

Contact Details of Local Post-secondary Institutions/related Organisations for Transfer of Special Educational Needs (SEN) Information of Secondary School Leavers and Support Services Available in those Institutions/Organisations										
Post-secondary Institutions/ related Organisations	Programmes	Name of Contact Person	Post	Faculty / Office	Telephone No.	Fax No.	E-mail Address	Website (including dedicated website(s) for supporting student with SEN)	Address	Support Services Available for Students with SEN
City University of Hong Kong	Bachelor's Degree / Associate Degree	Miss Ivy Wong	SEN Officer	Student Development Services	3442 5726	3442 0230	ivywong@cityu.edu.hk	<a href="https://www.cityu.edu.hk/sensupport/">https://www.cityu.edu.hk/sensupport/</a> ; <a href="http://www.cityu.edu.hk/arro/">http://www.cityu.edu.hk/arro/</a>	SEN Student Service Centre (R6159), Student Development Services, 6/F, Bank of China (Hong Kong) Complex, City University of Hong Kong, Tat Chee Avenue, Kowloon	Academic Support Early dissemination of handouts, special examination and assessment arrangement, note-taking services, etc.  Professional Support Individual counselling services, educational psychologist services, career advisory and support services, etc.  Campus Accessible Facilities Braille and guide paths, accessible toilets, automatic doors, Rebus travelling around the campus, height-adjustable wheelchair ramps, etc.  Learning and Amenity Facilities Braille machine, FM wireless system, video magnifier, iPads, recorders, etc.  Financial Support Scholarships for students with SEN and bursaries.  Internship Support Internship training programmes for students with SEN.  For more details, please refer to CityU SEN Support Service website at <a href="https://www.cityu.edu.hk/sensupport/">https://www.cityu.edu.hk/sensupport/</a>
UOW College Hong Kong	Bachelor Degree / Associate Degree / Diploma in General Studies	Miss Oyan WONG	Student Counsellor	UOW College Hong Kong	2707 3296	2707 4243	nywong@uow.edu.au	<a href="http://www.uowchk.edu.hk/">http://www.uowchk.edu.hk/</a>	UOW College Hong Kong, 1/F, 18 Che Kung Miu Road, Tai Wai, New Territories, Hong Kong (adjacent to Phase 3 of Pavlia Farm)	Special Examination Arrangements If students have a condition that might impact on their ability to perform in examinations, they can apply for special examination arrangements. Examples include: · Extended time for examinations · Use of assistive technology such as a screen reader · Sitting examinations in a separate room · Extra time on short loan or reserve books  Academic Support Academic advisors, tutorial services, early dissemination of handouts, flexible study programme  Professional Support Career advisory services Consultation services provided by clinical psychologist  Counselling Services The College provides counselling services to help students adjust to college life, cope with problems effectively, and enhance their personal growth and development.  Accessible Facilities (available at Kowloon City Campus) · Accessible washrooms · Lifts · Automatic doors  Internships The SEN Officer will send the application details of internship schemes to declared students.
City University of Hong Kong - School of Continuing and Professional Education	Academic Programmes	Miss Lena Chung	Academic Services Unit - Clerical Officer II	School of Continuing and Professional Education	3442 4945	3442 0399	wunchung2@cityu.edu.hk	<a href="http://www.scope.edu/">http://www.scope.edu/</a>	2410, 2/F, Li Dak Sum Yip Yio Chin Academic Building (LI), City University of Hong Kong, Tat Chee Avenue, Kowloon Tong	CityU SCOPE is committed to equal opportunities in education and seeks to provide every possible means to assist students with disabilities to facilitate their learning. Students concerned are invited to talk to us to specify what special assistance is needed.  1) Flexibility in assessment, such as examination duration, format etc., is allowed for SEN students depending on individual condition. 2) There is a counselling unit set up under the Student Development Unit in CityU SCOPE. SEN students can meet with counsellors on voluntary basis. The refer-out service is also provided upon consent of the students.
Hong Kong Baptist University	Undergraduate Degree	Ms Veronica CHOI	Assistant Student Affairs Manager	Office of Student Affairs	3411 2824	3411 2809	veronicachoi@hkbu.edu.hk	<a href="http://sa.hkbu.edu.hk/usen/">http://sa.hkbu.edu.hk/usen/</a>	DLB704A, 7/F David C. Lam Building Shaw Campus Hong Kong Baptist University	HKBU provides a list of support and services to students with SEN covering study and learning support, special examination accommodation, accessible facilities, financial assistance as well as career and counselling consultation. For details, please refer to the HKBU USSEN website at <a href="https://sa.hkbu.edu.hk/usen/">https://sa.hkbu.edu.hk/usen/</a> .
School of Continuing Education / College of International Education, Hong Kong Baptist University	Degree / Associate Degree / Higher Diploma / Diploma	Ms Cindy CHENG	Registration Manager	School of Continuing Education	3411 5422	3411 5479	cindycyy@hkbu.edu.hk	<a href="http://www.sce.hkbu.edu.hk/">http://www.sce.hkbu.edu.hk/</a> ; <a href="http://www.cie.hkbu.edu.hk/">http://www.cie.hkbu.edu.hk/</a>	2/F, Franki Centre, 320 Junction Road, Kowloon Tong, Kowloon.	Academic Support Academic advising, special examination and assessment arrangement (as applicable)  Professional Support Counselling consultation services, career advisory and support services  Campus Facilities Braille and tactile paths, accessible toilets  Learning and Amenity Facilities Special Needs User Rooms equipped with assistive furniture and technology (For details please refer to: <a href="https://library.hkbu.edu.hk/forms/snur.html">https://library.hkbu.edu.hk/forms/snur.html</a> )
Lingnan University	UGC-funded Degree	Mr Aun WONG	Administrative Manager	Registry	2616 8750	2572 5178	registry@LN.edu.hk	<a href="http://www.LN.edu.hk/reg/">http://www.LN.edu.hk/reg/</a> ; <a href="http://www.ln.edu.hk/eoc/one-stop-shop-online-resources/">http://www.ln.edu.hk/eoc/one-stop-shop-online-resources/</a>	G/F, Wong Administration Building, 8 Castle Peak Road, Tuen Mun.	Lingnan University provides various support and services to the students with special needs, e.g. special hostel arrangement, special facilities and seating arrangement for lectures/tutorials, special examination arrangements, academic adjustments, equipment and facilities in library & computer centre. For more details, please refer to: <a href="https://www.ln.edu.hk/eoc/one-stop-shop-online-resources">https://www.ln.edu.hk/eoc/one-stop-shop-online-resources</a> .
