9.2021 時間：6:30pm - 9:00pm 時數：5小時（共2堂）	HK\$450	5	5 non-core	5	-	General Insurance
PE4200522	<b>中國房地產投資策略</b> ▲ <b>NEW</b> <b>單元五：粵港澳大灣區跨境理財通及</b> <b>境外房地產融資的新機遇</b> <b>China Real Estate Investment Strategies</b> <b>Module 5: New Opportunities on Wealth</b> <b>Management Connect and Offshore Real</b> <b>Estate Financing in Guangdong-HK-Macao</b> <b>Greater Bay Zone</b> 日期：11.9.2021 時間：9:30pm - 12:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Mainland Market
SC-2061-11	<b>說服技巧（金融服務業專才）</b> <b>單元二：超卓的說服技巧</b> <b>Persuasion Skills for Financial Professionals</b> <b>Module 2: Excel Your Persuasion Skills</b> 日期：11.9.2021 時間：9:30am - 12:30pm 時數：3小時	HK\$270	3	3 non-core	3	3	Personal Development

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PBA00024	<b>社交媒體和雲端競爭優勢 [金融專才] 單元三</b> <b>Social Media Marketing and Cloud Competitive Advantages for Financial Professionals Module 3</b> 日期：11.9.2021 時間：12:00pm - 5:00pm 時數：5小時	HK\$450	5	5 non-core	5	5	Social Media Marketing
PE4200382	<b>打開向高資產客戶銷售保險的大門 – 高資產客戶所面對的財富風險及相關解決方案</b>  <b>Open the Door to Selling Insurance to High-Net-Worth Customers – Resolution of Wealth Risk Faced by High-Net-Worth Customers</b> 日期：11.9.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	3	-	Life & Health Insurance
SC-1312-07	<b>「身心語言程式學」工作坊</b> <b>單元一：財經服務業的NLP應用技巧</b> <b>Boost Your Work Competence with NLP Module 1: Application of NLP in Financial Services Environment</b> 日期：13.9.2021 時間：3:00pm - 5:00pm 時數：2小時	HK\$180	2	2 non-core	2	-	Personal Development
818E2	<b>風險評估及管理 (財經業人士)</b> <b>單元四：從財務報表中分析風險的技巧 II</b> <b>Risk Assessment and Management for Financial Service Executives Module 4: Techniques of Reading Risks from Financial Statements II</b> 日期：13.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200474	<b>Personal Line and SME Insurance Series – How to Protect SME from Different Business Risks</b>  日期：13.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
PBA00026	<b>人民幣國際化和金融工具</b> <b>單元一：人民幣國際化</b> <b>Understanding RMB Internationalization and Financial Instruments Module 1: RMB Internationalization</b> 日期：13.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning

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PE4200501	<b>商業道德操守 單元四：金融業</b> <span style="color: blue;">EN</span> <b>Business Ethics Module 4: Finance Sector</b> Date : 14.9.2021 Time : 3:00pm - 5:00pm Duration : 2 hours	HK\$200	2	2 non-core	2 Ethics or Regulations	2	Compliance
PE4200439	<b>受信人責任與刑事法 –</b> <b>保險相關刑事法律 (盜竊)</b> <b>Duties of Fiduciaries and Criminal Law -</b> <b>Criminal Law Relating to Insurance (Theft)</b> 日期 : 14.9.2021 時間 : 6:30pm - 9:30pm 時數 : 3小時	HK\$270	-	3 non-core	3	-	General Insurance
PE4200142	<b>僱員福利系列 – 壽險</b> <b>Employee Benefits Series – Life Insurance</b> 日期 : 14.9.2021 時間 : 6:45pm - 9:45pm 時數 : 3小時	HK\$270	-	3 non-core	3	-	Life & Health Insurance
PE4200457	<b>合規培訓課程 (保險代理人)</b> <b>單元一：保險業監管局對保險中介人的操守要求</b> <b>Compliance Training Courses for Insurance</b> <b>Agents Module 1: IA's Code of Conduct for</b> <b>Licensed Insurance Agents</b> 日期 : 15.9.2021 時間 : 12:00pm - 3:00pm 時數 : 3小時	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
612F3	<b>股市技術分析課程</b> <b>單元二：動量指標、變速率、乖離率、</b> <b>威廉指標、淨值成交量</b> <b>Advanced Technical Analysis</b> <b>Module 2: Momentum, Rate of Change,</b> <b>BIAS, William's Index, OBV (On Balance</b> <b>Volume)</b> 日期 : 15.9.2021 時間 : 12:00pm - 5:00pm 時數 : 5小時	HK\$450	5	5 non-core	5	5	Investment & Financial Planning
817E2	<b>風險評估及管理 (財經業人士)</b> <b>單元三：從財務報表中分析風險的技巧 I</b> <b>Risk Assessment and Management for</b> <b>Financial Service Executives</b> <b>Module 3: Techniques of Reading Risks from</b> <b>Financial Statements I</b> 日期 : 15.9.2021 時間 : 2:00pm - 5:00pm 時數 : 3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
SC-2086-12	<b>強化影響力課程 單元五：引領變革</b> <b>Strengthening Your Influential Power Course</b> <b>Module 5 – Leading Change</b> 日期 : 15.9.2021 時間 : 2:00pm - 6:00pm 時數 : 4小時	HK\$360	4	4 non-core	4	4	Personal Development

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PBA00014	銷售合規須知及最新修訂(金融產品中介人) 單元九：保險業有關妥善處理客戶個人資料指引 Sales Compliance Reviews and Updates for Financial Products Intermediaries Module 9: Guidance on the Proper Handling of Customers' Personal Data for the Insurance Industry 日期：15.9.2021 時間：4:00pm - 6:00pm 時數：2小時	HK\$180	2	2 non-core	2	2	Compliance
PE4200340	強積金培訓 單元四：強積金中介人操守及強積金制度發展 MPF Training Programme Module 4: Conduct of MPF Intermediaries and Development of the MPF System 日期：15.9.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$285	2	2 core	2	2	MPF Regulatory Requirements
PE4200225	環球稅制概覽 單元二：全球稅務資訊交換 Global Taxation Overview Module 2: Common Reporting Standard 日期：15.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
393E2	DISC性格創富(保險及投資專業人士)學習坊 單元二：保險及投資專業人士的DISC分析 DISC Profiling for Business and Personal Enhancement (Insurance & Investment Professionals) Workshop Module 2: The Interpretation of DISC 日期：16.9.2021 時間：2:00pm - 6:00pm 時數：4小時	HK\$360	4	4 non-core	4	-	Personal Development
759E3	財務風險保險證書課程第五單元 - 保證保險 Certificate Course in Insurance of Financial Risks Part V - Bonds 日期：16.9.2021 時間：6:30pm - 8:30pm 時數：2小時	HK\$180	2	2 non-core	2	-	Business Ethics
813E2	個人績效登峰(保險及投資專才系列) 單元三：自我掌控、向心魔說不 Transcend Your Personal Effectiveness (Insurance & Investment Professionals Series) Module 3: Master Personal Performance & Say Goodbye to Incongruence 日期：16.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	-	Personal Development
780E2	保險索償替代爭議解決方法 Alternative Insurance Dispute Resolution 日期：17.9.2021 時間：9:30am - 12:30pm 時數：3小時	HK\$270	3	3 non-core	3	-	Dispute Resolution

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PE4200460	<p>銷售管理新方向系列 (保險及投資專業人士) 單元二：運用高效銷售方法介紹你的保險及財務計劃建議</p> <p>The New Solution of Sales Management (Insurance and Investment Professionals) Module 2: Presenting Your Insurance and Financial Advice with High Impact</p> <p>日期：17.9.2021 時間：2:00pm - 5:00pm 時數：3小時</p>	HK\$300	3	3 non-core	3	3	Sales & Marketing
727E2	<p>「不言而喻」的奧妙 – 保險從業員工作坊 單元二：非語言溝通技巧1</p> <p>Communicating without Talking for Financial Professionals Module 2: Non-verbal Communication Skills I</p> <p>日期：17.9.2021 時間：6:45pm - 8:45pm 時數：2小時</p>	HK\$180	2	2 non-core	2	-	Personal Development
PE4200089	<p>內地商務法例入門 (金融專業) 單元一：內地保險法</p> <p>Introduction to Mainland Commercial Law for Financial Professionals Module 1: Mainland Insurance Law</p> <p>日期：18.9.2021 時間：9:00am - 2:00pm 時數：5小時</p>	HK\$450	5	5 non-core	5	5	Mainland Law
SC-2060-11	<p>說服技巧 (金融服務業專才) 單元一：掌握說服技巧、獲取理想成果</p> <p>Persuasion Skills for Financial Professionals Module 1: Master Persuasion Skills to Get Exactly What You Want</p> <p>日期：18.9.2021 時間：9:00am - 2:00pm 時數：5小時</p>	HK\$450	5	5 non-core	5	5	Personal Development
PE4200090	<p>內地商務法例入門 (金融專業) 單元二：內地稅制</p> <p>Introduction to Mainland Commercial Law for Financial Professionals Module 2: Mainland Taxation</p> <p>日期：18.9.2021 時間：9:00am - 2:00pm 時數：5小時</p>	HK\$450	5	5 non-core	5	5	Mainland Law
SC-1761-09	<p>創意增值 (保險專業人士) 研習坊 單元二：創意思維過程</p> <p>Creative Thinking Techniques for Business and Personal Enhancement (Insurance Professionals) Workshop Module 2: The Innovation Process</p> <p>日期：18.9.2021 時間：12:00pm - 4:00pm 時數：4小時</p>	HK\$360	4	4 non-core	4	-	Personal Development

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PE4200504	<p>銷售金融產品的監管要求新知 單元三：最新銀行/證券合規 Regulatory Requirements for Selling Financial Products Updates Module 3: Latest Banking / Securities Compliance</p> <p>日期：20.9.2021 時間：10:00am - 1:00pm 時數：3小時</p>	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
PE4200505	<p>銷售金融產品的監管要求新知 單元四：銷售合規審查 Regulatory Requirements for Selling Financial Products Updates Module 4: Sales Compliance Review</p> <p>日期：20.9.2021 時間：2:00pm - 5:00pm 時數：3小時</p>	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
PE4200433	<p>進階圖表走勢理論 – 陰陽燭 單元二：雙燭形態 Advanced Technical Analysis – Japanese Candlesticks Module 2: Two-Line Patterns</p> <p>日期：20.9.2021 時間：3:45pm - 5:45pm 時數：2小時</p>	HK\$200	2	2 non-core	2	2	Investment & Financial Planning
PE4200514	<p>強積金培訓 <b>NEW</b> 單元三：強積金中介人操守及強積金20周年回顧 MPF Training Programme Module 3: Conduct of MPF Intermediaries and 20<sup>th</sup> Anniversary of the MPF System</p> <p>日期：20.9.2021 時間：6:45pm - 8:45pm 時數：2小時</p>	HK\$285	2	2 core	2	2	MPF Regulatory Requirement
PE4200293	<p>行為經濟學（金融業）單元二 Behavioral Economics for the Finance Industry Module 2</p> <p>日期：20.9.2021 時間：6:45pm - 9:45pm 時數：3小時</p>	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PBA00045	<p>心靈管理系列 – 壓力管理 單元五：提升抗逆能力減壓法（自助） Mind Management Series – Stress Management Module 5: Stress Reduction Techniques (Self-helping)</p> <p>日期：20.9.2021 時間：7:00pm - 9:00pm 時數：2小時</p>	HK\$180	2	2 non-core	2	-	Personal Development
704E3	<p>法律責任證書課程 第四單元 – 僱主責任及汽車責任 Certificate Course in Legal Liability Part IV – Employer's Liability and Motor Liability</p> <p>日期：20.9.2021 &amp; 27.9.2021 時間：6:30pm - 9:00pm 時數：5小時（共2堂）</p>	HK\$450	5	5 non-core	5	-	Law

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394E2	DISC 性格創富 (保險及投資專業人士) 學習坊 單元三: DISC分析工具和技巧 DISC Profiling for Business and Personal Enhancement (Insurance & Investment Professionals) Workshop Module 3: DISC Profiling Tools and Techniques  日期: 23.9.2021 時間: 1:00pm - 6:00pm 時數: 5小時	HK\$450	5	5 non-core	5	-	Personal Development
PE4200434	進階圖表走勢理論 – 陰陽燭 單元三: 多燭形態 Advanced Technical Analysis – Japanese Candlesticks Module 3: Multi-Line Patterns  日期: 23.9.2021 時間: 2:00pm - 5:00pm 時數: 3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200022	保險及金融法規遵守 – 打擊洗錢及恐怖分子資金籌集  PIBA CPD* Insurance and Financial Regulatory Compliance – Anti-Money Laundering and Counter-Terrorist Financing  Date: 23.9.2021 Time: 6:45pm - 9:45pm Duration: 3小時	HK\$270	3	3 non-core	3 Ethics or Regulations	3	Compliance
765F2	處理金融糾紛的準備和進階技巧課程 單元三: 如何運用調解技巧以解決金融糾紛 Advanced Skills in Handling Financial Disputes and Preparing for the FDRC Workshop Module 3: How to Use Mediation Skills to Resolve Financial Disputes?  日期: 23.9.2021 時間: 6:45pm - 9:45pm 時數: 3小時	HK\$330	3	3 non-core	3	3	Dispute Resolution
PE4200341	健康管理系列飲食篇 單元四: 防癌飲食 Health Management Series Module 4: Dietary Advice on Cancer Prevention  日期: 24.9.2021 時間: 10:00am - 1:00pm 時數: 3小時	HK\$300	3	3 non-core	3	-	Life & Health Insurance
SC-2084-12	強化影響力課程 單元三: 影響與激勵團隊 Strengthening Your Influential Power Course Module 3 – Influencing & Motivating Team  日期: 24.9.2021 時間: 2:00pm - 5:00pm 時數: 3小時	HK\$270	3	3 non-core	3	3	Personal Development
177E2	商業保險相關法律 Law Relating to Commercial Insurance  日期: 24.9.2021 時間: 6:30pm - 9:30pm 時數: 3小時	HK\$270	-	3 non-core	3	-	Law

 英語授課，提供英文教材 Taught in English with English programme handouts provided.

\* These programmes are co-organised with Professional Insurance Brokers Association (PIBA) and will be recognised as IA - CPD credits. Members of PIBA can directly enroll via PIBA to obtain member discounts.

