



東華學院
TUNG WAH COLLEGE

TWC welcomes you to join us as Co-op Partners and provide job opportunities to our future talents. Let's join hands to nurture the youth and contribute to the society.

本學院誠邀各公、私營機構加入成為我們的企業伙伴，攜手培育人才，貢獻社會。

For more information, please contact us:

如欲索取更多資料，歡迎與我們聯絡：

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Co-op
Your
Dream

**Co-operative
Education
Scheme**
企業協作計劃

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About Tung Wah College 關於東華學院

Tung Wah College (TWC) is a self-financing teaching institution incorporated as a wholly-owned subsidiary of Tung Wah Group of Hospitals (TWGHs). Taking advantage of the acknowledged strengths and expertise of TWGHs in the health services and related disciplines, the goal of TWC is to become a renowned private tertiary education institution which provides secondary school leavers with high quality programmes focusing on practical application for both for-profit and non-profit organizations.

TWC is an approved post-secondary college registered under the Post Secondary Colleges Ordinance (Cap 320). All of TWC's programmes are accredited by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ).

東華學院是由東華三院成立，以自負盈虧之形式運作。秉承東華三院在醫療、教育及社會福利服務及其他相關範疇的專長和優勢，東華學院致力建立成為一所具知名度、以教學為本的私立專上學院，為高中畢業生提供以實踐為本、並能應用於牟利及非牟利團體工作的各項高質素課程。

東華學院及其課程已通過香港學術及職業資歷評審局的評審並已獲教育局確認，在《專上學院條例》（第320章）下正式註冊成為認可專上學院。

Ideologies of TWC 東華學院的教育理念

Nurturing by Masters: Interactive learning strategies engaged by professors to raise students' abilities in self-initiated learning and critical thinking

Outcome-based Learning: Curriculum design with clear outcomes to enable students to reflect on their own learning and master learning objectives

Interdisciplinary Studies: Cross-disciplinary approach incorporated into the design of curriculum structure to broaden students' social perspectives and fields of knowledge

Learning without Walls: Learning by making use of internet and WiFi to break time and geographic boundaries

Co-operative Education: Work opportunities for students in enterprises during study period to gain life experience and to enhance competitiveness in future employment

大師育人：教學以教授與學生之互動討論為主，引發學習及思考興趣

果效為本：為課程設計定下清楚學習目標，令學生更易掌握

跨科互動：跨科學習元素結合於課程結構中，藉此擴闊學生知識領域

無牆學習：利用互聯網及無線網絡學習，打破時間和地域界限

企業協作：藉著在企業機構工作，使學生在學習期間汲取人生經驗以提升競爭力



Introduction of the Co-operative Education Scheme

企業協作計劃簡介

Co-operative Education (Co-op) combines traditional classroom learning with real world paid work experience. It is based on the philosophy that learning extends beyond lectures and tutorials, and a combination of classroom learning with workplace exposure would enhance the content of education. All Bachelor's degree students (except senior year entrants) are required to join the Co-op Scheme to engage in 8 or 12 months of full-time employment to fulfil part of their graduation requirements.

「企業協作計劃」結合傳統課堂學習及實際工作經驗，此教學模式有助提升學生的學習水平。所有學士學位課程的學生（高年級銜接生除外）於在學期間均須參與為期八個月或一年的受薪全職工作，以符合學院之畢業要求。



Characteristics of the Scheme

計劃特色

Co-op is a tripartite partnership among students, the College, and employers. It is characterized by:

Formal Recognition - Co-op is one of the graduation requirements of all Bachelor's degree students of the College. Performance of the students will be graded and reflected in their academic transcripts.

Formal Curriculum - Co-op is regarded as an educational strategy integrating classroom learning and progressive work experiences, with a constructive academic relationship between teaching staff and Co-op faculties/administrators. Students will obtain multiple work experiences in formalized sequence with study leading to enhancement of their job skills.

Full Support from the College - The Co-op & Career Coaching Centre provides students with pre-employment preparation, job matching services, ongoing support and consultation. All these activities will be conducted in coordination with the academic departments and employers.