Lingnan Institute of Further Education	Sub-degree	Mr TSUI Chi-ping, Eric	Head of Student Development	Student Development Office	2616 7284	2460 2049	erictsui@LN.edu.hk	<a href="http://life.ln.edu.hk/">http://life.ln.edu.hk/</a>	UG06, Lau Chung Him Building, Lingnan University, Tuen Mun, Hong Kong.	Academic Support Special examination and assessment arrangement  Professional Support Counselling services, career advisory and support services  Campus Facilities Braille and guide paths, accessible toilets  Learning and Amenity Facilities Hearing aids (special FM listening system), braille Display, braille mini writer, ZoomText Magnifier, IT facilities
The Chinese University of Hong Kong	Degree	Ms Carol MA	SEN Service Manager	Office of Student Affairs	3943 5441	2603 7388	sens@cuhk.edu.hk	<a href="http://www.cuhk.edu.hk/osa/sens/">http://www.cuhk.edu.hk/osa/sens/</a>	Office of Student Affairs, 3/F, Pommerenke Student Centre, The Chinese University of Hong Kong, Shatin, N.T., Hong Kong.	Academic Support Learning aids and equipment on loan service, lecture and special examination arrangements and academic advisory.  Professional Support Psychological counselling, career counselling and general medical care.  Campus Facilities Barrier-free workstations and facilities in libraries and computer laboratories, accessible toilets, tactile guide paths, ramp or accessible paths to teaching buildings and libraries etc., barrier-free student hostels and designated parking spaces for people with disabilities.  Campus Transportation School bus service and on-campus Rebus service.  Peer Support Programme Learning support and campus life adjustment.

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The Chinese University of Hong Kong - School of Continuing and Professional Studies	Higher Diploma Programmes	Ms Kitty YUNG	Manager of Academic Affairs	Registry	2209 0256	2739 2797	kittyjung@cuhk.edu.hk	<a href="http://www.cuscs.hk/">http://www.cuscs.hk/</a>	6/F, Railway Plaza, 39 Chatham Road, Tsim Sha Tsui	Academic Support Academic advising, tutorial services, special examination arrangement  Counselling Support Psychological and emotional support to students  Campus Facilities Facilities for students with disabilities at Learning Centres
The Education University of Hong Kong	Degree / Sub-degree / Certificate	Ms Gloria LAU	Equal Opportunities and Disability Access Officer	Student Affairs Office	2948 6245	2948 6771	saosen@eduhk.hk	<a href="https://www.eduhk.hk/sao/info/counselling_services/sen_support_services/about_sen/">https://www.eduhk.hk/sao/info/counselling_services/sen_support_services/about_sen/</a>	Student Affairs Office, Room 01S, 1/F, Cho Kwai Chee Foundation Building, The Education University of Hong Kong, 10 Lo Ping Road, Tai Po, New Territories, Hong Kong.	Support Services may include: 1. Academic Accommodations - e.g. provide lecture materials in advance, enlarged printed materials, allow the use of audio-visual aids and software 2. Special Examination Arrangement - e.g. extend the examination duration, allow the use of ancillary aids, enlarged examination papers 3. Campus Facilities - e.g. SEN study room, accessible toilet, tactile guide path 4. Counselling and Career Services 5. Bursary and Scholarship
The Hong Kong Polytechnic University	All types of programmes	Ms Sue WONG	Executive Officer	Student Affairs Office	2766 6793	2774 5226	sen.support@polyu.edu.hk	<a href="https://www.polyu.edu.hk/sao/student-resources-and-support-section/special-needs-support/">https://www.polyu.edu.hk/sao/student-resources-and-support-section/special-needs-support/</a>	Room QT308, 3/F, Core T, The Hong Kong Polytechnic University.	Key special support includes: - academic accommodation - accessible facilities - assistive devices and technology - counselling and personalised support - priority service at counters  For details, please refer to our webpage. Actual provision would be subject to individual situation.