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PE4200488	<p>中國房地產投資策略 單元四：香港居民中國境內（包括粵港澳大灣區） 購房問題</p> <p>China Real Estate Investment Strategies Module 4: Critical Issues for HK Residents to Purchase the Mainland China Real Property (including Guangdong-HK-Macau Greater Bay Zone)</p> <p>日期：24.9.2021 時間：6:45pm - 8:45pm 時數：2小時</p>	HK\$200	2	2 non-core	2	2	Investment & Financial Planning
PBA00017	<p>中國房地產投資策略 單元二：中國房地產市場分析</p> <p>China Real Estate Investment Strategies Module 2: Analyzing China Real Estate Market</p> <p>日期：25.9.2021 時間：9:30am - 12:30pm 時數：3小時</p>	HK\$270	3	3 non-core	3	3	Mainland Market
SC-1762-09	<p>創意增值（保險專業人士）研習坊 單元三：創意思維工具及技巧</p> <p>Creative Thinking Techniques for Business and Personal Enhancement (Insurance Professionals) Workshop Module 3: Creative Thinking Tools and Techniques</p> <p>日期：25.9.2021 時間：12:00pm - 5:00pm 時數：5小時</p>	HK\$450	5	5 non-core	5	-	Personal Development
PE4200520	<p>打開向高資產客戶銷售保險的大門 – 高資產及公司客戶對家族信托的需求及 相關風險管理方案</p> <p>Open the Door to Selling Insurance to High-Net-Worth Customers - High-Net- Worth and Corporate Customers' Needs for Family Trusts and Related Risk Management Solutions</p> <p>日期：25.9.2021 時間：2:00pm - 5:00pm 時數：3小時</p>	中 HK\$270	3	3 non-core	3	-	Life & Health Insurance
PE4200424	<p>進階圖表走勢理論 – 波浪理論 單元二：黃金比率</p> <p>Advanced Technical Analysis – Elliott Wave Theory Module 2: Golden Ratio</p> <p>日期：27.9.2021 時間：3:45pm - 5:45pm 時數：2小時</p>	HK\$200	2	2 non-core	2	2	Investment & Financial Planning
PE4200394	<p>社會責任投資（SRI）系列 單元二：環境、社會和管治（ESG）與金融保險業</p> <p>Socially Responsible Investing (SRI) Series Module 2: Incorporating Environmental, Social and Governance (ESG) into Insurance Industry</p> <p>日期：27.9.2021 時間：6:45pm - 9:45pm 時數：3小時</p>	HK\$300	3	3 non-core	3	3	Investment & Financial Planning

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PE4200251	<b>金融科技與金融業 單元三：未來金融業的模樣</b> <b>FinTech and the Finance Industry</b> <b>Module 3: The Future of Banking</b> 日期：27.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$300	3	3 non-core	3	3	Social Media Marketing
SC-1890-10	<b>銷售奇才研習坊（保險及投資專業人士）</b> <b>單元四：銷售奇才</b> <b>Selling Genius Workshop (Insurance &amp; Investment Professionals)</b> <b>Module 4: Selling Genius</b> 日期：28.9.2021 時間：1:00pm - 5:00pm 時數：4小時	HK\$360	4	4 non-core	4	-	Sales & Marketing
PE4200256	<b>優越服務必須掌握的保險知識 –</b> <b>單元四：商業保險範圍</b> <b>Essential Technical Insurance Knowledge</b> <b>for Effective Service Quality Enhancement –</b> <b>Module 4: Basic Insurance Coverage of</b> <b>Commercial Policies</b> 日期：28.9.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
PE4200144	<b>僱員福利系列 – 人身意外保險</b> <b>Employee Benefits Series –</b> <b>Personal Accident Insurance</b> 日期：28.9.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	-	3 non-core	3	-	Life & Health Insurance
400E2	<b>銷售合規須知及最新修訂（金融產品中介人）</b> <b>單元六：加強對強積金中介人的規管</b> <b>Sales Compliance Reviews and Updates</b> <b>for Financial Products Intermediaries</b> <b>Module 6: Enhanced Regulation of MPF</b> <b>Intermediaries</b> 日期：28.9.2021 時間：6:45pm - 7:45pm 時數：1小時	HK\$285 (個別單 元每個 HK\$170)	2	2 core	2	2	MPF Regulatory Requirement
401E2	<b>銷售合規須知及最新修訂（金融產品中介人）</b> <b>單元七：強積金中介人的操守要求</b> <b>Sales Compliance Reviews and Updates</b> <b>for Financial Products Intermediaries</b> <b>Module 7: Conduct Requirements of MPF</b> <b>Intermediaries</b> 日期：28.9.2021 時間：7:45pm - 8:45pm 時數：1小時						
273I2	<b>中港保險法比較</b> <span style="color: green;">中</span> <b>A Comparison of Insurance Law between</b> <b>China &amp; Hong Kong</b> 日期：28.9.2021 & 29.9.2021 時間：6:30pm - 9:00pm 時數：5小時（共2堂）	HK\$450	5	5 non-core	5	-	Law

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SC-1889-10	<p>銷售奇才研習坊 (保險及投資專業人士) 單元三：銷售教練 Selling Genius Workshop (Insurance and Investment Professionals) Module 3: Sales Coaching</p> <p>日期：29.9.2021 時間：1:00pm - 6:00pm 時數：5小時</p>	HK\$450	5	5 non-core	5	-	Sales & Marketing
PE4200442	<p>進階圖表走勢理論 – 形態分析 單元二：持續型形態與待變形態 Advanced Technical Analysis – Patterns Analysis Module 2: Continuation Patterns and Bilateral Patterns</p> <p>日期：29.9.2021 時間：3:45pm - 5:45pm 時數：2小時</p>	HK\$200	2	2 non-core	2	2	Investment & Financial Planning
828E2	<p>投資策略系列 單元四：即市交易投資策略 Investment Strategies Series Module 4: Short Term Intraday Trading Strategies</p> <p>日期：29.9.2021 時間：6:00pm - 9:00pm 時數：3小時</p>	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
728E2	<p>「不言而喻」的奧妙 – 保險從業員工作坊 單元三：非語言溝通技巧II – 身體語言解碼 Communicating without Talking for Financial Professionals Module 3: Non-verbal Communication Skills II</p> <p>日期：29.9.2021 時間：6:45pm - 8:45pm 時數：2小時</p>	HK\$180	2	2 non-core	2	-	Personal Development
PE4200519	<p>已經站穩時間考驗的證券分析方法 – <b>NEW</b> ▲ 交易所買賣基金 (ETF) 精要指南 Securities Analysis Approaches That Have Stood The Test of Time - A Brief Guide to ETF Investment</p> <p>日期：29.9.2021 時間：6:45pm - 9:45pm 時數：3小時</p>	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200181	<p>傳承規劃和傳承學 單元六：高端客戶的傳承規劃法律原則和工具 Legacy Planning and Legacyology Module 6: Legal Principles and Tools of Legacy Planning for High Net-worth Customers</p> <p>日期：30.9.2021 時間：12:45pm - 5:45pm 時數：5小時</p>	HK\$450	5	5 non-core	5	5	Law

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PE4200473	<b>Personal Line and SME Insurance Series</b>  <b>How Cargo Insurance Protect Insured's Interest</b> 日期：30.9.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$180	-	2 non-core	2	-	General Insurance
451D2	<b>主要經濟指標與投資策劃</b> <b>單元一：經濟指標初探</b> <b>Key Economic Indicators and Investment Planning Module 1: Overview of Economic Indicators</b> 日期：2.10.2021 時間：9:00am - 1:00pm 時數：4小時	HK\$360	4	4 non-core	4	4	Investment & Financial Planning
PE4200393	<b>社會責任投資 (SRI) 系列</b> <b>單元一：環境，社會和管治 (ESG) 投資</b> <b>Socially Responsible Investing (SRI) Series</b> <b>Module 1: Environmental, Social and Governance (ESG) Investing</b> 日期：2.10.2021 時間：9:30am - 12:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PBA00018	<b>中國房地產投資策略</b> <b>單元三：中國房地產投資</b> <b>China Real Estate Investment Strategies</b> <b>Module 3: China Real Estate Investments</b> 日期：2.10.2021 時間：9:30am - 4:30pm (包括午膳時間1小時) 時數：6小時	HK\$540	6	6 non-core	6	6	Mainland Market
PE4200369	<b>金融科技 (FinTech)、</b> <b>保險金融科技 (Insurtech) 與創意營商管理</b> <b>單元一：人工智能、機械人諮詢和金融</b> <b>FinTech, Insurtech &amp; Creative Business</b> <b>Management Module 1: Introduction to AI, Robo Advisory &amp; Robofinance</b> 日期：2.10.2021 時間：12:00pm - 5:00pm 時數：5小時	HK\$500	5	5 non-core	5	5	Sales & Marketing
PBA00046	<b>心靈管理系列 – 壓力管理</b> <b>單元六：克服恐懼減壓技巧</b> <b>Mind Management Series – Stress</b> <b>Management Module 6: Overcoming Anxiety and Depression</b> 日期：4.10.2021 時間：4:00pm - 6:00pm 時數：2小時	HK\$180	2	2 non-core	2	-	Personal Development

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815E2	<b>風險評估及管理 (財經業人士)</b> <b>單元一：風險評估</b> <b>Risk Assessment and Management for</b> <b>Financial Service Executives</b> <b>Module 1: Identifying and Measuring Risk</b> <b>Factors</b> 日期：4.10.2021 & 5.10.2021 時間：6:45pm - 9:15pm 時數：5小時 (共2堂)	HK\$450	5	5 non-core	5	5	Investment & Financial Planning
746E2	<b>旅遊保險 (人身)</b> <b>Travel Insurance (Person)</b> 日期：5.10.2021 時間：6:45pm - 9:45pm 時數：3小時	普 HK\$270	-	3 non-core	3	-	General Insurance
SC-1887-10	<b>銷售奇才研習坊 (保險及投資專業人士)</b> <b>單元一：銷售藝術</b> <b>Selling Genius Workshop (Insurance and</b> <b>Investment Professionals)</b> <b>Module 1: The Art of Selling</b> 日期：5.10.2021 時間：6:45pm - 8:45pm 時數：2小時	Hk\$180	2	2 non-core	2	-	Sales & Marketing
PE4200177	<b>內地當前財經熱話</b> <b>單元四：中國和香港之間的基金互認</b> <b>Mainland Contemporary Financial Topics</b> <b>Module 4: Mutual Recognition of Funds</b> <b>Between China and Hong Kong</b> 日期：5.10.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$300	3	3 non-core	3	3	Mainland Market
PE4200416	<b>金融科技與金融業</b> <b>單元五：虛擬銀行 - 從傳統到競爭</b> <b>FinTech and the Finance Industry</b> <b>Module 5: Virtual Banking - From</b> <b>Conventional to Competitive</b> 日期：5.10.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$300	3	3 non-core	3	3	Social Media Marketing
PE4200457	<b>合規培訓課程 (保險代理人)</b> <b>單元一：保險業監管局對保險中介人的操守要求</b> <b>Compliance Training Courses for Insurance</b> <b>Agents Module 1: IA's Code of Conduct for</b> <b>Licensed Insurance Agents</b> 日期：6.10.2021 時間：10:00am - 1:00pm 時數：3小時	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance

普 普通话授課，中文简体字教材 Taught in Putonghua with Simplified Chinese programme handouts provided.

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761F2	打擊洗錢及恐怖分子資金籌集條例和 相關監管要求 單元一 Anti-Money Laundering and Counter- Terrorist Financing Ordinance and Relevant Regulatory Requirements Module 1 日期：6.10.2021 時間：2:00pm - 4:00pm 時數：2小時	HK\$180	2	2 non-core	2 Ethics or Regulations	2	Compliance
396E2	銷售合規須知及最新修訂（金融產品中介人） 單元二：強積金最新發展 Sales Compliance Reviews and Updates for Financial Products Intermediaries Module 2: MPF Recent Development Date : 6.10.2021 Time : 6:45pm - 8:45pm Duration : 2 hours	HK\$285	2	2 core	2	2	MPF Regulatory Requirement
PE4200350	已經站穩時間考驗的證券分析方法 – 可無視會計比率嗎？ Securities Analysis Approaches That Have Stood The Test of Time – Forget About Accounting Ratios? 日期：6.10.2021 & 13.10.2021 時間：7:00pm - 9:30pm 時數：5小時（共2堂）	HK\$450	5	5 non-core	5	5	Investment & Financial Planning
PE4200408	5G與金融業 單元三：5G在保險業的基礎設施、架構、 實行及應用 5G and the Finance Industry Module 3: 5G Basic Infrastructure, Implementation and Application in Insurance 日期：7.10.2021 時間：10:00am - 12:00pm 時數：2小時	HK\$200	2	2 non-core	2	2	Social Media Marketing
PE4200345	電子金融服務與大數據 單元三：大數據在保險服務的應用 Electronic Financial Service and Big Data Module 3: Big Data Concepts and Applications in Insurance 日期：7.10.2021 時間：12:30pm - 5:30pm 時數：5小時	HK\$500	5	5 non-core	5	5	Sales & Marketing
745F2	客戶投資心理解說 單元三：與客戶共渡經濟危與機 Know Your Customers' Investment Psychology Module 3: Getting through Economic Ups & Downs with Customers 日期：7.10.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning

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PE4200338	內地當前財經熱話 單元十一：粵港澳大灣區與香港金融業務的機遇 Mainland Contemporary Financial Topics Module 11: Opportunities for Financial Services in The Greater Bay Area 日期：7.10.2021 時間：6:30pm - 9:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200340	強積金培訓 單元四：強積金中介人操守及強積金制度發展 MPF Training Programme Module 4: Conduct of MPF Intermediaries and Development of the MPF System 日期：7.10.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$285	2	2 core	2	2	MPF Regulatory Requirement
812E2	個人績效登峰（保險及投資專才系列） 單元二：個人績效登峰的首七堂課 Transcend Your Personal Effectiveness (Insurance & Investment Professionals Series) Module 2: First 7 Lessons to the Highest Personal Effectiveness 日期：7.10.2021 & 8.10.2021 時間：6:45pm - 9:15pm 時數：5小時（共2堂）	HK\$450	5	5 non-core	5	-	Personal Development
274E2	資產保障相關法律 – 信託 Law Relating to Asset Protection – Trusts 日期：8.10.2021 時間：1:00pm - 6:00pm 時數：5小時	HK\$450	5	5 non-core	5	5	Investment & Financial Planning
PE4200517	工程專業責任保險：PIBA CPD* <b>NEW</b> 保單範圍、索償程序及個案分享 Construction All Risks (CAR) Professional Indemnity/Liability Insurances Underwriting and Claims Handling with Interesting Cases Sharing 日期：8.10.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
729E2	「不言而喻」的奧妙 – 保險從業員工作坊 單元四：非語言溝通技巧3 – 外觀禮儀 Communicating without Talking for Financial Professionals Module 4: Non-verbal Communication Skills III 日期：8.10.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$180	2	2 non-core	2	-	Personal Development

\* These programmes are co-organised with Professional Insurance Brokers Association (PIBA) and will be recognised as IA - CPD credits. Members of PIBA can directly enroll via PIBA to obtain member discounts.

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PE4200274	<p>亞洲證券市場 單元五：外資參與內地證券市場 Asian Securities Markets Module 5: Mainland Securities Market for Foreign Investors</p> <p>日期：8.10.2021 時間：6:45pm - 9:45pm 時數：3小時</p>	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200184	<p>傳承規劃和傳承學 單元三：內地遺產規劃及相關法規 Legacy Planning and Legacyology Module 3: Mainland Estate Planning and Related Compliance</p> <p>日期：9.10.2021 時間：9:00am - 2:00pm 時數：5小時</p>	HK\$450	5	5 non-core	5	5	Law
PE4200522	<p>中國房地產投資策略 <b>NEW ▲</b> 單元五：粵港澳大灣區跨境理財通及 境外房地產融資的新機遇 China Real Estate Investment Strategies Module 5: New Opportunities on Wealth Management Connect and Offshore Real Estate Financing in Guangdong-HK-Macao Greater Bay Zone</p> <p>日期：9.10.2021 時間：9:30am - 12:30pm 時數：3小時</p>	HK\$300	3	3 non-core	3	3	Mainland Market
SC-1763-09	<p>創意增值（保險專業人士）研習坊 單元四：創意銷售技巧 Creative Thinking Techniques for Business and Personal Enhancement (Insurance Professionals) Workshop Module 4: Creative Selling Skills</p> <p>日期：9.10.2021 時間：12:00pm - 5:00pm 時數：5小時</p>	HK\$450	5	5 non-core	5	5	Personal Development
PE4200178	<p>內地當前財經熱話 單元五：人民幣國際化：戰略和金融改革 Mainland Contemporary Financial Topics Module 5: Renminbi Internationalization: Strategy and Financial Reform</p> <p>日期：9.10.2021 時間：1:00pm - 4:00pm 時數：3小時</p>	HK\$300	3	3 non-core	3	3	Mainland Market
PE4200447	<p>金融衍生工具 單元四：期權投資 Derivative Financial Instruments Module 4: Option Investment</p> <p>日期：11.10.2021 時間：11:00am - 2:00pm 時數：3小時</p>	HK\$300	3	3 non-core	3	3	Investment & Financial Planning

▲ Subject to HKCAAVQ approval.

