



Certificate Course on Management and Leadership for Heads of Guidance and Discipline Teams of **Secondary Schools**

中學訓育及輔導主任管理及領導課程 (2024-2025)

(Mar to Jul 2025)

SCHEDULE OF MEETINGS

**Graduation Requirement:** Participants are required to attend all sessions. Participants who have attained an attendance of not less than 80%\* and completed and obtained the passing grade in the required course work will be awarded a Certificate.

\* Participants are required to attend not less than 80% of each module (i.e., not less than 3 sessions). For Module 3 and 4, attendance is combined in calculating.

**Tentative dates provision for make-up classes in case any session is cancelled. Participants are required to attend the make-up classes.**

Module 1: 12 Apr 2025 (Sat) 2:30 p.m. – 5:30 p.m.; Module 2 & Module 3: 17 May 2025 (Sat) 2:30 p.m. – 5:30 p.m.; Module 4 & Module 5: 19 Jul 2025 (Sat) 2:00 p.m. – 5:00 p.m.

Updated on 7 April 2025

	Date	Session	Time	Lecturer	Venue
1	15 Mar 2025 (Sat)	Module 1.1	2:30 p.m. – 5:30 p.m.	IU KAN Siu Mee, Amy	CKB_UG03
2	22 Mar 2025 (Sat)	Module 1.2	2:30 p.m. – 5:30 p.m.	HO Yuk Fan, Esther	FYB_UG02
3	5 Apr 2025 (Sat)	Module 1.3	2:30 p.m. – 5:30 p.m.	CHAN Tze Kwan, Isa	CKB_UG03
4	9 Apr 2025 (Wed)	Module 2.1	6:30 p.m. – 9:30 p.m.	HON Shun Sum, Sherry	ELB_203
5	12 Apr 2025 (Sat)	Module 1.4	2:30 p.m. – 5:30 p.m.	CHAN Tze Kwan, Isa	SB_239
6	30 Apr 2025 (Wed)	Module 2.2	6:30 p.m. – 9:30 p.m.	HON Shun Sum, Sherry	ELB_203
7	7 May 2025 (Wed)	Module 2.3	6:30 p.m. – 9:30 p.m.	HON Shun Sum, Sherry	ELB_203
8	14 May 2025 (Wed)	Module 2.4	6:30 p.m. – 9:30 p.m.	HON Shun Sum, Sherry	ELB_203
9	23 May 2025 (Fri)	Module 3.1	6:30 p.m. – 9:30 p.m.	HON Shun Sum, Sherry	CKB_UG03
10	28 May 2025 (Wed)	Module 3.2	6:30 p.m. – 9:30 p.m.	HON Shun Sum, Sherry	ELB_203
11	7 Jun 2025 (Sat)	Module 5.1	2:00 p.m. – 5:00 p.m.	CHENG Kai Chi, Wallace	ELB_308
12	14 Jun 2025 (Sat)	Module 5.2	2:00 p.m. – 5:00 p.m.	CHENG Kai Chi, Wallace	ELB_308
13	21 Jun 2025 (Sat)	Module 5.3	2:00 p.m. – 5:00 p.m.	CHENG Kai Chi, Wallace	ELB_308
14	28 Jun 2025 (Sat)	Module 5.4	2:00 p.m. – 5:00 p.m.	CHENG Kai Chi, Wallace	ELB_308
15	5 Jul 2025 (Sat)	Module 4.1	2:00 p.m. – 5:00 p.m.	Ng Kwok Hung, Kennedy	ELB_308
16	12 Jul 2025 (Sat)	Module 4.2	2:00 p.m. – 5:00 p.m.	Ng Kwok Hung, Kennedy	ELB_308

**Venue: The Chinese University of Hong Kong, Shatin 沙田香港中文大學**

CKB\_UG03 Room UG03, UG/F, Chen Kou Bun Building 陳國本樓

FYB\_UG02 Room UG02, UG/F, Wong Foo Yuan Building 王福元樓

ELB\_203 Room 203, 2/F, Esther Lee Building 利黃瑤璧樓

ELB\_308 Room 308, 3/F, Esther Lee Building 利黃瑤璧樓

SB\_239 Room 239, 2/F, Sino Building 信和樓

**Holidays with no classes**

14 – 25 Apr 2025 (Easter)