The Hong Kong Polytechnic University - Hong Kong Community College	Sub-degree	Mr Godfrey SIN	Academic Affairs Officer	CPCE Academic Registry (CAR)	3746 0636	2994 8721	godfrey.sin@cpce-polyu.edu.hk	<a href="https://www.hkcc-polyu.edu.hk/en/facilities-services/support-services-for-students-with-special-educational-needs/index.html">https://www.hkcc-polyu.edu.hk/en/facilities-services/support-services-for-students-with-special-educational-needs/index.html</a>	1206, 12/F, PolyU Hung Hom Campus, 8 Hung Lok Road, Hung Hom, Kowloon.	Academic Support - Special examination and assessment arrangements such as time extension, seating arrangement, enlarged test paper and use of screen reader software/ magnifier/ hearing aids, depending on the nature and severity of students' disabilities. - Special attention from subject lecturers to the oral presentations performed by students with speech impairment. - Special seating arrangement for classes - Close monitoring by subject lecturers on group projects involving students with SEN.  Campus Facilities Barrier-free access and facilities including accessible entrance, lift with braille buttons and audible system, accessible toilets, barrier-free drinking fountains, tactile guiding paths and temporary refuge space.  Learning Facilities Adjustable desk, FM wireless system, special personal computers, power braille, scanners, magnifying devices, speech synthesizer software and scanning, and reading appliance.  Professional Support Individual support services from Student Counselling Officers for academic, career and personal advisory.  For details, please refer to HKCC website: <a href="https://www.hkcc-polyu.edu.hk/en/facilities-services/support-services-for-students-with-special-educational-needs/index.html">https://www.hkcc-polyu.edu.hk/en/facilities-services/support-services-for-students-with-special-educational-needs/index.html</a>
The Hong Kong University of Science and Technology	Degree	Miss Cathy Ng	Manager (SEN Support)	Counseling and Wellness Center	3469 2497	2358 3516	sen@ust.hk	<a href="https://sen.ust.hk/">https://sen.ust.hk/</a>	Room 5022, Dean of Students' Office, Academic Building, HKUST, Clear Water Bay, Kowloon.	Counseling and Wellness Center of HKUST provides one-stop support service and coordination of academic adjustment, campus life and accessibility, scholarship, and financial assistance and internship opportunities for students with special educational needs. Please refer to HKUST webpage at <a href="https://sen.ust.hk/page.php?tk=10">https://sen.ust.hk/page.php?tk=10</a> .
The University of Hong Kong	Degree	Ms Yoyo NG	Counselling Psychologist	Centre of Development and Resources for Students (CEDARS)	3917 8388	2517 6394	cedars-sen@hku.hk	<a href="https://www.cedars.hku.hk/cope/sen-support/">https://www.cedars.hku.hk/cope/sen-support/</a>	Rm 301-323, 3/F, Main Building, The University of Hong Kong, Pokfulam, Hong Kong.	CEDARS SEN support is directly placed under the Counselling and Person Enrichment (CoPE) Section of the Centre of Development and Resources for Students (CEDARS). It is the one-stop service unit for students with disabilities and special educational needs (SEN), that is, students with (i) physical or sensory disabilities; (ii) learning or developmental disabilities; (iii) mental illnesses; and (iv) other types of disabilities or special needs, such as multiple disabilities, chronic illness, acquired brain injury. It provides comprehensive support services to all students, especially newly admitted students: housing application, reasonable accommodation/adjustment for learning and examination, needs assessment, psychological assessment, coordination with faculties and healthcare professionals, learning support and learning strategies, buddy system, etc. A formal system of communication with the Registry, Facilities and Examination Office has been established. It also keeps all the confidential information about the students with SEN. It keeps the most accurate and up-to-date profile and records of the HKU students with SEN.  Professional Support, Specialist Assessment and Consultation Clinical Psychologists, Counselling Psychologists, Speech and Hearing Specialists, Medical Doctors, Career Advisors, and other support services.  Campus Accessibility Accessible routing (planning for universal design) and information on campus facilities.  Learning Support Conversion of academic materials to accessible format, loan of learning aids / equipment (assistive software, wheelchair, conference microphone and receiver, audio-recorder, etc.), notetaking service (lecture recording or note-taker), special classroom arrangement (accessible classroom, special seating, etc.), special exam arrangement, special library support (special study room, e-book, etc.).  Internship and employment support Internship opportunities, advice on employment preparation.  Campus Services and Resources Special housing placement and environmental adjustment, SEN funding (both internal and external), Counselling and psychological services.  Peer Support and Empowerment Programme
HKU SPACE	All types of programmes	Mr Wilson CHAN	Administrative Officer	Registry Affairs Unit	2975 5744 (Ms Sandy CHAN)	2707 3643	sandy.hys.chan@hkuspace.hku.hk	<a href="http://www.hkuspace.hku.hk/">http://www.hkuspace.hku.hk/</a>	Registry Affairs Unit, HKU SPACE, Room A5, 7/F, NCB Innovation Centre, 888 Lai Chi Kok Road, Cheung Sha Wan, Kowloon	Students are invited to indicate if they require any special assistance upon the application to a programme. If a student needs such assistance, the School will approach the student subsequently to obtain further details so as to facilitate how best the School can help.  When enrolled in a programme, a student with a disability which may require special class and examination arrangements shall submit an application for such arrangements in writing to the Programme Leader, together with a certificate signed by a registered medical practitioner, or other relevant documents at the commencement of the programme.  In terms of special examination arrangements, HKU SPACE may consider support and provisions for students with disabilities as appropriate, for example:  a. provision of an accessible examination hall to students with disabilities; b. allowing longer examination time for students with visual impairment or writing difficulties; and c. the use of special aids.