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PE4200104	<b>傳承規劃和傳承學</b> <b>單元五：高端客戶的傳承規劃方案</b> <b>Legacy Planning and Legacyology</b> <b>Module 5: Legacy Planning Solutions for High Net-worth Customers</b> 日期：11.10.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Law
PE4200059	<b>財富管理技巧深造系列</b> <b>單元四：改正不良投資習慣</b> <b>Achieving Wealth Management Excellence</b> <b>Series Module 4: Rectification of Bad Investment Habits</b> 日期：11.10.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
178E2	<b>商業保險</b> <b>Commercial Insurance Coverage</b> 日期：11.10.2021 & 12.10.2021 時間：7:00pm - 9:30pm 時數：5小時（共2堂）	HK\$450	-	5 non-core	5	-	General Insurance
PE4200141	<b>僱員福利系列 – 旅遊保險</b> <b>Employee Benefits Series – Travel Insurance</b> 日期：12.10.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
PE4200469	<b>如何透過殯儀知識增加保險代理收入？</b>   日期：12.10.2021 時間：7:00pm - 10:00pm 時數：3小時	HK\$270	-	3 non-core	3	-	Life & Health Insurance
PE4200069	<b>強積金培訓</b>  <b>單元二：強積金與香港退休需要</b> <b>MPF Training Programme</b> <b>Module 2: MPF &amp; HK Retirement Needs</b> Date : 13.10.2021 Time : 12:00pm - 2:00pm Duration : 2 hours	HK\$285	2	2 core	2	2	MPF Products & Others
PBA00047	<b>心靈管理系列 – 壓力管理</b> <b>單元七：平息客戶情緒技巧</b> <b>Mind Management Series – Stress Management</b> <b>Module 7: Handling Customers' Emotions</b> 日期：13.10.2021 時間：7:00pm - 9:00pm 時數：2小時	HK\$180	2	2 non-core	2	-	Personal Development
SC-2065-11	<b>「身心語言程式學」工作坊</b> <b>單元六：銷售演說技巧</b> <b>Boost Your Work Competence with NLP</b> <b>Module 6: Professional Sales Presentation</b> 日期：15.10.2021 時間：1:00pm - 6:00pm 時數：5小時	HK\$450	5	5 non-core	5	-	Personal Development

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PE4200074	<b>家庭法 (理財策劃師須知)</b> <b>Family Laws for Financial Planners</b> 日期: 15.10.2021 時間: 1:00pm - 6:00pm 時數: 5小時	HK\$450	5	5 non-core	5	-	Investment & Financial Planning
PE4200284	<b>健康管理系列單元三: 均衡飲食</b> <b>Health Management Series Module 3: Balanced Diet</b> 日期: 15.10.2021 時間: 2:00pm - 5:00pm 時數: 3小時	HK\$300	3	3 non-core	3	-	Life & Health Insurance
PE4200123	<b>內地商務法例入門 (金融專業)</b> <b>單元三: 外商投資企業及其資本金和往來帳戶</b> <b>Introduction to Mainland Commercial Law for Financial Professionals Module 3: Capital Account Operation</b> 日期: 15.10.2021 時間: 6:45pm - 9:45pm 時數: 3小時	HK\$270	3	3 non-core	3	3	Mainland Law
PE4200381	<b>打開向高資產客戶銷售保險的大門 -</b>  <b>高資產及公司客戶對保險及保費融資的需求</b> <b>Open the Door to Selling Insurance to High- Net-Worth Customers - High-Net-Worth and Corporate Customers' Needs for Insurance and Premium Financing</b> 日期: 15.10.2021 時間: 6:45pm - 9:45pm 時數: 3小時	HK\$270	3	3 non-core	3	-	Life & Health Insurance
454D2	<b>主要經濟指標與投資策劃</b> <b>單元四: 重要市場的經濟指標分析及 經濟指標之限制</b> <b>Key Economic Indicators and Investment Planning Module 4: Analysis of Economic Indicators of Major Markets and Limitation of Economic Indicators</b> 日期: 16.10.2021 時間: 9:00am - 1:00pm 時數: 4小時	HK\$360	4	4 non-core	4	4	Investment & Financial Planning
SC-2063-11	<b>說服技巧 (金融服務業專才)</b> <b>單元四: 轉化成為超卓的說服者</b> <b>Persuasion Skills for Financial Professionals Module 4: Transform You to Become a Powerful Persuader</b> 日期: 16.10.2021 時間: 9:30am - 12:30pm 時數: 3小時	HK\$270	3	3 non-core	3	3	Personal Development

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PE4200247	內地當前財經熱話 單元九：國內公司銀行 – 明天的路線圖 Mainland Contemporary Financial Topics Module 9: Mainland Corporate Banking – Future Road Map 日期：16.10.2021 時間：9:30am - 12:30pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
732F2	互聯網世代的商機和人事（金融服務專業人員） 單元二：如何在互聯網時代的金融服務行業締造 成功商機 Dealing with Business and People Successfully in the Internet Age (Financial Service Professionals) Module 2: How to Make Your Business More Successful in the Internet Age's Financial Service Industry 日期：16.10.2021 時間：12:00pm - 5:00pm 時數：5小時	HK\$450	5	5 non-core	5	5	Social Media Marketing
PE4200514	強積金培訓 <b>NEW EN</b> 單元三：強積金中介人操守及強積金20周年回顧 MPF Training Programme Module 3: Conduct of MPF Intermediaries and 20 <sup>th</sup> Anniversary of the MPF System Date : 18.10.2021 Time : 6:45pm - 8:45pm Duration : 2 hours	HK\$285	2	2 core	2	2	MPF Regulatory Requirement
PE4200395	社會責任投資 (SRI) 系列 單元三：香港和中國的綠色金融： 財富管理的遠景 Socially Responsible Investing (SRI) Series Module 3: Green Finance for Hong Kong and China: Wealth Management's Perspective 日期：18.10.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200472	Personal Line and SME Insurance Series - Why "Personal Line Insurance" is Important to Everyone <b>EN</b> 日期：18.10.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
PE4200440	受信人責任與刑事法 – 保險相關刑事法律 Duties of Fiduciaries and Criminal Law - Criminal Law Relating to Insurance 日期：18.10.2021 & 25.10.2021 時間：6:30pm - 9:00pm 時數：5小時（共2堂）	HK\$450	-	5 non-core	5	-	General Insurance

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SC-2066-11	「身心語言程式學」工作坊 單元七：NLP排難解紛 Boost Your Work Competence with NLP Module 7: NLP Conflict Resolution 日期：19.10.2021 時間：1:00pm - 5:00pm 時數：4小時	HK\$360	4	4 non-core	4	-	Personal Development
297E2	商務人際網絡的建立 – 保險從業員工作坊 單元四：你的人際網絡成功大計 Business Networking Workshop for Insurance Practitioners Module 4: Action Plan for Personal Development Specific to Networking 日期：19.10.2021 時間：1:00pm - 6:00pm 時數：5小時	HK\$450	5	5 non-core	5	-	Sales & Marketing
PBA00021	變革管理技巧 單元三：持分者管理 Essential Skills for Change Management Module 3: Stakeholder Management 日期：19.10.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	3	3 non-core	3	3	Management
PE4200224	打擊洗錢及恐怖分子資金籌集條例和 相關監管要求 單元三：打擊洗錢 / 反恐怖分子資金籌集合規 – 潛在高風險區域 Anti-Money Laundering and Counter-Terrorist Financing Ordinance and Relevant Regulatory Requirements Module 3 : AML/CFT Compliance - Potential High Risk Areas 日期：19.10.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$180	2	2 non-core	2 Ethics or Regulations	2	Compliance
PE4200050	金融專業管理技巧 (進階課程) 單元三：工作與生活共融的時間管理 Advanced Management Skills for Financial Professionals Module 3: Managing Time for Work-Life Integration 日期：19.10.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Management
PE4200243	產品責任保險 (承保製造商及出口商) Product Liability Insurance for Manufacturers and Exporters 日期：19.10.2021 & 26.10.2021 時間：6:45pm - 9:15pm 時數：5小時 (共2堂)	HK\$450	-	5 non-core	5	-	General Insurance

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PE4200413	<p>進階圖表走勢理論 – 江恩理論 單元一：波動法則</p> <p>Advanced Technical Analysis – Gann Theory Module 1: Law of Vibration</p> <p>日期：20.10.2021 時間：11:00am - 2:00pm 時數：3小時</p>	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
742F2	<p>財務策劃 (遺產繼承與承辦) Financial Planning (Estate Inheritance and Probate)</p> <p>日期：20.10.2021 時間：1:00pm - 6:00pm 時數：5小時</p>	HK\$450	5	5 non-core	5	5	Investment & Financial Planning
PE4200173	<p>內地商務法例入門 (金融專業) 單元四：內地合同法</p> <p>Introduction to Mainland Commercial Law for Financial Professionals Module 4: Contract Law</p> <p>日期：20.10.2021 &amp; 21.10.2021 時間：6:45pm - 9:15pm 時數：5小時 (共2堂)</p>	HK\$450	5	5 non-core	5	5	Mainland Law
PE4200349	<p>已經站穩時間考驗的證券分析方法 – 基本分析中的公司分析</p> <p>Securities Analysis Approaches That Have Stood The Test of Time - Fundamental Analysis (Company Analysis)</p> <p>日期：20.10.2021 &amp; 27.10.2021 時間：7:00pm - 9:30pm 時數：5小時 (共2堂)</p>	HK\$450	5	5 non-core	5	5	Investment & Financial Planning
PE4200458	<p>合規培訓課程 (保險代理人) 單元二：道德操守 (保險代理人)</p> <p>Compliance Training Courses for Insurance Agents Module 2: Business Ethics (Insurance Agents)</p> <p>日期：21.10.2021 時間：1:00pm - 4:00pm 時數：3小時</p>	HK\$300	3	3 non-core	3 Ethics or Regulations	3	Compliance
395E2	<p>DISC 性格創富 (保險及投資專業人士) 學習坊 單元四：DISC在保險及投資銷售的應用</p> <p>DISC Profiling for Business and Personal Enhancement (Insurance &amp; Investment Professionals) Workshop Module 4: DISC Selling Skills</p> <p>日期：21.10.2021 時間：1:00pm - 6:00pm 時數：5小時</p>	HK\$450	5	5 non-core	5	-	Personal Development

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PE4200382	<p>打開向高資產客戶銷售保險的大門 – 高資產客戶所面對的財富風險及相關解決方案 <span style="color: green;">中</span></p> <p>Open the Door to Selling Insurance to High-Net-Worth Customers - Resolution of Wealth Risk Faced by High-Net-Worth Customers</p> <p>日期：21.10.2021 時間：6:45pm - 9:45pm 時數：3小時</p>	HK\$270	3	3 non-core	3	-	Life & Health Insurance
PE4200425	<p>進階圖表走勢理論 – 波浪理論 單元三：波浪形態</p> <p>Advanced Technical Analysis – Elliott Wave Theory Module 3: Basic Structures</p> <p>日期：22.10.2021 時間：2:00pm - 5:00pm 時數：3小時</p>	HK\$300	3	3 non-core	3	3	Investment & Financial Planning
PE4200486	<p>保險及金融法規遵守 – 保險中介人最新監管要求摘要 <span style="color: blue;">PIBA CPD*</span></p> <p>Insurance and Financial Regulatory Compliance - Highlight of the Latest Regulatory Requirements for Insurance Intermediaries</p> <p>日期：22.10.2021 時間：6:45pm - 9:45pm 時數：3小時</p>	HK\$270	3	3 non-core	3 Ethics or Regulations	3	Compliance
PE4200183	<p>信貸風險與保險相關的破產法律 – 風險所在</p> <p>Bankruptcy Laws Relating to Credit Risk and Insurance - The Real Risk</p> <p>日期：22.10.2021 &amp; 29.10.2021 時間：6:30pm - 9:00pm 時數：5小時 (共2堂)</p>	HK\$450	5	5 non-core	5	5	Law
SC-2062-11	<p>說服技巧 (金融服務業專才) 單元三：認識有意識和潛意識說服法</p> <p>Persuasion Skills for Financial Professionals Module 3: Influencing People Consciously and Subconsciously</p> <p>日期：23.10.2021 時間：9:00am - 2:00pm 時數：5小時</p>	HK\$450	5	5 non-core	5	5	Personal Development
PE4200179	<p>內地當前財經熱話 單元六：中國不良資產：問題與對策</p> <p>Mainland Contemporary Financial Topics Module 6: China Non-performing Assets: Problem and Solution</p> <p>日期：23.10.2021 時間：1:00pm - 4:00pm 時數：3小時</p>	HK\$300	3	3 non-core	3	3	Mainland Market
453D2	<p>主要經濟指標與投資策劃 單元三：同步經濟指標及滯後經濟指標</p> <p>Key Economic Indicators and Investment Planning Module 3: Coincident and Lagging Economic Indicators</p> <p>日期：23.10.2021 時間：2:00pm - 5:00pm 時數：3小時</p>	HK\$270	3	3 non-core	3	3	Investment & Financial Planning

中 廣東話授課，提供中文教材 *Taught in Cantonese with Chinese programme handouts provided.*

\* *These programmes are co-organised with Professional Insurance Brokers Association (PIBA) and will be recognised as IA - CPD credits. Members of PIBA can directly enroll via PIBA to obtain member discounts.*

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PE4200436	圖表走勢理論 – 基本圖表分析 單元二：交易規則 Technical Analysis – Basic Charting Module 2: Rules of Trading 日期：25.10.2021 時間：3:45pm - 5:45pm 時數：2小時	HK\$200	2	2 non-core	2	2	Investment & Financial Planning
PE4200228	強積金培訓 單元一：強積金中介人預設 投資策略 (DIS) 培訓課程 MPF Training Programme Module 1 : Default Investment Strategy (DIS) Training for MPF Intermediaries 日期：25.10.2021 時間：6:45pm - 8:45pm 時數：2小時	HK\$285	2	2 core	2	2	MPF Regulatory Requirement
819E2	風險評估及管理 (財經業人士) 單元五：財經市場的風險管理 Risk Assessment and Management for Financial Service Executives Module 5: Risk Management in Financial Market 日期：25.10.2021 時間：6:45pm - 9:45pm 時數：3小時	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200465	保險業監管制度的重大修訂 – 保險中介人 Significant Changes to Insurance Industry Regulation – Insurance Intermediaries 日期：25.10.2021 & 26.10.2021 時間：7:00pm - 9:30pm 時數：5小時 (共2堂)	HK\$450	5	5 non-core	5	-	Compliance
SC-2067-11	「身心語言程式學」工作坊 單元八：處理刁難客戶 Boost Your Work Competence with NLP Module 8: Handling Difficult Customers 日期：26.10.2021 時間：1:00pm - 6:00pm 時數：5小時	HK\$450	5	5 non-core	5	-	Personal Development
PE4200501	商業道德操守 單元四：金融業 Business Ethics Module 4: Finance Sector 日期：27.10.2021 時間：11:00am - 1:00pm 時數：2小時	HK\$200	2	2 non-core	2 Ethics or Regulations	2	Compliance
PE4200500	商業道德操守 單元三：管理與合規 Business Ethics Module 3: Management and Compliance Date : 27.10.2021 Time : 3:00pm - 5:00pm Duration : 2 hours	HK\$200	2	2 non-core	2 Ethics or Regulations	2	Compliance

 英語授課，提供英文教材 Taught in English with English programme handouts provided.

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PE4200122	<p>人民幣國際化和金融工具 單元四：滬港通對人民幣國際化的影響 Understanding RMB Internationalization and Financial Module 4: Impact of Shanghai-Hong Kong Stock Exchange Connect Programme on RMB Internationalization</p> <p>日期：27.10.2021 時間：6:45pm - 9:45pm 時數：3小時</p>	HK\$270	3	3 non-core	3	3	Investment & Financial Planning
PE4200397	<p>強積金培訓 單元五：「可扣稅自願性供款」 強積金中介人培訓 MPF Training Programme Module 5: Tax Deductible Voluntary Contributions (TVCs) for MPF Intermediaries</p> <p>日期：28.10.2021 時間：12:00pm - 2:00pm 時數：2小時</p>	HK\$285	2	2 core	2	2	MPF Regulatory Requirement
PE4200520	<p>打開向高資產客戶銷售保險的大門 - <b>NEW</b> <b>中</b> 高資產及公司客戶對家族信托的需求及相關風險管理方案 Open the Door to Selling Insurance to High-Net-Worth Customers - High-Net-Worth and Corporate Customers' Needs for Family Trusts and Related Risk Management Solutions</p> <p>日期：28.10.2021 時間：6:45pm - 9:45pm 時數：3小時</p>	HK\$270	3	3 non-core	3	-	Life & Health Insurance
764F2	<p>處理金融糾紛的準備和進階技巧課程 單元二：調解過程 Advanced Skills in Handling Financial Disputes and Preparing for the FDRC Workshop Module 2: Process of Mediation</p> <p>日期：28.10.2021 &amp; 29.10.2021 時間：6:45pm - 8:45pm 時數：4小時（共2堂）</p>	HK\$440	4	4 non-core	4	4	Dispute Resolution
814E2	<p>個人績效登峰（保險及投資專才系列） 單元四：超越平凡、創登峰業績 Transcend Your Personal Effectiveness (Insurance &amp; Investment Professionals Series) Module 4: Transcend the Ordinary You, Excel the Highest Personal Effectiveness</p> <p>日期：28.10.2021 &amp; 29.10.2021 時間：6:45pm - 9:15pm 時數：5小時（共2堂）</p>	HK\$450	5	5 non-core	5	-	Personal Development
PE4200342	<p>健康管理與養生系列飲食篇 單元五：基因營養學 Health Management Series Module 5: Nutrigenomics</p> <p>日期：29.10.2021 時間：10:00am - 1:00pm 時數：3小時</p>	HK\$300	3	3 non-core	3	-	Life & Health Insurance

