

# How to get your training QF-Recognized?



資歷架構  
Qualifications Framework

## Step 1: Programme Design

i State the overall intended learning outcomes

ii Estimate the QF level and credit size of the programme



Generic Level Descriptors  
7 levels with different features



No relevant SCSs

Specifications of Competency Standards (SCS) of the 23 industries implementing HKQF



SCSs can occupy over 60% of the learning content

QF-Recognized programmes in general

With QF level & credit size

SCS-based programmes



Select the list of Units of Competency

Majority of the learning content should be drawn from the SCSs (i.e. 60% of total QF credits or 72 QF credits, whichever is the lower)

iii Determine the QF level and credit size of the programme

(for Diploma, there is credit requirement of minimum 60 QF-credits)

QF Level 資歷級別	Choice of Award Titles for Different Levels 各級別可選用的資歷名銜	
7	Doctor 博士	
6	Master 碩士	Postgraduate Diploma 深造文憑 Postgraduate Certificate 深造證書
5	Bachelor 學士	Professional Diploma 專業文憑 Professional Certificate 專業證書
4	Associate 副學士	Higher Diploma 高級文憑 Higher Certificate 高級證書
3	<p>1 Credit = 10 Notional Learning Hours</p> <ul style="list-style-type: none"> <li>Attendance in classes</li> <li>On-line learning</li> <li>Examination</li> <li>Self-study</li> <li>Practical learning</li> </ul>	
2		
1		

Estimate the total credit size

- 1 credit = 10 notional learning hours
- Check the Qualifications Guidelines on QF website for details

\*23 industries with SCSs are:

- Arboriculture and Horticulture
- Banking
- Catering
- Electrical and Mechanical Services
- Human Resource Management
- Information and Communications Technology
- Jewellery
- Manufacturing Technology (Tooling, Metals and Plastics)
- Printing and Publishing
- Retail
- Testing, Inspection and Certification
- Watch and Clock

- Automotive
- Beauty and Hairdressing
- Elderly Care Service
- Fashion
- Import and Export
- Insurance
- Logistics
- Property Management
- Security Services
- Travel

## Step 2: Accreditation of programme

- To be conducted by The Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ)

Website : [https://www.hkcaavq.edu.hk/en/accreditation/four\\_stage\\_QA\\_process](https://www.hkcaavq.edu.hk/en/accreditation/four_stage_QA_process)



The operator has to go through:

### Initial Evaluation (IE)

- Institutional competency to achieve its stated purposes
- Adequate resources to develop, deliver, assess & quality assure its learning programmes

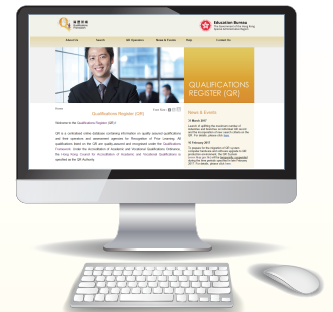


### Learning Programme Accreditation (LPA)

- An overall evaluation of the learning programme (incl. planning, syllabuses, delivery arrangements, assessment methods, intended learning outcomes)
- Ensure the learning programme is appropriate for the qualification as claimed

## Step 3: Listing on the HKQR

- Upload the programme onto the Hong Kong Qualifications Register (HKQR) ([www.hkqr.gov.hk](http://www.hkqr.gov.hk))
- Check for funding and grants available for QF-recognized courses:



### Government Support

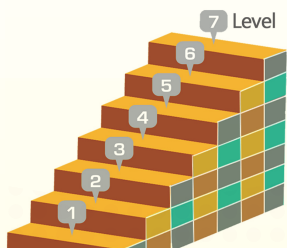
Scope		Non-profit-making providers	Others providers
Subsidy for Initial Evaluation fees		100%	50%
Subsidy for Learning Programme Accreditation fees	SCS-based/SGC-based programmes	100%	50%
	Other programmes	70%	35%
Development Grant for SCS-based/SGC-based programmes (must be programmes newly developed and launched)		<ul style="list-style-type: none"> <li>Subsidy of \$30,000 for SCS-based programmes with 12 to 35 QF credits, \$50,000 for programmes with 36 or more QF credits.</li> <li>Subsidy of \$20,000 for SGC-based programmes with 6 to 17 QF credits, \$40,000 for programmes with 18 or more QF credits.</li> <li>Under reimbursable courses of Continuing Education Fund (CEF)</li> </ul>	



Website: <https://www.hkqf.gov.hk/en/support/dss/index.html>



### HKQF implementation (as of April 2024)



Over 8,000 QF-recognized qualifications



Over 40 sets of Specifications of Competency Standards (SCS) completed



in 23 industries



covers over 50% local workforce



Hong Kong Qualifications Framework:  
[www.hkqf.gov.hk](http://www.hkqf.gov.hk)

Hong Kong Qualifications Register:  
[www.hkqr.gov.hk](http://www.hkqr.gov.hk)