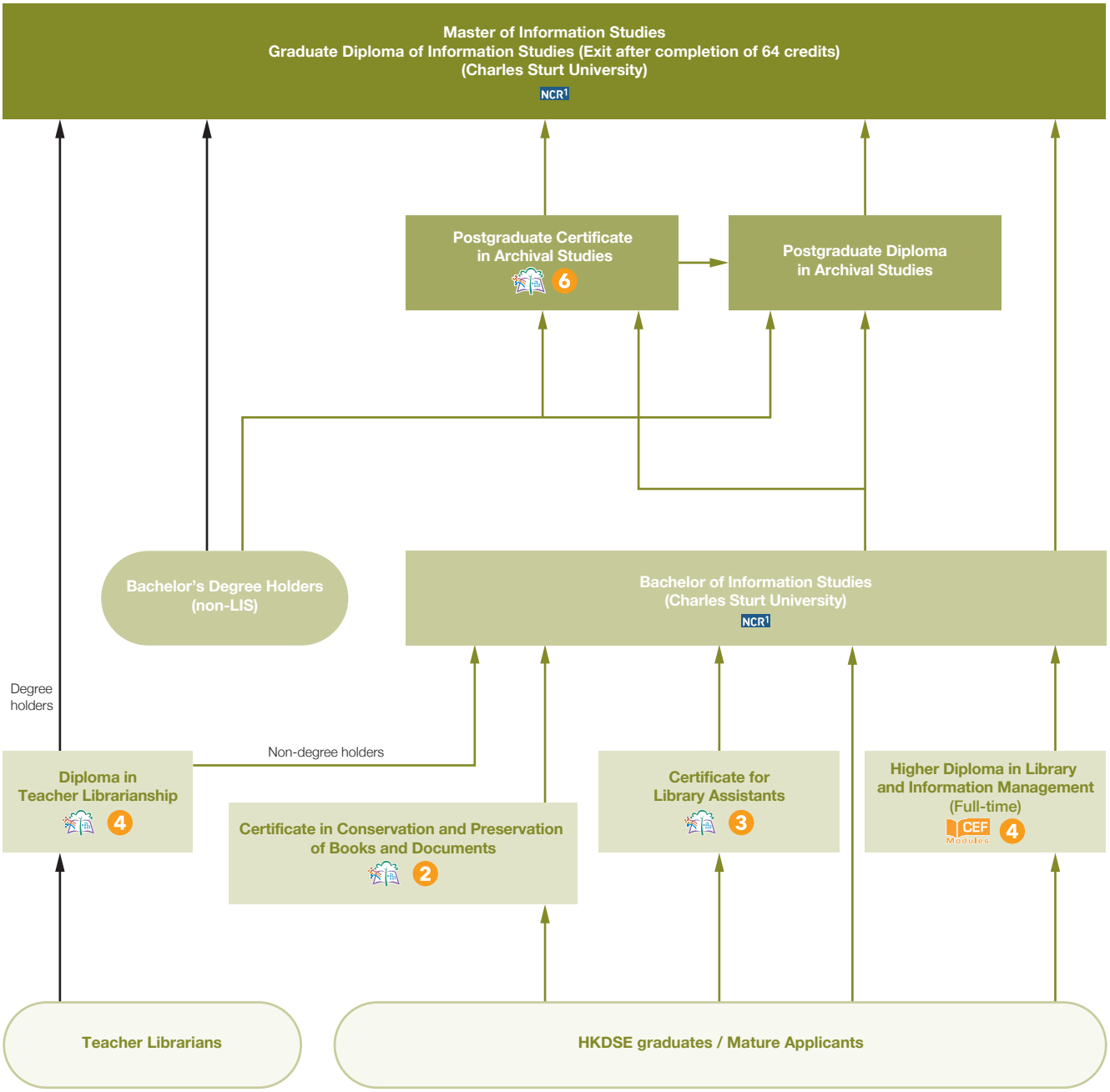
Pathway towards Library and Information Studies