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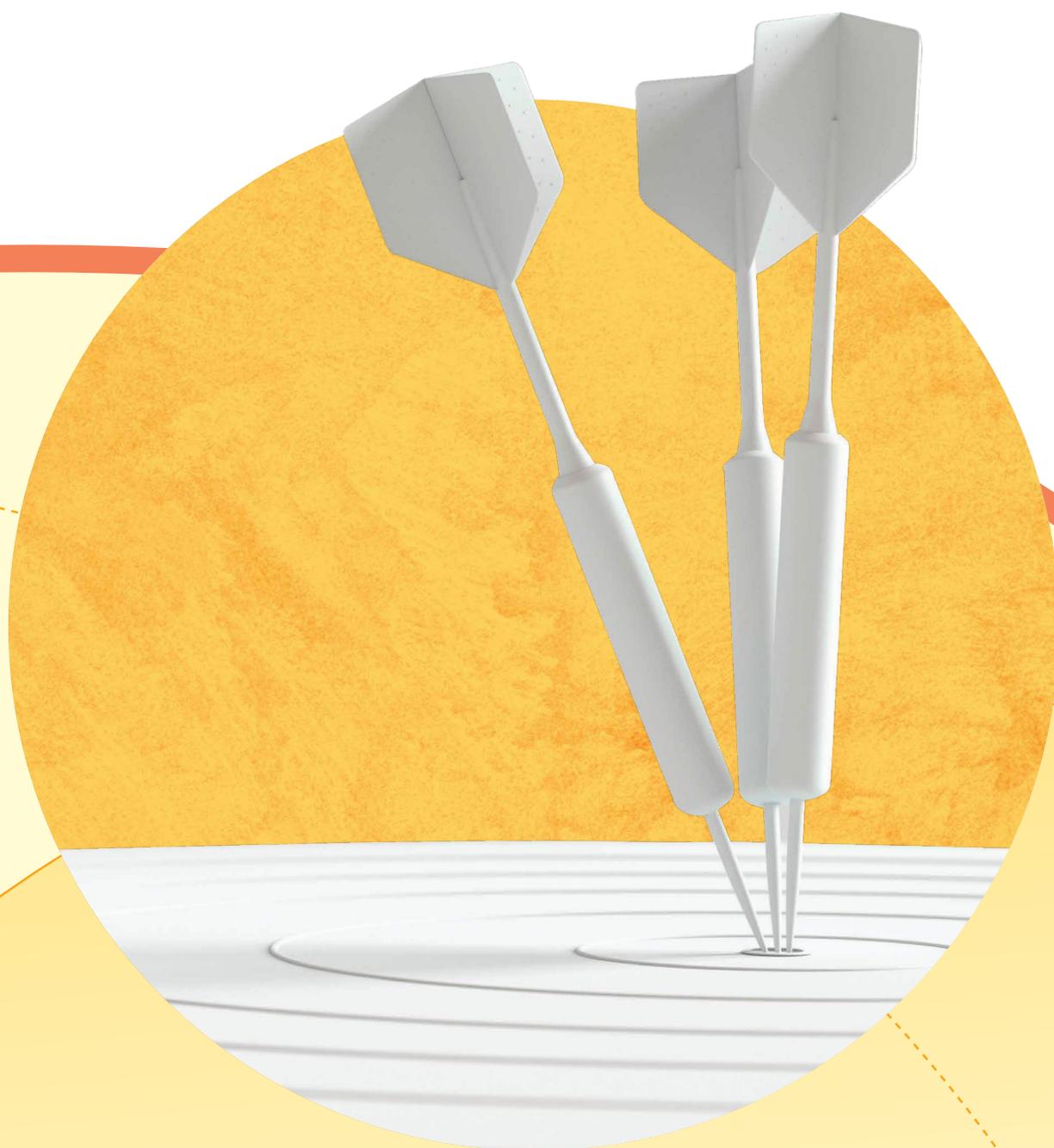
Code 編號	Programme Information 課程資料	Fee 費用	SFC CPT 證監會 CPT (Hours)	MPFA CPD 積金局 CPD (Hours)	IA CPD 保監局CPD (Hours)	HKMA ECF-CPD 銀行專業 資歷架構 CPD (Hours)	Category 類別
782E2	<b>僱員補償理賠沿革</b> <b>Historical Claims Development of Employees' Compensation</b> 日期：29.10.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$270	-	3 non-core	3	-	General Insurance
PE4200461	<b>銷售管理新方向系列（保險及投資專業人士）</b> <b>單元三：利用教練技能建立你的MDRT團隊</b> <b>The New Solution of Sales Management (Insurance and Investment Professionals)</b> <b>Module 3: Building Your MDRT Team Using the Skills of Coaching</b> 日期：29.10.2021 時間：2:00pm - 5:00pm 時數：3小時	HK\$300	3	3 non-core	3	3	Sales & Marketing
758E3	<b>財務風險保險證書課程 第四單元 - 信貸保險</b> <b>Certificate Course in Insurance of Financial Risks Part IV – Credit</b> 日期：29.10.2021 時間：6:30pm - 9:30pm 時數：3小時	HK\$270	3	3 non-core	3	-	General Insurance
452D2	<b>主要經濟指標與投資策劃</b> <b>單元二：領先經濟指標</b> <b>Key Economic Indicators and Investment Planning Module 2: Leading Economic Indicators</b> 日期：30.10.2021 時間：9:00am - 2:00pm 時數：5小時	HK\$450	5	5 non-core	5	5	Investment & Financial Planning
PBA00028	<b>人民幣國際化和金融工具</b> <b>單元三：人民幣投資基金與其他金融產品</b> <b>Understanding RMB Internationalization and Financial Instruments</b> <b>Module 3: RMB Investment Funds and Other Financial Products</b> 日期：30.10.2021 時間：1:00pm - 6:00pm 時數：5小時	HK\$450	5	5 non-core	5	5	Investment & Financial Planning

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Short Courses

短期課程



# 「愛孩子」親子財商教練課程

財商教育學院(香港)有限公司與職業訓練局高峰進修學院聯合主辦

📞 課程查詢 Enquiries | Mr. Kento Tsang 曾先生 | ☎ 2919 1429 | ✉ ttk2018@vtc.edu.hk



## 課程目的：

讓親職父母和已婚人士取得教導孩子財商的能力，培養孩子們擁有正確的金錢價值觀及健康生活方式，並建立良好的生活規劃之道及理財品格。

## 課程特點：

1. 以家庭生活為本
2. 「理財三寶」作生活實踐
3. 每堂均設理財家事分享時段
4. 介紹財商入屋計劃(家庭版)

## 課程對象：

家長



## 課程大綱：

### 1. 財商教育的重要性 (2.5小時)

- 孩子理財不善的實況
- 父母常見的偏差看法
- 父母在理財教育上的角色
- 孩子及早學會理財的好處
- 孩子應該掌握的理財課題：金錢本質、零用錢、儲蓄、消費、分享與預算
- 理財家事分享

### 2. 兒童的第一及第二個理財世界：

#### 認識金錢本質與零用錢 (2.5小時)

- 認識金錢本質與生活的關係
- 貨幣的演變
- 收入與勞力
- 零用錢的功能(自主經濟)與分配
- 零用錢的幾個生活問題：家務、學業及制度訂立
- 理財周記

### 3. 兒童的第三及第四個理財世界：儲蓄與消費 (2.5小時)

- 儲蓄的好處
- 制定儲蓄計劃及SMART儲蓄法
- 儲蓄的方法：從錢箱到銀行
- 認識家庭經濟開支(固定與變動)
- 四個消費概念：消費能力、需要與想要、價值與價格、精明消費技巧
- 知足生活好課題：四對鞋與八對襪
- 消費體驗遊戲

### 4. 兒童的第五及第六個理財世界：預算與分享 (2.5小時)

- 將收入、儲蓄及支出作整合預算規劃
- 四個生活預算好例子：一家一天遊香港作預算、設計營養早餐、利是錢532分配法、如何看《財政預算案》
- 從樂意分享至珍惜
- 認識「再生玩具」的意義及自製玩具

### 5. 介紹「理財三寶」、「FQ FUN無限」體驗遊戲與財商入屋計劃(家庭版) (2小時)

- 認識「理財三寶」生活操作
- 認識「FQ FUN無限」體驗遊戲
- 利用財商入屋計劃應用於家庭生活(家庭版)

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### 課程導師 (最終由學院選定) :

**關顯彬先生 (財商教育學院課程及培訓總監)**

**\*\*本課程設計者**

關先生是資深教育工作者，曾任兩所小學校長、香港教育統籌局課程發展議會、國際財務顧問及華人家族傳承研究所研究院士等。持有教育行政碩士學位，並以研究兒童理財教育發展為題，繼續修讀教育博士課程。

他現於多間教育機構及金融機構開辦認可兒童財商導師課程，已於過去數年間成功培訓近1,300名兒童財商專業導師，其後導師們在職場中積極推行兒童理財教育 (包括學校)，並且舉辦多類型的理財活動，惠及眾多下一代。

### 劉詠詩女士

劉女士擁有教育碩士學位及超過20年教學經驗，既是認可財商培訓師，亦擁有英國TQUK二級證書認可資格 (Award in Children's Financial Management, Level 2)。曾主持超過100場家長講座，並擔任教師發展日師資培訓，成功影響了眾多家庭及改變了很多孩子的人生。

### 修畢資格 :

1. 但凡學員於理論課出席率達80%並
  2. 成功通過理財體驗小活動計劃
- 將獲財商教育學院 (香港) 有限公司頒發《「愛孩子」親子財商教練課程出席證書》乙張

### 截止報名日期 :

開課前7天

Code 編號	Course Information 課程資料
PE4200484	<p><b>「愛孩子」親子財商教練課程</b></p> <p>日期：16.10.2021 &amp; 23.10.2021 時間：10:00am - 5:00pm (包含午膳時間1小時) 學費：HK\$3,980 地點：高峰進修學院 總時數：12小時</p>



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# 認可兒童財商導師課程

財商教育學院(香港)有限公司與職業訓練局高峰進修學院聯合主辦

📞 課程查詢 Enquiries | Mr. Kento Tsang 曾先生 | ☎ 2919 1429 | ✉ ttk2018@vtc.edu.hk



## 課程背景：

自從2007-2008年全球金融危機爆發後，世界各國的教育組織均紛紛重新審視財商教育的重要性。眾多教育學家一律指出，兒童的初期教育及生活習慣對其成長後的價值觀會造成深遠的影響。因此，良好的財商教育絕對是孩子一生受用的財富。

## 課程目的：

本課程旨在透過獨特的生命理財教學智慧和務實的財富管理技巧，幫助學員準確的掌握小孩的想法，提升與小孩溝通的技巧，及有效地讓小孩建立正確的金錢觀念和態度及掌握處理金錢的技巧。

本課程為財商教育學院(香港)有限公司認可的專業導師課程，著重教授兒童財商訓練的理論基礎、生活應用及可持續實踐的方法。通過課程，學員將會學到如何：

1. 為不同年齡層的小孩設計財商活動
2. 利用簡單、有趣的遊戲讓孩子理解複雜的理財概念，並將之應用於生活之上
3. 利用兩套具啟發性的財商教育桌上遊戲棋
4. 從日常生活訓練小朋友的財商思維及培養其對家庭的責任感
5. 糾正小孩常見的錯誤金錢觀和壞習慣，讓其懂得作出價值判斷
6. 通過財商教育遊戲活動，提升小孩的生命素質及情操

## 課程特點：

1. 介紹一套首創理論與實踐兼備，並配合持續學習的課程系列。
2. 由教育學者專業設計，切合學校的教學模式及家庭生活教育的需要。
3. 以兒童為學習中心，透過趣味性的模擬遊戲，讓兒童領悟出生活理財的重要元素，從而主動學習，有助在生活上作出明智的理財決定。
4. 屬輔助生活教育系統。最關鍵部分是提供一套持續學習教材，以便學校或家庭跟進，目的是引導兒童將金錢管理知識技巧帶進家庭，從而養成良好生活理財習慣。
5. 焦點目標不在於教導如何賺錢，而是追求財務自由及對準人生目標。

## 課程對象：

金融及保險從業員、老師、社工、兒童教育工作者、家長等。



## 理論課大綱：

### 1. 財商教育的重要性

- 甚麼是財商教育？其重要性如何？
- 世界各地兒童財商教育發展的情況
- 認識自我的理財態度
- 兒童財商教育八個方向的概念流程圖

### 2. 兒童經濟教育與生活的關係

- 經濟教育與財商教育的關係
- 從經濟概念到遊戲與範例
- 兒童財商教育思路的重點

### 3. 從心理成長看兒童理財

- 從心理成長看兒童理財教育的四個階段
- 3至12歲兒童理財教育重點
- 認識兒童理財態度
- 糾正孩子面對偷竊行為

### 4. 兒童的第一及第二個理財世界：金錢本質及零用錢

- 讓兒童認識金錢本質
- 零用錢對兒童成長的重要性
- 零用錢的分配與兒童生活上的意義
- 零用錢與家務及學業上的關係
- 收支紀錄的重要性(理財周記)

Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided.  
For enquiries, please contact us at 2836 1922.

註：除非另有註明，所有課程均以廣東話授課，附有中文或英文講義。如有查詢，請致電2836 1922。

#### 5. 兒童的第三至第五個理財世界：儲蓄、消費及預算

- 成功儲蓄的幾個要素
- SMART儲蓄法（三合一錢箱的觀念）
- 四個消費概念（人生只需四對鞋）
- 消費預算在生活上的生活學習（家庭經濟課）

#### 6. 兒童的第六至第八個理財世界：保護、增值金錢及分享

- 兒童如何明白保險的來源與引進保險概念的方法
- 認識人生風險的重要性
- 孩子如何認識增值金錢意義與儲蓄的關係
- 如何引導孩子樂意分享

#### 7. 兒童財商教育桌上遊戲棋

- 介紹財商教育學院（香港）有限公司研發的桌上遊戲棋

#### 8. 伴我成長（財商入屋）計劃及理財教育課程活動編排

- 介紹如何設計兒童理財活動
- 如何撰寫兒童理財活動計劃（教學活動）
- 如何舉辦理財課程及親子理財大型活動
- 介紹首創「伴我成長（財商入屋）」計劃內容

#### 課程導師：

##### 譚慧琪女士

- 認可兒童財商導師，認可兒童財商培訓師；身心語言程式學執行師，身心語言程式學高級執行師，以及身心語言程式學導師；香港大學語言系碩士。
- 2017-2019參與保良局奔躍領袖成長計畫。於保良局王少清幼稚園，志沛幼稚園暨幼兒園及保良局莊啟程幼稚園教授幼兒園兒童財商課程。
- 譚女士於2018參與教授聖士提反女子中學附屬小學及於2019教授天主教石鍾山紀念小學之財商課程。
- 譚女士亦是財商教育協會2019-21屆別之執行委員。

#### 修畢資格：

1. 但凡學員於理論課出席率達75% 並
2. 成功通過理財活動計劃

將獲財商教育學院（香港）有限公司頒發《認可兒童財商導師證書》（此證書獲得TQUK英國政府資歷考評局雙重認證機會，詳情請瀏覽[www.fqeahk.com/copy-of-2](http://www.fqeahk.com/copy-of-2)）

#### 截止報名日期：

開課前7天

Code 編號	Course Information 課程資料
PE4200479	<p><b>認可兒童財商導師課程</b></p> <p>日期：2021年8月5日、12日、19日、26日 2021年9月2日、9日、16日、23日</p> <p>時間：7:30pm - 10:00pm</p> <p>學費：HK\$5,400</p> <p>地點：高峰進修學院</p> <p>總時數：20小時理論課及實習計劃</p> <p>上課形式：講授、個案討論、工作坊及遊戲活動等</p> <p>期終課業：獨自設計一項理財活動計劃</p> <p>授課語言：粵語</p>

Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided.  
For enquiries, please contact us at 2836 1922.

註：除非另有註明，所有課程均以廣東話授課，附有中文或英文講義。如有查詢，請致電2836 1922。

# Study Paths of IT Short Courses

## Artificial Intelligence Courses

Certificate in Machine Learning and Python Workshop for Data Analytics

**PE4200387**

Huawei Certified ICT Associate - Artificial Intelligence (HCIA-AI V3.0)

**PE4200490**

Certificate in AI and Deep Learning Workshop I

**PE4200388**

*Available in this quarter*

Certificate in AI and Deep Learning Workshop II

**PE4200389**

Certificate in NAO and Pepper Choregraphe Programming Workshop

**PE4200453**

Certificate in NAO and Pepper Object Recognition and AI Programming Workshop

**PE4200454**



## Data Analytics Courses

Certificate in Data Analytics for Descriptive Analysis

**PE4200403**

Certificate in Data Analytics for Predictive Analysis

**PE4200402**

Certificate in Strategic Business Analysis using Big Data

**PE4200404**

*Available in this quarter*



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### Cyber Security Courses

Certificate in Cybersecurity and Ethical Hacking

**PE4200399**

Certificate in CISA Preparation

**PE4200400**

Certificate in CISSP Preparation

**PE4200401**

*Available in this quarter*

### Mobile Apps Development Courses

Certificate Course in AR/VR Game and App Design and Development

**PE4200289**

iPhone iPad Apps Development

**PE4200156**



### Programming Course

Certificate Course in Python Programming

**PE4200327**



### Other Courses

Social Listening for Online Marketing

**PE4200467**

Certificate in Short Film Production

**PE4200456**

Robotic Process Automation

**PE4200468**

*Available in this quarter*



*Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided. For enquiries, please contact us at 2836 1922.*

*註：除非另有註明，所有課程均以廣東話授課，附有中文或英文講義。如有查詢，請致電2836 1922。*

## Certificate in AI and Deep Learning Workshop I



**i** 課程查詢 **Enquiries** | Mr. Kento Tsang 曾先生 | ☎ 2919 1429 | ✉ [ttk2018@vtc.edu.hk](mailto:ttk2018@vtc.edu.hk)

### Introduction

Participants will firstly get themselves prepared by learning the basic linear algebra and essential programming skills for the implementation of deep learning algorithms. Participants will experience the exciting development process of applying various AI models/platforms/tools and API to build their own AI applications. In the carefully planned lab exercises, participants can follow the step-by-step instructions to build and train the AI models. The most exciting part is to learn from more than 20 hands-on lab practices like Image Classification, Lyric Generation, Time-series Prediction, Video Object Detection and so on.

