

Diploma in Child Psychology

兒童心理學文憑

Programme Code: DH009

(with intermediate award of
CH019 Certificate in Child Psychology 兒童心理學證書)

Student Handbook
(2009/2010)

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1. Introduction

- a. Welcome to study the Programme (*DH009 Diploma in Child Psychology*) and be a student of the Li Ka Shing Institute of Professional and Continuing Education (LiPACE), the Open University of Hong Kong (OUHK)!
- b. This Handbook is intended to provide you with useful information and guidance relating to your study at LiPACE in a direct and expeditious way.
- c. In addition to the information provided in this Handbook, you may also obtain information from the Institute's hotline (3120-9988) and website (www.ouhk.edu.hk/lipace), and the following responsible **programme staff**:

Programme Coordinator:
Mr. Walter Y. T. LAM BSc, MSocSc, RSW
(email: wylam@ouhk.edu.hk; phone: 3120-9876)

Programme Assistant:
Ms. Karina Yau
(email: kyau@ouhk.edu.hk; phone: 3120-9931)

- d. As a student of LiPACE, you are provided with an **email account**, through which both the Institute and you can effectively communicate with each other. To keep abreast of the most-up-date information, you are strongly encouraged to access the Institute's website and check your email account at least on a daily basis.

Programme Information

2. Programme Aims and Objectives

The programme aims to help students to understand the normal and abnormal development of children so as to facilitate them to develop effective care plans for nurturing the children.

Upon completion of the programme, students should be able to:

- a. Develop a rigorous understanding of the children's cognitive, social, emotional and behavioural development;
- b. Apply the knowledge and skills in child psychology to facilitate positive growth of children;
- c. Design effective motivational strategies to fulfil children's various kinds of educational needs;
- d. Perform the facilitating skills to encourage and support the development of children in appropriate ways and to their full potential.

3. Programme Duration and Structure

- a. This programme is a part-time programme consisting of 7 courses:

Table 1: Programme Structure

Course Code and Title	Lecture Hours	Exam Hours	Total	CH019	DH009
PSYC4001EP Introduction to Child Development 兒童成長概論	30	2	32	✓	✓
PSYC4002EP Children's Cognitive Development 兒童認知發展	30	2	32	✓	✓
PSYC4003EP Children's Social Development 兒童社會發展	30	2	32	✓	✓
PSYC4004EP Children's Learning and Motivation 兒童學習與動機	30	2	32	✓	✓
PSYC4005EP Adolescent Development 青少年的心理發展	30	2	32		✓
PSYC4006EP Children with Special Educational Needs 兒童特殊學習需要	30	2	32		✓
Elective (select one out of three)					
PSYC4007EP Children's Arts Development 兒童的藝術發展	30	2	32		✓
PSYC4008EP Understanding Abnormal Child Psychology 異常兒童心理學	30	2	32		✓
PSYC4009EP Applied School Guidance and Counselling 應用學生輔導	30	2	32		✓
Total	210	14	224		

- b. Detailed syllabuses of individual courses are provided in Appendix A.

4. Exemption Policy

- a. Exemption may be granted for individual courses if student has successfully completed a course of **comparable content and standard at a recognized tertiary institution** or through a professional examination. The maximum exemption allowed for this programme is 3 courses.
- b. Application for exemption must be submitted with supporting evidence (e.g. copies of certificate of academic or professional qualification, syllabus) before course commencement. Late applications made after the course commencement will not be accepted.
- c. Applicants are required to fill in the “**Course Issues Application Form**” (**Appendix B**) which is available from the Institute Office or website. A non-refundable administrative fee of HK\$300 will be charged on applications for each individual course exemption.
- d. Where necessary, applicants may be required to take an oral, written or practical assessment in order to prove that they have achieved the required course standard before approval of their applications.

5. Attendance

- a. There is no compulsory attendance requirement for this programme. Nevertheless, for their own benefits, students are strongly encouraged to attend the tutorial sessions as much as practicable.
- b. Unless specified otherwise, students who apply for a **Certificate of Attendance** must have attended at least 70% of classes.

6. Assessment

- a. Assessment is divided into two parts: **Continuous Assessment** and **Examination**. The weighting of assessment is detailed as follows:

Table 2: Assessment Weighting

Course Code and Title	Continuous Assessment	Examination	Course Weighting in Programme Award
PSYC4001EP Introduction to Child Development	40%	60%	14.3%
PSYC4002EP Children’s Cognitive Development	40%	60%	14.3%
PSYC4003EP Children’s Social Development	40%	60%	14.3%
PSYC4004EP Children’s Learning and Motivation	40%	60%	14.3%
PSYC4005EP Adolescent Development	40%	60%	14.3%
PSYC4006EP Children with Special Educational Needs	40%	60%	14.3%
Elective (select one out of three)			
PSYC4007EP Children’s Arts Development	40%	60%	14.3%
PSYC4008EP Understanding Abnormal Child Psychology	40%	60%	14.3%
PSYC4009EP Applied School Guidance and Counselling	40%	60%	14.3%