Total Experience - Students will engage in full-time paid employment while at the same time undertaking an appropriate number of courses, so that they can improve their time management skills and get prepared for lifelong learning.

企業協作計劃是學生、東華學院與僱主三方的伙伴計劃。此計劃之特色如下：

正式認可 - 企業協作是學位課程的必修項目。學生須由聘請的僱主評核其工作表現，結果將紀錄在學生的成績表內。

正式課程 - 企業協作是學院訂定的教學策略，融合課堂及漸進式的工作經驗，再配合教學人員及企業協作計劃行政人員的指導，令學生能夠在多方支援及正統學習下提升其工作技能。

學院全面支援 - 學院設立企業協作及就業輔導中心，為學生提供職前培訓、職位配對和持續支援及輔導。校內的學生學術顧問及僱主亦會在過程中緊密合作。

完整學習經驗 - 學生經歷全職受薪工作之餘同時亦可修讀一些通識課程，藉此學懂分配時間，裝備自己迎接未來持續進修的挑戰。



Intended Outcomes

預期成果

The Co-op Scheme is designed to develop and enhance higher educational outcomes on the part of students, employers, the College, and the society as a whole.
企業協作計劃的設計是期望學生、僱主、學院，以及社會均能同時得益。

Stakeholders 持份者

Students 學生

Academic

- Be able to integrate classroom theory with workplace practice

學術層面

- 能夠把課堂的理論應用於工作上

Outcomes / Benefits 成效 / 益處

Professional

- Gain clarity of career goals
- Develop an understanding of workplace culture
- Develop workplace competencies
- Acquire new or advanced skills
- Establish professional network
- Increase post-graduation employment opportunities

專業層面

- 清晰理解就業目標
- 瞭解工作地方的文化
- 培養職場能力
- 學習專業上的新技術
- 建立專業的網絡
- 增加畢業後就業機會

Personal

- Become more mature
- Discover personal strengths and weaknesses
- Strengthen interpersonal skills
- Utilize salary to partially cover study expenses
- Enhance citizenship and self-productivity
- Develop lifelong learning skills

個人層面

- 更加成熟
- 能夠了解自己的強項和弱項
- 提升人際關係及溝通技巧
- 以薪酬資助學習開支
- 提升公民責任感及生產力
- 培養終生學習的能力

Employers 僱主

- Well-prepared, flexible employees at relatively low cost
- Accommodation of human resource needs
- Cost-effective long-term recruitment and retention
- Increased staff diversity
- Mutually beneficial partnership with the College
- 以相對較合理的工資聘用靈活及已有準備的員工
- 能夠靈活地解決人力資源需要
- 更有效地進行長遠的招聘及保留員工
- 增加員工團隊的多元性
- 加強與學院的聯繫

The College 學院

- Recruitment of quality new students
- Retention of current students
- Wider range of learning opportunities for students
- Enriched curriculum
- Enhanced reputation in the employment community
- Improved employment opportunities for graduates
- Partnerships with commercial, governmental and non-profit organizations
- 協助招收高質素的新學生
- 提升現有學生的歸屬感
- 提供更多類型的學習機會
- 豐富課程內容
- 提升學院在就業市場的聲譽
- 提高畢業生的就業率
- 與商界、政府及公營機構建立緊密伙伴關係

Society 社會

- Lessen the demand for government financial assistance
- Nurture productive and responsible citizens
- Promote industry-education partnerships
- 減少政府財政支援的負擔
- 培養具生產力及負責任感的公民
- 推動產學合作

The Co-operative Education Model

企業協作計劃模式

The Co-op Model adopts a student-oriented approach where students may engage in full-time paid employment while earning their degrees within normal duration of study.

In general, Bachelor’s degree students will spend the first two academic years in classes to build a strong foundation of the core subjects of their disciplines. To keep graduation on schedule, students are advised to take one or two General Education courses during the Co-op period. Flexible study mode, such as online teaching and evening classes, will be adopted to accommodate students’ working hours.