### Course Contents

1. Get Prepared
  - Linear algebra, Python essentials, underlying principles of deep learning
2. Deep Learning Fundamentals in AI
  - How deep learning works?
3. Popular AI Frameworks
  - ANN (Scikit Learn), CNN / RNN / LSTM (TensorFlow), Keras Framework
4. Implementing Deep Learning Algorithms
  - Build neural network and train model
5. Implementing Business Applications in AI
  - Stock prediction, customer churn rate analysis, recommendation system for buyers, face recognition, etc.
6. Mobile AI applications and Tensorflow-Lite (offline access)

### Medium of Instruction

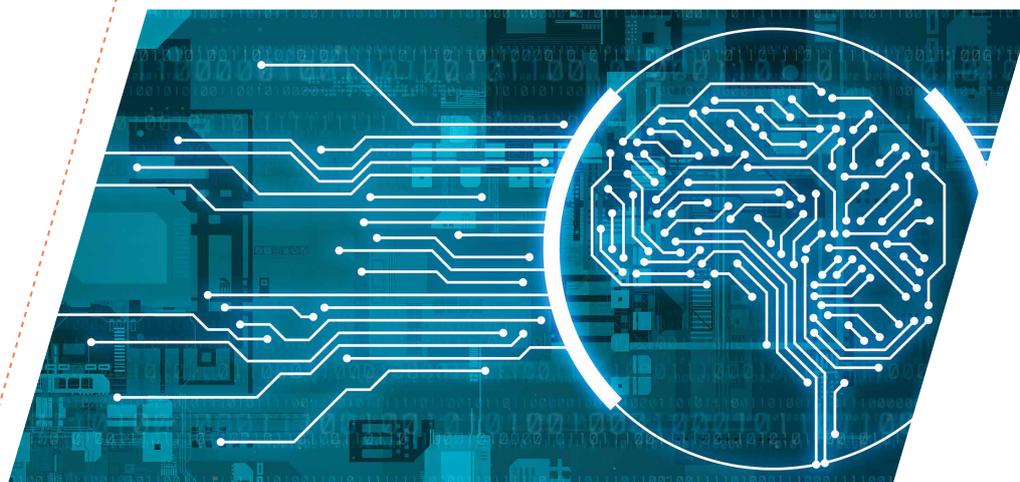
Cantonese supplemented with English terms

### Speaker Profile

#### Dr. Alex Ng

Dr. Ng got his PhD from the City University of Hong Kong. He has been working as the team leader in a HSBC funded project to develop various robotic applications using AI to aid the learning of SEN students in the school environment since 2016. Dr. Ng has great passion in teaching and applying the skills and knowledge of AI to application level.

Code 編號	Course Information 課程資料
PE4200388	<b>Certificate in AI and Deep Learning Workshop I</b> Date : 4.9.2021 - 25.9.2021 (Saturdays) Time : 9:30am - 6:00pm Duration : 30 hours, 4 lessons of 7.5 hours each Fee : HK\$5,300



*Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided. For enquiries, please contact us at 2836 1922.*

註：除非另有註明，所有課程均以廣東話授課，附有中文或英文講義。如有查詢，請致電2836 1922。

# Certificate in Strategic Business Analysis using Big Data



📍 課程查詢 Enquiries | Mr. Kento Tsang 曾先生 | ☎ 2919 1429 | ✉ ttk2018@vtc.edu.hk

### Introduction

The course aims to provide students with knowledge in strategic analysis by using Big Data technique. Participants are expected to understand the concept of big data and strategic analysis, and implementation of strategic analysis by data visualization tool. The programme provides an insight on how business world is using Big Data to improve their business models.

### Course Contents

1. Understand the concept of strategic analysis and Big Data
2. Main steps of strategic analysis
3. Measurement and implementation plan
4. Implement strategic analysis by data visualization tools.

### Medium of Instruction

Cantonese supplemented with English terms

### Speaker Profile

#### Mr. Benson Lau

Mr. Lau has much experience in the training and application of data science and analytics. He is also the Lead Trainer of the IVE Big Data Team in various big data competitions. The team members accomplished great achievements in different big data competitions such as the first prize and second prize in TipDM Cup Data Analysis Vocational Skills Competition co-organized by TipDM and National University Big Data Education Alliance.

Code 編號	Course Information 課程資料
PE4200404	<b>Certificate in Strategic Business Analysis using Big Data</b> Date : 16.8.2021 - 30.8.2021 (Tuesdays & Thursdays) Time : 7:00pm - 10:00pm Duration : 15 hours, 5 lessons of 3 hours each Fee: HK\$2,800



Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided.  
For enquiries, please contact us at 2836 1922.

註：除非另有註明，所有課程均以廣東話授課，附有中文或英文講義。如有查詢，請致電2836 1922。

## Certificate in CISSP Preparation



**i** 課程查詢 **Enquiries** | Mr. Kento Tsang 曾先生 | ☎ 2919 1429 | ✉ [ttk2018@vtc.edu.hk](mailto:ttk2018@vtc.edu.hk)

### Introduction

The CISSP preparation course provides a comprehensive review of the knowledge required to effectively design, engineer and manage the overall security posture of an organization. This training course will help participants review and refresh their knowledge and identify areas they need to study for the CISSP exam.

### Course Contents

1. Security and Risk Management
2. Asset Security
3. Security Architecture and Engineering
4. Communication and Network Security
5. Identity and Access Management (IAM)
6. Security Assessment and Testing
7. Security Operations
8. Software Development Security

### Medium of Instruction

Cantonese supplemented with English terms

### Speaker Profile

#### Mr. Leo Tsui

BSc(Hons) CUHK; MSc HKBU; CISA, CISSP, CISM, ITIL Foundation, ISO27001 Lead Auditor, CCNA1 Instructor, CCNA CyberOps Instructor

With over 12 years of solid experience in information technology, information security and audit, Leo has been working as an information technology consultant responsible for conducting security risk assessment, designing security controls and conducting information technology audit for various corporations. Moreover, he is the trainer of information security courses in various tertiary education institutes including IVE, SHAPE and HKUSPACE. Leo also conducts seminars and in-house training for various corporations and government sectors.

Code 編號	Course Information 課程資料
PE4200401	<b>Certificate in CISSP Preparation</b> Date : 25.8.2021 - 11.11.2021 (Wednesdays, except 22.9.2021) Time : 7:00pm - 10:00pm Duration : 36 hours, 12 lessons of 3 hours each Fee : HK\$5,300



Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese OR English programme handouts will be provided.  
For enquiries, please contact us at 2836 1922.

註：除非另有註明，所有課程均以廣東話授課，附有中文或英文講義。如有查詢，請致電2836 1922。

# Robotic Process Automation



**i** 課程查詢 **Enquiries** | Mr. Kento Tsang 曾先生 | ☎ 2919 1429 | ✉ [ttk2018@vtc.edu.hk](mailto:ttk2018@vtc.edu.hk)

### Introduction

This course will provide a clear overview of robotic process automation including Robotic Process Automation history, benefits, challenges, industries where RPA fits most, and an overview of current RPA tools and functions. The goal of this course is to help you see the big picture of RPA and learn the best practice in the implementation of RPA in your company.

### Course Contents

1. Introduction to Robotic Process Automation (RPA)
  - Latest Market Development of RPA
2. RPA Best Practice
  - RPA Project Management Cycle
  - RPA Return on Investment Estimation Method
  - RPA Control and Audit practices
3. RPA Use Case
  - Finance Operations
  - Logistics Operations
  - Customer Services Operations
4. RPA Hands-on
  - Introduction to RPA Development Tools
  - Installation of RPA Community Version
5. RPA First Robot Development
  - RPA for collecting online data
  - RPA for entering Customer Information

### Medium of Instruction

Cantonese supplemented with English terms

Code 編號	Course Information 課程資料
PE4200468	<b>Robotic Process Automation</b> Date : 4.9.2021 & 11.9.2021 (Saturdays) Time : 10:00am - 4:30pm Durations : 10 hours, 2 lessons of 5 hours each Fee: HK\$1,600



*Note: Unless otherwise specified, all classes are conducted in Cantonese, and either Chinese **OR** English programme handouts will be provided.  
For enquiries, please contact us at 2836 1922.*

*註：除非另有註明，所有課程均以廣東話授課，附有中文**或**英文講義。如有查詢，請致電2836 1922。*

# Programme Administration Guidelines 課程管理指引

## Programme Administration 課程管理

### Enrollment 課程報名

- Please use the specified enrollment form and follow the “Notes to Applicants” in the form to apply for programmes.
- Applicants should show the Hong Kong Identity (HKID) Card / Passport / Travel Document, or valid visa / entry permit for study issued by the Immigration Department of the Hong Kong Special Administrative Region (HKSAR) for enrollment.
- Individual programmes may have specific admission requirements. Applicants should refer to the admission requirements of the individual programmes.
- **All places are allocated on a first-come-first-served basis. Incomplete forms and forms received without payment will not be processed.**
- 請使用指定的報名表格並按照表格內的“報名須知”報讀課程。
- 申請人於報名時必須出示由香港特別行政區（香港特區）入境事務處所簽發的香港身份證 / 護照 / 旅行證件、或有效的來港就讀之簽證 / 進入許可。
- 各個課程之入學條件有別，申請人在報讀時必須依從個別課程之入學條件作出申請。
- 所有課程名額均以先到先得方法分配，任何未填妥之表格，或學生未有附上學費的報名表，本院將不會處理。

### Deadline for Application 截止報名日期

The deadline for application is 7 working days<sup>##</sup> prior to the class commencement date (The enrollment deadline might be subject to change depending on the enrollment status).

截止報名日期為每班開課前七個工作天<sup>##</sup>（截止報名日期或會因應收生情況而有所更改）。

### Notification of Class Commencement 開課通知

Successful applicants will be notified of the class confirmation and relevant information by the contact method specified on the enrollment form at least 3 working days<sup>##</sup> before class commencement. PEAK will not be responsible for the loss of class notification sent by mail. For in-person application for Continuing Professional Development (CPD) Programmes that have already been confirmed to commence at the time of enrollment, the applicants will be given a “Confirmation of Class Commencement” immediately after completing the enrollment procedures at PEAK reception counter. Please contact us at 2836 1906 if you do not receive the notification 3 working days<sup>##</sup> before the class commencement.

成功申請人將於開課前至少三個工作天<sup>##</sup>接獲本院以閣下指定的聯絡方法通知開課確認及相關資料。本院對因郵遞失誤而寄失的開課通知書，概不負責。申請人如親身到高峰進修學院報名處報讀持續專業發展課程（CPD課程），而該課程在申請人報名時已獲確認開課，申請人將於完成報名手續時即時獲得「開課確認」。申請人如在開課前三個工作天<sup>##</sup>尚未接獲課程確認或取消的通知，請致電本院查詢（電話：2836 1906）。

### Programme Fees / Receipt 學費 / 收據

For a programme commencing within 7 working days<sup>##</sup> at the time of enrollment, students are required to settle the programme fees by cash.

**Programme fees paid are non-refundable, except for cases of unsuccessful applications and programme cancellation or rescheduling. Fees paid and places enrolled are also not transferable, and request for programme swapping will not be entertained.**

Students will collect and sign to acknowledge collection of the receipts at the first lesson. Fees paid after the enrollment deadline may result in delay in receipt issuing. For those who have not collected the receipts during the first lesson, our staff will contact them for the receipt collection arrangement. If students choose to collect the receipts by mail, PEAK will not be responsible for any loss in mailing. Students will be required to pay an administrative charge of HK\$100 for their requests for each additional receipt copy. Please send crossed cheque payable to “Vocational Training Council” with a written application to “The Programme Team” of the Institute. For enquiry, please contact us at 2836 1862.

如學生所報讀的課程將在報名當日起計7個工作天<sup>##</sup>內開課，學生必須以現金繳交學費。

除學生之申請不獲接納或所選課程取消 / 改期外，所有已繳學費恕不退還。學費及學額亦不可作任何更改（包括不可轉班）或轉讓他人。

學生需於第一堂簽收收據，若學生於報名截止日後繳費，收據或會稍遲發出。本院會通知未簽收收據之學生領取收據的安排。如學生要求以郵寄方式收取收據，本院對郵遞失誤概不負責。學生如要求本院發出收據副本證明，需以書面通知本院課程組，並需繳付港幣100元手續費。收據重發申請須以支票付款，抬頭為「職業訓練局」。查詢請致電2836 1862。

### Class Venue 上課地點

Unless otherwise specified, all classes will be held at VTC Tower, 27 Wood Road, Wan Chai, Hong Kong. Please refer to the venue directory at PEAK before attending classes, or call us at 2836 1922 for enquiry.

除特別指示外，所有課堂均在香港灣仔活道27號職業訓練局大樓舉行。學生可於上課前到本院查看課室編排表，或致電2836 1922向本院查詢。

### Medium of Instruction 授課語言

Except language programmes, programmes specified to be conducted in English, and Professional Certificate, Professional Diploma, degree and Postgraduate Diploma programmes, all classes are conducted in Cantonese and supplemented with English terminology. Programme handouts will be provided in Chinese or English.

除語文、一些指定以英語講授、專業證書、專業文憑、學位及深造文憑課程外，所有課程均以廣東話授課，部份輔以英文專業用語，講義為英文或中文。

### Attendance-Taking Procedures 點名程序

Students are required to take attendance at the Reception Counter of PEAK or venue specified in the class confirmation letter for the first lesson. For the remaining lessons, attendance will be taken in the classroom. Taking attendance for another student is strictly prohibited. If found, PEAK has the right to terminate the study of such student and the fees paid will not be refunded. **For Continuing Professional Development (CPD) programmes, the CPD / CPT hours of students who are late for class will be deducted on a pro-rata basis.** PEAK has the right to ask the students to present the valid identification documentations (HKID Card / Passport / Travel Document, or valid visa / entry permit for study issued by the Immigration Department of HKSAR) for identity verification purpose. In particular, CPD Students should read and observe the “CPD Programme – Notes to Students” carefully.

學生需於第一堂到報名處或開課通知書上列明之地點點名，第一堂之後則在課室內點名。學生不可代他人點名，如被發現，本院有權終止該學生之學籍，所繳款項亦概不發還。**凡報讀持續專業發展課程（CPD課程）而遲到之學生，其持續專業進修（CPD）/ 持續培訓（CPT）時數將按比例扣減。**本院有權要求學生出示有效身份證明文件（由香港特區入境事務處所簽發的香港身份證 / 護照 / 旅行證件、或來港就讀之簽證 / 進入許可）以核實身份。此外，報讀持續專業發展課程之學生亦應特別注意及遵守指引內的「持續專業發展課程—學生須知」。

<sup>##</sup> Working days (exclusive of Saturdays, Sundays and Public Holidays)

<sup>##</sup> 工作天（不包括星期六、日及公眾假期）

## CPD Programme – Notes to Students 「持續專業發展課程 — 學生須知」

MPFA / SFC / ECF / IA 積金局 / 證監會 / 金管局 / 保監處

- Students of Continuing Professional Development (CPD) programmes are required to sign in and out on the attendance sheet for every single class. CPD / CPT hours will be given to students according to the attendance record. Students who have not signed in and / or out on the attendance sheet for a particular class will be deemed to have been absent from that class.

凡參加持續專業發展 (CPD) 課程之學生，請緊記於每一課堂上課前及每一課堂完結時在點名簿上簽名，以便計算持續專業進修 (CPD) / 持續培訓 (CPT) 時數。學生若未有按上述指示於點名簿上簽名，將一律被當作缺席處理。

- Students who are late for a CPD class should go to **PEAK's Reception Counter at 9/F VTC Tower** or to the Registration Desk right outside the classroom (where applicable) to sign on the attendance sheet. The CPD / CPT hours of students who are late for class will be deducted on a pro-rata basis.

學生若因事遲到，請立即前往**職業訓練局大樓9樓高峰進修學院報名處**或向班房門外當值同事（如適用）簽到。請注意，本院將按學生遲到的時間扣減持續專業進修 (CPD) / 持續培訓 (CPT) 時數。

- CPD / CPT hours for students will be calculated on a pro-rata basis according to the attendance record. Please note that the minimum unit of CPD / CPT hour is 0.5. Hence, for students who are late for class, absent from the class or leave before the class ends, even for less than 30 minutes, a minimum of 0.5 hour will be deducted.