HKU SPACE Community College	Associate Degree / Higher Diploma / Diploma in Foundation Studies Programmes	Mr Wing LO	Senior Executive Officer	Student Records Team	3762 2000	2305 5315	ccad@hkuspace.hku.hk	<a href="http://www.hkuspace.hku.hk/cc/">http://www.hkuspace.hku.hk/cc/</a>	HKU SPACE Community College, 13/F, Lee Shiu Building, 28 Wang Hoi Road, Kowloon Bay, Kowloon	Provision of barrier-free access (e.g. lifts serving all floors, ramp, toilets for the disabled, guide path and braille signage) Permission to use ancillary aids in class or during examination (e.g. computers or magnifiers) Special examination arrangement (e.g. extra examination time allowance, enlarged question papers) Curriculum adaption (e.g. change of assessment format) Counselling services

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HKU SPACE Po Leung Kuk Stanley Ho Community College	Associate Degree, Higher Diploma and Diploma in Foundation Studies programmes	Mr Simon TANG	Manager (Assessment & Student Records)	Assessment and Student Records Team	3923 7072	3923 7111	simon.tang@hkuspace-plk.hku.hk	http://hkuspace-plk.hku.hk/	66 Leighton Road, Causeway Bay, Hong Kong.	Academic Support - Academic advisors - Meeting with Program Coordinator and Counsellor - Early dissemination of handouts/ Enlarge the handouts by printing on A3-size papers - Special examination and assessment arrangement  Professional Support - Counselling services - Career advisory - Support services  Campus Facilities - Braille and guide paths - Accessible toilets - Handicap parking - Barrier free passage  Learning and Amenity Facilities - IT facilities
Caritas Bianchi College of Careers	Associate Degree / Higher Diploma / Professional Diploma / Diploma	Dr Anna NG	Director of Student Affairs	Student Affairs Office	3702 4350	3653 6798	hnng@cihe.edu.hk	http://www.cbcc.edu.hk/	Student Affairs Office, 2 Chui Ling Lane, Tseung Kwan O, New Territories.	i. Reviewing SEN self-report forms and carrying out SEN surveys for the identification of students with SEN and assessment of their learning and emotional needs; ii. Training current and new teachers to enhance their capacity to address the needs of students with SEN in daily teaching; iii. Assisting teachers in tailoring teaching materials; iv. Formulating a case management framework of rendering counselling and academic/tutorial support to students with SEN ; v. Providing supplementary tutorial to students with SEN; vi. Supporting students with SEN with the collaboration among different supporting units such as the Student Affairs Office (SAO), the Registry, the Finance and Estates Office (FEO), the Information Technology Services Centre (ITSC), the Career Centre (CC), the Library or other units; vii. Making academic assessment adjustments for students with SEN with the collaboration among the academic team and supporting units subject to the CIHE & CBCC SEN Policy; viii. Organising SEN peer support groups, training SEN Ambassadors and organising promotional events; and ix. Engaging students in learning, leadership and social programmes (e.g. peer tutor programme) and activities.
Caritas Institute of Higher Education	Master Degree / Bachelor Degree / Higher Diploma	Dr Anna NG	Director of Student Affairs	Student Affairs Office	3702 4350	3654 6798	hnng@cihe.edu.hk	http://www.cihe.edu.hk/	Student Affairs Office, 2 Chui Ling Lane, Tseung Kwan O, New Territories.	i. Reviewing SEN self-report forms and carrying out SEN surveys for the identification of students with SEN and assessment of their learning and emotional needs; ii. Training current and new teachers to enhance their capacity to address the needs of students with SEN in daily teaching; iii. Assisting teachers in tailoring teaching materials; iv. Formulating a case management framework of rendering counselling and academic/tutorial support to students with SEN ; v. Providing supplementary tutorial to students with SEN; vi. Supporting students with SEN with the collaboration among different supporting units such as the Student Affairs Office (SAO), the Registry, the Finance and Estates Office (FEO), the Information Technology Services Centre (ITSC), the Career Centre (CC), the Library or other units; vii. Making academic assessment adjustments for students with SE with the collaboration among the academic team and supporting units subject to the CIHE & CBCC SEN Policy; viii. Organising SEN peer support groups, training SEN Ambassadors and organising promotional events; and ix. Engaging students in learning, leadership and social programmes (e.g. peer tutor programme) and activities.
Hong Kong Chu Hai College	Degree / Postgraduate programmes	Mr CHEONG Kaki	Counselling psychologist	Student Affair Office	2972 7366	2972 7367	kakicheong@chuhai.edu.hk	http://sao.chuhai.edu.hk/	80 Castle Peak Road, Castle Peak Bay, Tuen Mun, N.T., Hong Kong.	1) Academic Support: Academic advisors, special examination arrangement 2) Professional Support: Counselling, career advisory and support services 3) Campus Facilities: guide paths and boarding accommodation
Gratia Christian College	BA (Hons) Degree Programmes/ Professional Diploma/ Higher Diploma Programmes/ Diploma for Pre-University Studies Programme	Ms Winnie NG	Student Development Manager	Student Development Office	5804 4142	2116 1586	sdo@gratia.edu.hk	http://www.gcc.edu.hk/	5 Wai Chi Street, Shek Kip Mei, Kowloon, Hong Kong	Academic Support Academic advisors, tutorial services, special examination and assessment arrangement  Professional Support Clinical psychologist services, career advisory and support services  Campus Facilities Accessible toilet, stair climbing wheelchair, spare wheelchair  Learning and Amenity Facilities IT facilities
The Hang Seng University of Hong Kong	Undergraduate programmes	Ms Kary TONG	Student Affairs Officer	Student Affairs Office	3963 5560	3963 5561	sen@hsu.edu.hk	https://sao.hsu.edu.hk/our-services/support-and-services/sen-support/	The Hang Seng University of Hong Kong, Hang Shin Link, Siu Lek Yuen, Shatin, N.T., Hong Kong	Key support services include: - Learning Support: Reasonable academic accommodations/ adjustments would be made for reducing disadvantaging effects of the students' disability on his/her learning, such as provision of assistive devices, special examination arrangement and special classroom arrangement. - Professional Support: Personalised support services provided by designated SEN Support Officers, guidance and advice on career preparation, psychological counselling services. - Campus Services & Resources: On campus accommodation, accessible sports facilities, accessible toilets. - Financial Support: Scholarship for students with SEN and bursary.  For details, please visit the SEN Support webpage at https://sao.hsu.edu.hk/our-services/support-and-services/sen-support/.