- b. Students are required to have an **overall pass** in the assessment of each course. The passing mark is 50.
- c. The assessment of the courses in the Programme is graded according to the following scale:

<u>Mark</u>	<u>Grade</u>
80 – 100	A Excellent
70 – 79	B Very Good
60 – 69	C Good
50 – 59	D Pass
< 50	F Fail

- d. Zero mark will be given if a student is absent from the assessment without any valid reasons (e.g. medical grounds). In addition, penalty will be given to those students who do not meet the deadline for assessment.
- e. Students who would like to defer their assessment with legitimate reasons need to send in their applications (using the **Course Issues Application Form** in **Appendix B**) with relevant administrative fee of \$250 and relevant supporting evidence within 14 days after assessment.
- f. For the purpose of quality assurance, it takes time to monitor the assessment marking and approve the assessment results. **Transcripts/course results** will generally be uploaded to Student Portal within 4 weeks after examination. Students could view their academic record via the Student Portal (see item 18 below).

- g. Students who fail in a course may be granted one opportunity to redeem the failure by making a written application to the LiPACE Director. Application must be made within 1 month after release of results. Late applications will normally not be considered unless in extraordinary circumstances.
- h. It is the discretion of the Programme Management Committee to decide on the appropriate forms of re-assessment (e.g. supplementary examination) for failed students. Students who pass the re-assessment will be capped at Grade C. Students who fail the re-assessment opportunity must retake the course if they want to complete the programme.
- i. Students who would like to have **appeal of their results** should make their applications (using the **Course Issues Application Form** in Appendix B), together with a non-refundable administrative fee of \$250, within 2 weeks of the results announcement. Applications will be submitted to the Programme Management Committee for review and students will be notified of the decision within 1 month of the date of the application.

7. Award

- a. A “**Diploma in Child Psychology**” will automatically be issued by LiPACE to students who have successfully completed the whole programme.
- b. Students may apply for the intermediate award “**Certificate in Child Psychology**” upon completion of PSYC4001EP, PSYC4002EP, PSYC4003EP and PSYC4004EP. (Please use **Application Form for Intermediate Award** (FCS012)).
- c. When the award is ready, students will receive email/sms notification from LiPACE. Students can collect their awards in person at the Island Learning Centre (4/F, Shun Tak Centre, 168 Connaught Road Central, Hong Kong) upon presentation of their HKID Card AND Student Card. Alternatively, students may authorize a representative with a signed authorization letter (which should indicate the names and HKID Card numbers of both the student concerned and the representative) to collect the awards. The representative needs to present his/her own HKID Card, and copies of the student’s HKID Card and Student Card for the award collection.
- d. A **weighted average mark (WAM)** will be calculated to determine each student’s award classification. The formula for calculation of the WAM is shown as follows:

$$\text{WAM} = \sum_{i=1}^n (\text{course weighting})_i \times (\text{course mark})_i$$

where n = number of courses taken in the programme

- e. The Programme Award is classified as follows:

<u>WAM</u>	<u>Grade</u>
80 – 100	Distinction
70 – 79	Credit
50 – 69	Pass
< 50	Fail

8. Intake Schedule

- a. This programme has 4 intakes (in March, June, September and December) each year. Additional intakes may be arranged depending on the market demand. **Table 3** shows the planned intake schedule of the courses in the programme.

Table 3: Intake Schedule

Course Code and Title	Mar	Jun	Sep	Dec
PSYC4001EP Introduction to Child Development	✓	✓	✓	✓
PSYC4002EP Children's Cognitive Development	✓	✓	✓	✓
PSYC4003EP Children's Social Development	✓	✓	✓	✓
PSYC4004EP Children's Learning and Motivation	✓	✓	✓	✓
PSYC4005EP Adolescent Development	✓	✓	✓	✓
PSYC4006EP Children with Special Educational Needs	✓	✓	✓	✓
Elective (select one out of three)				
PSYC4007EP Children's Arts Development		✓		
PSYC4008EP Understanding Abnormal Child Psychology			✓	✓
PSYC4009EP Applied School Guidance and Counselling	✓			

- b. Classes will normally commence in the first/second week of the intake months. Timetables will be announced on LiPACE's website (www.ouhk.edu.hk/lipace), prospectus and programme brochure/leaflet at least 6 months before course commencement.
- c. Due to unforeseeable circumstances, LiPACE reserves the right to make alternations about the intake schedule and timetables that are considered to be necessary without prior notice, though it will make every effort to minimize the inconvenience caused. Students are advised to notice the Institute's announcement and consult the Programme Coordinator as appropriate.

9. Professional Recognition

Upon successful completion of the whole programme, students can apply for an advanced standing of 10 credits for the credit-bearing courses offered by The Open

University of Hong Kong. Graduates who are enrolled / registered nurses can also apply for 210 Continuing Nursing Education points from the Hong Kong Nursing Council.