NCR1 This is an exempted course under the Non-Local Higher and Professional Education (Regulation) Ordinance. 根據《非本地高等及專業教育(規管)條例》，本課程屬獲豁免課程。
It is a matter of discretion for individual employers to recognize any qualification to which this course may lead. 個別僱主可酌情決定是否承認本課程可令學員獲取的任何資格。

NCR2 These are exempted courses under the Non-Local Higher and Professional Education (Regulation) Ordinance. 根據《非本地高等及專業教育(規管)條例》，這些課程屬獲豁免課程。
It is a matter of discretion for individual employers to recognize any qualification to which these courses may lead. 個別僱主可酌情決定是否承認這些課程可令學員獲取的任何資格。

NCR3 The course operator is applying for exemption under the Non-local Higher and Professional Education (Regulation) Ordinance. 課程主辦人正根據《非本地高等及專業教育(規管)條例》辦理豁免註冊手續。
It is a matter of discretion for individual employers to recognize any qualification to which this course may lead. 個別僱主可酌情決定是否承認本課程可令學員獲取的任何資格。

Library and Information Studies
圖書館及資訊科學

Master of Information Studies
Programme Code: LB008A

Charles Sturt University, Australia
Application Code: 2235-LB008A

NCR[1]

2587 3232 infolis@hkuspace.hku.hk

Master of Information Studies provides students with in-depth understanding of the creation, evaluation, collection, organisation, utilisation and dissemination of information in the contemporary information environment.
This distance learning programme, offered in collaboration with Charles Sturt University, Australia, is supplemented by local tutorials. The obtained academic qualification has full recognition by Australian Library and Information Association and internationally by other library associations.
Graduate Diploma of Information Studies is the Intermediate Exit Award of Master of Information Studies.
> Credit exemption would be given to students with relevant academic qualifications in library and information management and/or working experience.

R Applicants shall:
1. hold a bachelor's degree awarded by a recognised institution; AND
2. provide evidence of English proficiency#, such as:
   (a) Level 3 in English Language in HKDSE; or
   (b) Grade D in the Use of English in HKALE; or
   (c) an overall band of 6.0 with subtest of 6.0 in the IELTS Academic*; or
   (d) a score of 550 in the PBT TOEFL or a score of 60 in TOEFL IBT; or
   (e) an overall score of 50 in PTE Academic*; or equivalent.
   OR
   Applicants with relevant work experience and provide evidence of English proficiency as stated in requirement 2(a) – (e) will be considered on individual merit by Charles Sturt University.

* IELTS Online or PTE Academic Online tests are not accepted. The IELTS Academic test result should be obtained within the last 2 years.

\# Applicants will be exempted if:
- applicants were born in one of the following eligible countries, have completed at least one qualification in that country, and the language in which the qualification was undertaken was English: OR
- while applicants were not born in one of the following eligible countries, applicants completed senior secondary study or at least one year of full-time university study in one of these countries, and the language in which the qualification was undertaken was English.
- Eligible countries include:
  America Samoa, Australia, Botswana, Canada, Fiji, Ghana, Guyana, Ireland, Jamaica, Kenya, Lesotho, Liberia, New Zealand, Nigeria, Papua New Guinea, Philippines, Singapore, Solomon Islands, South Africa, Tonga, Trinidad and Tobago, United Kingdom (including Northern Ireland), United States of America, Zambia, and Zimbabwe.

E
- Graduates of Graduate Diploma of Information Studies or its equivalent need to complete a total of 4 subjects (32 credits)
- Graduates of Bachelor of Information Studies or its equivalent need to complete a total of 6 subjects (48 credits)
- Graduates of Diploma in Teacher Librarianship will be exempted four 8-credit subjects (or their equivalent)
- Credit exemption would also be given to students with other relevant academic qualifications and / or working experience.

