

**HONG KONG AIR CADET CORPS**  
**Vocational Qualifications Unit**

**MEMO**

<i>From</i> <u>OC VQU</u>	<i>To</i> <u>All Senior Members</u>
<i>Ref.</i> <u>VQU/9/2014</u>	<i>CC</i> <u>DCO Trg, OC Trg Gp &amp; HQ</u>
	<i>Date</i> <u>27 Jun 2014</u>

**New City & Guilds Professional Recognition Awards -  
Call for Applications!**

Since 2010, nearly 40 senior members have obtained their internationally recognised City & Guilds (C&G) vocational qualifications through the Cadet Vocational Qualification Organisation (CVQO) of United Kingdom. Applications are now invited for various newly launched Professional Recognition Awards (PRA). The purpose remains the same – to recognize your volunteer work at HKACC by entitling you to earn different vocational qualifications. It not only serves as a great way to demonstrate to the employer the value of your voluntary work, but also encourages your own professional development!

**1. Summary:**

<i>No.</i>	<i>Qualifications</i>	<i>*Suggested Line Management</i>	<i>Fee</i>
1	C&G Level 4 - Licentiateship in Leadership and Management	<ul style="list-style-type: none"><li>◦ Instructor</li><li>◦ Constable or equivalent (DSVS)</li></ul>	£240
2	C&G Level 5 - Affiliateship in Leadership and Management	<ul style="list-style-type: none"><li>◦ Sergeant Instructor</li><li>◦ Sergeant or equivalent (DSVS)</li></ul>	£300
3	C&G Level 6 - Graduateship in Leadership and Management	<ul style="list-style-type: none"><li>◦ Squadron / Unit Commander</li><li>◦ Squadron Warrant Officer</li><li>◦ Station Sergeant or equivalent (DSVS)</li></ul>	£375
4	C&G Level 7 - Membership in Leadership and Management	<ul style="list-style-type: none"><li>◦ Officer Commanding Wing/Major Unit</li><li>◦ Wing Warrant Officer</li><li>◦ Superintendent or equivalent (DSVS)</li></ul>	£620

**\* Anyone of any rank could be eligible for any level of award subject to CVQO's approval.**

**2. Application Procedures:**

- i. Send the softcopy of your Completed Application Form (Appendix 1), Completed Pre-enrolment Questionnaire (Appendix 2), a Curriculum Vitae and Job Descriptions (including details of paid employment and voluntary work) to [vqu@aircadets.org.hk](mailto:vqu@aircadets.org.hk) for VQO to check by **31 July 2014 (Thu)**.
- ii. After receiving an official written confirmation and an invoice from VQU / CVQO, please pay by either Telegraphic Transfer or PayPal.
- iii. Submit the original completed application form and payment proof to HQ (Attn: OC VQU).
- iv. CVQO will be responsible for the final decision about the candidate' eligibility for a particular level.

**3. Remarks:**

- i. Please note that this memo will supersedes all the previous documents.
- ii. Applicants are encouraged to refer to the attached initial Advice and Guidance brochure (Appendix 3), PRA Standard and Standard Statements List (Appendix 4) and [www.cvqo.org](http://www.cvqo.org) for details. Please contact Plt Off Johnny Y H Li, VQO or the undersigned at [vqu@aircadets.org.hk](mailto:vqu@aircadets.org.hk) if necessary.

Winnie S Y Ho  
Flt Lt  
OC VQU

Encl