學生可獲的持續專業進修 (CPD) / 持續培訓 (CPT) 時數將根據出席課堂的時數按比例計算。有關時數的最少單位為0.5分，遲到、早退或離開課堂不足半小時亦作半小時計算。

- To comply with Guidance Notes on Assessment of Continuing Professional Development (CPD) Activities under the CPD Programme of the Insurance Intermediaries Quality Assurance Scheme (IIQAS) published by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ), the following regulations are effective from 1 May 2019. **Students who are late for class, absent from the class or leave before the class ends cumulate 15 minutes or more, 0.5 IA-CPD hour will be deducted.**

根據香港學術及職業資歷評審局（評審局）關於『保險中介人素質證計劃』之『持續專業培訓計劃』的要求，由2019年5月1日起，學生如遲到、早退或離開課堂達15分鐘或以上，將被扣減0.5 IA-CPD時數。

- Students will not be given any IA-CPD hours, if they are **late for class for 30 minutes or above**

學生若遲到30分鐘或以上，他們將不可獲取任何IA-CPD時數。

- Time spent on recess, lunch or assessment such as test or examination will not be counted as CPD hours.

小休、午膳或考核時間，例如測驗或考試，將不能列入培訓時數內。

- Students **should arrive PEAK's Reception Counter at 9/F VTC Tower or to the Registration Desk right outside the classroom 15 minutes before the class commencement time for registration.**

學生須於課堂開始前15分鐘到達職業訓練局大樓9樓高峰進修學院報名處或指定班房門外簽到。

- Students must fulfil the above requirements of HKCAAVQ for obtaining the CPD hours and Certificate from PEAK.

學生須遵守及達到上述評審局的出席要求，方可獲發由高峰進修學院頒發的CPD學分及證書。

- Students will not be given any MPFA, SFC and ECF hours if they are late for class, absent from the class or leave before the class ends in total for MORE than the specified time shown in the following table.

學生若遲到、早退或離開課堂合共超過下列時數，將不能獲得任何MPFA，SFC及ECF時數。

Duration of Programme (Hour(s)) 課程時數 (小時)	No MPFA, SFC and ECF hours will be given if students are late for class, absent from class or leave before the class ends for more than the specified time below 若遲到、早退或離開課堂合共超過下列時數，將不能獲得任何MPFA，SFC及ECF時數
1	15 minutes / 15分鐘
2	15 minutes / 15分鐘
3	30 minutes / 30分鐘
4	30 minutes* / 30分鐘*
5	1 hour* / 1小時*
6	1 hour* / 1小時*
7	1 hour* / 1小時*
10	2 hours* / 2小時*

\*Note: For programmes which comprise 2 lessons, MPFA, SFC and ECF hours will be given based on the total duration of the programme that the students have attended.

\*註：若有關課程分兩節課堂舉行，本院將按學生於兩節課堂的總出席時數計算MPFA，SFC及ECF時數。

10. Students will not be given any CPD / CPT hours of the "Law Society of Hong Kong" if they are absent or late for more than 10 minutes for a programme of less than 3 hours in duration.

若學生遲到或離開課室10分鐘或以上，而課堂時數少於三小時，他們將不可獲取「香港律師會」的持續專業進修 (CPD) / 持續培訓 (CPT) 時數。

11. Students should refer to the digital clock displayed at PEAK for signing in and signing out purpose.

本院將以院內的時鐘所顯示之時間記錄學生出席時數。

12. No eating or drinking is allowed in classrooms.

課室內不准飲食。

### Estate Agents Authority (EAA) 地產代理監管局

1. Students of EAA Continuing Professional Development (CPD) programmes are required to sign in and out on the attendance sheet for every single class. EAA CPD points will be given to students according to the attendance record. Students who have not signed in and / or out on the attendance sheet for a particular class will be deemed to have been absent from that class.

凡參加地產代理監管局持續專業進修 (EAA CPD) 課程之學生，請緊記於每一課堂上課前及每一課堂完結時在點名簿上簽名，以便計算EAA CPD學分。學生若未有按上述指示於點名簿上簽名，將一律被當作缺席處理。

2. Students who are late for a CPD class should go to **PEAK's Reception Counter at 9/F VTC Tower** or to the Registration Desk right outside the classroom (where applicable) to sign on the attendance sheet.

學生若遲到上課，請立即前往**職業訓練局大樓9樓高峰進修學院報名處**或向班房門外當值同事（如適用）簽到。

3. EAA CPD points for students will be calculated according to the attendance record. Please note that the minimum unit of EAA CPD point is 1. Hence, for students who are late for class, absent from the class or leave before the class ends for any reason in total for more than 15 minutes, a minimum of 1 EAA CPD point will be deducted.

學生可獲的EAA CPD學分將根據出席課堂的記錄計算。有關時數的最少單位為1分，不論任何原因，學生遲到、早退或離開課室合共超過15分鐘或以上均會被扣減1個EAA CPD學分。

4. Students will not be given any EAA CPD points if they are late for class, absent from the class or leave before the class ends in total for over 1 hour.

學生若遲到、早退或離開課室合共超過1小時，將不能獲得任何EAA CPD學分。

5. For multi-session programmes with 11 EAA CPD points or more, students will not be given any EAA CPD points if they are late for class, absent from the class or leave before the class ends in total for more than 20 % of the total hours of the programme.

如總時數為11小時或以上的多次性課程，若學生遲到、早退或離開課室合共超過課程總時數的百分之二十，將不能獲得任何EAA CPD學分。

6. Students should refer to the digital clock displayed at PEAK for signing in and signing out purpose.

本院將以院內的時鐘所顯示之時間記錄學生出席時數。

7. No eating or drinking is allowed in classrooms.

課室內不准飲食。

### Certificate 證書頒發

Students of short courses with over 80%\* attendance will be issued an Attendance Certificate. Normally, certificates will be distributed to students at the end of the class. However, the certificate will not be ready at the end of the class in the following cases:

- Students enroll in a programme in less than 3 working days\*\* before the class commencement date; and / or
- **Students who are late and leave from the classroom (including leaving the course before the end of the course) cumulate 15 minutes or more of the Continuous Professional Development (CPD) course**

For the cases mentioned above, the certificate will be issued within 7 working days\*\* after the end of the programme and our staff will contact respective students for the collection arrangement. If students choose to collect the certificates by mail, PEAK will not be responsible for any loss in mailing. Students who lost their certificates and would like PEAK to reissue a certificate to them will be required to pay an administrative charge of HK\$100 and with a written application to "The Programme Team" of the Institute. If payment is made by cheque, a crossed cheque payable to "Vocational Training Council" should be sent to PEAK. For enquiry, please contact us at 2836 1825.

出席率超過80%\*的短期課程學生將獲發出證書。證書一般可於課程完結當天派發，但在以下情況下，證書將未能於課程完結當日發出予學生：

- 學生於開課日前少於3個工作天\*\*報名；及 / 或
- **學生於持續專業發展課程 (CPD課程) 的課堂遲到、早退及中途離開課室累積達15分鐘或以上**

在上述情況，本院會於課程完結後7個工作天\*\*內發出證書，並會通知學生領取證書的安排。如學生選擇以郵寄方式收取證書，本院對郵遞失誤概不負責。如學生因遺失證書而需本院補發，需以書面通知本院課程組，並需繳付港幣100元手續費。如以支票付款，請將支票遞交至高峰進修學院，支票抬頭為「職業訓練局」。查詢請致電2836 1825。

\* Programmes may have different attendance requirements. Please refer to the programme brochures.  
個別課程會有不同的出席要求，請詳閱相關課程單張。

\*\* Working days (exclusive of Saturdays, Sundays and Public Holidays)  
工作天（不包括星期六、日及公眾假期）

### Student Handbook for PEAK's Postgraduate Diploma / Professional Diploma / Professional Certificate / Certificate Programmes 深造文憑 / 專業文憑 / 專業證書 / 證書課程學生手冊

A Student Handbook for PEAK's Postgraduate Diploma (PgD) / Professional Diploma (PD) / Professional Certificate (PC) / Certificate (C) programmes is available for download from PEAK Website ([www.peak.edu.hk](http://www.peak.edu.hk)) under "Home>Admission>Class Regulations". All PgD / PD / PC / C students (including students who enroll in individual modules) must read the Student Handbook carefully and comply with the guidelines stipulated in the Handbook. If any student needs a hard copy of the Handbook, please contact us at 2836 1922 during office hours.

本院之深造文憑 / 專業文憑 / 專業證書 / 證書課程學生手冊已上載於本學院網頁 ([www.peak.edu.hk](http://www.peak.edu.hk))，學生可到網頁（位置：「主頁」>「報名」>「課室規則」）下載學生手冊。所有於本院就讀深造文憑 / 專業文憑 / 專業證書 / 證書課程（包括報讀個別單元課程）的學生均須閱讀及遵守學生手冊內的指引。如有學生需要學生手冊列印本，可於辦公時間內致電2836 1922。

## Class / Examination\*\* Arrangement in Times of Typhoons / "Extreme Conditions" and Rainstorms 颱風 / 「極端情況」及暴雨期間之課堂 / 考試\*\*安排

### Typhoons / "Extreme Conditions" (颱風) / 「極端情況」

When typhoons (also refer to tropical cyclones or "Extreme Conditions") affect Hong Kong, the following arrangements for classes / examinations\*\* of the Institute of Professional Education And Knowledge (PEAK) will apply:

颱風襲港 / 「極端情況」期間，高峰進修學院課堂 / 考試\*\*安排大致如下：

Typhoon Signal / "Extreme Conditions" 颱風信號 / 「極端情況」	Action to be taken (PEAK Classes / Examinations**) 安排事宜 (高峰進修學院課堂 / 考試**)	
<b>No. 1</b> 一號颱風信號	Classes / Examinations** conducted as scheduled (unless specified by PEAK / VTC otherwise) 課堂 / 考試**如期進行 (除非高峰進修學院 / 職訓局另有宣佈)	
<b>No. 3</b> 三號颱風信號	Classes / Examinations** conducted as scheduled (unless specified by PEAK / VTC otherwise) 課堂 / 考試**如期進行 (除非高峰進修學院 / 職訓局另有宣佈)	
<b>Pre-No.8 Special Announcement# / Typhoon Signal No. 8 or above / "Extreme Conditions"##</b> 八號預警# / 八號或以上颱風信號 / 「極端情況」##	(a) Issued or in force <b>at 6:15 am or before 11:00 am</b> 上午六時十五分至十一時前發出或仍然生效	PEAK classes / examinations** scheduled to commence within 9:00 am - 12:00 noon 上午九時至正午十二時開始上課之高峰進修學院課堂 / 考試** <b>Cancelled 取消</b>
	(b) Issued or in force <b>at 11:00 am or before 4:00 pm</b> 上午十一時至下午四時前發出或仍然生效	PEAK classes / examinations** scheduled to commence within 12:00 noon - 6:00 pm 正午十二時至下午六時開始上課之高峰進修學院課堂 / 考試** <b>Cancelled 取消</b>
	(c) Issued or in force <b>at 4:00 pm or thereafter</b> 下午四時或以後發出或仍然生效	PEAK classes / examinations** scheduled to commence within 6:00 pm - 10:00 pm 晚上六時至十時開始上課之高峰進修學院課堂 / 考試** <b>Cancelled 取消</b>
	(d) Issued when classes / examinations** are <b>in session</b> 上課 / 考試**期間發出	All classes / examinations** will be immediately <b>suspended</b> for the session. <b>即時終止</b> 在該時段進行的課堂 / 考試**
	(e) Issued <b>before start</b> of examinations** 考試**開始前發出	Examinations** to be held in that particular session should be <b>postponed</b> . 在該時段舉行的考試**將會 <b>延期</b>
<b>Lowering to Typhoon signal No. 3 or below or cancelling all typhoon signals / "Extreme Conditions" at any time</b> 改掛三號或以下颱風信號或取消所有颱風信號 / 「極端情況」	All classes / examinations** <b>to resume with the next session</b> unless road or other conditions remain adverse. 若路面或其他情況許可， <b>恢復在下一時段進行的</b> 所有課堂 / 考試**	

\*\* Examinations refer to internal examinations of PEAK.  
考試指高峰進修學院校內考試。

# Where possible, the Hong Kong Observatory will issue an early alert (i.e. a "Pre-No. 8 Special Announcement") two hours prior to the hoisting of the No. 8 Typhoon Warning Signal.

在上課時間內颱風襲港，如香港天文台在發出八號颱風信號前兩個小時內會發出預警 (即八號預警)。

## If situation warrants, the Government may issue an "Extreme Conditions" announcement before Typhoon Signal No. 8 is replaced with No. 3. The "Extreme Conditions" may be extended or cancelled by the end of the two-hour period.

政府會視乎情況，在八號颱風信號改為三號颱風信號前公布「極端情況」，並在兩小時期限屆滿前，再公布是否延長或取消「極端情況」。

### Rainstorms (暴雨)

When rainstorm signal is issued, the following arrangements for classes / examinations\*\* of the Institute of Professional Education And Knowledge (PEAK) will apply:

香港天文台發出暴雨警告信號期間，高峰進修學院課堂 / 考試\*\*安排大致如下：

Rainstorm Warning Signal 暴雨警告信號	Action to be taken (PEAK Classes / Examinations**) 安排事宜 (高峰進修學院課堂 / 考試**)
<b>AMBER Rainstorm</b> 黃色暴雨警告	Classes / Examinations** conducted as scheduled (unless specified by PEAK / VTC otherwise) 課堂 / 考試**如期進行 (除非高峰進修學院 / 職訓局另有宣佈)
<b>RED Rainstorm</b> 紅色暴雨警告	Classes / Examinations** conducted as scheduled (unless specified by PEAK / VTC otherwise) 課堂 / 考試**如期進行 (除非高峰進修學院 / 職訓局另有宣佈)

Rainstorm Warning Signal 暴雨警告信號	Action to be taken (PEAK Classes / Examinations**) 安排事宜 (高峰進修學院課堂 / 考試**)	
BLACK Rainstorm 黑色暴雨警告	(a) Issued or in force <b>at 6:15 am or before 11:00 am</b> 上午六時十五分至十一時前發出或仍然生效	PEAK classes / examinations** scheduled to commence within 9:00 am - 12:00 noon 上午九時至正午十二時開始上課之高峰進修學院課堂 / 考試** <b>Cancelled 取消</b>
	(b) Issued or in force <b>at 11:00 am or before 4:00 pm</b> 上午十一時至下午四時前發出或仍然生效	PEAK classes / examinations** scheduled to commence within 12:00 noon - 6:00 pm 正午十二時至下午六時開始上課之高峰進修學院課堂 / 考試** <b>Cancelled 取消</b>
	(c) Issued or in force <b>at 4:00 pm or thereafter</b> 下午四時或以後發出或仍然生效	PEAK classes / examinations** scheduled to commence within 6:00 pm - 10:00 pm 晚上六時至十時開始上課之高峰進修學院課堂 / 考試** <b>Cancelled 取消</b>
	(d) Issued when classes / examinations** are <b>in session</b> 上課 / 考試**期間發出	All classes / examinations** should <b>continue</b> (except those take place outdoors) until the end of the session, and if it is the end of the school day where RED / BLACK signal is still in force, students should be advised to return home only when conditions are safe. 所有課堂 / 考試** (在戶外舉行者除外) 應 <b>繼續進行</b> 。在課堂 / 考試**結束時，若已到放學時間，而紅色 / 黑色暴雨警告信號仍然生效，則會在安全情況下才讓學生回家。 <i>Remarks: If students are not yet in the campus premises due to differences in class timetables, they should stay home or take shelter in a safe place. For classes/examinations** conducted outdoors, the responsible staff on the spot should suspend the activities immediately and ensure that all students have taken shelter in a safe place.</i> 注意：若由於上課時間表安排的差異，學生當時尚未返抵學院 / 上課地點，應留在家中或在安全地方暫避。如課堂 / 考試**在戶外舉行，在場負責的職員會即時終止活動，並安排所有學生在安全地方暫避。
	(e) Issued <b>before start</b> of examinations** 考試**開始前發出	Examinations** to be held in that particular session should be <b>postponed</b> . 在該時段舉行的考試**將會 <b>延期</b> 。
<b>Lowering to AMBER Rainstorm Warning signal or lowering of all rainstorm warning signals at any time</b> 改發黃色暴雨警告信號或取消所有暴雨警告信號	All classes / examinations** <b>to resume with the next session</b> unless road or other conditions remain adverse. 若路面或其他情況許可， <b>恢復在下一時段進行</b> 的所有課堂 / 考試**	

\*\* Examinations refer to internal examinations of PEAK.  
考試指高峰進修學院校內考試。

## Fees 費用

Apart from programme fees, fees will be charged for provision of other programme-related services to students upon a student's request. These services include the handling of module exemption, appeal on assessment results, replacement of award / attendance certificates, etc. Students are advised to contact PEAK directly at 2836 1922 on matters relating to administrative fees.

All administrative charges or programme fees quoted are subject to change without further notice.