The Co-op schedules for different Bachelor’s degree programmes are summarized as below:

東華學院設計的企業協作計劃以學生為本，讓學生可於正常的學習年期，在完成受薪的企業協作計劃的同時，亦可完成學位課程。

一般而言，學士學位課程的學生將在首兩個學年集中課堂學習，以建立本科知識及技術。為令學生可在預期內完成學業，校方鼓勵學生在工作期間，修讀一至兩個通識教育學科。學院將為學生安排彈性上課模式及時間（如將課堂安排在傍晚及以網上遙距模式授課），以配合學生的工作時間。

以下為各學士學位課程之企業協作計劃時間表：

Programme 課程	Major 主修	Co-op Schedule 企業協作計劃 時間表	Suggested Co-op Job Categories 建議工作類別
Bachelor of Health Science (Hons) 健康科學學士（榮譽）學位	Nursing 護理學	From 2nd Semester of Year 3 to 3rd Semester of Year 3 (i.e., January to August of the year) 由第三學年第二學期至第三學年第三學期 (即同年一月至八月)	Frontline positions in clinical settings, or any other jobs that require an attentive mind 醫療相關的前線工作或任何需要細心服務的工作
	Applied Gerontology 應用老人學		
Bachelor of Medical Science (Hons) 醫療科學學士（榮譽）學位	Basic Medical Sciences 基礎醫療科學	First part of Co-op – 3rd Semester of Year 1 Second part of Co-op – 3rd Semester of Year 2 (i.e., May to August) 第一部分：第一學年第三學期 第二部分：第二學年第三學期 (即五月至八月)	Frontline positions in clinical settings 醫療相關的前線工作
	Forensic Science 法庭科學		Assistants in legal firms, laboratories, etc. 律師樓、實驗室等助理
	Medical Laboratory Science 醫療化驗科學		Frontline positions in laboratories or clinical settings 醫療相關的前線工作
	Veterinary Health Studies 動物健康學		Frontline positions in veterinary clinics or other related jobs 醫療相關的前線工作

Bachelor of Medical Science (Hons) 醫療科學學士（榮譽）學位	Radiation Therapy 放射治療學	First part of Co-op – 3rd Semester of Year 1 Second part of Co-op – 3rd Semester of Year 4 (i.e., May to August) 第一部分：第一學年第三學期 第二部分：第四學年第三學期 (即五月至八月)	Assistants in laboratories or clinical settings 醫療相關的前線工作
Bachelor of Business Administration (Hons) 工商管理學士（榮譽）學位	Accounting 會計學	From 2nd Semester of Year 3 to 1st Semester of Year 4 (i.e., from January to December of the year) 由第三學年第二學期至第四學年第一學期 (即同年一月至十二月)	Accounting / auditing trainees or other related jobs in business settings 會計、審計或商業相關的工作
	Finance 金融學		Finance related jobs in business settings 金融相關工作
	Health Services Management 醫療服務管理學		Frontline administrative positions in healthcare-related institutions 保健服務相關的前線工作
	Marketing 市場學		Marketing assistants or other positions in relation to marketing and communications 市場推廣助理或傳訊相關工作
Bachelor of Social Science (Hons) 社會科學學士（榮譽）學位	Applied Psychology 應用心理學	From 2nd Semester of Year 3 to 1st Semester of Year 4 (i.e., from January to December of the year) 由第三學年第二學期至第四學年第一學期 (即同年一月至十二月)	Jobs that require a solid understanding of the human mind and behavior, and profound interpersonal skills 能了解人的心理和行為，及發揮人際交往能力的工作
Bachelor of Science (Hons) in Occupational Therapy 職業治療學理學士（榮譽）學位		From 2nd Semester of Year 3 to 3rd Semester of Year 3 (i.e., January to August of the year) 由第三學年第二學期至第三學年第三學期 (即同年一月至八月)	Frontline positions in rehabilitation centres 復康中心的前線工作

Students will be required to formulate their learning objectives at the beginning of their Co-op period; meet with their Student Academic Advisors (SAA) during the Co-op period; prepare monthly Co-op Work Journals and a Final Reflective Report upon completion of their Co-op period.

