



THE HONG KONG
POLYTECHNIC UNIVERSITY
香港理工大學

Centre
for Professional
and Business
English
專業及商業英語中心

Enhancing English *for* Secondary School Study 2014-15

Enrol online 
www.cpbe.polyu.edu.hk

SEMESTER 1
Sept-Nov
2014



SEMESTER 2
Feb-May
2015



SATURDAYS
30 hours
(10 sessions)



'PolyYouth' is an innovative brand from The Hong Kong Polytechnic University's Centre for Professional and Business English's (CPBE).

PolyYouth represents a new range of English Language programmes designed to meet the needs of secondary school students studying in the local Hong Kong school system.

PolyYouth currently offers holiday and semester based English Language programmes to secondary students for both specialist and mixed skills English language enhancement.

Enhancing English *for* Secondary School Study 2014-15



HIGHLIGHTS

- Native English speaking teachers with professional teaching qualifications
- Practical and interactive activities
- Fluency, accuracy and confidence enhanced
- Critical thinking stressed
- Collaborative group tasks and assignments



Enrol Online



COURSE CONTENTS



LEVEL ONE

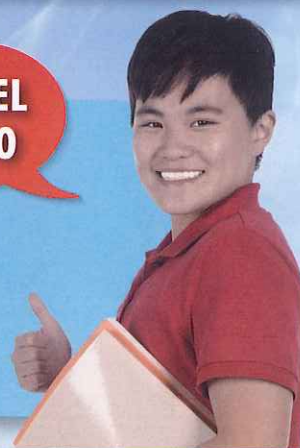
(Form 1 to 2 or Year / Grade 7 and 8)

- Stimulating relevant topics
- Contextualised grammar and vocabulary
- Balance of skills (reading and writing, speaking and listening)
- Productive techniques and strategies
- Active practice stressed
- Collaborative and individual work

(Form 3 to 4 or Year / Grade 9 and 10)

- Supplementing specialist vocabulary in various areas
- Polishing grammar in both writing and speaking
- Using advanced writing techniques
- Developing writing styles
- Advancing reading proficiency and comprehension
- Formulating ideas and constructing arguments

LEVEL TWO

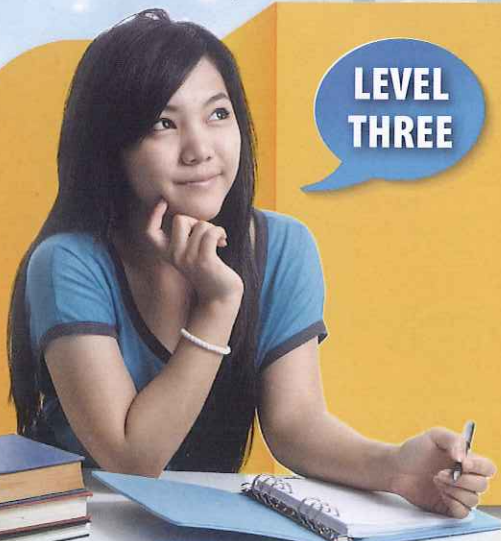


LEVEL THREE

(Form 5+ or Year / Grade 11+)

This stand-alone module differs from Level 1 and 2 as the focus moves from secondary to tertiary education to address the demands of functioning in English in a university environment.

- Accessing tertiary education – admission and application letters
- Accessing tertiary education – writing a personal statement – structure / language / tone
- Accessing tertiary education – interview skills
- Academic writing skills – essay writing, lecture note taking
- Presentation skills – structure and language
- Presentation skills – audience interaction / visual aids



WHO WE ARE



PolyYouth from the Centre for Professional and Business English

PolyYouth is brought to you by The Hong Kong Polytechnic University's Centre for Professional and Business English (CPBE), the market leader in professional English training since 1991. CPBE has over 20 years of experience of teaching English to the local community. Now entering our sixth successful year as providers of English Language enhancement courses to Hong Kong's secondary school students, we are building upon this success by refining our portfolio of courses.

In addition to our work with the HKSAR government and multi-national companies, we've also enhanced the language skills of more than 5,000 English teachers in Hong Kong under our Language Proficiency Assessment for Teachers of English (LPATE) programme.