除報讀課程的費用，學生如要求其他與課程有關的服務，包括處理豁免修讀單元的申請，學業成績評估上訴，補領畢業 / 出席證書等，本院將向學生收取行政費用。學生如需有關行政費用的詳情，請致電2836 1922向本院查詢。

所有行政或課程費用如有所調整，恕不另行通知。

## Special Discount 特別優惠

Graduates of VTC can now enjoy 10% discount for taking selected programmes listed in this prospectus. For details, please contact us at 2836 1922.

Remarks:

- Graduates are required to provide the relevant VTC Graduation Certificate or its copy for checking during enrollment.
- Please visit PEAK Website to obtain the latest information on the discounted programmes for graduates.

職業訓練局畢業生可以九折報讀此手冊之部份課程，詳情請致電2836 1922查詢。

備註：

- 畢業生報讀課程時，請出示有關VTC畢業證書或影印本，以供查核。
- 畢業生可享折扣優惠的課程以高峰進修學院網站公佈為準。

## Classroom Discipline 課室規則

1. No eating or drinking is allowed in all classrooms.
2. Smoking is prohibited in all areas of PEAK and VTC Tower.
3. Prior approval should be granted by the programme director for audio recording in the class.
4. Principal of the Institute has the authority to terminate the study of any student who violates PEAK's policies.

1. 課室內不准飲食
2. 學院及職訓局大樓範圍內嚴禁吸煙
3. 如欲在課堂錄音，需事先取得課程總監的批准
4. 如學生違反學院規則，學院院長有權終止學生的學籍

## Suggestions and Complaints 建議及投訴

PEAK is very keen to receive feedback from students on all aspects of the Institute. If students wish to make a suggestion on or lodge a complaint about any campus matter, they may do so by raising it with the Programme Team Officer. For more details, please call us at 2836 1922 during office hours (Please refer to P.1 of this prospectus).

高峰進修學院非常重視學生對學院各方面的意見。如學生對學院事務有任何建議或投訴，可向課程組主任提出。學生如需更多詳情可於辦公時間內（請參閱本課程手冊第一頁）致電2836 1922。

# Continuing Education Fund 持續進修基金

## Procedures of Application and Claim Reimbursement 申請及申請發還學費手續



### Introduction 簡介

The Continuing Education Fund (CEF) subsidizes adults with learning aspirations to pursue continuing education and training programmes. The maximum entitlement for new applicants is HK\$20,000. For applicants who have opened CEF accounts before 1 April 2019, they are eligible for claiming the additional HK\$10,000 subsidy and the unused balance (if any) of the original subsidy of HK\$10,000. The co-payment ratios by learners (i.e. the percentage of fees to be borne by learners) for the first HK\$10,000 subsidy is 20% of the course fee and that for the second HK\$10,000 subsidy is 40% of the course fee. The following information is a brief explanation that is based on the CEF Website. For enquiries, please call 24-hour CEF hotline at 3142 2277 or visit CEF Website at [www.wfsfaa.gov.hk/cef](http://www.wfsfaa.gov.hk/cef)

持續進修基金為有志進修的成年人提供持續教育和培訓資助。合資格的申請人可就多於一個可獲發還款項課程申領發還款項。新的申請人可申領合共最多20,000港元的資助。已開立帳戶申請人可申領新增的10,000港元資助，以及原有的10,000港元資助中尚未申領的結餘（如有）。首10,000港元資助的學員共付比率（即學員本身需負擔的費用的百分比）為課程費用的20%，而次10,000港元資助的學員共付比率則為課程費用的40%。以下資料乃根據持續進修基金網頁資料作扼要說明，如有查詢，請致電持續進修基金24小時熱線：3142 2277或瀏覽持續進修基金網頁：[www.wfsfaa.gov.hk/cef](http://www.wfsfaa.gov.hk/cef)。

### Application Procedures 申請手續

1. Application forms can be obtained from the District Offices, Office of the Continuing Education Fund (OCEF) and the website <https://www.wfsfaa.gov.hk/cef/download/SFO313.pdf>. Please refer to “Guidance Notes for Application [SFO 312\_C (2020)]” when completing the application form (<https://www.wfsfaa.gov.hk/cef/download/SFO312C.pdf>). (Remark: the CEF Institutional Code of Vocational Training Council is “501”).

申請表可於各區民政事務處或持續進修基金辦事處索取，亦可透過網頁<https://www.wfsfaa.gov.hk/cef/download/SFO313.pdf>下載。填寫申請表格，請參閱有關持續進修基金“申請指引 [SFO 312\_C (2020)]” (<https://www.wfsfaa.gov.hk/cef/download/SFO312C.pdf>) (備註：職業訓練局之持續進修基金編號為501)。

2. Applicants should submit the completed application forms [SFO 313 (2020)], **within one year upon the successful completion of the Course**, together with the following documents (Original Copies) to PEAK for certification during the office hours (Please refer to P.1 of this prospectus):
  - i. Original copy(ies) of the VTC Official Receipt(s);
  - ii. Original copy(ies) of the documentary proof of successful completion of the Course:
    - a. Attendance Certificate; and / or
    - b. Completion Certificate; and / or
    - c. Letters or Transcripts certifying the claimant has passed the relevant course assessment(s).

申請人必須在成功修畢“可獲發還款項課程”後的一年內，將填妥的申請表格 [SFO 313 (2020)]，連同以下文件（正本）於辦公時間（請參閱本課程手冊第一頁）交回本院以作核實，並由本院蓋章：

- i. 學費收據正本；
- ii. 成功修畢課程的證明文件正本：
  - a. 出席證書 及 / 或
  - b. 結業證明書 及 / 或
  - c. 由本院發出的信件或成績單等。

3. “Successful completion” of the Course means that applicants must pass the course assessment(s) and fulfill the attendance requirement as set out in the relevant programme brochures. **Please be reminded that reimbursement can only be claimed upon completion of the Course. Completion of an individual module which is not registered under CEF would not be accepted for the reimbursement.**

“成功修畢”課程是指申請人必須通過院校規定的課程評核和出席要求，詳情請查閱相關課程單張。請注意申請人必須修畢整個課程才可申請發還款項，如只修畢課程的某部份或某一單元，而該部份或該單元並沒有獨立登記於「持續進修基金可獲發還款項課程」內，其發還款項申請將不獲接受。

4. If the applicant is proved to have successfully completed the Course, PEAK will do the document certification and issue a “Letter of Certification” to the claimant within 7 working days<sup>##</sup> after all required documents are received. Our staff will then contact the respective claimant for the collection arrangement. **If the claimant fails to submit any of the above documents, PEAK will NOT stamp on the application forms and issue the “Letter of Certification”.**

如確認申請人成功修畢課程，本院會於申請人提交上述文件後的7個工作天<sup>##</sup>內核實所有提交的文件及向申請人發出「證明信件」，並會通知有關申請人前來領取。如申請人未能出示上述文件，本院有權拒絕於申請表上蓋章及發出「證明信件」。

5. Please refer to CEF information to submit the required documents to claim the reimbursement. Late applications will not be accepted.

請參閱持續進修基金申請資料，將所需文件遞交至持續進修基金辦事處申領發還學費。逾期遞交的申請概不受理。

<sup>##</sup> Working days (exclusive of Saturdays, Sundays and Public Holidays)  
工作天（不包括星期六、日及公眾假期）

# 報名表 (短期課程)

本院專用 Office use only

ver 20201209

Date of Receipt: \_\_\_\_\_ Handled by: \_\_\_\_\_

Receipt No: \_\_\_\_\_

Application:  Walk-in  By Mail  By Fax

Payment:  Cash  Cheque  Credit Card

## 申請人個人資料 (請填寫香港身份證 / 護照上之姓名)

英文姓名: Mr. / Ms. / Miss\* \_\_\_\_\_

中文姓名: \_\_\_\_\_ 先生/女士/小姐\*

香港身份證 / 護照號碼\*: \_\_\_\_\_

出生日期(日/月/年): \_\_\_\_\_

通訊地址: \_\_\_\_\_

任職機構名稱: \_\_\_\_\_

職位 / 部門: \_\_\_\_\_

電郵地址#: \_\_\_\_\_

日間聯絡電話: \_\_\_\_\_

流動電話: \_\_\_\_\_ 傳真: \_\_\_\_\_

你是否需要簽證 / 進入許可來香港特別行政區(「香港特區」)就讀?

是  否

(如需要, 請在報讀課程時提供簽證 / 進入許可之正本予高峰進修學院以作核實之用)

# 本院會以電郵通知申請人有關課程之取錄結果, 開課確認及與課程相關之通知(如更改上課時間)(如申請人未有提供電郵地址, 本院將會以郵寄 / 電話通知)。

\* 請刪去不適用者

## 本人現報讀以下課程:

課程編號 / 名稱: \_\_\_\_\_

開課日期(日/月/年): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

開課時間: \_\_\_\_\_

## 由本院填寫:

閣下所報讀的課程已確認開課, 請提早15分鐘到達高峰進修學院(九樓接待處旁/ \_\_\_\_\_樓 \_\_\_\_\_室)簽到, 本院不會向閣下另行發出開課通知。

閣下將於開課前7個工作天(不包括星期六、星期日及公眾假期)收到由本院發出的開課確認通知。

如在開課前3個工作天尚未接獲課程確認通知, 請致電 2836 1906 / 2836 1922與職員聯絡。

## 付款方法

如報讀之課程在報名當日起7個工作天內(不包括星期六、星期日及公眾假期)開課, 申請人必須以現金繳交學費。

現金 金額: 港幣 \_\_\_\_\_ 元

支票 (抬頭請寫: 職業訓練局) 支票號碼: \_\_\_\_\_

信用卡

信用卡號碼: \_\_\_\_\_    

有效期: \_\_\_\_\_  
(月/年)

本人(持卡人)授權高峰進修學院於上述信用卡支取學費港幣 \_\_\_\_\_ 元。

\_\_\_\_\_  
(持卡人姓名)

\_\_\_\_\_  
(持卡人簽署)

## 請問您是從以下那途徑得知本課程?(可選多項"✓")

Yahoo  Google  PEAK 網頁  電郵  單張  每季課程章程  朋友  教育展覽會

報紙/雜誌 (名稱: \_\_\_\_\_)  其他 \_\_\_\_\_

## 申請持續進修基金

如欲申請持續進修基金, 申請人須注意以下事項:

(1) 申請人須把填妥的持續進修基金申請表及由香港特區政府入境事務處所簽發的香港身份證副本交回本院以作核實, 並由本院蓋章。申請人必須在成功修畢“可獲發還款項課程”後的一年內, 將填妥的申請表格, 連同所需文件遞交至持續進修基金辦事處。逾期遞交恕不接受。

(2) 請細閱本院課程手冊內之「課程管理指引」內有關持續進修基金申請手續的詳細資料。

## 申請人之聲明及簽署

本人若於此表格之第三頁簽署乃表明本人完全明白並同意遵守職業訓練局轄下之高峰進修學院載於此表格第二及第三頁之「(I) 個人資料收集及用途」、「(II) 報名須知」、「(III) 聲明」、「(IV) 學生知識產權政策」及「(V) 學生學術原創聲明書」中, 及於「課程管理指引」(指引)內所列明之規則。

## 個人資料之使用

職業訓練局及其機構成員擬使用閣下提供的個人資料，包括姓名、電話號碼、手機號碼、電郵地址、通訊地址及教育程度，提供有關職業訓練局及其機構成員的任何課程、招生及活動推廣資訊。惟我們必須先得到你的同意，否則不能如此使用你的個人資料。如你不同意上述安排，請在以下方格加上剔號。

- 本人不同意職業訓練局及其機構成員使用我提供的個人資料，包括姓名、電話號碼、手機號碼、電郵地址、通訊地址及教育程度，提供有關職業訓練局及其機構成員的任何課程、招生及活動推廣資訊。

如你日後希望停止接收上述資訊，或更改個人資料，請連同你已登記的姓名、電話號碼、手機號碼、電郵地址、通訊地址及教育程度資料，電郵至 peak@vtc.edu.hk 或傳真至 2891 5707 通知我們。

## (I) 個人資料收集及用途

- 申請人 / 學生於其課程申請及入學註冊時所填報的資料，包括姓名、電話號碼、手機號碼、電郵地址、通訊地址及教育程度，高峰進修學院 / 職業訓練局將會用於處理下列與課程的入學申請及行政相關之用途：
  - 處理一切有關高峰進修學院 / 職業訓練局課程的入學申請及甄選事宜；及相關用途；
  - 向香港考試及評核局索取申請人的香港中學會考 / 香港中文憑考試 / 香港高級程度會考成績，以及向本港或以外的有關院校，索取申請人的公開試及校內試修業成績；
  - 核對申請人申請紀錄，以及核對和索取申請人在職業訓練局及其機構成員就讀的紀錄與成績；
  - 申請資料及學生紀錄會用於與統計及分析相關之用途。報名表及有關的個人資料會於高峰進修學院 / 職業訓練局收生程序完結後銷毀。然而，若申請人於報名表表示願意收到高峰進修學院 / 職業訓練局的資訊，則該申請資料將被保留；
  - 儲存獲取錄的申請人資料於學生紀錄系統；及
  - 若申請人表示願意收到高峰進修學院 / 職業訓練局的資訊，則申請資料將被保留作職業訓練局及其機構成員的任何課程、招生及活動推廣資訊。
- 高峰進修學院 / 職業訓練局會對申請人 / 學生的資料絕對保密，但可將申請人 / 學生的個人資料，給予對本院有保密承諾的任何人士或其代表，用於 (1) 段所述的用途。
- 根據《個人資料 (私隱) 條例》，申請人 / 學生有權
  - 查閱高峰進修學院是否持有他的個人資料；
  - 要求獲得上述資料的副本；及
  - 要求高峰進修學院更正他的個人資料。申請人 / 學生必須提供足夠資料予高峰進修學院以識別身份，否則本院有權拒絕上述要求。
- 申請人 / 學生如欲查閱個人資料，須以書面形式向高峰進修學院提出，地址如下：

高峰進修學院  
香港灣仔活道27號  
職業訓練局大樓9樓
- 根據《個人資料 (私隱) 條例》，高峰進修學院 / 職業訓練局保留權利收取查閱資料所需行政費用。

## (II) 報名須知

- 申請人必須就每項課程填寫一份報名表 (表格)，如有需要可自行影印。
- 申請人於報名時必須出示由香港特區政府入境事務處所簽發的香港身份證 / 護照 / 旅行證件、或有效的來港就讀之簽證 / 進入許可。
- 如申請人選擇以支票繳付課程費用，請將表格連同劃線支票郵寄或親身交回本院 (每項課程須獨立填寫一張支票)，支票抬頭請寫「職業訓練局」，如申請人以信用卡繳付學費，請將表格傳真，郵寄或親身交回本院辦事處。傳真：2891 5707 地址：香港灣仔活道27號職業訓練局大樓9樓高峰進修學院。
- 如申請人選擇以郵寄或傳真方式交回表格及課程費用，請於開課前致電2836 1906以確認本院收到有關表格及費用。
- 所有課程名額均以先到先得方法分配。**任何未填妥、沒有簽署之表格，或未有附上學費的表格，本院將不會處理。**
- 在填寫此欄時，申請人必須先詳閱個別課程單張或在本院課程手冊內各課程之入學資格或有關詳情，並提供與報讀課程相關的學歷及工作經驗等資料。在報讀課程時，申請人必須向本院出示及提供相關學歷證明，就業證明及僱主推薦信的正本與副本，以作核實。
- 申請人 / 學生必須細閱及遵守載列於本院課程手冊內之「課程管理指引」(指引)，報讀持續專業發展課程 (CPD課程) 之學生也必須注意及遵守指引內的「持續專業發展課程-學生須知」中有關IA, MPFA, SFC, 及ECF時數的計算方式。申請人 / 學生亦可向本院辦事處索取或從本院網站下載指引。
- 除本人之申請不獲接納或所選的課程取消 / 改期外，所有已繳學費恕不退還。學費及學額亦不可作任何更改 (包括不可轉班) 或轉讓他人。**
- 如申請人 / 學生曾修讀職業訓練局轄下之課程，而仍有欠款未清，即使該申請人 / 學生已入讀職業訓練局的其它課程，該申請人 / 學生仍須清繳對職業訓練局的所有欠款。否則，該申請人 / 學生在職業訓練局轄下學院所修讀的所有課程 / 單元的成績單、證書及相關證明將一律不予發放，直至清繳所有欠款為止。