(Subject to review by CSU)

$ HK$15,225 per 8 credit points subject
HK$7,613 per 4 credit points subject
HK$3,806 per 2 credit points subject
* Subject to review at the time of enrolment
The tuition fee is paid by subjects per session (3 sessions in a year).
Application Fee: HK$150

D 24 months to 48 months

E中 English

Bachelor of Information Studies
Programme Code: LB007A

Charles Sturt University, Australia
Application Code: 2255-LB007A

NCR[1]

2587 3232 infolis@hkuspace.hku.hk

This distance-learning course, offered in collaboration with Charles Sturt University, Australia, is supplemented by local tutorials. It is for those interested in the field of library, information, records, archives and knowledge management.
The obtained academic qualification has full recognition by Australian Library and Information Association and other international library associations.
Exemption will be granted to graduates of Higher Diploma in Library and Information Management.

R Applicants shall:
1. (i) completed the HKDSE Examination with an aggregate score of 13 based on the four core subjects, Chinese Language, English Language, Mathematics and Liberal Studies, and the best grade in one Category A elective subject; and
   (ii) provide evidence of English proficiency#, such as
   (a) an overall band of 6.0 with subtest of 5.5 in the IELTS Academic*; or
   (b) a score of 550 in the PBT TOEFL or a score of 60 in TOEFL IBT; or
   (c) an overall score of 50 in PTE Academic*; or equivalent.

\# Applicants who have met requirement 1(i) with Level 4 in English Language in HKDSE Examination will be exempted.

* IELTS Online or PTE Academic Online tests are not accepted. The IELTS Academic test result should be obtained within the last 2 years.

OR
2. have gained in the HKALE Grade E in two AL subjects including AS subject 'Use of English' with Grade D or equivalent English proficiency as stated in requirements 1(ii);

OR
3. (i) hold an associate degree or a higher diploma awarded by a recognised institution; and
   (ii) provide evidence of English proficiency@ as stated in requirements 1(ii) or 2

@ Applicants will be exempted if:
- applicants were born in one of the following eligible countries, have completed at least one qualification in that country, and the language in which the qualification was undertaken was English; OR
- while applicants were not born in one of the following eligible countries, applicants completed senior secondary study or at least one year of full-time university study in one of these countries, and the language in which the qualification was undertaken was English.
- Eligible countries include America Samoa, Australia, Botswana, Canada, Fiji, Ghana, Guyana, Ireland, Jamaica, Kenya, Lesotho, Liberia, New Zealand, Nigeria, Papua New Guinea, Philippines, Singapore, Solomon Islands, South Africa, Tonga, Trinidad and Tobago, United Kingdom (including Northern Ireland), United States of America, Zambia, and Zimbabwe.

E Exemption will be granted to graduates of Higher Diploma in Library and Information Management (HDLIM). Exemption may also be granted to graduates of Associate Degree or Higher Diploma not from Library and Information Science discipline. Request for exemption should be made at the time of application. (Subject to review by CSU)

$ HK$25,200 per 16 points subject;
HK$12,600 per 8 points subject;
HK$6,300 per 4 points subject;
HK$3,150 per 2 points subject.
HK$138,600 (for HDLIM graduates)
HK$302,400 (for Non HDLIM graduates)
Actual course fee will be assessed on the number of subjects required.
* Course fee is subject to review at the time of enrolment
The tuition fee is paid by subjects per session (3 sessions in a year).
Application Fee: HK$150

D 24 months to 48 months

E中 English

See legend on page 031 圖像說明於第 031 頁

R Minimum Entry Requirements 基本入學要求 (P.017) $ Fee 學費 D Duration 修業期
E中 Medium of Instruction 教學語言 Q Qualifications Framework 資歷架構 E Exemption 豁免 S Short Course 短期課程

For more and latest programme information, please visit our website
有關最新課程資訊及詳情，請瀏覽學院網站 hkuspace.hku.hk

Diploma in Teacher Librarianship
Programme Code: LB010A

Application Code: 2250-LB010A

3762 0842 | judy.cheung@hkuspace.hku.hk

This course aims to develop teacher librarians in the skills and knowledge to manage a school library, to build up resources for curriculum development, to assist in teaching and learning and to cultivate in students the attributes of independent inquiry skills. It also develops teacher librarians with personal and professional competencies in resources planning, management and discovery, collaboration among different users, leadership, as well as use of information technology and research methods.

