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關於一九七五年至一九七七年度市區及新界在職教師訓練班事

(此通告應給予各有關教師參閱)

各校長請鼓勵其屬下未受專業訓練之教師接受全日制師範訓練或在職教師訓練。

二、教育司署現將舉辦各項在職教師訓練班，為使目前任教於政府資助或私立學校之教師，雖具適當學歷而未有專業訓練者，得成為「合格教師」。

三、各項訓練班，俱為期兩學年，為部份時間上課，并有實習教學指導；修業期滿，如成績合格，即授與合格教師資格證書。各訓練班皆不收費。

四、訓練班計有三類：

(甲) 在職小學教師訓練班，不論此等教師係用何種語文授課。本班除選修科英語外，係用粵語講授。

(乙) 在職用中文教學中學教師訓練班。本班係用粵語講授。

(丙) 在職用英語教學中學教師訓練班。本班係用英語講授。

五、申請入學資格

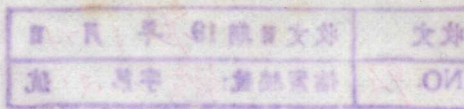
所有申請人須為目前任職於政府資助或私立學校之專任教師。兼任代課、幼稚園或夜校教師均不能申請。

六、其他所需資格表列如下：

課程	最低學歷	入學前經驗	受訓條件
小學	須曾一次或多次參加香港中學會考共獲五科達到第五級(E)程度者，此五科中須包括中文科。	兩年認可之教學經驗。(第一張准教證之發給日期最遲為一九七四年二月二十八日)	每週需授課二十五節，其中必須包括普通中文科目八節，及選修科目六節。(請參閱小學課程申請表格附錄第七項)
中學(英文)	須曾一次或多次參加香港中學會考共獲五科達到第五級(E)程度者，此五科中須包括英文科。	兩年認可之中學教學經驗，以英語授課為主。(第一張准教證之發給日期最遲為一九七四年二月二十八日)凡持有四年全日制之專上學校文憑者，只需一年教學經驗。	每週需以英語授課二十二節。(有關申請人選修科目內容請參閱中學(英文)課程申請表格附錄第六項)
中學(中文)	須曾一次或多次參加香港中學會考共獲五科達到第五級(E)程度者，此五科中須包括中文科。	與申請中學(英文)課程所需者相同，惟除英文科外，全以中文授課。	每週需授課二十二節。(有關申請人選修科目內容請參閱中學(中文)課程申請表格)

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1975.12.22

General Schools Circular No. 4 /75In-Service Courses of Training for Teachers (1975-77)

(This Circular should be brought to the attention of the teaching staff)

1. Heads of Schools are asked to encourage those members of their staff who do not possess professional teaching qualifications to acquire such, preferably by means of full-time teacher training courses, otherwise through the In-service training programme.
2. Courses of training for in-service teachers are run by this Department for teachers now employed in Government-aided or private schools who, although suitably qualified academically, do not possess the professional qualifications to make them eligible for classification as "Qualified Teachers".
3. The courses consist of part-time lectures and supervision of teaching over two academic years, at the end of which certificates of Qualified Teacher status are awarded to those who have successfully completed the course. No tuition fees are charged.
4. The courses are of three types:-
 - (a) for primary school teachers, regardless of the medium of instruction they use; the course is conducted in Chinese except for the elective subject: English.
 - (b) for secondary school teachers using Chinese as the medium of instruction; the course is conducted in Chinese.
 - (c) for secondary school teachers using English as the medium of instruction; the course is conducted in English.

Eligibility

5. All applicants should be full-time teachers in Government-aided or private schools. Part-time teachers, supply teachers, kindergarten teachers and evening class teachers are ineligible.
6. Further requirements for eligibility are tabulated below:

Course	Minimum Academic Qualifications	Experience Prior to course	Teaching requirements on admission
Primary	5 subjects at Grade E or above, including the subject Chinese, in one or more Certificate of Education Examinations.	2 years approved teaching experience (Initial teaching permit for primary classes dated not later than 28.2.74)	25 teaching periods per week including 8 periods of general Chinese subjects and 6 periods in the candidate's elective subject. (see para. 7 on the Information Sheet accompanying Primary Course application forms).

