

**Points to Note in Application for Exemption of Whole Person Development (WPD) Module**  
(Applicable to NHD students (from Entry Cohort of AY2015/16) of full-time and part-time modes)

申請豁免修讀全人發展單元注意事項

(適用於所有 2015/16 學年起入學的全日制及兼讀制高級文憑課程同學)

1. Approval of WPD Module exemption is based on (i) academic criteria or (ii) prescribed full time work experience. (Details refer to exemption criteria table overleaf.)

同學可以利用「過往學術資格」或「全職工作經驗」申請豁免修讀全人發展單元，詳情可參閱背頁資料。

2. “Full-time employment” refers to an employee who has been working for the same employer for 6 months or more, with 120 working hours in average per month after having obtained minimum entrance requirement. Academic transcript, proof of sufficient full time work experience including employer’s certification, salary statement should be shown to support the application. If students are unable to provide proof by employers, declaration service provided by Home Affairs Department (HKSAR) could be accepted (for details, please visit the link below: [http://www.had.gov.hk/en/public\\_services/public\\_enquiry\\_services/faq.htm#4](http://www.had.gov.hk/en/public_services/public_enquiry_services/faq.htm#4)). The work period, post title and name of company or employer should be stated clearly.

有關豁免修讀全人發展單元所指的「全職工作」，定義為申請人達到入學要求後，連續於同一機構工作最少六個月，每月工時平均120 小時。同學遞交申請表時須附上學歷證明及就業證明文件例如僱主證明信、糧單或由民政事務處諮詢服務中心所辦理的宣誓聲明書，以作批核豁免修讀全人發展單元之用(就有關詳情，請瀏覽以下網址：

[http://www.had.gov.hk/en/public\\_services/public\\_enquiry\\_services/faq.htm#4](http://www.had.gov.hk/en/public_services/public_enquiry_services/faq.htm#4))。文件須清楚列明受僱公司名稱、受僱職位和在職時段。

3. It is the responsibility of the applicant to provide information and valid documents to support his/her application.

同學有責任確保於申請豁免修讀全人發展單元所提交之所有證明文件，均屬正確無訛。

4. Student needs to follow the application period and late application will not be accepted. Student has to attend class as usual before application result announcement. For students in part-time mode, they could accumulate required full-time work experience along their study and apply for exemption with sufficient work experience.

修讀全日制的同學須於第一學年/學期開課後兩星期內主動申請，逾期申請將不獲考慮。申請豁免修讀未經批准前，學生須如常上課。由於兼讀制同學大多為在職人士，同學可在修讀期間累積全職工作經驗申請豁免有關單元。

5. For application and assessment details, please refer to “Document A”.

就申請及評核的細節，請參閱“Document A”。

**Whole Person Development Module Exemption Criteria** 豁免修讀全人發展單元準則

Programme 課程	Modules 單元名稱	Academic Criteria 認可之過往學術資格	Or Work Experience 或 全職工作經驗
HD 高級文憑  (For entry cohort from AY2015/16)	SDD4001 WPD : Self-Efficacy Enhancement 全人發展： 自我提升	A pass in WPD3200S or in WPD4063 & WPD4041 or in WPD4063 & WPD4082 or prior learning relevant to the module content  曾經在 WPD3200S 或 WPD4063和WPD4041 或 WPD4063和WPD4082 或取得及格成績 或 其他相關之認可過往資歷	Or 或  Two years full-time work experience acquired after meeting the minimum entrance requirement <b>and Assessment</b>  達HD 最低入學要求後累積的二年全職工作經驗 及 評核
	SDD4002 WPD : Global Vision 全人發展： 國際視野	A pass in WPD3202S or prior learning relevant to the module content  曾經在 WPD3202S 取得及格成績 或 其他相關之認可過往資歷	Or 或  Two years full-time work experience acquired after meeting the minimum entrance requirement <b>and Assessment</b>  達HD 最低入學要求後累積的二年全職工作經驗 及 評核
	SDD4003 WPD : SMART in Action 全人發展： 團隊策動	A pass in WPD4052 or in WPD4201S or prior learning relevant to the module content  曾經在 WPD WPD4052 或 WPD4201S 取得及格成績 或 其他相關之認可過往資歷	Or 或  Two years full-time work experience acquired after meeting the minimum entrance requirement <b>and Assessment</b>  達HD 最低入學要求後累積的二年全職工作經驗 及 評核
	SDD4004 WPD : Integrated Career Development 全人發展： 事業發展	A pass in WPD3203S or in WPD3204S or in WPD4074 or prior learning relevant to the module content  曾經在 WPD3203S 或 WPD3204S 或 WPD4074 取得及格成績 或 其他相關之認可過往資歷	Or 或  Two years full-time work experience acquired after meeting the minimum entrance requirement <b>and Assessment</b>  達HD 最低入學要求後累積的二年全職工作經驗 及 評核

Programme 課程	Modules 單元名稱	Academic Criteria 認可之過往學術資格	Or Work Experience 或 全職工作經驗	
<p><b>For some Engineering Programmes, students opt for the <u>Diploma Award</u> amid their course of studying NHD</b> (For entry cohort from AY2015/16)</p> <p><b>個別修讀工程課程的同學，如在修讀期間，<u>選擇獲取文憑資格</u></b>  (適用於從2015/16學年起入學的同學)</p>	<p>SDD4001 WPD : Self-Efficacy Enhancement 全人發展： 自我提升</p>	<p>A pass in WPD3200S or in WPD4063 &amp; WPD4041 or in WPD4063 &amp; WPD4082 or prior learning relevant to the module content</p> <p>曾經在 WPD3200S 或 WPD4063和WPD4041 或 WPD4063和WPD4082 或 取得及格成績 或 其他相關之認可過往資歷</p>	<p>Or 或</p>	<p>One year full-time work experience acquired after meeting the minimum entrance requirement <b>and</b> <b>Assessment</b></p> <p>達HD 最低入學要求後累積的<u>一年</u>全職工作經驗 及 評核</p>
	<p>SDD4003 WPD : SMART in Action 全人發展： 團隊策動</p>	<p>A pass in WPD4052 or in WPD4201S or prior learning relevant to the module content</p> <p>曾經在 WPD WPD4052 或 WPD4201S 取得及格成績 或 其他相關之認可過往資歷</p>		<p>Or 或</p>