Hong Kong College of Technology / Hong Kong College of Technology Institute of Higher Education	Degree / Sub-degree / Diploma / Certificate	Mr YUEN Cheong Wai	Manager	Office of Registry, HKCT	2265 3871	2297 0912	cwyuen@hkct.edu.hk	http://www.hkct.edu.hk/ae/	HKCT Jockey Club Undergraduate Campus, 2 On Shing Street, Ma On Shan, Shatin, New Territories.	HKCT Institute of Higher Education and Hong Kong College of Technology provide service for students with disabilities and special educational needs (SEN), that is, students with (i) physical or sensory disabilities; (ii) learning or developmental disabilities; (iii) mental illnesses; and (iv) other types of disabilities or special needs, such as multiple disabilities, chronic illness, acquired brain injury.  Institutions provide comprehensive support services to all students, especially newly admitted students: adjustment for learning and examination, needs assessment, psychological assessment, learning support and learning strategies, etc.  A formal system of communication with the Registry, Facilities and Student Development Centre has been established. It keeps the most accurate and up-to-date profile and records of the CT students and treated it as confidential.
Hong Kong Ning Yan College of Higher Education	Bachelor Degree (Hons) /Higher Diploma/Diploma	Ms Maria Kwok	Executive Officer (Student Development & Career Planning)	General Secretariat	3996 1029	39961011	mariakwok@ny.edu.hk	http://www.ny.edu.hk/web/home.html	Lai Chi Kok Road Building Address 325-329 Lai Chi Kok Road, Sham Shui Po, Kowloon, Hong Kong	Academic Support: Personal tutor support system Professional Support: Career advisory and counselling service Campus Facilities: accessible toilet
Hong Kong Shue Yan University	Degree	Ms Priscilla CHEUNG	Student Counsellor	Office of Student Affairs	2104 8222	2806 5155	osa_sen@hksyu.edu	https://osa.hksyu.edu/counselling-services/	Office of Student Affairs, Hong Kong Shue Yan University, 8 Wai Tsui Crescent, Braemar Hill Road, North Point, Hong Kong.	Academic Support Special examination and assessment arrangement  Professional Support Individual counselling service  Campus Facilities Tactile guide paths, lifts with indication and notification panel, W.C. cubicles (with unisex toilet), accessible parking spaces  Learning and Amenity Facilities Focus 40 Blue Braille Display, Pearl Camera (with OpenBook OCR software), Index Everest v5 Braille Embosser, Acoustic hood for Index Everest

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Tung Wah College	Degree / Sub-degree	Ms MANG Fann Ching Peggy	Assistant Student Affairs Manager	Student Affairs Office	34686819	3585 2675	peggymang@twc.edu.hk	http://www.twc.edu.hk/	Student Affairs Office, Room 1901, 19/F, Ma Kam Chan Memorial Building, Tung Wah College, No. 31 Wyllie Road, Homantin, Kowloon.	Academic Support Academic advisors, early dissemination of handouts, enlarged print materials, special examination and assessment arrangement  Professional Support Counselling services, career advisory and support services  Campus Facilities Braille and guide paths, accessible toilets, priority study carrels/PC workstations  Learning and Amenity Facilities Magnifier, Braille printer and display, JAWS software, Laptop loan scheme
Vocational Training Council	All types of programmes	Mr CHEUNG Kwok Wah, Dave	Senior Lecturer	Student Development Discipline	3552 9719	3552 9706	davecheung@vtc.edu.hk	http://www.vtc.edu.hk/html/en/ ; http://www.vtc.edu.hk/sen/	Room 107A, 1/F, VTC Kowloon Bay Complex, 46 Tai Yip Street, Kowloon Bay, Kowloon, Hong Kong	Support Services Available for Students with SEN at VTC campuses  - Orientation Programmes - Financial Assistance and Scholarship - Counselling Services - Clinical Psychologists/Educational Psychologists/Speech Therapist Services - Inclusive Programmes - Learning Support - Module Exemption and Special Assessment Arrangements - Facilities and Equipment  For detail information, please visit http://www.vtc.edu.hk/sen
	All types of programmes	Ms Li On Na, Anna	Student Counsellor	THEi (Tsing Yi)	2176 1400	2176 1520	annali@thei.edu.hk		SDO Office, THEi, Room 227, 20A Tsing Yi Road, Tsing Yi Island, New Territories, Hong Kong	
	All types of programmes	Mr Lui Chun Fai Edwin	Student Development Officer / Student Counsellor	THEi (Chai Wan)	3890 8133	3890 8329	thei-counsel@thei.edu.hk		SDO Office, THEi, RmN033, G/F (North Block), 133 Shing Tai Road, Chai Wan, Hong Kong	
	All types of programmes	Mr NG Shu Loon	Student Development Officer / Student Counsellor	IVE(Chai Wan)	2595 8380	2505 2004	cw-cdc@vtc.edu.hk		SDO Office, IVE(Chai Wan), 30 Shing Tai Road, Chai Wan, Hong Kong	
	All types of programmes	Ms LEE Wan Yin, Mabel	Student Development Officer	IVE (Haking Wong)	2708 6493	2708 6494	hwsdo@vtc.edu.hk		SDO Office, IVE (Haking Wong), 702 Lai Chi Kok Road, Kowloon	
	All types of programmes	Mr CHENG Ping Wa	Student Development Officer / Student Counsellor	Hong Kong Design Institute (HKDI)	3928 2200	3928 2230	dilwi-sdo@vtc.edu.hk		Room LW113, Hong Kong Design Institute (HKDI), 3 King Ling Road, Tseung Kwan O, NT	
	All types of programmes	Mr CHENG Ping Wa	Student Development Officer / Student Counsellor	IVE (Lee Wai Lee)	3928 2200	3928 2230	dilwi-sdo@vtc.edu.hk		Room LW113, IVE (Lee Wai Lee), 3 King Ling Road, Tseung Kwan O, NT	
	All types of programmes	Ms YEUNG Sau King, Joanne	Student Development Officer / Student Counsellor	IVE (Tsing Yi)	2436 8441	2435 1840	tystdo@vtc.edu.hk		SDO Office, IVE (Tsing Yi), 20 Tsing Yi Road, Tsing Yi Island, N.T.	