10. Further Studies

Graduates successfully completing of the course “PSYC4008EP Understanding Abnormal Child Psychology” may apply for exemption of “PSYC6006EP Application of Abnormal Psychology” under the “DH010 Professional Diploma in Health Counselling and Psychology”. Graduates can also proceed to study the “CH018 Professional Certificate in Special Educational needs for Children” upon successful completion of the course “PSYC4006EP Children with Special Educational Needs”.

11. Medium of Instruction

The programme will be taught in Cantonese supplemented with English terminology as appropriate. Course materials and assessment are in English. For details please refer to the individual course syllabuses in [Appendix A](#).

12. Programme Management and Monitoring

- a. Programme management and monitoring will follow the standard policies, mechanisms and processes given in LiPACE’s Quality Assurance Manual. For details, please visit www.ouhk.edu.hk/LIPACE/QA.
- b. The programme is overseen by a Programme Management Committee (chaired by LiPACE’s Director or his nominee), with the day-to-day operation being managed by the following Programme Coordinator:

Programme Coordinator:
Ms. Walter Y. T. LAM BSc, MSocSc, RSW
(email: wylam@ouhk.edu.hk; phone: 3120-9876)

- c. The Institute is honored to have invited the following external parties to assist in the programme development and delivery:

External Examiner: Prof. WANG Qian
Department of Psychology
The Chinese University of Hong Kong

Prof. SIN Kuen Fung
Department of Educational Psychology, Counselling
and Learning Needs
Hong Kong Institute of Education

Financial Issues

13. Fee and Charges

- a. The programme fee is \$18,200 which is paid on a course basis. The course fee is \$2,600 per course. Payment can be made by cheque (payable to “The Open University of Hong Kong”), EPS or OUHK MasterCard.
- b. The programme fee includes lectures, handouts and course assessments etc. but excludes the fees for textbooks, professional examinations and membership application and so on.
- c. The fee(s) is subject to annual review. The Institute’s discount policy is [applicable/NOT applicable] to this programme.
- d. Students who have financial difficulties and are unable to settle the programme fee should apply in writing for deferment at least 1 week before the payment deadline. Otherwise, a late penalty charge of \$500 would be charged for failure to settle tuition fee before the deadline.
- e. Except for unsuccessful enrollments and programme/course cancellation, the programme/course fee paid is not refundable. The LiPACE Director reserves the right to waive this condition under extreme circumstances.
- f. From time to time, students may make individual requests (such as application for transfer of class, deferment of study/assessment etc.) using the **Course Issues Application Form**. To reduce our administrative costs in handling such requests, a non-refundable administrative fee will be charged and payable at the time of submitting applications. For details, please refer to **Appendix B**.

14. Scholarship

- a. In recognition of students’ academic accomplishments and also to promote continuous learning, LiPACE has set up scholarship and discount schemes to graduates.
- b. Graduates with distinction from the Institute’s Professional Diploma/Diploma programmes will be awarded a scholarship of \$1,000. The scholarship will be given in the form of course coupons which can be used for enrollment on most of LiPACE’s programmes and courses.
- c. Graduates of the following programmes will be eligible for a graduate discount of 10% when enrolling on a number of LiPACE’s programmes and courses.
 - Associate Diploma/Diploma/Professional Diploma
 - Project Yi Jin

- Pre-Associate Degree
- Non-local Programmes
- Capacity Building Mileage Programme Level 4 Certificate

15. CEF and Financial Assistance

- a. LiPACE strives to set the programme fee at a reasonable level to provide affordable learning opportunities to most students. In addition, the Institute also makes proper arrangements to assist those with financial needs.
- b. Students can also apply for the **Non-means Tested Loan Scheme (NLS)** administered by the Student Financial Assistance Agency (SFAA) of the HKSAR Government. For details, please refer to SFAA hotline (2150-6222) or website (www.sfaa.gov.hk).
- c. Holders of the OUHK MasterCard issued by Wing Lung Bank can apply for the **Interest Free Tuition Loan** from the bank. Application forms of the OUHK MasterCard are available from LiPACE, OUHK and branches of Wing Lung Bank. For details, please refer to Wing Lung Bank Credit Card Centre hotline (2928-6668) or website (www.winglungbank.com).
- d. To encourage and support students to continue their studies, the Institute offers a number of **discounts schemes** which include early bird discount (10%), group discount (10%), full-time student discount (10%), LiPACE's graduate discount (10%), senior citizen discount (10%-30%) and daytime course discount (15%) etc. For details, please refer to the "Discounts Policy and Financial Assistance" section on LiPACE's Prospectus or website (www.ouhk.edu.hk/lipace_discounts).

General Information

16. Student Identification

- a. Upon successful enrollment on LiPACE's award-bearing programmes, students will be issued a student card. Students are requested to use their student cards in conjunction with their HKID cards as a means of student identification, particularly for class commencement, course materials distribution and access to class venues.