R Applicants shall:
- hold a teacher certificate; AND
- have a minimum of two years teaching experience, or their equivalence.

$ Term Fee : HK$30,000 per instalment (1st installment for Year 1)
Term Fee : HK$30,000 per instalment (2nd installment for Year 2)

D 2 years | English

Q Level 4 (Reg. No.: 07/001664/4) Validity Period: 05 May 2008 - on-going

Certificate for Library Assistants (English)
Programme Code: LB001A

HK Library Association
Application Code: 2280-LB001A

2587 3210 | csb.lam@hkuspace.hku.hk

The programme aims to
1. describe the characteristics of different types of library and information centres;
2. develop skills and techniques required by library assistants in identification, acquisition, storage, organization, use and circulation of information;
3. identify various application of information technologies in library services;
4. evaluate various categories of information resources, print or electronic for the provision of information service.

R Applicants should:
(i) have gained three passes in HKCEE* plus Level 2 or above in Chinese Language and English Language in HKCEE or equivalent; or
(ii) have gained five passes in HKCEE* including Grade E or above in pre 2007 HKCEE for Chinese Language and English Language or equivalent; or
(iii) have completed Senior Secondary Curriculum, or
(iv) have completed and passed the Project Yi Jin Programme.
* Applicants who have successfully completed an Applied Learning Course will be comparable to a HKCEE subject pass (up to a maximum of two subjects), excluding Chinese Language and English Language.
Applicants who do not possess the above academic qualifications but are aged 21 or above with relevant work experience will be considered by individual merit. Applicants are advised to submit a recommendation letter from their employer with their application.

$ HK$12,000 per programme

D 1 year | English

Q Level 3 (Reg. No.: 07/001655/3) Validity Period: 05 May 2008 - on-going

圖書館助理員證書（中文）
課程編號：LB002A

HK Library Association
報名代碼：2265-LB002A

2587 3210 | csb.lam@hkuspace.hku.hk

課程目標：
1. 描述各種類型圖書館及資訊中心的特色；
2. 建立圖書館助理員管理圖書館所需的技術及技巧，如圖書資源的識別、搜集、貯存、組織、使用及流通；
3. 認識應用在圖書館服務的各種資訊技術；
4. 評估資訊服務所需的各種資訊來源，包括印刷的及電子的資源等。

R - 於香港中學會考獲3科合格*，及英國語文科和中國語文科考獲第二級或其同等學歷；或
- 於香港中學會考（二零零七年前）考獲5科E級或以上，包括英國語文（課程乙）及中國語文或其同等學歷；或
- 完成香港高中課程；或
- 完成毅進課程及取得合格成績。
* 申請人若修畢應用學習課程，將等同一科香港中學會考科目及格（最多可計算兩科），不包括中國語文科及英國語文科。
申請人若欠缺上述學歷，但年滿二十一歲並具有圖書館相關工作經驗，學院將按個別情況考慮。請將有關證明文件連同報名表一併遞交。

