

This document, with revisions made to tie in with the approved fund, serves as an addendum to the application submitted by the VTC on 31 December 2008.

Role and Responsibility in this project (please state clearly the nature and details of collaboration with the principal applicant)

II Project Information

Project Title (in English)

English Brings Opportunities – IELTS
Preparatory Programme

Project Title (in Chinese)

A. Project Summary

(please provide an executive summary of the project proposal in no more than 500 words).

IELTS, International English Language Testing System, is an internationally recognized English language assessment and is widely used as an entrance qualification for tertiary education overseas. Employers in Hong Kong also look for candidates with good scores in IELTS.

Post-secondary students can benefit from the test in the following areas:

- A minimum score of IELTS is a pre-requisite for many top-up degree programmes from post-secondary courses. Students should be prepared for the test to take the articulation pathway for further study.
- Apart from being a tool for academic pursuit, IELTS is widely recognized by local employers. A good score in IELTS will help students secure a job more easily especially in times of economic downturn.
- The preparation for IELTS can improve students’ general proficiency for better opportunities in both studies and employment.

The purpose of the course is to help familiarize students with the format of the test and what it involves. The course will be tailor-made with a teaching and learning package to cater for students’ needs. The course duration is 60 hours which include workshops, writing tutorials, mock interviews and language laboratory sessions. The normal class size is 25 but the class size of tutorials and mock interviews are reduced into around 10 students per class to bring greatest effectiveness.

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B. Project Objectives

(please identify the needs of the target recipients and explain how the project aims to address the needs).

- To familiarize students with the format and content of the IELTS test (Academic Module)
- To prepare students for taking the IELTS test and improve their test-taking strategies on completion of the preparatory course
- To improve students' language competence in general

The four IELTS test modules will be covered in the course: Listening, Reading, Writing and Speaking. The course introduces IELTS-type tasks with different activities and familiarizes students with every part of the test in regular IELTS test practice sections.

In addition to the 50 workshop hours, students have to attend writing tutorials to discuss their writing assignment with their tutor and attend mock interviews to prepare for their speaking test. The class size of tutorials is around 10 students per class.

Students have to complete a 10-hour independent language learning package with a focus to further improve their language proficiency and be familiar with the practice papers

A computer-based English proficiency test will be administered as an entry test.

C. Outcomes and Deliverables of Project

(please include the expected number of target beneficiaries and explain how they will benefit from the project).

2009/10

Expected number of target Beneficiaries: 300

A total of 300 students of self-financed Higher Diploma programmes in 2009/10 will benefit from the project by attending the 60-hr IELTS Preparatory Course.

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D. Implementation Details

Students will be selected based on their English achievement if the outturn number is more than the quota of 300.

A subsidy of \$3,333 (representing 80% of the course fee) per student will be paid by the Quality Enhancement Grant Scheme.

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E. Implementation Schedule (Please extend this table if necessary.)		
Estimated start date of project:		April 2009
Milestones	Timeframe	Cashflow Requirement
<ul style="list-style-type: none"> ➤ A curriculum development team to be formed. ➤ Curriculum development work to be completed 	April to Oct 2009	\$239,219
<ul style="list-style-type: none"> ➤ Formation of the course administration support team ➤ Hiring of a temporary officer and a temporary executive assistant (EAII) ➤ Promotion of the course to commence ➤ Liaison work with campuses operating the work to start ➤ Student enrolment to commence 		
<p>Course operation</p> <ul style="list-style-type: none"> ➤ Promotion of the course to continue ➤ Liaison work in course operation ➤ Student enrolment to continue ➤ Running of the course <ul style="list-style-type: none"> ■ Hiring of staff for course delivery, co-ordination and quality assurance ■ Hiring of supporting staff (technician, attendant I and EA II) for course operation ■ Operating and accommodation expenses for course operation to be incurred ➤ Management of the course operation ➤ Quality Assurance of the delivery of the course 	November 2009 to April 2010	\$660,781
Course evaluation	April 2010	

Estimated completion date of project:

September 2010

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F. Project Budget						
Projected Expenditure <i>(Please provide detailed breakdown under each item)</i>	Amount in HK\$					
	Year 1	Year 2	Year 3	Year 4	Year 5	Total
a. Manpower	839,592					839,592
b. Operating Expenses (including auditor's fees)	420,408					420,408
Total Expenditure :	1,260,000					1,260,000
Projected Income	Amount in HK\$					
	Year 1	Year 2	Year 3	Year 4	Year 5	Total
a. Grant to be received from EDB	1,000,000					1,000,000
b. Course fees to be received from students	260,000					260,000
Total Income :	1,260,000					1,260,000
Sources of Funding						
a.	Amount of grant sought under this application: <u>HK\$ 1,000,000</u>					
b.	Other sources of funding <i>(this may include donations, contributions from the applicant/its parent organization, etc. Please give the name(s) of the sponsor(s), the amount of funding, and indicate whether the funding has been secured.):</i>					
	(i) <u>Balance of funding at HK\$ 260,000 to be paid by students</u>					
	(ii) _____					
	(iii) _____					

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G. Monitoring and Self-evaluation Mechanism
<p>The Languages Planning and Development Office (LPDO) of VTC will coordinate and monitor the implementation of this Scheme in the following aspects:</p> <ul style="list-style-type: none"> ● Monitoring the quality of delivery materials; ● Coordinating the recruitment of qualified and experienced teaching staff; ● Establishing a system of course administration including measures on quality assurance; ● Planning, implementing and reviewing the effectiveness of programme delivery; and ● Establishing a series of support measures to facilitate teaching and learning.
H. Management Support and Key Personnel Involved
<p>The LPDO is responsible for the overall planning and development of the Scheme. The LPDO, headed by Assistant Executive Director, will oversee and monitor the implementation and progress of this Scheme.</p>
I. Special Justifications if the Grant Sought Exceeds \$2 million
This section is currently empty

III Other information

1 Project Sustainability *(If applicable, please describe how the recurrent expenditure involved will be met after completion of the proposed project)*

Experience gained from the evaluation of the programme will benefit IELTS preparatory programmes to be run in the future.

2 Preparatory work done *(If any)*

3 Past experience in organizing projects of similar or relevant nature and achievements *(If any)*

VTC has experience in organizing some forms of self-financed IELTS Preparatory Course for its students in the past, albeit on an ad hoc basis. These courses were well received.