17. Student Conduct

- a. All students are expected to dress and behave properly in class and have good conduct in academic matters. For example, the following behaviour/activities are not permitted in LiPACE learning centers:
 - Using mobile phones in class
 - Eating and drinking in class
 - Consuming alcoholic drinks
 - Smoking
 - Betting and gambling
 - Downloading and viewing obscene pictures
 - Sexual harassment

Students who violate the class rules will be expelled from classes and subject to disciplinary actions.

- b. Students must pursue their studies with academic honesty. For assessment, students must present their own work, honestly report their own findings, and properly acknowledge the work which is not their own. Students who commit an act of academic dishonesty (e.g. plagiarism, collusion in assessment) would be given a mark of zero and liable to disciplinary actions.

18. Student Learning Resources

- a. Students enrolling on the programme are provided with an **email account** to facilitate their communication with the Institute. They are reminded to check their emails on a daily basis.
- b. LiPACE has set up a **Student Portal** on its website (www.ouhk.edu.hk/students) to provide students with the following services:
 - Update personal particulars
 - Enquire academic records and course final grades

Students may login the Student Portal by taking the following steps:

- Login to MyOUHK by typing username (S + first 7 digits of student number) and OUHK email password. (If you have not created your email password before, please go to “IT Support > create your single password” to create your password.)
 - Click the link “Student Administration > LiPACE programmes” at the top left corner on the Student Portal front page.
 - Select “Personal Information” to view personal information and updated selected information OR
 - Select “Academic Report” to view your academic record.
- c. To keep the tuition fee at an affordable level, the Institute provides library service to students in this programme based on the “user-to-pay” principle. Students who would like to enjoy the library service may pay an annual fee of \$900 (or \$800 if not attending the tutorials below and \$500 for OUHK Alumni) for the following package services:
- A 1-year remote access to e-library
 - Attending the course “32590 Mining Information in the Internet Age” for information-searching techniques (including 4 hours of face-to-face tutorials)

19. Student Communications and Feedback

- a. LiPACE places great importance in effective communication with students. It is hoped that through communication the Institute can obtain student feedback about the quality of teaching and learning. Student feedback is an essential source of information for the programme’s continual improvement and development.
- b. Each student enrolling on the programme is provided with an **email account**. Students are encouraged to check the emails frequently as all notices (such as ad hoc arrangement, schedules and examination timetable) will be sent through this channel.
- c. Students having any comments and suggestions about the programme are encouraged to communicate directly with the Programme Coordinator, either through informal channels (e.g. telephone, email) or via formal channels (such as class visits, meetings with students, and programme/course evaluation).
- d. There are two types of evaluation. The first is a **Course Evaluation Questionnaire** which seeks students’ views and comments on such issues as course objectives and content, teaching facilities and equipment, course administration and teaching performance of individual instructors. This is done at least once for each course.
- e. Graduates of the programme will be given another chance to complete a **Programme Evaluation Questionnaire** which collects more comprehensive feedback on their total learning experience and their views of the programme as a whole. Graduates can take this opportunity to make suggestions for new

programme development and provision of study pathways.

- f. If students have feedback which is a complaint in nature, on top of the above channels, they may also convey their dissatisfaction by writing to the Institute's Communications and Business Development Unit-in-charge who will conduct an impartial investigation. LiPACE strives to acknowledge the feedback within 2 working days or reply to the non-anonymous complainant of the investigation results within 5 working days.
- g. To ensure speedy and accurate communication between LiPACE and the students, students are required to immediately update any changes of your personal information (e.g. correspondence address and contact telephone numbers) using the Student Portal (see item 18 above). This is very important to ensure that all our communication with you will be made at the proper address/telephone number.

20. Adverse Weather Arrangements

- a. If the Typhoon No. 8 or the Black Rainstorm signal is still hoisted at the following time before class/examination commencement:
 - 6:30am: All classes/examinations before 2:00pm will be cancelled
 - 10:00am: All classes/examinations between 2:00-6:00pm will be cancelled
 - 2:00pm: All classes/examinations on that day will be cancelled
- b. If the Typhoon No. 8 or above is hoisted during classes/examinations, all classes/examinations will be terminated. If the Black Rainstorm signal is hoisted during classes/examinations, those classes/examinations already in progress will continue.
- c. If the Typhoon No. 8 or the Black Rainstorm signal is lowered before/at the following time:
 - 6:30am: All classes/examinations on that day will be held as scheduled
 - 10:00am: All classes/examinations between 2:00-6:00pm will be held as scheduled
 - 2:00pm: All classes/examinations at 6:00pm and after will be held as scheduled
- d. Students are advised to check the latest announcement on the Institute's website (www.ouhk.edu.hk/lipace).