To ensure students’ performance attained the requirements of the companies, the College will invite employers to conduct evaluation on students’ work performance.

學生須為其全職工作訂定學習目標，並於參與企業協作計劃期間會見學生學術顧問。此外，他們須定期遞交企業協作報告，及在完成整個企業協作計劃後，遞交檢討報告。

為確保學生之工作表現達到僱主的要求，學院將邀請僱主就學生之表現進行評核。



The Co-op & Career Coaching Centre at TWC 企業協作及就業輔導中心

With the uniqueness of the Co-op Education Scheme, TWC has secured the commitment of more than 200 non-profit and for-profit organizations to be its Co-op partners to offer different types of full-time paid jobs to students.

To take further steps to ensure students are supported in the Co-operative Education Scheme, a Co-op & Career Coaching Centre has been set up. The Centre provides students with latest job openings and information related to the Co-op partners. An intranet information portal "Co-op POST" has also been set up for job postings.

Before the commencement of the Co-op period, students are required to meet with their Student Academic Advisors (SAA) and to formulate the learning objectives of their Co-op jobs. Students are required to reflect on the achievement of their own goals periodically and report back to their designated SAA, who will meet with students regularly to follow up on their job performance and work situation.

為配合學院獨有的企業協作計劃，我們已和逾二百間非牟利及商業機構結為協作伙伴，為學生提供各類全職有薪工作。

為進一步加強計劃的成效，本學院成立了企業協作及就業輔導中心，為學生提供最新職位空缺、企業背景等資訊。中心更為學生建立一個內聯網，讓他們隨時隨地透過網上平台尋找合適自己的工作。

學生於正式受聘之前，將安排與指定的學術顧問見面，訂出計劃的學習目標。待學生正式工作後，他們須定期向學術顧問報告並檢視工作進度及成效，以確定是否能達到當初定下的學習目標。

Our Co-op Partners 我們的企業伙伴

Three of our Co-op partners have opened branches on campus to provide services to staff and students, and to offer job opportunities to students:

以下三個企業伙伴於校園內設置分店，為各師生提供服務之餘，亦為學生提供就業機會：

TWC Co-op Café 企業協作概念咖啡店

Located on the ground floor of the King's Park Campus, TWC Co-op Café is the first joint Co-op project between the College and the café operator, Pacific Coffee Company (PCC). PCC hires TWC students to work full-time for a year at the café and at its other branches. Students have the chance to learn something that they cannot learn from books and gain valuable experience. Apart from the business operation, the Co-op Café helps run a series of Corporate Social Responsibility (CSR) programmes, with the joint efforts of TWC students, on a regular basis to promote and raise funds for non-profit organizations in the society.

東華學院與本港著名連鎖咖啡店品牌Pacific Coffee合作，建立全港首間集學生實習與企業營運於一身的協作概念咖啡店(Co-op Café)。咖啡店位於京士柏校舍地下，為東華學院學生提供長達一年的全職職位，學生能從實戰中汲取工作經驗，除了學習咖啡相關知識，亦可體驗團隊合作精神，為日後踏出社會作好準備。另外，咖啡店更會與東華學院學生合辦不同的企業社會責任計劃，為各類型的非牟利機構籌募經費。

TWC iCampus iCampus校園體驗中心

Located on 1/F of King's Park Campus, TWC iCampus is a unique Apple Campus Experience Centre which provides an all-round learning environment to students such that they will have not only the formal recognition but also the total experience of combining classroom learning with real world training. Apart from providing job opportunities to students, TWC iCampus plays an important role in offering a technology-based learning experience, comprehensive retail service and technology support to college members and students. Besides, it also acts as a professional training hub for the College and the education community.