	All types of programmes	Ms CHING Ka Man	Student Development Officer / Student Counsellor	Maritime Services Training Institute (MSTI)	2460 5984	2403 1304	tm-sdo@vtc.edu.hk		SDO Office, IVE (Tuen Mun), 18 Tsing Wun Road, Tuen Mun, NT	
	All types of programmes	Ms TSANG Wing Kam, Kammy	Student Development Officer / Student Counsellor	IVE (Morrison Hill)	2835 8398	2835 7410	mh-sdo@vtc.edu.hk		SDO Office, IVE (Morrison Hill), 6 Oi Kwan Road, Wanchai, Hong Kong	
	All types of programmes	Ms CHING Ka Man	Student Development Officer / Student Counsellor	IVE (Tuen Mun)	2460 5984	2403 1304	tm-sdo@vtc.edu.hk		SDO Office, IVE (Tuen Mun), 18 Tsing Wun Road, Tuen Mun, NT	
	All types of programmes	Miss HO WING LAM	Officer (SEN Support)	IVE (Sha Tin)	22567763	22567609	st-sen@vtc.edu.hk		RM208C, Language Centre, HK Institute of Vocational Education (Sha Tin), 21 Yuen Wo Road, Shatin, NT	
	All types of programmes	Ms MAK Hiu Yee, Rachel	Student Counsellor	IVE (Kwai Chung)	2612 3854	2612 3563	rachelmak@vtc.edu.hk		SDO Office, Room 051, IVE (Kwai Chung), 20 Hing Shing Road, Kwai Chung, NT	
	All types of programmes	Ms LO Mei Ki, Kennis	Student Development Officer / Student Counsellor	IVE (Kwun Tong)	2727 9687	2727 9439	kt-sdo@vtc.edu.hk		SDO Office, IVE (Kwun Tong), 25 Hui Ming Street, Kwun Tong, Kowloon	
	All types of programmes	Ms MAK Hiu Yee, Rachel	Student Development Officer / Student Counsellor	School of Business and Information Systems (SBI)	2612 3854	3127 7396	kc-sdo@vtc.edu.hk		Rm 215, IVE (Kwai Chung), 20 Hing Shing Road, Kwai Chung, NT	
	All types of programmes	Ms NG Choi Yin, Christy	Student Development Officer / Student Counsellor	Youth College (Kwai Fong)	2748 8446	2748 8440	kfsdo@vtc.edu.hk		SDO Office, Youth College (Kwai Fong), 85 Hing Shing Road, Kwai Chung, N.T.	
	All types of programmes	Ms LEE Sui Ting, Sugar	Student Development Officer / Student Counsellor	Youth College (Tseung Kwan O)	2280 1669	2280 1705	tkosdo@vtc.edu.hk		SDO Office, Youth College (Tseung Kwan O), Tsui Lam Estate, Tseung Kwan O, N.T.	
	All types of programmes	Mr MA KA CHUN, Nick	Student Development Officer / Student Counsellor	Youth College (Tin Shui Wai)	3713 4466	3713 4460	tswsdo@vtc.edu.hk		SDO Office, Youth College (Tin Shui Wai), 11 Tin Ho Road, Tin Shui Wai, New Territories, Hong Kong	
	All types of programmes	Ms WONG Siu Kuen, Julie	Student Development Officer / Student Counsellor	Youth College (Tuen Mun)	2247 9878	2247 9873	yctm-sdo@vtc.edu.hk		SDO Office, Youth College (Tuen Mun), 18 Tsing Wun Road, Tuen Mun, NT	
	All types of programmes	Mr LAI Tsz Yeung, Mark	Student Development Officer / Student Counsellor	Youth College (Kowloon Bay)	3552 9740	2758 0940	marklai@vtc.edu.hk		SDO Office, Youth College (Kowloon Bay), 46 Tai Yip Street, Kowloon Bay, Kowloon	
	All types of programmes	Ms Li Ka Yan, Tosca	Student Development Officer / Student Counsellor	Youth College (Kwai Chung)	2494 4200	2424 9210	toscail@vtc.edu.hk		4/ F, SDO Office, Youth College (Kwai Chung), 13-19 San Kwai Street, Kwai Chung, N.T.	
	All types of programmes	Mr MAN Kin Cheung, Leo	Student Development Officer / Student Counsellor	Youth College (Pokfulam)	2538 2451	2538 2219	pfsdo@vtc.edu.hk		SDO Office, Youth College (Pokfulam), Room 302A, 3/F, 145 Pokfulam Road, Pokfulam, Hong Kong	
	All types of programmes	Mr So Kam Ming	Student Development Officer / Student Counsellor	Youth College (Yeo Chei Man)	3443 9526	3443 9301	ycmsdo@vtc.edu.hk		SDO Office, Youth College (Yeo Chei Man), 11 To Lok Road, Tseung Kwan O, N.T.	
	All types of programmes	Mr CHENG Ping Wa	Student Development Officer / Student Counsellor	Youth College (International) (HKDI & IVE(Lee Wai Lee))	3928 2200	3928 2230	dilwi-sdo@vtc.edu.hk		Room LW113, Hong Kong Design Institute (HKDI), 3 King Ling Road, Tseung Kwan O, NT	
	All types of programmes	Ms LAI Fuk Hing, Kennis	Student Development Officer / Student Counsellor	Youth College (International) (IVE(TY))	2436 8441	2435 1840	tystdo@vtc.edu.hk		SDO Office, IVE (Tsing Yi), 20 Tsing Yi Road, Tsing Yi Island, N.T.	