PSYC4001EP Introduction to Child Development 兒童成長導論

- Total Hours : 32 hours (10 3-hour sessions and a 2-hour examination)
- Prerequisite : None
- Medium : Cantonese supplemented with English terminology as appropriate. Teaching notes and course assessments are in English
- Aim : This course aims to enhance student's understanding of basic psychological theories relating to children's development.
- Objectives : Upon completion of the course, students should be able to:
- a. understand various theories of child development;
 - b. evaluate various theories and apply them in analysing children's general behaviour;
 - c. understand children's normal and also abnormal development.

Course Outline

1. Introduction to Psychology and Child Psychology
2. Human Growth and Development
3. Theories of Human Development I: Psychosexual Approach
4. Theories of Human Development II: Psychosocial Approach
5. Theories of Human Development III: Behavioural Approach
6. Theories of Human Development IV: Other Approaches
7. Abnormalities in Development: Learning Disabilities
8. Abnormalities in Development: Emotional and Behavioural Disorders
9. Application of Child Psychology in Counselling
10. Application of Child Psychology in Counselling

Teaching and Learning Methods

This course will be taught in lecture format, using an interactive form of presentation and learning. Instructors will identify and illustrate with examples the main concepts and techniques in relevant topics, and facilitate student discussion using cases drawn from students themselves. Students are expected to actively participate in class discussion.

Assessment

Continuous Assessment: 40% (1 Tutor-mark-assignment)
Examination: 60% (one 2-hour examination)
Total: 100%

Continuous assessment will be in the form of assignment, case presentation, test, project, etc. Examination will be in the form of a 2-hour written examination. Students are required to have an overall pass in the course assessment.

PSYC4002EP Children's Cognitive Development 兒童認知發展

- Total Hours : 32 hours (10 3-hour sessions and a 2-hour examination)
- Prerequisite : None
- Medium : Cantonese supplemented with English terminology as appropriate. Teaching notes and course assessments are in English
- Aim : This course aims to enhance student's understanding of children's development in thinking, language and intelligence.
- Objectives : Upon completion of the course, students should be able to:
- a. understand the various cognitive developmental theories;
 - b. evaluate the applicability of various cognitive developmental theories; and
 - c. understand children's development in perception, memory, language and intelligence.

Course Outline

1. Cognitive Development: Issues and Concepts
2. Cognitive Development: Piaget's Theories
3. Cognitive Development: Evaluating Piaget's Theories
4. Cognitive Development: Vygotsky's Theories
5. Cognitive Development: Information Processing
6. Memory Development
7. Perceptual and Language Development
8. Development of Intelligence
9. Categorization and Reasoning
10. Children's Development in Drawing

Teaching and Learning Methods

This course will be taught in lecture format, using an interactive form of presentation and learning. Instructors will identify and illustrate with examples the main concepts and techniques in relevant topics, and facilitate student discussion using cases drawn from students themselves. Students are expected to actively participate in class discussion.

Assessment

Continuous Assessment:40% (1 Tutor-mark-assignment)
Examination: 60% (one 2-hour examination)
Total: 100%

Continuous assessment will be in the form of assignment, case presentation, test, project, etc. Examination will be in the form of a 2-hour written examination. Students are required to have an overall pass in the course assessment.

PSYC4003EP Children's Social Development 兒童社會發展

- Total Hours : 32 hours (10 3-hour sessions and a 2-hour examination)
- Prerequisite : None
- Medium : Cantonese supplemented with English terminology as appropriate. Teaching notes and course assessments are in English
- Aim : This course aims to enhance student's understanding of how children develop their concept of self and the development of emotion and social relations.
- Objectives : Upon completion of the course, students should be able to:
a. understand the theories of children's self concept and emotional development; and
b. understand the various factors affecting children's self concept and emotional development;

Course Outline

1. Early Social Relationships
2. Development of Self
3. Emotional Development
4. Development of Gender Role Identity
5. Development of Play
6. Development of Social Cognition
7. Development of Sociability I
8. Development of Sociability II
9. Development of Aggression
10. Development of Prosocial Behaviour

Teaching and Learning Methods

This course will be taught in lecture format, using an interactive form of presentation and learning. Instructors will identify and illustrate with examples the main concepts and techniques in relevant topics, and facilitate student discussion using cases drawn from students themselves. Students are expected to actively participate in class discussion.

Assessment

Continuous Assessment:40% (1 Tutor-mark-assignment)
Examination: 60% (one 2-hour examination)
Total: 100%

Continuous assessment will be in the form of assignment, case presentation, test, project, etc. Examination will be in the form of a 2-hour written examination. Students are required to have an overall pass in the course assessment.

PSYC4004EP Children's Learning and Motivation 兒童學習與動機

- Total Hours : 32 hours (10 3-hour sessions and a 2-hour examination)
- Prerequisite : None
- Medium : Cantonese supplemented with English terminology as appropriate. Teaching notes and course assessments are in English
- Aim : This course aims to enhance student's understanding of the theories of leaning and motivation so as to apply to children's learning needs.
- Objectives : Upon completion of the course, students should be able to:
- a. understand the various theories of learning and motivation;
 - b. apply these theories to enhance children's learning ability and motivation;
 - c. understand the various factors affecting children's learning.

