

Business and Accounting Courses

Specialized Knowledge

Short Duration

- **General Knowledge**
- **Tax Related**
- **Listing Related**



Programme Structure

There is a wide spectrum of Accounting and Business Courses.

They range from providing General Knowledge to Tax Related and Listing Related Courses respectively to enhance students' knowledge.

Entry Requirement

Applicants are normally required to have reached the age of 18 and to provide information from their HKID card (for local applicants) or passport (for non-local applicants) for admission assessment and student records purposes.

Programme Delivery

Lectures will be held on weekday evenings, weekends or Sundays.

Medium of instruction is Cantonese supplemented with English, unless specified.

Course notes will be provided.

Students will be issued a Statement of Attendance provided that they have met the attendance requirements.

Course Fee

Please refer to the next page.

Business and Accounting Courses

General Knowledge

- General Accounting
- Foundation Accounting
- Introduction to Import / Export Practices
- Accounting for Business Managers and Executives Workshop Series

Tax Related

- China Business and Taxation (I) / (II)
- HK Taxation: Principles and Practical Procedures
- Tax Saving Techniques on Corporate and Individual Tax
- Certified Tax Adviser (CTA) Qualifying Examination Preparatory Programme

Listing Related

- Internal Control Review
- Keys for Successful Listing in Hong Kong

Application Procedure

Normally, applications will be accepted on a first-come-first-served basis.

1. Online Enrolment:
<http://hkuspace.hku.hk>

2. Application can also be made at any one of our Enrolment Centres using SF26 Application Form.

Application Deadline

Please refer to our website for updated information.

All classes are subject to sufficient enrolment.

Programme Enquiries

A detailed timetable will be emailed to every student enrolled before class commences, if not, please send us an email at shortcourse@hkuspace.hku.hk

Enrolment Centres

Admiralty Learning Centre [ADC]

3/F, Admiralty Centre,
18 Harcourt Road, Hong Kong
(Exit A, Admiralty MTR Station)
3761 1111

Fortress Tower Learning Centre [FTC]

14/F, Fortress Tower, 250 King's
Road, North Point, Hong Kong
(Exit B, Fortress Hill MTR Station)
3762 0888

HPSHCC Campus [HPSHCC]

1/F, HPSHCC Campus,
66 Leighton Road,
Causeway Bay, Hong Kong
3923 7171

Island East Campus [IEC]



2/F, 494 King's Road,
North Point, Hong Kong
(Exit B3, North Point MTR Station)
3762 0000








HKU Campus [HKUC]

3/F, T.T.Tsui Bldg.
The University of Hong Kong
Pokfulam Road, Hong Kong
2975 5680

Kowloon East Campus [KEC]

1/F, 28 Wang Hoi Road,
Kowloon Bay, Kowloon
(Exit B, Kowloon Bay MTR Station)
3762 2222

	Course Title	Course Code and Application Code	Start Date	Time	Venue	Course Fee (HKD)
Accounting and Business Knowledge Course						
	General Accounting	ACCT9009 1750-3025NW	4-Oct-2019 (FRI)	19:30 - 21:30	KEC	\$1200
	Foundation Accounting 基礎會計學	ACCT9036	Please stay tuned for next intake			\$2160
	Introduction to Import / Export Practices 出入口實務初階	TPLO9001 1750-3028NW	4-Oct-2019 (FRI)	19:30 - 22:00	KEC	\$1200
	Accounting for Business Managers and Executives Workshop Series 企業經理及行政人員 會計財務工作坊系列	Workshop 1: Interpretation of Financial Statements for Business Managers Workshop 2: Cost and Management Accounting for Business Managers Workshop 3: Financial Management for Business Managers Contact us at ☎ 2867 8475 for further information			\$1100 per workshop / \$3000 all 3 workshops	
Tax Related Course						
	China Business and Taxation (I) / (II) 中國稅務與營商(I) / (II)	ACCT9016 / ACCT9015 1745-4280NW / 1750-2899NW	7-Sep-2019 (SAT) / 26-Oct-2019 (SAT)	Contact us at ☎ 2867 8475 for further information		\$2500 Each course
	HK Taxation : Principles and Practical Procedures 香港稅務 : 原理與實際應用	ACCT9038	Please stay tuned for next intake			\$1350
	Tax Saving Techniques on Corporate and Individual Tax 節省公司稅和個人稅的 策略	ACCT9210	Please stay tuned for next intake			\$2500
	Certified Tax Adviser (CTA) Qualifying Examination Preparatory Programme 註冊稅務師資格 考試備試課程	ACCT9226	Please stay tuned for next intake			\$2730