	All types of programmes	Ms MA Chung Man, Mandy	Senior Student Development Officer	Hotel and Tourism Institute (HTI)/Chinese Culinary Institute (CCI)/ International Culinary Institute (ICI)	2538 2593	2538 2574	hti.cci.ici_sdo@vtc.edu.hk		SDO Office, Hotel and Tourism Institute / Chinese Culinary Institute / International Culinary Institute (Pokfulam), G24, VTC Pokfulam Complex, 145 Pokfulam Road, Hong Kong	
	All types of programmes	Mr NG Shu Loon	Student Development Officer / Student Counsellor	SHAPE (offered at IVE(Chai Wan))	2595 8380	2505 2004	cw-cdc@vtc.edu.hk		SDO Office, IVE(Chai Wan), 30 Shing Tai Road, Chai Wan, Hong Kong	
	All types of programmes	Mr CHENG Ping Wa	Student Development Officer / Student Counsellor	SHAPE (offered at Hong Kong Design Institute (HKDI) and IVE (Lee Wai Lee))	3928 2200	3928 2230	dilwi-sdo@vtc.edu.hk		Room LW113, Hong Kong Design Institute (HKDI), 3 King Ling Road, Tseung Kwan O, NT	
	All types of programmes	Ms LO Mei Ki, Kennis	Student Development Officer / Student Counsellor	SHAPE (offered at IVE(Kwun Tong))	2727 9687	2727 9439	kt-sdo@vtc.edu.hk		SDO Office, IVE (Kwun Tong), 25 Hui Ming Street, Kwun Tong, Kowloon	
	All types of programmes	Ms TSANG Wing Kam, Kammy	Student Development Officer / Student Counsellor	SHAPE (offered at IVE(Morrison Hill))	2835 8398	2835 7410	mh-sdo@vtc.edu.hk		SDO Office, IVE (Morrison Hill), 6 Oi Kwan Road, Wanchai, Hong Kong	
	All types of programmes	Miss HO WING LAM	Officer (SEN Support)	SHAPE (offered at IVE(Shatin))	22567763	22567609	st-sen@vtc.edu.hk		Room 208C, Language Centre, HK Institute of Vocational Education (Sha Tin), 21 Yuen Wo Road, Shatin, NT	
	All types of programmes	Ms YEUNG Sau King, Joanne	Student Development Officer / Student Counsellor	SHAPE (offered at IVE(Tsing Yi))	2436 8441	2435 1840	tystdo@vtc.edu.hk		SDO Office, IVE (Tsing Yi), 20 Tsing Yi Road, Tsing Yi Island, N.T.	

Contact Details of Local Post-secondary Institutions/related Organisations for Transfer of Special Educational Needs (SEN) Information of Secondary School Leavers and Support Services Available in those Institutions/Organisations										
Post-secondary Institutions/ related Organisations	Programmes	Name of Contact Person	Post	Faculty / Office	Telephone No.	Fax No.	E-mail Address	Website (including dedicated website(s) for supporting student with SEN)	Address	Support Services Available for Students with SEN
Hong Kong Metropolitan University	Degree / Postgraduate programmes	Mr Patrick WONG	Assistant Student Affairs Manager	Student Affairs Office	2768 6615	2712 2301	sao_sen@hkmu.edu.hk	<a href="https://www.hkmu.edu.hk/sao/counseling-and-student-support/sen/">https://www.hkmu.edu.hk/sao/counseling-and-student-support/sen/</a>	Student Affairs Office, Room C0512, 5/F, Kwok Tak Seng Building (Block C), Hong Kong Metropolitan University, Hong Kong	Academic Support Academic advisors, tutorial services, early dissemination of handouts, flexible study programme arrangements, special examination and assessment arrangements  Professional Support Counselling service, career advisory and support services  Campus Facilities Braille and guide paths, accessible toilets  Learning Facilities FM wireless system, embosser, IT facilities, Handy Actilino Notetaker
Hong Kong Metropolitan University Li Ka Shing School of Professional and Continuing Education	Associate Degree Programme/ Higher Diploma Programmes / Diploma Programmes / Diploma of Applied Education	Ms Whamsy LAU	Senior Administration Manager	Student Affairs Office	3120 9933	2381 8456	wwslau@hkmu.edu.hk	<a href="http://www.hkmu.edu.hk/lipace">www.hkmu.edu.hk/lipace</a>	11/F, Tower 2, Kowloon Commerce Centre, 51-53, Kwai Cheong Road, Kwai Chung, N.T.	Academic Support SEN Coordinator Special examination and assessment arrangement  Professional Support Career advisory Counselling services  Campus Facilities Accessible toilets
The Hong Kong Academy for Performing Arts	Undergraduate Degree / Sub-degree / Certificate	Ms Joyce Yuen	Head of Student Affairs	Student Affairs Office	2584 8875	2584 8937	joyceyuen@hkapa.edu	<a href="http://www.hkapa.edu/">http://www.hkapa.edu/</a>	Student Affairs Office, The Hong Kong Academy for Performing Arts, 1 Gloucester Road, Wanchai, Hong Kong.	Tactile Guide Paths Screen Reader Braille Notes Special examination arrangement Orientation on campus facilities Buddy support
Hong Kong Institute of Technology	Degree / Sub-degree / Diploma	Mr WONG King- wai	Social Worker	Counselling and Careers Guidance Center	2120 4420	2782 0497	mikekwong@hkit.edu.hk	<a href="http://www.hkit.edu.hk/">http://www.hkit.edu.hk/</a>	213 Nam Cheong Street, Sham Shui Po, Kowloon.	Academic Support Academic advisors, special examination and assessment arrangement  Professional Support Career advisory and support services  Campus Facilities Braille and guide paths, accessible toilets  Learning and Amenity Facilities IT facilities
Yew Chung College of Early Childhood Education	Bachelor of Education/Higher Diploma / Diploma	Miss CHIM Hiu Chau	College Social Worker	Student Development Office	3977 9898	2338 4320	kristen.chim@yccee.edu.hk	<a href="http://www.yccee.edu.hk/">http://www.yccee.edu.hk/</a>	2 Tin Wan Hill Road, Tin Wan, Aberdeen, Hong Kong	Academic Support Academic support from teaching staff based on needs assessment, special examination and assessment arrangement  Professional Support Social Work Counselling services, career advisory and support services  Campus Facilities Braille and guide paths, accessible toilets, lift