Course Outline

1. Definition and Concept of Learning: An Overview
2. Social Learning Theory
3. Cognitive Theories of Learning
4. Effective Learning and Teaching
5. Theories of Motivation I – Intrinsic vs. Extrinsic Motivation, Motivation and Affect
6. Theories of Motivation II – Cognitive Factors and Motivation
7. Individual Differences
8. Learning in Early to Late Childhood
9. Children's Learning in Hong Kong
10. Learners with Special Needs

Teaching and Learning Methods

This course will be taught in lecture format, using an interactive form of presentation and learning. Instructors will identify and illustrate with examples the main concepts and techniques in relevant topics, and facilitate student discussion using cases drawn from students themselves. Students are expected to actively participate in class discussion.

Assessment

Continuous Assessment:40% (1 Tutor-mark-assignment)
Examination: 60% (one 2-hour examination)
Total: 100%

Continuous assessment will be in the form of assignment, case presentation, test, project, etc. Examination will be in the form of a 2-hour written examination. Students are required to have an overall pass in the course assessment.

PSYC4005EP Adolescent Development 青少年的心理發展

- Total Hours : 32 hours (10 3-hour sessions and a 2-hour examination)
- Prerequisite : None
- Medium : Cantonese supplemented with English terminology as appropriate. Teaching notes and course assessments are in English
- Aim : This course aims to enhance student's understanding on adolescent's developmental needs and the various factors affecting their development.
- Objectives : Upon completion of the course, students should be able to:
- a. understand developmental characteristics of adolescents;
 - b. understand the potential problems faced by adolescents; and
 - c. understand the appropriate parenting styles in helping adolescents' problems.

Course Outline

1. Understanding Adolescent I: Theories and Characteristics of Adolescent Development
2. Understanding Adolescent II: Intellectual Development
3. Understanding Adolescent III: Psychosexual Development
4. Understanding Adolescent IV: Identity, Peer Relationship and Peer Influence, Social Development
5. Emotional Problem among Adolescents
6. Behavioural Problems among Adolescents
7. Relational Problems among Adolescents
8. Education and Employment
9. Parenting Adolescents I
10. Parenting Adolescents II

Teaching and Learning Methods

This course will be taught in lecture format, using an interactive form of presentation and learning. Instructors will identify and illustrate with examples the main concepts and techniques in relevant topics, and facilitate student discussion using cases drawn from students themselves. Students are expected to actively participate in class discussion.

Assessment

Continuous Assessment: 40% (1 Tutor-mark-assignment)
Examination: 60% (one 2-hour examination)
Total: 100%

Continuous assessment will be in the form of assignment, case presentation, test, project, etc. Examination will be in the form of a 2-hour written examination. Students are required to have an overall pass in the course assessment.

PSYC4006EP Children with Special Educational Needs 兒童特殊學習需要

- Total Hours : 32 hours (10 3-hour sessions and a 2-hour examination)
- Prerequisite : None
- Medium : Cantonese supplemented with English terminology as appropriate. Teaching notes and course assessments are in English
- Aim : This course aims to enhance student's understanding of special needs in children and introduce effective teaching strategies.
- Objectives : Upon completion of the course, students should be able to:
- a. understand a wide range of academic, social, behavioural, physical, and neurological problems of children with special needs;
 - b. understand the educational needs of exceptional learners;
 - c. understand the teaching and management strategies that facilitate the learning of this selected group of children.

Course Outline

1. Overview of Children with Special Educational Needs
2. Learning Disability
3. Learning Disability
4. Mental Retardation
5. Gifted and Talented
6. Emotional and Behavioural Disorders
7. Neurological Disorders
8. Visual Impairments
9. Hearing Impairments
10. Physical Disabilities and Health Problems

Teaching and Learning Methods

This course will be taught in lecture format, using an interactive form of presentation and learning. Instructors will identify and illustrate with examples the main concepts and techniques in relevant topics, and facilitate student discussion using cases drawn from students themselves. Students are expected to actively participate in class discussion.

Assessment

Continuous Assessment:40% (1 Tutor-mark-assignment)
Examination: 60% (one 2-hour examination)
Total: 100%

Continuous assessment will be in the form of assignment, case presentation, test, project, etc. Examination will be in the form of a 2-hour written examination. Students are required to have an overall pass in the course assessment.

PSYC4007EP Children's Arts Development 兒童的藝術發展

- Total Hours : 32 hours (10 3-hour sessions and a 2-hour examination)
- Prerequisite : None
- Medium : Cantonese supplemented with English terminology as appropriate. Teaching notes and course assessments are in English
- Aim : This course aims to enhance student's understanding of children arts and facilitate them to build up solid knowledge on developing the potential of children's creativity.
- Objectives : Upon completion of the course, students should be able to:
a. understand the different presentations of children's arts; and
b. use different methods to stimulate the development of children's potential in arts and creativity.