位於東華學院京士柏校舍一樓之iCampus，是一所獨一無二的蘋果校園體驗中心，亦是學院企業協作計劃之合作伙伴。中心為學生提供全面學習環境，學生完成課堂後不但能獲得正式認可，更可融合課堂理論及實務體驗。中心同時為學院擔當重要的學習支援角色，為學院師生提供電子學習經驗、零售及技術支援服務、為學生提供實戰的工作機會等，成為學院及教育界的專業培訓中心。

Our Co-op partners include members of the following industry categories:

- Non-profit organizations
- Educational institutions
- Hospitality and catering service providers
- CPA firms/banks/insurance companies
- Elderly homes/healthcare service providers
- Property management service providers
- Retailers

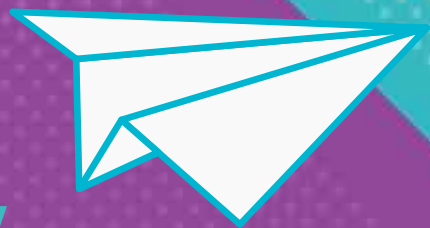
我們的企業伙伴包括以下的行業類別：

- 非牟利機構
- 教育機構
- 酒店及餐飲服務
- 會計師事務所 / 銀行 / 保險公司
- 安老院 / 醫療保健服務
- 物業管理公司
- 零售業

TWC Co-op 759 Store 759阿信屋企業協作小賣店

Located on 3/F Sky Garden of King's Park Campus, the "TWC Co-op 759 Store" is one of our latest Co-op partners. Differentiated from other 759 Stores, the Store is designed in European style, forming a unique leisure corner on the campus. With more than a hundred types of snacks & beverages available, the Store also offers full-time and part-time jobs for students to let them gain more work experience before graduation.

位於京士柏校舍三樓空中花園的「東華學院759阿信屋企業協作小賣店」，屬學院最新企業協作伙伴之一。有別於其他分店，店舖採用簡約歐陸風味設計，並於店外放置桌椅供學生使用，形成別具一格的休憩角落。店舖售賣逾百款不同零食、餅乾、飲品供學生選擇。貫徹學院「企業協作計劃」特色，小賣店亦會聘請學生出任兼職及全職店務員、店務長等崗位，為他們提供更多工作及實習機會。



Sharing by Our Co-op Partners 企業協作計劃 — 僱主分享

“We are pleased to form this partnership with Tung Wah College, which allows our senior management to learn more about the new generation and to explore their potential. It also enables them to formulate appropriate management strategies to keep up with changing times. At the same time, joining the Co-operative Education Scheme also offers a chance for our Group to fulfil its responsibility as a ‘Caring Company’.”

「我們樂意成為東華學院企業協作伙伴，一方面透過聘用年輕員工，讓主管多了解新一代，發掘他們的潛能，另方面可與時並進，調整出合適的管理模式；同時，我們亦能實踐社會企業責任，履行作為『商界展關懷』的公司任務。」

Ms Sherman CHAT 翟帶弟小姐

Group Director – Human Resource,
Administration and Procurement
Hong Kong Economic Times Holdings Limited
香港經濟日報集團總監 – 人力資源、行政及採購

“Becoming a Co-op partner of Tung Wah College offers a great opportunity to the Company to identify potential candidates prior to their graduation. This can help the Company allocate its resources more effectively and nurture future talents for the society.”

「成為東華學院企業協作伙伴，可讓集團在學生畢業前選擇有潛質的人才，助集團更有效地運用資源，為社會培育出優秀的棟樑。」

Mr Ray WONG 黃嘉逸先生

Senior Unit Manager
AIA Group Limited
友邦保險高級分區經理

“We participate in the Co-operative Education Scheme of Tung Wah College because we want to collaborate more with youngsters. We hire students because they know what is popular, including Korean culture, films, celebrities, and TV series. If we can add these elements into our courses, students will naturally become more involved, thereby enhancing their learning experience. Recruiting new members for the company can bring us vitality, new partnerships amongst colleagues can flourish; thus we are eager to try this out. We often complain that graduates lack experience, but we deny them career opportunities at the same time; is this not self-contradictory?”