University Support

All lessons will be conducted on the PolyU's Hung Hom campus and are supported by a professional training team.

Award

A Certificate of Attainment will be awarded by the Centre for Professional and Business English to students who attend 80% of classes and achieve satisfactory results in their coursework.

香港理工大學專業及商業英語中心

香港理工大學專業及商業英語中心成立於一九九一年，一直專注於設計及提供專業優質的英語培訓，是本港商業英語的權威。我們擁有超過20年專業英語的培訓經驗，至今已第六年為香港中學生（包括本地及國際學校）提供優質英語課程，憑藉豐富的經驗，我們的課程日見成效。

我們曾為多個政府部門及國際機構提供專業優質的英語培訓，更曾為超過5,000名本港英語教師進行語文培訓及考核，使他們達到香港政府的語文能力基準試要求。

香港理工大學的支援

所有課程均在理大校園上課，全英語的溝通環境可以大大提升學習的效益。

證書

課堂表現良好、完成習作及出席率達八成以上的同學，可獲香港理工大學專業及商業英語中心頒發修業證書。



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English

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中學「全英語」 實用課程 2014-15

網上報名

www.cpbe.polyu.edu.hk

學期一

2014年
9月-11月

學期二

2015年
2月-5月

星期六

30 小時
(10 節)



「PolyYouth」是香港理工大學專業及商業英語中心創立的英語教學品牌。是我們特別為香港中學生設計的系列英語課程。

課程分學期課程及假期密集式課程兩種，內容涵蓋專業英語運用及綜合英文能力提升。

中學「全英語」

實用課程 2014-15



課程特色

- 聘請具備專業教學資格的外籍英語導師任教
- 採用互動實用的教學方法
- 強調語言流暢、準確，提高自信
- 側重批判思維訓練
- 學習團隊協作完成功課

網上報名



LEARN
ENGLISH

課程內容



初階

(適合中一及中二學生 /
Grade 7 或 8)

- 主題生動活潑
- 多情景語法和詞彙
- 聽說讀寫平衡發展
- 語言運用技巧和策略
- 實踐主導
- 協作與個人功課

(適合中三及中四學生 / Grade 9 或 10)

- 多主題的詞彙
- 口語書寫文法潤飾
- 進階寫作技巧
- 建立寫作風格
- 高效閱讀理解技巧
- 整合意念及組織理據

中階



高階

(適合中五或以上學生 / Grade 11 或以上)

本階段課程可單獨修讀，超越中學英語培訓，為學生日後投考大學作好準備。

- 投考大學：撰寫入學申請信
- 投考大學：運用適當語言、行文結構及語氣撰寫個人簡歷
- 投考大學：面試技巧
- 學術寫作技巧：大學論文寫作、課堂筆記
- 演說技巧：結構及語言
- 演說技巧：觀眾互動 / 視聽器材應用



SCHEDULE 時間表

	Course	Class Day/ Time (Duration)	Semester 1	Semester 2	Enrolment Fee for One Semester	Enrolment Fee for Two Semesters
<input type="checkbox"/> Class A	<input type="checkbox"/> Level One	Saturdays	27 Sept–29 Nov, 2014	28 Feb–9 May, 2015	<input type="checkbox"/> HK\$4,400	<input type="checkbox"/> HK\$8,000
	<input type="checkbox"/> Level Two	10:00am to 1:00pm		(no class on 4 Apr)		
	<input type="checkbox"/> Level Three	(10 x 3 hours)				
<input type="checkbox"/> Class B	<input type="checkbox"/> Level One	Saturdays	27 Sept–29 Nov, 2014	28 Feb–9 May, 2015	<input type="checkbox"/> HK\$4,400	<input type="checkbox"/> HK\$8,000
	<input type="checkbox"/> Level Two	2:30pm to 5:30pm		(no class on 4 Apr)		
	<input type="checkbox"/> Level Three	(10 x 3 hours)				

ENROLMENT FORM 報名表格

Tel 電話 : 3400 2732 / 3400 2731 Fax 傳真 : 2362 8954

Apply online at: www.cpbe.polyu.edu.hk

I agree / do not agree* that my personal data can be used to send me future course information.