七 申請人如具有與上列資格同等者，將予以個別考慮。
八 如申請人爲香港浸會書院畢業生其教學經驗之條件可能豁免。
筆試與面試

六 小學訓練班，與上述學歷符合之申請人不需參加入學筆試，惟持有其他聲稱與上述學歷同等者則或需參加入學筆試。所有符合規定學歷之申請人，須參加面試。至於選修科目，必要時另須參加術科測驗。

六 中學（英文）訓練班，與上述學歷符合之申請人不需參加入學筆試，惟持有其他聲稱與上述學歷同等者則或需參加入學筆試。所有符合規定學歷之申請人，須參加面試。

二 中學（中文）訓練班

(甲) 申請人須參加入學中文筆試

(乙) 筆試合格者須參加面試

(丙) 擬選修「英文教學」之申請人須參加英文考試。

三 各班授課時間及地點如後：

訓練班類別	地點	時間
在職小學教師訓練班	(一) 葛量洪教育學院（加士居道） (二) 葛量洪教育學院紅磡分校 (三) 柏立基教育學院	週二：上午十時四十分至下午六時十五分 週一：上午十時四十分至下午六時十五分 週三、週四及週五：下午四時三十分至六時三十分
在職中學教師訓練班	(一) 葛量洪教育學院（加士居道） (二) 羅富國教育學院（般含道）	每週上課三晚，每晚由下午四時三十分至六時三十分
在職用中文教學中學教師訓練班	羅富國教育學院（般含道）	週四下午二時至四時，另每週兩晚，每晚由下午四時三十分至六時三十分

申請手續

三 申請人只准投考一間教育學院。凡欲投考中學（英文）訓練班之任職新界教師可向葛量洪教育學院申請。任職於香港之教師可向羅富國教育學院（般含道）申請，任職於九龍之教師可向羅富國或葛量洪教育學院申請。

四 申請書可於後列地址索取：

- (甲) 教育司署（香港銅鑼灣利園大廈四樓）——三種訓練班。
- (乙) 教育司署九龍分署（九龍彌敦道四〇五號七至八樓）——三種訓練班。
- (丙) 羅富國教育學院（香港般含道九號A）——中學（英文）及（中文）訓練班。
- (丁) 葛量洪教育學院（九龍加士居道）——中學（英文）及小學訓練班。
- (戊) 葛量洪教育學院紅磡分校（九龍鶴園街十九號）——小學訓練班。
- (己) 柏立基教育學院（九龍琵琶山郝德傑道）——小學訓練班。

Course	Minimum Academic Qualifications	Experience Prior to Course	Teaching Requirements on admission
Secondary (English)	5 subjects at Grade E or above, including the subject English, in one or more Certificate of Education Examinations.	Normally 2 years approved teaching experience using English as the medium of instruction in secondary schools. (Initial teaching permit for secondary classes dated not later than 28.2.74). For those with a diploma of a 4-year full-time post-secondary course, required teaching experience is reduced to one year (Initial teaching permit for secondary classes dated not later than 28.2.75)	22 periods per week normally all taught in the medium of English. (For requirements in connection with subjects the candidate will study on the course, see para. VI of the Information Sheet accompanying application forms for the Secondary (English) Course).
Secondary (Chinese)	5 subjects at Grade E or above, including the subject Chinese in one or more Certificate of Education Examinations.	As for the Secondary (English) Course except that the medium of instruction should be Chinese for all subjects other than the subject 'English'	22 periods per week. (For requirements in connection with the subjects the candidate will study on the course, see the application form for the secondary (Chinese) Course).

7. In the case of applicants possessing other qualifications claimed to be equivalent to those required, each case will be assessed individually.