「我們參加東華學院的企業協作計劃，就是想多點和年輕人合作。聘請學生，因為他們才最懂得甚麼是流行，例如韓國文化、偶像、電影、劇集等，如果我們能將這些元素加進課堂中，學生自然會更投入，學習亦都事半功倍。聘請『新人』能帶給公司活力，同事間又會有新火花，所以我們非常樂意嘗試。當我們一邊抱怨學生無經驗，但又不給予他們工作機會，這不是自打嘴巴嗎？」

Ms Cecilia CHAN 陳芬芬小姐

Manager, Customer Management East Asia,
Regional
British Council
英國文化協會東亞區客戶服務經理

“The Co-op Scheme is different from the internship programmes of other tertiary institutions. Co-op students are receiving salary as full-time employees of the Company; therefore, employers are likely to expect more from them. Through experiencing real life work situations, students will get themselves psychologically prepared for future career.”

「企業協作計劃與一般院校的實習計劃不同，學生不是只為到大機構見識，了解他們的工作情況。參與企協作計劃的同學是受薪的，僱主自然對同學的工作表現有要求，讓學生可以在求學期間真切體會在社會工作的情况，令他們及早有心理準備。」

Mr Laurence CHAN 陳洪楷先生

Managing Director
McKenzie & Associates Rehabilitation
Services Limited
麥堅時復康服務中心董事總經理

“Participating in Tung Wah College’s Co-operative Education Scheme opens up a channel for us to recruit young talents to join our frontline team, which helps maintain the competitive edge of our Group.”

「參與東華學院的企業協作計劃有助集團吸納『新血』，以保持競爭優勢。」

Ms Rachel YEUNG 楊靜文小姐

Human Resources Manager
Dining Concepts Limited
Dining Concepts Limited 人事部經理

Sharing by Our Students 企業協作計劃 — 學生分享

"I was drawn to the Scheme because it enables us to gain practical job experience which is crucial to improving our competitiveness. I understand that getting into university these days does not guarantee a job for the future."

「我很清楚在現今社會，一紙證書並不保證你有就業的機會，僱主反而看重我們的實戰經驗。而企業協作計劃正好為學生提供工作機會，與傳統學習模式不一，並非單靠紙上談兵。」

Ms DAI Yanni 戴燕妮同學

BBA (Hons) in Marketing
Worked as Marketing Assistant at Health Smart – a member company of the Hong Kong Economic Times (HKET) Holdings Limited
工商管理學學士(榮譽)學位主修市場學
曾任香港經濟日報集團成員機構 – 「樂本·健」市場助理

"Participating in the Co-operative Education Scheme enables me to experience the real-world work environment under the joint supervision of my supervisor and my student academic advisor. I like this job very much and would like to continue developing my career in this profession."

「參與企業協作計劃，讓我有機會在上司及學校老師指導下，體驗現實中的商業社會。我十分喜歡現在的工作，並打算日後繼續於這行業發展。」

Mr MING Kin Wo 明健和同學

BBA (Hons) in Marketing
Worked as Financial Planner at AIA Group Limited
工商管理學學士(榮譽)學位主修市場學
曾任友邦保險財務策劃顧問

Cheung Ka Wai 張嘉惠同學

Dai Yanni 戴燕妮同學

Ming Kin Wo 明健和同學

"The benefit of front line work is that I can be in contact with many different types of people particularly at the British Council where students come from diverse backgrounds and speak different languages. It is quite challenging communicating with them."

「在前線工作的好處，就是可以多和不同的人溝通，尤其是到英國文化協會報讀課程的學生，均來自不同地方，所說的語言都不同，和他們溝通甚具挑戰。」

"Administrative duties sound simple but have their own challenges. I believe the communication skills that I learned will inspire me to better meet the needs and requirements of patients in the future."

「文書處理看似很簡單，但其實也有其挑戰性的。這工作讓我學到的待人接物功夫，對日後處理病人要求會有啟發及幫助。」

Ms CHEUNG Ka Wai 張嘉惠同學

BMedSc (Hons) in Radiation Therapy
Worked as Administrative Assistant at the British Council
醫療科學學士(榮譽)學位主修放射治療學
曾任英國文化協會行政助理

Mr YUEN Chun Yat 袁駿逸同學

BMedSc (Hons) in Radiation Therapy
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醫療科學學士(榮譽)學位主修放射治療學
曾任英國文化協會行政助理

Yuen Chun Yat 袁駿逸同學