$ HK$12,000

D 1年 | 粵語

Q 資歷架構級別：3 資歷名冊登記號碼：07/001836/3
資歷名冊登記有效期：2008年5月5日 - 持續有效

書籍維護與修復證書
課程編號：LB005A

報名代碼：2245-LB005A

2587 3210 | csb.lam@hkuspace.hku.hk

本課程提供專業的書籍與檔案維護及修復訓練，適合需要從事書籍與檔案維護及修復工作的圖書館或有關工作單位的從業員修讀。本課程乃全港現有唯一的書籍維護及修復證書課程。

R （甲） 於香港中學會考獲 3 科 E 級*，及於英國語文科及中國語文科獲第 2 級；或
（乙） 完成香港高中課程或同等資格；或
（丙） 具有 5 年相關工作經驗。
* 可包括不多於2科應用學習科目：如修畢1科應用學習科目，將等同1科香港中學會考科目合格。
**由2007年開始，學院確認於以往香港中學會考中國語文科及英國語文科及英國語文科（課程乙）的 E 級成績〔英國語文科（課程甲）的 C 級成績〕，與香港中學會考中、英語文科的第2級成績相等。
可包括不多於 2 科應用學習科目：「達標並表現優異」相等於香港中學文憑考試第 3 級；及「達標」相等於香港中學文憑考試第 2 級。
申請人若欠缺上述學歷，但年滿21歲，具有圖書館相關工作經驗者，學院將按個別情況考慮。

$ HK$15,000

D 4個月至5個月 | 粵語

Q 資歷架構級別：2 資歷名冊登記號碼：09/002838/2
資歷名冊登記有效期：2009年4月18日 - 持續有效

Certificate for Module (Records Management, Archives and Digitization)
Programme Code: LB023A

Application Code: 2235-LB023A

3762 0051 | infolis@hkuspace.hku.hk

This programme aims to introduce to students the nature, functions and techniques used in records management, the principles of transferring records to archives and the current practices of digitization of different media in various industrial and commercial sectors as well as in government departments.

R Applicants should hold:
- The Higher Diploma in Library and Information Management or equivalent; or
- Relevant professional qualification(s).
Applicants with other equivalent qualifications and relevant work experience will be considered on individual merit.

$ HK$7,500

D 4 months | English

Q Level 5 (Reg. No.: 19/000653/L5) Validity Period: 01 Jun 2019 - on-going

NCR1 This is an exempted course under the Non-Local Higher and Professional Education (Regulation) Ordinance. 根據《非本地高等及專業教育（規管）條例》，本課程屬獲豁免課程。
It is a matter of discretion for individual employers to recognize any qualification to which this course may lead. 個別僱主可酌情決定是否承認本課程可令學員獲取的任何資格。
NCR2 These are exempted courses under the Non-Local Higher and Professional Education (Regulation) Ordinance. 根據《非本地高等及專業教育（規管）條例》，這些課程屬獲豁免課程。
It is a matter of discretion for individual employers to recognize any qualification to which these courses may lead. 個別僱主可酌情決定是否承認這些課程可令學員獲取的任何資格。
NCR3 The course operator is applying for exemption under the Non-local Higher and Professional Education (Regulation) Ordinance. 課程主辦人正根據《非本地高等及專業教育（規管）條例》辦理豁免註冊手續。
It is a matter of discretion for individual employers to recognize any qualification to which this course may lead. 個別僱主可酌情決定是否承認本課程可令學員獲取的任何資格。

Library and Information Studies
圖書館及資訊科學

Postgraduate Diploma in Archival Studies
Programme Code: LB022A

Application Code: 2265-LB022A

2587 3223 | stephanie.ny.leung@hkuspace.hku.hk

Archivist, as a relatively nascent profession in Hong Kong, is increasingly gaining recognition from the community. In fact, the profession begins to grow in recent years as more and more archival institutions of different types are being set up. According to a recent survey, it was found that there are already over 40 public, private, institutional, and corporate archives operating locally. However, the development and thriving of the archival enterprise in Hong Kong are unfortunately being hampered by the lack of qualified professional archivists.
The Postgraduate Diploma in Archival Studies, the first-ever and the one-of-a-kind archival program available in Hong Kong, was established with an aim to solve this archivist's shortage problem.