8. The requirement governing teaching experience may be waived in the case of graduates of Hong Kong Baptist College.

Tests and Interviews

9. For the Primary Course there is no written entrance examination for candidates with academic qualifications as stipulated in Para. 6 above. Those candidates with academic qualifications other than as stipulated in Para. 6 above may be required to sit a qualifying examination. Final selection is by interview of those considered academically qualified. For certain elective subjects candidates may be required to take a practical test.

10. For the Secondary (English) Course there is no written entrance examination for candidates with academic qualifications as stipulated in Para. 6 above. Those candidates with academic qualifications other than as stipulated in Para. 6 above may be required to sit a qualifying examination. Final selection is by interview of those considered academically qualified.

11. For the Secondary (Chinese) Course there is

- a) a written entrance examination in Chinese.
- b) for candidates successful in the written examination, an interview.
- c) for those candidates wishing to take "The Teaching of English" as their elective subject, a proficiency test in English.

茲 申請人須填寫申請書兩份，簽署後於一九七五年二月二十二日（星期六）前送達擬投考之教育學院師訓班主任，以便辦理。所有申請書必須連同歷年由教育司署所發出之教師註冊證及各項公開考試之證書影印本各一份，一併遞交。申請人可保留申請書附錄以作參考。

工業教師訓練班

有關工業教師訓練班詳情，不屬本通告範圍內，有關該類教師訓練班詳情，當另行公佈。

右通告

各政府資助及私立日校校長

教育司 陶 建

一九七五年一月十日

Times and Places at which courses are held

Course	College	Time
Primary	1. Grantham College of Education (Gascoigne Road)	Tuesday 10.40 a.m.-6.15 p.m.
	2. Grantham College of Education (Hungom Annexe)	Mondays 10.40 a.m.-6.15 p.m.
	3. Sir Robert Black College of Education	Tues., Wed. Fri., 4.30 - 6.30 p.m.
Secondary (English)	1. Grantham College of Education (Gascoigne Road)	} 4.30 p.m.-6.30 p.m. 3 evenings a week
	2. Northcote College of Education (Bonham Road)	
Secondary (Chinese)	Northcote College of Education (Bonham Road)	2.00 - 4.00 p.m. on Thurs. and 4.30 - 6.30 p.m. on two evenings a week.

Applications

13. Candidates should apply for a course at ONE College of Education only. Candidates for the Secondary (English) Course should forward applications to Grantham College of Education if teaching in New Territories schools and to Northcote College of Education (Bonham Road) if teaching in Hong Kong Island schools. Teachers in Kowloon schools may apply to EITHER Grantham OR Northcote College of Education.

14. Teachers wishing to be considered for admission to the various courses should apply on the prescribed form available from the following places:

- Education Department, Lee Gardens, 3rd floor, Hysan Avenue, Hong Kong - forms for all courses.
- Education Department, Kowloon Sub-Office, 6-7th floors, 405 Nathan Road, Kowloon. - forms for all courses.
- Northcote College of Education, 9A Bonham Road, Hong Kong - forms for Secondary (English) and Secondary (Chinese) Courses.
- Grantham College of Education, Gascoigne Road, Kowloon - forms for Secondary (English) and Primary Courses.
- G.C.E., Hungom Annexe, 19, Hok Yuen Street, Kowloon - forms for Primary Course only.
- Sir Robert Black College of Education, Caldecott Road, Piper's Hill, Kowloon - forms for Primary Course only.

15. Completed forms in duplicate must be returned to the College of Education to which admission is sought, by Saturday, 22nd February, 1975. All applications must be accompanied by ONE photo-copy of every teaching permit issued by the Education Department in respect of the applicant's employment in schools, as well as ONE photo-copy of every certificate relating to a public examination. Information Sheets should be retained by the candidate for his reference.

Technical Courses

16. This circular does not apply to technical courses. Information concerning these courses will be issued separately.

R.W.J. Lopley
Director of Education

To: Heads of Aided and Private Day Schools