

FAQ - Full-time Adult Short Courses

About application

Q1. What are the basic eligibility criteria of the Full-time Adult Short Courses application?

Ans:

- Male or female who age 18 years old or above, Hong Kong permanent residents with valid identity card which could be work freely in Hong Kong
 - Ability to distinguish color appropriately, mentally and physically fine for working
 - People who is required for long term follow-up treatment or taking medication, have to seek for recommendation from Council specify doctors and applicants attending doctors for consideration
 - Physical requirement are varied at different work trade
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Q2. What are the academic requirement for the Full-time Adult Short Courses?

Ans:

- Most of the courses are suitable for any qualification, except some of the courses require junior secondary education or above qualification
 - Need to know how to write and read Chinese, and communicate with other in Cantonese
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Q3. What is the medium of instruction of the course?

Ans:

- Except the specified course, all Full-time Adult Short Courses are conducted in Cantonese with Chinese notes
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Q4. Any courses conducted in English are available?

Ans:

- At the current stage, the Council offered Metal Scaffolding (Civil Engineering and Building Construction) in English
 - The Council will consider to offered course conducted in English on other work trade according to the demand, please keep checking the Council announcement
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Q5. Is it possible to apply for more than one course of various work trade at the same time?

Ans:

- No
 - Any applicant who has submitted more than one course applications, the preceding one will be cancelled without prior notice
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Q6. Could I apply if I can't meet the academic requirement of specified course?

Ans:

- People who slightly not fulfill the academic requirement could still apply the course, the Council will consider in discretion according to the situation.
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Q7. If I have attending Council's Full-time Courses in the past, Could I enroll into another Full-time Adult Short Courses again?

Ans:

- It is generally not accepted people to enroll into another Full-time Adult Short Courses within 1 year after graduation in Councils Full-time courses.
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Q8. Are there any special arrangements for people who already pass intermediate trade test in a work trade to learn the skills in other work trade?

Ans:

- CIC implements a "Multi-skill Training Programme" to enhance the employability of the workers. Since the workers have significant work experience and adequate skill in the construction industry, they can enroll in the courses at certain points and also can complete the training within a shortened training period.
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Q9. How to enroll into Full-time Adult Short Courses?

Ans:

Submit your application form:

- By fax to 2100 9139 ;
 - By mail to "Construction Industry Council, Trainee Recruitment & Career Support Department, 95 Yue Kwong Road, Aberdeen, Hong Kong" ;
 - By Online Registration ;
 - <https://www.hkcic.org/chi/form/s.aspx> (Chinese);
 - <https://www.hkcic.org/eng/form/minority.aspx> (English);
 - By hand to any training center
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Q10. How long should it take for me to get notification after submitting the application?

Ans:

- Applicants generally receive a reply within 7 working days
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Q11. Why my enrollment application is rejected?

Ans:

Below are the common reasons for the rejection:

- Lack of employment interest ;
 - Graduate at Council Full time courses within 1 year ;
 - Drop out from Council courses within 1 year ;
 - Have drop out record in Council courses, and drop out again after re-enrollment ;
 - Have been asked to dropped out from the course during training in Council ;
 - Have been admitted for training course, but not to attend the course without notification ;
 - Have been fail in Intermediate trade test but not to re-test ;
 - Not meet the minimum course entry requirement ;
 - Fail in body test
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Q12 Could I apply the Adult Fulltime Short Course after graduate from the Build Up training programme?

Ans:

- All full-time courses of the Council have placement service to help the students to find the job. The Council encouraged the students to apply what they have learned, and actively seeking employment to showcase their talents. So, unless there are special reasons, otherwise graduates are generally not allowed to apply other full-time courses immediately
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About the course

Q13. How long is the training period for Adult Full time Short Course?

Ans:

- The courses, lasting from five weeks to six months, varies on different work trade
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Q14. What kind of knowledge will be cover in the course?