## (III) 聲明

- 本人謹此聲明在本報名表填報的資料均屬正確無誤，並明白填報之資料將會在高峰進修學院 / 職業訓練局的招生過程中作參考之用。
- 本人授權高峰進修學院 / 職業訓練局索取有關本人在香港或外地參加的公開考試及就讀資料，並授權有關機構 (其中包括香港考試及評核局及職業訓練局) 提供此等資料。
- 本人授權高峰進修學院 / 職業訓練局使用本人的資料查詢任何有關申請入讀該學院課程事宜及有關本人過往及現在於職業訓練局及其機構成員就讀的資料。
- 本人明白在註冊後，有關資料將轉作學生紀錄，高峰進修學院 / 職業訓練局可利用該等紀錄作學術或行政上之用。
- 本人明白在申請中提供任何虛假或誤導性資料會導致即時**取消入學資格**，已繳費用概**不會**退還。
- 本人知悉並同意高峰進修學院於本人出席CPD課程或短期課程時，查閱本人之有效身份證明文件 (由香港特區政府入境事務處所簽發的香港身份證 / 護照 / 旅行證件、或有效的來港就讀之簽證 / 進入許可) 以核實身份。
- 本人明白並會儘量填寫足夠資料，否則學院不能有效地處理本人的申請。
- 本人知悉並同意高峰進修學院以高峰進修學院的時鐘作為計算本人就該課程出席時數和所獲得的持續專業進修 (CPD) / 持續培訓 (CPT) 時數，並同意「(II) 報名須知」第7項有關IA, MPFA, SFC, 及ECF時數的計算方式。

## (IV) 學生知識產權政策

### 知識產權

1. 「知識產權」指任何發現、創作、發明、設計、式樣、商標、可作商業用途的科技、數據庫使用權、機密資料、商業秘密、專有技術或任何研究方法，以及所有相關權利，包括：專利、版權、商標、外觀設計、實用新型、其他同類保障權，不論有否在任何國家註冊該等權利；以及前述各項的應用權。知識產權創造者可獲法律保障，享有其創作的經濟權益及控制權。

### 知識產權政策對學生的適用範圍

2. VTC的知識產權政策適用於所有修讀VTC或其學院 / 中心的全日制及兼讀制課程的註冊學生，不論課程是否由VTC獨立開辦、與其他伙伴機構合辦或是委託開辦，同樣適用。

### 知識產權擁有權

3. 學生在學期間會運用局方的器材、設施或資源，包括但不限於繪圖、數據、草圖、檔案、實驗室、文具及消耗品，並於老師指導下，為功課及專題習作創出新意念，因而產生知識產權，日後或有機會用作商業用途。在此情況下，學生擁有該等素材的知識產權，並給予VTC在全球各地永久免版稅的非獨家使用權。此使用權一經給予，不得撤回，表示VTC可複製或使用（包括修改）學生在修讀課程期間，由其本人獨力或與他人合作創造之知識產權的全部或部份材料。該使用權包括但不限於以下情況：
  - (a) VTC有權將知識產權的使用權再授予其他人；
  - (b) 展出學生的獲獎作品，供宣傳或展示之用；以及
  - (c) 於研討會、座談會、課堂及專業會議上引用並使用學生創作的作品。
4. 以下情況則不受上述條文所列的擁有權所規限：當學生獲外間公司及 / 或VTC贊助進行專題習作，則須按各方在事前簽訂的協議，決定該習作的知識產權屬該公司 / VTC抑或學生所有。此處提及的「贊助」指該公司或VTC給予的支持，可包括以現金或實物形式提供的財政資助、使用該公司或VTC的器材及設施、接觸該公司或VTC與該習作相關的機密資料、圖則、草圖及文件。

### 學生的義務及承諾

5. 教學人員或學系向學生提供的筆記及課程材料僅供學生個人使用。學生不得將該等資料上載至其他伺服器，亦不得製作印刷或電子複本，供其他非註冊修讀該課程的人士使用。未經許可，課堂期間禁止錄影或錄音。
6. 學生須確定其創作的知識產權素材並無侵犯任何屬於他人的知識產權，特別是版權、道德權利、專利或註冊外觀設計，更不得載有任何損害名譽或誹謗的內容。
7. 任何學生如發現或有理由相信知識產權材料由他人獨自或共同擁有，應立即向VTC舉報。
8. 當學生在註冊入讀VTC或其附屬機構所提供的課程時，每名學生必須同意遵守VTC公布或不時修訂的知識產權政策、規則及規例。所有學生須表示明白遵循有關政策、規則及規例乃繼續修業及取得畢業資格的條件。違反VTC知識產權政策屬嚴重的不當行為，有關個案或會交由學生紀律委員會或相關部門處理及跟進。

## (V) 學生學術原創聲明書

本人謹此聲明本人在修讀課程期間所提交的學術作品，包括但不限於以下形式：堂課、論文作業、實驗室作業及報告、演示及相關文稿、作品集、製品、專題研究等，均會為本人的個人作品。本人明白遞交不屬自己的學術或學習評估資料（整份或部份）而聲稱是本人的，可被視為「作弊」，並會面臨紀律處分。

本人已細閱、明白並同意遵守職業訓練局轄下之高峰進修學院載於此表格第二及第三頁之「(I) 個人資料收集及用途」、「(II) 報名須知」、「(III) 聲明」、「(IV) 學生知識產權政策」及「(V) 學生學術原創聲明書」中，及於「課程管理指引」(指引)內所列明之規則。

申請人簽名

日期



## USE OF PERSONAL DATA

VTC and its member institutions intend to use the personal data you 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 use your personal data without your consent. If you do not agree the arrangement stated above, please put a tick in the following box.

- I do not agree that my personal data provided, including my name, phone number, mobile number, email address, correspondence address and education level may be used by 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 peak@vtc.edu.hk or by fax to 2891 5707.

## (I) COLLECTION and USE OF PERSONAL DATA

- The information collected from the applicants/students at the time of their application and registration of study, including the name, phone number, mobile number, email address, correspondence address and education level, will be used by PEAK/VTC for the following enrollment and programme administrative purposes:
  - for processing and selection of applications for admission to PEAK/VTC programmes; and related purposes;
  - for obtaining the HKCEE/HKDSE/HKALE results from the Hong Kong Examinations and Assessment Authority (HKEAA), and obtaining information from relevant institutions about the applicant's candidature in public examinations and studies in institutions in Hong Kong and elsewhere;
  - for checking of application records, checking and obtaining the study records and records of examination results attained in the programmes provided by member institutions under the VTC;
  - for statistical analysis of the application data and/or the profile of students. The enrollment form and other related personal information will be disposed of after the completion of the admissions exercise. Nevertheless, if I have indicated in the enrollment form that I wish to receive information about PEAK/VTC, the application data will be retained;
  - for storage of information on the successful applicants in the Students Records System; and
  - if applicant indicated his/her wish to receive PEAK/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.
- PEAK/VTC undertakes to keep personal data provided by applicants/students confidential. However, PEAK/VTC may provide such information to any other persons or agents for the purposes described in (1) under a duty of confidentiality to PEAK/VTC.
- In accordance with the Personal Data (Privacy) Ordinance (the Ordinance), an applicant/a student has the right:
  - to check whether PEAK holds his/her personal data;
  - to request a copy of such data; and
  - to require PEAK to correct any of the personal data relating to him/her which is inaccurate.Sufficient information will need to be provided to establish identity, otherwise PEAK shall refuse to comply with the request.
- Request for access for data should be submitted in writing to:  
PEAK, 9/F, VTC Tower, 27 Wood Road, Wanchai, Hong Kong
- In accordance with the terms of the Ordinance, PEAK/VTC reserves the right to charge a fee for the processing of data access request.

## (II) NOTES TO APPLICANTS

- Applicants should complete one enrollment form (the Form) for each programme and photocopy the Form if necessary.
- Applicants should show HKID Card / Passport / Travel Document, or valid visa / entry permit for study issued by the Immigration Department of the Government of the HKSAR for enrollment.
- For the applicants who pay the programme fees by cheque, please return the Form to us by mail or in person with a crossed cheque (one cheque for one programme) payable to "Vocational Training Council". For the applicants who pay the programme fees by credit card, please return the Form to us by fax / mail / in person (Fax no.: 2891 5707 / Address: PEAK, 9/F, VTC Tower, 27 Wood Road, Wanchai, Hong Kong).
- For applicants who choose to return the Form and cheque payment to PEAK by fax or mail, please call us at 2836 1906 to confirm our receipt of your application and payment before the programme commences.
- All places are allocated on a first-come-first-served basis. **Incomplete forms, forms without applicants' signatures and forms received without payment will not be processed.**
- Applicants should refer to the programme leaflets or the programme prospectus for the admission requirements & relevant details of PEAK's programmes and provide the information about the qualifications and working experience relevant to the programme(s) he/she is applying for in this section of the enrollment form. During the enrollment, the applicant should provide the original copies of the academic transcript(s) & certificate(s) and the employment proofs & job reference letters from employers accompanied with one photocopy of each documentation to PEAK for verification. The responsibility of providing all necessary evidence rests with the applicant.
- Applicants / Students must read carefully and observe the "Programme Administration Guidelines" (the Guidelines) stipulated in PEAK's Programme Prospectus. In particular, students of Continuing Professional Development (CPD) programmes should read & comply with the circumstance defined for the calculation of IA, MPFA, SFC and ECF hours as indicated in the "CPD Programme-Notes to Students" in the Guidelines. The Guidelines are also available from PEAK Office and on PEAK Website.
- The programme fees paid are non-refundable, except for the cases of unsuccessful applications and programme cancellation or rescheduling. Fees paid and places enrolled are not transferable, and request for programme swapping will not be entertained.**
- Applicants/Students who have outstanding fees in respect to his/her previous study in VTC would need to clear the outstanding debts owed to VTC even if the outstanding fees is revealed after his/her re-admission to a VTC programme. Otherwise, his/her study transcripts, award certificates and related certification of all VTC programmes will be withheld.

## (III) DECLARATION

- I declare that the information given in this application is, to the best of my knowledge, accurate and complete. I understand that this information will be used in the admission process of the programmes offered by PEAK/VTC.
- I authorize PEAK/VTC to obtain, and the relevant authorities (which include the HKEAA, VTC, etc.) to release, any and all information about my results of any public examinations and my studies in institutions in Hong Kong and elsewhere.
- I authorize PEAK/VTC to use my data to carry out checks on any applications for admission to programmes it offers and checks on records of current and previous studies in VTC and its member institutions.
- I understand that upon my registration in a programme in PEAK/VTC, the data contained in this application will become part of my student record and may be used for all purposes relating to my study in PEAK/VTC.
- I understand that provision of any false or misleading information in the application will lead to **DISQUALIFICATION of my application** without notice and cancellation of any resultant registration. Any fees paid will **NOT** be refunded.
- I acknowledge and agree that PEAK may check my valid identification documentations (HKID card / Passport / Travel Document, or valid visa / entry permit for study issued by the Immigration Department of the Government of the HKSAR) for identity verification purpose while I am participating in CPD programmes and short courses.
- I understand that I should provide as much information to PEAK as I can so that my application can be processed efficiently.
- I acknowledge and agree that PEAK may calculate my attendance hours and CPD / CPT hours of a programme according to PEAK's clocks. I also agree to Point 7 of the "(II) Notes to Applicants" which defines the circumstance for calculating IA, MPFA, SFC and ECF hours.

## (IV) INTELLECTUAL PROPERTY POLICY (IP Policy) ON STUDENTS

### Intellectual Property

1. "Intellectual Property" (IP) means any discovery, creation, invention, design, get-up, trademark, commercially licensable technologies, database rights, confidential information, trade secrets, know-how or any research effort and all rights pertaining thereto whether registrable or not including patents, copyright, trademarks, designs, utility models, or other such rights in any country, and applications for any of the foregoing. Intellectual Property Rights (IPR) are legal rights protecting the creator of IP, giving him/her economic rights and control in his/her creations.

### Applicability of Intellectual Property Policy to Students

2. VTC's Policy on Intellectual Property is applicable to all students, whether full-time or part-time, who are registered students of programmes offered by VTC or its institutions / centres, whether the programme is solely offered by VTC or jointly offered with other partner institutions or is commissioned to be offered.

### Ownership of the Intellectual Property

3. In the course of study, students will make use of the equipment, facilities or resources owned by VTC, including but not limited to drawings, data, sketches, documents, laboratories, stationery and consumables, and will receive guidance from teachers in generating ideas for assignments and projects and may, therefore, generate Intellectual Property which might be adopted for commercial use. Whilst the student will maintain ownership of the Intellectual Property in the materials he or she creates, each student irrevocably grants VTC a perpetual, royalty-free, world-wide and non-exclusive right to reproduce or use (in whole or in part) any Intellectual Property materials (including adaptations of such materials) created solely or jointly with other persons during his/ her course of study. Such right to use will include but not limited to, for example, the followings:
  - a) The right of VTC to sub-license the Intellectual Property;
  - b) To showcase the award-winning works of the student for publicity or display purpose; and
  - c) To refer to and use the works created by student in seminars, symposia, lectures and professional meetings.VTC will acknowledge the materials as the student's Intellectual Property.

4. The exception to the rule on ownership set out at the above clause is that in cases where a student is working on a project that is sponsored by an external company and/or the VTC, the right to the Intellectual Property generated from the project should belong to the Company or VTC or student as stipulated in the prior agreement of the parties concerned. In this context, "sponsor" means support from the Company or VTC, which could include financial assistance (cash or in kind), use of Company's or VTC's equipment and facilities, and access to Company's or VTC's confidential data, drawings, sketches, and documents relating to the project.

### Student's Obligations and Warranty

5. Notes and programme materials provided to students by teachers or departments are VTC's properties and shall be used by students only for private study. Students are not permitted to upload such materials to other servers and/ or make copies, either in printed or electronic format, of the materials for other people who are not registered on the studying programme concerned. Video taking or recording during lessons without permission are prohibited.
6. Each student should ensure that the Intellectual Property materials created by him or her shall be original and do not infringe the Intellectual Property rights belonging to any other person especially copyright, moral rights, patents or registered designs of any person and, in particular, that it does not contain anything defamatory or libelous.
7. Each students undertakes to promptly report to VTC if he/ she knows or has reason to believe that the right of the Intellectual Property materials belongs to someone else solely or jointly with him/ her.
8. Each student should, at the time when he or she completes registration for a programme offered by VTC or its institutions/ centres, undertake to agree to follow the policies, rules and regulations issued or to be issued or revised by VTC from time to time. Each student acknowledges his or her understanding that adherence and compliance to the policies, rules and regulations is a condition of continued enrollment and graduation. Any violation of VTC's Intellectual Property Policy is considered as a serious misconduct, which may be referred to Student Disciplinary Committee, or any counterpart in respective member institution handling student disciplinary matters, for investigation and consideration.

## (V) STUDENT DECLARATION ON ACADEMIC ORIGINALITY

I declare that all the academic work that I will submit, which may take various forms such as but not limited to class work, written assignments, laboratory work, presentations, portfolios, artefacts and projects during the course of my study are entirely my own work. I understand submitting or presenting academic or assessment works, either in its entirety or in part, which is not my own work but claiming that it is my own work would be considered as cheating, which will render me liable to disciplinary actions.

I have read, understood and agreed to follow all relevant rules and regulations promulgated by PEAK under VTC stipulated in the "(I) Collection and Use of personal data", "(II) Notes to Applicants", "(III) Declaration", "(IV) Intellectual Property Policy (IP Policy) on Students" & "(V) Student Declaration on Academic Originality" on page 2 & 3 of this enrollment form and in the "Programme Administration Guidelines" (the Guidelines).

Applicant's Signature

Date

## Disclaimer 免責聲明

1. Whilst every care has been taken to ensure the accuracy of the information provided in this Prospectus at the time of publication, PEAK is not liable for any errors or omissions found in the Prospectus.
  2. PEAK reserves the right to amend the contents of the Prospectus and to modify, withdraw, or replace the programmes / courses listed in the Prospectus.
  3. Students should refer to PEAK's Website ([www.peak.edu.hk](http://www.peak.edu.hk)) for the most updated content of the Prospectus.
1. 高峰進修學院在編製本課程手冊時已力求審慎，盡可能確保所載的資料準確。惟高峰進修學院不會因課程手冊內出現的錯漏而負上任何責任。
  2. 高峰進修學院保留更改本課程手冊的內容，以及修改、取消或取代本手冊內所列課程的權利。
  3. 學員應該瀏覽高峰進修學院之網頁 ([www.peak.edu.hk](http://www.peak.edu.hk)) 以取得本課程手冊的最新內容。

## Guidelines on Prevention of COVID-19 預防2019冠狀病毒病的指引

You are reminded to be vigilant against COVID-19 and to closely observe and strictly follow the necessary measures to prevent its spread. Please scan the QR code below to view the Guidelines on Prevention of COVID-19.

為防止2019冠狀病毒病蔓延，本院呼籲各位學生提高警覺，預防疾病並嚴格遵守預防2019冠狀病毒病措施。請掃描以下二維碼查閱有關預防2019冠狀病毒病的指引。



[www.peak.edu.hk](http://www.peak.edu.hk)

☎ 2836 1922 🖨 2891 5707 ✉ [peak@vtc.edu.hk](mailto:peak@vtc.edu.hk)