Course Outline

1. Arts and children's world
2. Children's creative movement
3. Children's drama and performing arts
4. Children's dance
5. Children's creativity and design
6. Children's visual arts
7. Children's drawings
8. Humor in children
9. Music for children I
10. Music for children II

Teaching and Learning Methods

This course will be taught in lecture format, using an interactive form of presentation and learning. Instructors will identify and illustrate with examples the main concepts and techniques in relevant topics, and facilitate student discussion using cases drawn from students themselves. Students are expected to actively participate in class discussion.

Assessment

Continuous Assessment:40% (1 Tutor-mark-assignment)
Examination: 60% (one 2-hour examination)
Total: 100%

Continuous assessment will be in the form of assignment, case presentation, test, project, etc. Examination will be in the form of a 2-hour written examination. Students are required to have an overall pass in the course assessment.

PSYC4008EP Understanding Abnormal Child Psychology
異常兒童心理學

- Total Hours : 32 hours (10 3-hour sessions and a 2-hour examination)
- Prerequisite : None
- Medium : Cantonese supplemented with English terminology as appropriate. Teaching notes and course assessments are in English
- Aim : This course aims to enhance student's understanding of common childhood disorders and the promotion of mental health in children.
- Objectives : Upon completion of the course, students should be able to:
- a. understand the characteristics of different childhood disorders, the likely behavioural, cognitive and affective features;
 - b. understand the aetiology, onset, prevalence, comorbidity and treatment of different childhood disorders;
 - c. enhance a positive attitude towards children with mental disorders.

Course Outline

1. Introduction to childhood disorders
2. Childhood depression
3. Childhood anxiety disorders
4. Pervasive developmental disorder
5. Attention deficit and hyperactivity disorder
6. Aggression and disruptive behaviour
7. Eating disorders
8. Substance abuse
9. Child abuse and neglect
10. Other childhood disorders

Teaching and Learning Methods

This course will be taught in lecture format, using an interactive form of presentation and learning. Instructors will identify and illustrate with examples the main concepts and techniques in relevant topics, and facilitate student discussion using cases drawn from students themselves. Students are expected to actively participate in class discussion.

Assessment

Continuous Assessment: 40% (1 Tutor-mark-assignment)
Examination: 60% (one 2-hour examination)
Total: 100%

Continuous assessment will be in the form of assignment, case presentation, test, project, etc. Examination will be in the form of a 2-hour written examination. Students are required to have an overall pass in the course assessment.

PSYC4009EP Applied School Guidance and Counselling
應用學生輔導

- Total Hours : 32 hours (10 3-hour sessions and a 2-hour examination)
- Prerequisite : None
- Medium : Cantonese supplemented with English terminology as appropriate. Teaching notes and course assessments are in English
- Aim : This course aims to provide students with a good understanding of the concepts and techniques of school guidance and counselling.
- Objectives : Upon completion of the course, students should be able to:
- a. Demonstrate an understanding of the fundamental theories and techniques of school guidance and counselling; and
 - b. understand how to apply the counselling techniques in educational settings to enhance the children's quality of learning effectively.

Course Outline

1. Overview of the theories and models of school guidance and counselling
2. School guidance and counselling from the cognitive-behavioural approach
 - 2.1 Theories and process of cognitive-behavioural approach
 - 2.2 Assessment in counselling and development
 - 2.3 Individual counselling: theory and practice
 - 2.4 Group and family counselling: theory and practice
3. Skills workshop of school guidance and counselling: the cognitive-behavioural intervention

Teaching and Learning Methods

This course will be taught in lecture format, using an interactive form of presentation and learning. Instructors will identify and illustrate with examples the main concepts and techniques in relevant topics, and facilitate student discussion using cases drawn from students themselves. Students are expected to actively participate in class discussion.

Assessment

Continuous Assessment:40% (1 Tutor-mark-assignment)

Examination: 60% (one 2-hour examination)

Total: 100%

Continuous assessment will be in the form of assignment, case presentation, test, project, etc. Examination will be in the form of a 2-hour written examination. Students are required to have an overall pass in the course assessment.

References:

- Shaffer, D. (latest version). *Developmental Psychology: Childhood & Adolescence*. California: Brooks / Cole.
- 劉金花. (最新版本). *兒童發展心理學*. 五商圖書出版公司.
- Ormrod, J.E. (latest version). *Educational Psychology: Developing Learners*. New Jersey: Prentice Hall.
- 王克先 (最新版本) *學習心理學*. 桂冠圖書公司
- Mash, E.J. & Wolfe, D.A. (latest version). *Abnormal Child Psychology*. Belmont: Wadsworth.