	Course Title	Course Code and Application Code	Start Date	Time	Venue	Course Fee (HKD)
Listing Related Course						
	Internal Control Review 內部控制審閱	ACCT9209 1750-3439NW	26-Oct-2019 (SAT)	14:30 - 17:30	<i>To be advised</i>	\$3600
	Keys for Successful Listing in Hong Kong “如何在香港成功上市” 講座系列	ACCT9201 1755-1419NW	13-Nov-2019 (WED)	19:00 - 22:00	ADC / UNC	\$4500
Certificate for Module						
	Business Modeling with Excel in Accounting EXCEL 會計與商業模式	ACCT4073 1745-5162AW 	28-Sep-2019 (SAT)	14:30 - 18:30	FTC	\$4800
			This course has been included in the list of reimbursable courses under the Continuing Education Fund. This course is recognised under the Qualifications Framework (QF Level [4])			
	LCC & I Examination Preparatory Programme <i>Level 1: Book-Keeping</i>	ACCT2004 	Please stay tuned for next intake		\$1350	
	This course has been included in the list of reimbursable courses under the Continuing Education Fund. This course is recognised under the Qualifications Framework (QF Level [2])					
	LCC & I Examination Preparatory Programme <i>Level 2: Book-Keeping & Accounts</i>	ACCT2005 	Please stay tuned for next intake		\$1850	
This course has been included in the list of reimbursable courses under the Continuing Education Fund. This course is recognised under the Qualifications Framework (QF Level [2])						
LCC & I Examination Preparatory Programme <i>Level 3: Accounting</i>	ACCT2006 	Please stay tuned for next intake		\$2400		
This course has been included in the list of reimbursable courses under the Continuing Education Fund. This course is recognised under the Qualifications Framework (QF Level [2])						

Last update: 27 September 2019

- All fees and venues are subject to change without prior notice. Please refer to website for updated information.
- A detailed timetable will be emailed to every student enrolled before class commences.
- HKU SPACE reserves the right to make changes when necessary.
- For general rules and regulations, please refer to the HKU SPACE prospectus.

- Every effort has been made to ensure the contents of this brochure are correct at the time of printing.
HKU SPACE reserves the right to update the contents of the brochure at any time without notice and this brochure does not form part of contract between the students and the School. Information in the HKU SPACE website is the most up-to-date version and supersedes the printed brochure, wherever applicable.

Certificate for Module (Business Modeling with Excel in Accounting)

QF Level: 4 QR Registration No.: 15/003665/L4

QR Registration Validity Period: 17 Dec 2015 - on-going

Certificate for Module (LCC & I Examination Preparatory Programme Level 2: Book-Keeping & Accounts)

QF Level: 2 QR Registration No.: 14/003423/L2

QR Registration Validity Period: 28 Jul 2014 - on-going

Certificate for Module (LCC & I Examination Preparatory Programme Level 1: Book-Keeping)

QF Level: 2 QR Registration No.: 14/003424/L2

QR Registration Validity Period: 28 Jul 2014 - on-going

Certificate for Module (LCC & I Examination Preparatory Programme Level 3: Accounting)

QF Level: 2 QR Registration No.: 17/000473/L2

QR Registration Validity Period: 02 May 2017 - on-going