R Applicants shall hold a bachelor's degree awarded by a recognized university.
If the degree or equivalent qualification is from an institution where the language of teaching and assessment is not English, applicants shall provide evidence of English proficiency such as :
- an overall band of 6.0 with no subtests lower than 5.5 in the IELTS; or
- a score of 550 in the paper-based TOEFL, or a score of 213 in the computer-based TOEFL, or a score of 80 in the internet-based TOEFL; or
- HKALE Use of English at Grade E or above; or
- HKDSE Examination English Language at Level 3 or above; or
- equivalent qualifications.

Preference will be given to those who have work experience in record-keeping, management of archives or library services.
Applicants with other qualifications and relevant work experience will be considered on individual merit.

$ HK$40,000
Application Fee: HK$150

D 12 months | **Medium** English

Q Level 6 (Reg. No.: 19/000492/L6) Validity Period: 15 Jul 2019 - on-going

Postgraduate Certificate in Archival Studies
Programme Code: LB009A

Application Code: 2255-LB009A

2587 3223 | stephanie.ny.leung@hkuspace.hku.hk

The programme is designed for archivists or those engaging in records management related functions who wish to update their professional knowledge and skills, widen their international exposure and obtain an academic qualification for their profession. All lectures and seminars are conducted by academics and archives specialists that are prominent experts in the subjects they teach.

R Applicants Shall:
a) hold a bachelor's degree awarded by a recognized university; AND
b) have 2 years records, archives or relevant work experience preferred; AND
c) provide English proficiency
Applicants with other qualifications and relevant work experience will be considered on individual merits.

$ Overseas students : HK$16,000
Local students : HK$16,000

D 3 weeks | **Medium** English

Q Level 6 (Reg. No.: 09/000699/6) Validity Period: 05 May 2008 - on-going

Executive Certificate in Archives Management
Programme Code: EP042A

Application Code: 2245-EP042A

2587 3223 | stephanie.ny.leung@hkuspace.hku.hk

A properly set up and managed archives ensures that authentic and reliable historical records are preserved to document the major development and history of an organization.

R Applicants should hold:
- a bachelor's degree awarded by a recognized university or equivalent; or
- an Associate Degree / a Higher Diploma or equivalent, and have at least 2 years of work experience; or
- professional qualifications / relevant professional qualifications.

Applicants with other qualifications and relevant work experience will be considered on individual merits.

D 6 months | **Medium** English

Executive Certificate in Knowledge Management
Programme Code: EP046A

Application Code: 2255-EP046A

3762 0051 | infolis@hkuspace.hku.hk

The programme is suited to prepare professionals or administrators who have to take their leadership in preparing and continuing the implementation of Knowledge Management in the areas of organising and improving knowledge capturing, creation, application and sharing in their organisations. Various aspects of knowledge management as well as the application of technology in this field will be covered. Participants will experience the use of tools in knowledge management, such as After Action Review, Action Learning and Knowledge Creation. Current practices of various KM Models will be discussed. Case studies will be used and examples of local organisations will be shared.

R Applicants should hold:
(a) A bachelor's degree awarded by a recognized university or equivalent; or
(b) An associate degree/a higher diploma or equivalent, and have at least 2 years of work experience; or
(c) Relevant professional qualifications.
Applicants with other equivalent qualifications and relevant work experience will be considered on their individual merit.

$ HK$10,000

D 4 months | **Medium** English, supplemented with Cantonese

Executive Certificate in Records Management
Programme Code: EP045A

Application Code: 2245-EP045A

2587 3223 | stephanie.ny.leung@hkuspace.hku.hk

Records are an essential tool and valuable resources for good business and efficient administration.

R Applicants should hold :
- a bachelors degree; or
- an associate degree/higher diploma or equivalent, with at least 2 years of work experience

Applicants with other equivalent qualifications and relevant work experience will be considered on individual merits.

$ HK$11,000

D 6 months | **Medium** English