YMCA College of Careers	Higher Diploma / Diploma Programmes	Ms Jasmine CHEUNG	Registrar and Quality Assurance Manager	Registry and Student Services Office	2783 3507	2740 9420	jasminecheung@ymca.org.hk	<a href="https://www.coc.cymca.edu.hk/">https://www.coc.cymca.edu.hk/</a>	YMCA College of Careers, 23 Waterloo Road, Kowloon.	Students are recommended to indicate their special learning needs upon the application to the programme. If special learning needs are required, the College will subsequently contact the student to obtain further information. Also, the student shall submit a written application, together with a certificate issued by registered medical practitioners or relevant documents, to the Registry and Student Services Office before the programme commencement.  Learning and Examination Support Tutorial services, early dissemination of teaching materials, IT supporting services, special examination and assessment arrangement (extra time allowance, special seating arrangement, enlarged examination or assessment paper, and use of magnifier).  Campus Accessible Facilities Barrier-free access (lifts serving all floors, ramp, guide path) and accessible toilets.  Professional Support Counselling services, career guidance services and other support services.
Hong Kong Art School (a division of Hong Kong Arts Centre)	Higher Diploma in Fine Art / Bachelor of Arts (Fine Art)	Ms Toby HO	Senior Administrative Officer	Academic Programme Administration	2922 2822	2865 0371	enroledu@hkac.org.hk	<a href="http://www.hkas.edu.hk/">http://www.hkas.edu.hk/</a>	Hong Kong Art School, Rm 819, 8/F Youth Square, 238 Chai Wan Road, Chai Wan.	Academic Support Academic advisors, tutorial services, special examination and assessment arrangement
Hong Kong Adventist College	Higher Diploma / Diploma in General Studies	Mr Henry YAANG	Registrar	Hong Kong Adventist College	3727 0111	2358 1055	registrar@hkac.edu	<a href="http://www.hkac.edu">http://www.hkac.edu</a>	1111 Clear Water Bay Road, Sai Kung, N.T. Hong Kong	Special Examination Arrangements If students have a condition that might impact on their ability to perform in examinations, they can apply for special examination arrangements. Examples include: • Extended time for examinations • Sitting examinations in a separate room  Academic Support Academic advisors, tutorial services, early dissemination of handouts, extension of the assignment due date, Academic Learning Center (pending)  Professional Support Career advisory services, counselling services provided by clinical psychologist  Counselling Services The College provides counselling services to help students adjust to college life, cope with problems effectively, and enhance their personal growth and development.
The Hong Kong Polytechnic University - School of Professional Education and Executive Development	All types of programmes	Ms CHUNG Miu Yin Sharon	Academic Affairs Officer	CPCE Academic Registry	3746 0086	2363 0540	sharon.chung@cpce-polyu.edu.hk	<a href="https://sao.cpce-polyu.edu.hk/en/our-services/facilities-and-support-services/support-services-for-students-with-special-educati/index.html">https://sao.cpce-polyu.edu.hk/en/our-services/facilities-and-support-services/support-services-for-students-with-special-educati/index.html</a>	Room S1201, 12/F, South Tower, PolyU West Kowloon Campus, 9 Hoi Ting Road, Yau Ma Tei, Kowloon	Academic Support • Special examination and assessment arrangements such as time extension, seating arrangement, enlarged test paper and use of screen reader software/ magnifier/ hearing aids, depending on the nature and severity of students' disabilities. • Special attention from subject lecturers to the oral presentations performed by students with speech impairment. • Special seating arrangement for classes • Close monitoring by subject lecturers on group projects involving students with SEN.  Campus Facilities Barrier-free access and facilities including accessible entrance, lift with braille buttons and audible system, accessible toilets, barrier-free drinking fountains, tactile guiding paths and temporary refuge space.  Learning Facilities Adjustable desk, FM wireless system, special personal computers, power braille, scanners, magnifying devices, speech synthesizer software and scanning, and reading appliance.  Professional Support Individual support services from Student Counselling Officers for academic, career and personal advisory.  For details, please visit <a href="https://sao.cpce-polyu.edu.hk/en/our-services/facilities-and-support-services/support-services-for-students-with-special-educati/index.html">https://sao.cpce-polyu.edu.hk/en/our-services/facilities-and-support-services/support-services-for-students-with-special-educati/index.html</a>
Caritas Institute of Community Education	Higher Diploma / Diploma of Applied Education	Ms Bonnie HUI	Manager (Student Affairs)	Student Affairs Office	3105 1228	3105 1328	bonniehui@cice.edu.hk	<a href="https://sites.google.com/view/cicesao">https://sites.google.com/view/cicesao</a>	11 Caine Road, Central, Hong Kong	1. Offer special examination arrangements, including sitting examination in a special room, extended time for examinations, break time during examinations, braille, enlarged examination papers, use of screen reader, and/or being exempted from certain examination papers/ questions. 2. Provide counselling service to students with SEN; offer assistance to help students to overcome the difficulties they faced in academic accommodation and personal relationships etc.