



Course Outline (one paragraph, Chinese: 250 words max ; English: 500 characters max, including space)  
課程大綱 (連空格不多於250 個中文字或500英文字)

Pre-requisite Knowledge 學員先備知識	<input type="checkbox"/>	Required (Please specify) 需要 (請列明)	<input type="checkbox"/>	Not Required 不需要		
Nature of the Course 課程性質	<input type="checkbox"/>	Theoretical 理論性	<input type="checkbox"/>	Practical 實用性	<input type="checkbox"/>	Both 兩者皆是
Handout / Teaching Material 講義 / 教材	<input type="checkbox"/>	Yes 有	<input type="checkbox"/>	No 沒有		

#### 4) Proposed Course Fees 建議學費

Course Fees (Per course) HK\$ 學費 (以課程計) 港幣	<input type="text"/>	Estimated student intake (per class) 預計學生人數 (以每班計)	<input type="text"/>
Other Fees (if any, please specify) 其他收費 (如有, 請列明)	<input type="text"/>		

#### 5) Other 其他

Other Relevant Information (e.g. professional qualification)  
其他相關資料 (如: 專業資格)

Special Arrangements (if any)  
特別安排 (如有)

#### 6) Declaration 聲明

I declare that the course proposal will not in any manner infringe any third party rights (including but not limited to any intellectual property right) or otherwise violate any rule, regulation or law or give rise to any claim by third party against the University.

本人謹此聲明此課程建議書不會在任何形式上侵犯第三者權益(包括但不只限於任何知識產權權利)、違反任何法則、規例或法律、或引致第三者向本院索償。

I have read, understood and agreed the above mentioned "Declaration".

本人已閱讀、明白及同意上述"聲明"。

Signature 簽署 \_\_\_\_\_ Date 日期 \_\_\_\_\_

215A, New Academic Block, Lingnan University, Tuen Mun, N.T. 新界屯門嶺南大學新教學大樓215A室

Contact No. 聯絡電話: 2616 7255

Office Hour: Mon - Fri 9:00am - 1:00pm, 2:00pm - 5:30pm 辦公時間: 星期一至五早上九時至下午一時, 下午二時至五時半

#### FOR OFFICE USE ONLY

Endorsed by:

Approved by:

Faculty Head of  
Lifelong Learning Programmes

Date

Associate/ Assistant Director

Date