STUDENT INFORMATION 學生資料

English Name 英文姓名	(Given Name 名)				(Last Name 姓)						
Chinese Name 中文姓名											
HKID No 身份證號碼				x	x	x	(x)	Age 年齡		Sex 性別	M / F* 男 / 女*
Name of School 學校名稱								Current Year of Study 就讀年級			
Home Address 住址											
Home Tel 住宅電話								Mobile 手提電話			
Email 電郵								Fax 傳真			
Parent's Name 家長姓名											
Parent's Email 家長電郵								Parent's Mobile 家長手提電話			

We will use your personal data for registration.

PAYMENT 付款

Fee 費用	<input type="checkbox"/> HK\$4,000 (two or more applications are sent together 同時遞交兩份或以上報名表格 / re-enrolling students 舊生 / PolyU staff 理大員工優惠) <input type="checkbox"/> HK\$4,100 (submit application form in free trial lesson 免費試堂當天遞交報名表格) <input type="checkbox"/> HK\$4,180 (enrol before 13 Sept 2014 提前報讀優惠) <input type="checkbox"/> HK\$4,400	
Payment Method 付款方法	1	<input type="checkbox"/> CHEQUE 支票 Post the completed enrolment form with a crossed cheque, made payable to "The Hong Kong Polytechnic University", to Centre for Professional and Business English, QR702, 7/F, Shirley Chan Building, Core R, The Hong Kong Polytechnic University, Hung Hom, Kowloon. Please indicate the student name and contact number on the back of the cheque. 請將填妥的報名表格連同劃線支票，一併郵寄至九龍紅磡香港理工大學陳鮑雪瑩樓七樓 QR702 室專業及商業英語中心。 劃線支票抬頭請註明"香港理工大學"，並在支票背面寫上學生姓名及聯絡電話。
	2	<input type="checkbox"/> CREDIT CARD 信用卡 (Visa / MasterCard*)
		Name of Card Holder 持卡人姓名
		Card No. 卡號
		Card Holder Signature 持卡人簽署
		Expiry Date 到期日 (DD/MM/YYYY)

*Please delete as applicable. 請刪除不適用者

Applications

Places are allocated on a first-come first-served basis. Please check time, date and venue carefully and make note of any statutory holidays as outlined on the schedule and confirmation letter. No further reminder will be made. If CPBE considers a student to be unsuitably placed, we reserve the right to ask for the student to be withdrawn and to offer a full refund.

Withdrawal and absences from class

Unfortunately, no refund or credit will be provided for students withdrawing after a course commences. Also, no refund will be made for students missing a lesson for any reason except an extended period of sickness. To receive a credit for such an absence, please submit a written request supported by a medical certificate showing a minimum sick period of five days. Requests and documentation need to be submitted within 7 days of the absence.

Student Safety and Behaviour

CPBE is not responsible for any injury to participants, or damages or loss of property as a result of participation in our courses.

In cases of medical emergency, you will be notified immediately and if necessary your child will be transferred either to:

- the university medical centre, or
- the nearest government hospital using the emergency ambulance service.

CPBE expects participants to demonstrate an acceptable level of respect and cooperation towards other participants and teachers.

CPBE reserves the right to exclude any participant who disrupts the teaching or learning processes of the class due to any unacceptable behaviour. In such cases no refunds, credits or make-up classes will be offered.

CPBE reserves the right to amend their policies from time to time.

Cancellations due to

1) Unforeseen circumstances

In the event of the cancellation of classes due to unforeseen circumstances that are out of the control of CPBE e.g. EDB mandate due to public health issues, CPBE is unable to offer refunds, credit or make-up classes.

2) Adverse weather conditions

In the event of adverse weather conditions (i.e. rainstorms and typhoons), classes will be rescheduled. Should the T8 typhoon signal or the Red rainstorm warning be in place two hours before the classes are due to commence, classes will be cancelled.

3) Teacher illness

In the event of teacher illness every effort will be made to find a suitable replacement. However, if it is not possible to do so, the class will be cancelled and make-up classes will be offered.