

Certificate in Banking Operations and Management (QF Level 4)

銀行營運及管理證書 (QF 級別四)

(BA424032M)



Programme Objectives | 課程宗旨

This programme aims to help trainees in developing skills and knowledge in banking operations and management in order to equip them with employability and lifelong learning skills

本課程旨在幫助學員掌握銀行營運及管理方面的技能和知識，裝備他們具備就業能力和終身學習的技能。

Qualifications Framework | 資歷架構級別

Level 4 (QF Registration Number: 19/000656/L4, validity period from 3 June 2019 to 31 August 2026)

第四級別 (資歷名冊登記號碼: 19/000656/L4, 登記有效期由 2019 年 6 月 3 日至 2026 年 8 月 31 日)

Learning Contents | 學習內容

- Banking Systems and Financial Organizations
- Banking Regulatory Framework and Banking Regulations
- Risk Management
- Retail Banking Products, Services and Operations
- Corporate Banking Products, Services and Operations
- Private Banking
- Treasury Markets and Operations
- Investment Banking
- 銀行體系和金融機構
- 銀行業監管制度和規則
- 風險管理
- 零售銀行產品、服務和運作
- 企業銀行產品、服務和運作
- 私人銀行
- 財資市場和運作
- 投資銀行

Contact Hours | 上課時數

Part-time: 36 hours (3 contact hours per week) + 2 hours examination

兼讀制: 36小時 (上課時數為每星期3小時) + 2小時考試

Medium of Instruction | 授課語言

English (Supplementary with Chinese terminology)

英語 (輔以中文專有名詞)

Programme Fee / Venue | 學費 / 地點

HK\$4,500

IVE (Haking Wong), 702 Lai Chi Kok Road, Cheung Sha Wan, Kowloon

港幣\$4,500

九龍 長沙灣 荔枝角道702號 香港專業教育學院(黃克競)

Entry Requirements | 申請資格

- Currently employed in relevant industry; or at least two years' working experience; and
 - Five HKDSE subjects at Level 2 or above, including English and Chinese Languages, or equivalent; or
 - Five HKCEE subjects at Grade E/Level 2 or above, including English and Chinese Languages, or equivalent; or
 - Completion of a QF Level 3 programme that is deemed acceptable to the respective Programme Board; or
 - Relevant Recognition of Prior Learning (RPL) qualification(s) at QF Level 3 or above; or
 - Other relevant verifiable prior learning and/or work experience that is/are deemed appropriate by respective Programme Board; or
 - Mature applicants, i.e. those aged 21 or above, with at least 2 years' relevant working experience and may be required to pass an entrance assessment.
- 目前任職相關行業；或具備最少兩年工作經驗；及
 - 持香港中學文憑考試五科成績達第二級或以上，包括英國語文及中國語文；或同等學歷；或
 - 持香港中學會考五科成績達E級 / 第二級或以上，包括英國語文及中國語文；或同等學歷；或
 - 修畢具「課程委員會」認可的「資歷架構」級別三之相關證書課程；或
 - 持有相關的「過往資歷認可」級別三或以上證書；或
 - 具「課程委員會」認可之過往學習或工作經驗；或
 - 年滿廿一歲或以上及具兩年或以上相關的工作經驗，或需要通過評核試。

Application Procedures | 報名

- Please complete and return the application form (Download from website) together with a cross cheque payable to "Vocational Training Council" to "Room 223, Hong Kong Institute of Vocational Education (Haking Wong)" by mail or in person.
- All places are allocated on a first-come-first-served basis. Incomplete forms and forms received without payment will not be processed.
- 填妥報名表 (可於網站下載) 連同劃線支票 (抬頭人:「職業訓練局」)，郵寄或親臨「香港專業教育學院(黃克競) 223室」報名。
- 所有課程名額均以先到先得方法分配，任何未填妥之表格，或學生未有附上學費的報名表，將不會處理。

Inquiry | 查詢

Tel / 電話: 2708-5367

Fax / 傳真: 2957-5730

Email / 電郵: jennysum@vtc.edu.hk

Website / 網址: business.vtc.edu.hk/tc/awardbearingprogramme.php

Address / 地址: Room 223, IVE (HW), 702 Lai Chi Kok Road, Cheung Sha Wan, Kowloon

九龍 長沙灣 荔枝角道702號 香港專業教育學院(黃克競)223室

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