



Programme for 2017-18

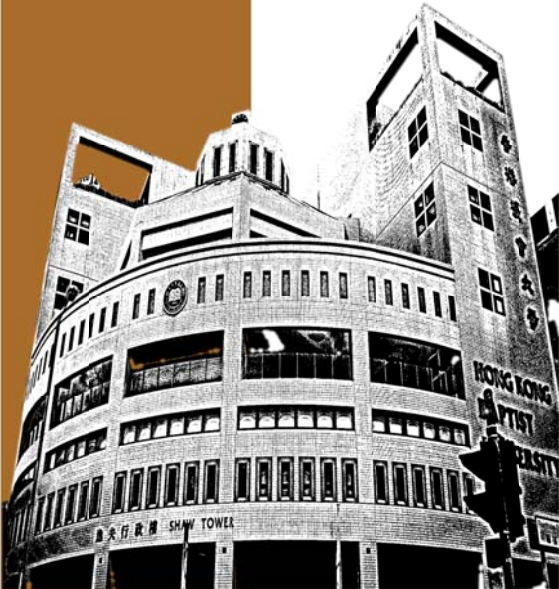
Preparation for Principalsip

Introduction

With effect from 2004/05, education professionals aspiring to take up principalship in Hong Kong schools will have to attain the "Certification for Principalsip" (CFP) requirements as set by the Education Bureau (EDB) before they are considered for appointment. The CFP comprises three components:

1. Successful completion of a Needs Analysis (NA);
2. Passing a "Preparation For Principalsip" (PFP) Course; and
3. Fulfilling requirements for the professional development portfolio (personal submission to EDB after fulfilling (1) & (2)).

Authorised by the Education Bureau (EDB) of the Hong Kong SAR, the Department of Education Studies at Hong Kong Baptist University is now offering this Programme which is tailored for aspiring principals to satisfy the Certification for Principalsip (CFP) requirements of components (1) and (2) listed above. It also aims to prepare them with professional competencies in building up their professional development portfolio.



We understand Schools. We understand Teachers. We understand Students.

Programme

1. NEEDS ANALYSIS (NA)

The NA will be conducted in three stages with different activities:

- a) The Pre-Analysis
- b) The Analysis Day
- c) Ongoing Development

2. PREPARATION FOR PRINCIPALSHIP (PFP) COURSE#

The Course consists of one session of Orientation, 6 Core Modules, 3 sessions on Action Research, a series of optional seminars and school visits:

- a) Core Modules (75 Hours)
 - 1) Strategic Direction and Policy Environment
 - 2) Learning, Teaching and Curriculum
 - 3) Teacher Professional Growth and Development
 - 4) Staff and Resources Management
 - 5) Quality Assurance and Accountability
 - 6) External Communication and Connection to the Outside World
- b) Orientation (1 Hour) & 3 sessions of Action Research (9 Hours)
- c) Optional Seminars and School Visits



A total of 84 contact hours (excluding orientation, optional seminars and school visits) will be conducted on Saturday afternoons from January to April, 2018.

Graduation Requirements, Assignments & Passing Criteria

Please refer to the Programme website for details: <http://educ.hkbu.edu.hk/pfp/>

Details & Fees

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1. NEEDS ANALYSIS (NA)

a) Pre-Analysis

Date : 25 November 2017 (Sat)
Time : 1000 – 1200
Venue : Hong Kong Baptist University, Kowloon Tong

b) Analysis Day*

Date : 2 December 2017 (Sat)
Time : 0830 – 1800 (lunch included)
Venue : Hong Kong Baptist University Affiliated School Wong Kam Fai
Secondary and Primary School
No. 6 On Muk Lane, Shek Mun, Shatin, NT

* In case of over-subscription on 2 December 2017, another Analysis Day may be organized in May 2018 at HKBU, subject to confirmation and total discretion of the Department of Education Studies, Hong Kong Baptist University.

2. PREPARATION FOR PRINCIPALSHIP (PFP) COURSE#

Duration : 6 January – 28 April 2018
Course Delivery : Saturday afternoons, 1330 – 1930
Venue : Hong Kong Baptist University, Kowloon Tong

When admitted to the HKBU M.Ed (School Leadership and Management) Programme, graduate of this PFP Course will be exempted from taking 2 designated core courses of the M.Ed Programme.

3. MEDIUM OF INSTRUCTION

Oral: Cantonese supplemented with English
Written: English supplemented with Chinese

4. FEES

NA:	HK\$3,500
PFP Course:	Full Course HK\$20,000 (+ HK\$100 non-refundable application fee)
	Retaking HK\$9,000 (+ HK\$100 non-refundable application fee)

5. PAYMENT METHOD AND REFUND

Fees for the NA or the PFP Course should be paid in one instalment when admission is made. Admitted applicants who would like to withdraw may apply for refund. Written applications for refund should be made at least 2 calendar weeks before the corresponding commencement dates. A 5% administration fee will be deducted when refund is approved.

Admission Policy

The NA and PFP Course are independent and open for application separately. Serving teachers and educational practitioners, with five or more years of teaching experience or equivalent, are eligible for admission to the Programme. Priorities will be given to vice-principals and senior teachers based on the following criteria:

1. Serving vice-principals / deputy heads in government and aided schools or equivalent;
2. Applicants who have successfully completed or enrolled in a Needs Analysis for Aspiring Principals;
3. Serving senior teachers
 - At the rank of SGM (for aided secondary schools)
 - At the rank of Education Officer (for government secondary schools)
 - At the rank of PSM/AM (for aided and government primary schools)
4. Other applicants.



Download Application Form
website: <http://educ.hkbu.edu.hk/pfp/>

Application Deadlines

Stage 1 : 11 September 2017
Stage 2** : 27 September 2017
Stage 3** : 23 October 2017

** Application is open until quota is filled.

For enquires, please contact us at 3411-6425
e-mail: educpfp@hkbu.edu.hk