Ref. No. _____

Course Issues Application Form

Please send this form with any supporting documents, and a cheque payable to "The Open University of Hong Kong" to: **Registry Unit, Li Ka Shing Institute of Professional and Continuing Education, 4/F Shun Tak Centre, 168 Connaught Road Central, Hong Kong.**

1. Personal Information

Name: Mr. / Ms. _____ (English) _____ (Chinese)

Contact Phone No.: _____ Student No.: _____

Fax No.: _____ Email: _____

Address: _____

2. Item(s) of Application (Please tick as appropriate)

	Items	Non-refundable Administrative Fee*	Remarks
<input type="checkbox"/> a)	<input type="checkbox"/> Exemption	\$300 per course	Please list and provide separately copies of relevant documents in support of your application.
	<input type="checkbox"/> Exemption for courses under Traditional Chinese Medicine Programmes	\$500 per course	Exemptions are only granted up to a maximum of 3 courses.
	<input type="checkbox"/> Exemption for courses under "DB003 Professional Diploma in Personal Financial Planning".	\$800 per course	
		N.A.	Applicable to students from other CPPE™ accredited education providers (Please refer to Website: http://www.ouhk.org). Exemptions are only granted up to a maximum of 3 courses.
<input type="checkbox"/> b)	Appeal of Results	\$250 per course	Application must be made within 14 days of results announcement. Please provide supporting documents for justification.
<input type="checkbox"/> c)	Refund of Deposit Paid	N.A.	Only applicable to students who paid the required deposit in their applications for deferred payment of tuition fee approved by the Institute and who paid the full course fee subsequently.
<input type="checkbox"/> d)	Transfer to another course / class	\$100 per course	Application must be made before class commencement . Except for unsuccessful applications and course cancellation, course fees paid are not refundable.
<input type="checkbox"/> e)	Deferment of Study	\$100 per course	If the course you have applied for is already over-subscribed or cancelled, either a refund, transfer to another course, or deferment to next intake is permitted without charge. Please provide supporting documents for justification.
<input type="checkbox"/> f)	Course Fee Refund	\$250 per course	
<input type="checkbox"/> g)	Certification of Payment	\$50 per copy	
<input type="checkbox"/> h)	Student Card Issue / Replacement	\$100 per card	Please enclose a recent photo (3cm x 2.5cm) and write down your name, student number, course code at the back.
<input type="checkbox"/> i)	Re-assessment (e.g. Re-examination)	\$250 per course	Application must be made within 1 month of results announcement. Please note that if you pass in the re-assessment, your grade will be capped at Grade C.
<input type="checkbox"/> j)	Deferment of Assessment (e.g. Examination)	\$250 per course	Application must be made not later than 14 days after examination. Please provide supporting documents for justification.
<input type="checkbox"/> k)	<input type="checkbox"/> Certificate of Attendance or	\$50 per course	For Certificate of Attendance, please make sure that you have met the attendance requirement of the course concerned.
	<input type="checkbox"/> Letter/Certificate of Completion		Please make your application for Letter / Certificate of Completion after you have received your course / programme transcript.
<input type="checkbox"/> l)	Re-issue of Certificate	\$100 per course	
<input type="checkbox"/> m)	Official Transcript	\$100 per copy	

* Your application will only be processed after you pay the administration fee (which is non-refundable regardless of whether your application is approved or not).

3. **Relevant Programme / Course Information (for all items)**

Programme code and title : _____

Original Course				For Office Use Only				
Course code	Course title	Class	Intake (YYYY/MM)	No. of enrolment	Class size	Course start date	Exam/End date	Course status*
<input type="checkbox"/> Transferred/ <input type="checkbox"/> deferred to * :				No. of enrolment	Class size	Course start date	Exam/End date	Course status*
				Provided by		Date:		

* Please ensure that there will be no time clash between the chosen courses with your other enrolled courses.

* Course status (confirmed, pending or cancelled)

4. **Bank Account Information for Refund (for item c & f only)**

Please refund the deposit/course fee (if my application is approved) to the following bank account:

Account Name[†] : _____

Account Number : _____

Bank Name : _____

[†]If the applicant is not the holder of the bank account, please provide an authorization letter.

5. **Course Results Information (for items b & i only)**

				For Office Use Only		
Attendance	_____	<input type="checkbox"/> Required minimum _____%				
		<i>Verified Grade</i>	<i>Weighting</i>	<i>Overall Pass</i>		
Continuous Assessment			%	<input type="checkbox"/> Yes		
Examination			%	<input type="checkbox"/> No		
Overall			100%			
				by _____ Date: _____		

6. **Reason(s) for Application**

Supporting Document(s) Attached : Medical Certificate Company Letter Certificates
 Others (Please specify _____)

I hereby pay the non-refundable administrative fee for my application by FPS / an enclosed cheque of HK\$ (Cheque No. _____ Bank: _____).

Signature: _____

Date: _____

香港二龍道中 168 號信德中心四樓 電話：(852) 3120-9988 傳真：(852) 2381-8456 萬維網址：www.ouhk.edu.hk/lipace
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Office Hours: 9:00am – 8:00pm (Monday to Friday)

 9:30am – 5:00pm (Saturday)