

## Certificate in Property Management for Provisional Property Management Practitioner (Tier 1) Licence

This course [Certificate in Property Management for Provisional Property Management Practitioner (Tier 1) Licence] of this module is recognized under the Qualification Framework (QF Level 4)

## Certificate in Property Management for Provisional Property Management Practitioner (Tier 2) Licence

This course [Certificate in Property Management for Provisional Property Management Practitioner (Tier 2) Licence] of this module is recognized under the Qualification Framework (QF Level 4)

## Programme Objectives

- Provide the pathway for those who have the Provisional PMP Tier 1 or Tier 2 licence issued by the PMSA to apply for the formal PMP licence;
- Allow the learners to master the laws, professional knowledge and ethics related to Property Management Practices;
- Strengthen the learners' management and leadership skills to handle the problems and cases;
- Deepen the communication competence of the learners to maintain good relationships with customers and subordinates;
- Reinforce the learners' knowledge on building repair and maintenance.

## Programme Features

- They are the Property Management Service Authority (PMSA) Specified Courses;
- They are designed for the three-year transitional arrangements after the commencement of the licensing regime under the Property Management Services Ordinance (Cap. 626);
- Property management practitioners (PMPs) who possess the specified work experience may apply for a provisional licence with PMSA. Upon completion of the course within the validity of the provisional licence, they may apply for a formal PMP licence without fulfilling the academic and/or professional qualifications; &
- The programmes are conducted in Chinese supplemented with English terminology

## Programme Duration

Certificate in Property Management for Provisional Property Management Practitioner (Tier 1) Licence  
– around 6 to 9 months (Part-time Evening)

Certificate in Property Management for Provisional Property Management Practitioner (Tier 2) Licence  
– around 4 to 6 months (Part-time Evening)

## Medium of Instruction

Chinese supplemented with English terminology

## Award Title

Certificate in Property Management for Provisional Property Management Practitioner (Tier 1) Licence

Certificate in Property Management for Provisional Property Management Practitioner (Tier 2) Licence

## Programme Structure

**Certificate in Property Management for Provisional Property Management Practitioner (Tier 1) Licence**  
Learners have to complete 8 modules with 126 contact hours :

Module Code	Module Title	QF Level	Contact Hours
BMT4827	Laws of Property Management and Code of Practices (Part 1)	4	21
BMT5828	Laws of Property Management and Code of Practices (Part 2)	5	15
BMT4829	Knowledge of Property Management (Part 1)	4	21
BMT4830	Knowledge of Property Management (Part 2)	4	15
BMT4825	Building Maintenance and Optimization (Part 2)	4	18
BMT4826	Building Maintenance and Optimization (Part 3)	4	12
BMT3831	Management and Communication Skills (Part 1)	3	12
BMT4832	Management and Communication Skills (Part 2)	4	12
Total:			126

**Certificate in Property Management for Provisional Property Management Practitioner (Tier 2) Licence**  
Learners have to complete 5 modules with 84 contact hours :

Module Code	Module Title	QF Level	Contact Hours
BMT4827	Laws of Property Management and Code of Practices (Part 1)	4	21
BMT4829	Knowledge of Property Management (Part 1)	4	21
BMT3824	Building Maintenance and Optimization (Part 1)	3	12
BMT4825	Building Maintenance and Optimization (Part 2)	4	18
BMT3831	Management and Communication Skills (Part 1)	3	12
Total:			84

## QF Level

**Certificate in Property Management for Provisional Property Management Practitioner (Tier 1) Licence**

QF Level 4 (QF Registration Number: 20/000348/L4, validity period from 1 September 2020 until 31 August 2021)

**Certificate in Property Management for Provisional Property Management Practitioner (Tier 2) Licence**

QF Level 4 (QF Registration Number: 20/000349/L4, validity period from 1 September 2020 until 31 August 2021)

## Main Admission Route

- Certificate in Property Management for Provisional Property Management Practitioner (Tier 1) Licence
  - For those who hold the Provisional PMP (Tier 1) licence issued by the PMSA
- Certificate in Property Management for Provisional Property Management Practitioner (Tier 2) Licence
  - For those who hold the Provisional PMP (Tier 2) licence issued by the PMSA

## Other Admission Route

- Certificate in Property Management for Provisional Property Management Practitioner (Tier 1) Licence
  - a) Five HKDSE subjects at Level 2 or above, including English Language and Chinese Language and with at least 10 years work experience in property management services<sup>^</sup> ; or
  - b) Five HKCEE subjects at Grade E / Level 2 or above, including English Language and Chinese Language and with at least 10 years work experience in property management services<sup>^</sup> ;
  - c) Completion of a QF Level 3 programme that is deemed acceptable to the “Programme Board” and with at least 10 years work experience in property management services<sup>^</sup>; or
  - d) Mature applicants, i.e. those aged 21 or above, and with at least 10 years work experience in property management services<sup>^</sup> AND a pass in an entrance assessment.

Remarks: <sup>^</sup> Applicants have to confirm they have sufficient and valid work experience which fulfil the requirements set by the PMSA to obtain the provisional PMP (Tier 1) licence.

- Certificate in Property Management for Provisional Property Management Practitioner (Tier 2) Licence
  - a) Five HKDSE subjects at Level 2 or above, including English Language and Chinese Language and with at least 5 years work experience in property management services<sup>#</sup> ; or
  - b) Five HKCEE subjects at Grade E / Level 2 or above, including English Language and Chinese Language and with at least 5 years work experience in property management services<sup>#</sup> ;
  - c) Completion of a QF Level 3 programme that is deemed acceptable to the “Programme Board” and with at least 5 years work experience in property management services<sup>#</sup>; or
  - d) Mature applicants, i.e. those aged 21 or above, and with at least 5 years work experience in property management services<sup>#</sup> AND a pass in an entrance assessment.

Remarks: <sup>#</sup> Applicants have to confirm they have sufficient and valid work experience which fulfil the requirements set by the PMSA to obtain the provisional PMP (Tier 2) licence.

## Venue

IVE(Haking Wong), 702 Lai Chi Kok Road, Cheung Sha Wan, Kowloon  
IVE(Sha Tin), 21 Yuen Woo Road, Sha Tin, New Territories (To be confirmed)  
VTC Tower, 27 Wood Road, Wan Chai, Hong Kong (To be confirmed)

## Course Fee

Certificate in Property Management for Provisional Property Management Practitioner (Tier 1) Licence [QF Level 4] HK\$12,700  
Certificate in Property Management for Provisional Property Management Practitioner (Tier 2) Licence [QF Level 4] HK\$7,600

## Application Procedures

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.

## Inquiry

Tel: 2708 5325 / 2708 5367

Fax: 2957 5730

Email: hwba@vtc.edu.hk

Website: <https://business.vtc.edu.hk/tc/awardbearingprogramme.php> ; <https://cpe.vtc.edu.hk/admission/>

Address: Room 223, IVE (Haking Wong), 702 Lai Chi Kok Road, Cheung Sha Wan, Kowloon



This course has been included in the list of reimbursable courses under the Continuing Education Fund

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