Ans:

- Construction industry understanding; understanding on ISO9000; compulsory basic safety training course; interview skills; job changing counseling; as well as operation skill of specified work trade
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Q15. Any charge for the course? Any allowance for the training?

Ans:

- No charge for the course
 - During their training at CIC, most of the trainees are entitled a daily allowance of \$150 per day.
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Q16. Where are the training venue and the commencement dates of the courses?

Ans:

- The Council has training ground at Kowloon Bay, Kwun Tong, Kwai Chung, Shatin, Sheung Shui, Tuen Mun and Tai Po. The venue and starting day of the course will depends on the individual courses
 - Details could be found by Call 2100 9101 or searching the council website <http://www.hkcic.org/eng/courses/searchclasses.aspx?langType=1033>
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Q17. What is the school hour of full-time adult short course?

Ans:

- Monday to Friday : 08:20 a.m. - 04:20p.m.
Saturday : 08:20am - 12:30p.m.
Five and half days per week
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Q18. What kind of career path I could have after graduated from the course?

Ans:

- Students who successfully obtain the green card and pass the trade test could be register as a "Registered Skilled / Semi-skilled Worker"
 - After accumulated sufficient experience in the future, graduates can become a Foreman, and even the development of a sub-contractor to undertake projects
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Q19. What kind of assistance will be provided from Council?

Ans:

- Placement services will be provided for the graduates
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Q20. I often see the advertising and newspaper reported that, the Bar Bender and Fixer daily wage level could up to \$1700. Does it mean when I graduate from the course, I could reach this salaries level automatically?

Ans:

- The daily wage up to \$1700 for Bar Bender and Fixer is the estimated salary level for the worker who is "Registered Skilled Worker".
 - Actual salary levels are determined by both employers and employees. Salary level of Graduate depends on the type of work and its technical level. Generally, "Registered Semi-Skilled Worker" salary level will be 40-50% of "Registered Skilled Worker".
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About interview

Q21. What kind of documents should be prepared for the interview?

Ans:

- "Interview invitation card" ;
 - Hong Kong Identity Card (If the resident resided in Hong Kong less than 7 years, please show the one-way permit or other travel documents) ;
 - If the course have indicate specific academic requirement and working experience, please provide relevant documents
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Q22. What kind of question will be asked during the interview process?

Ans:

- Working experience, purpose of attending training, health condition, vision test and academic information will be asked
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Q23. When will I know the result of the interview?

Ans:

- Interview result generally will notify the applicants immediately
 - Some courses have more applicants, or we need to double check applicants record, the Council may need additional time to deal with. However, the interview result will be notify to the applicant by phone or mail within 3 weeks
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Q24. If the applied course is full or have to wait a long time, any other options I could consider?

Ans:

- Applicants could ask interviewer to look for the upcoming classes, in order to find out any vacancies is available in other training center or other subjects
 - Applicants also could continue to wait on the queue for the course, occasionally there will be some alternate identity to join the class
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Q25. Can I have part time job during the training period?

Ans:

- According to the student handbook, there is no limitation to the student's activity out of the classroom. However, as the training is lecture and practice based, also have

chances to operate tools and even machines, so the student should have sufficient mental and physical abilities to meet the requirements of the apprenticeship. Student should balance the part time job with the apprenticeship. Student are required to pay attention that classroom performance is also part of the evaluation criteria of apprenticeship achievements , which will affect graduation as well as priorities of work selection

About withdrawn admission application

Q26. If I intend to withdrawn my admission application before commencement of the course, what should I do?

Ans:

- Please follow the "Admission notification" to inform our staff if you are intend to withdrawn your admission application or have any changes
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Q27. What kind of consequences will I face if I drop out during the training period?

Ans:

- If you drop out during the training period, you have to return all training allowance to the Council ;
 - Council will not process your course application within 1 year ;
 - If you have drop out record in Council courses, and drop out again after re-enrollment, Council will not process your course application within 2 year ;
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