

Training for Ethnic Minorities

Generic Skills Course (Part-time Mode)

Workplace Languages

Foundation Certificate in Elementary Workplace Chinese III (Writing) for Non-Chinese Speakers (Part-time)

Course Objective	To enable trainees to develop basic concepts of Chinese language and develop their Chinese writing skills in workplace.
Course Content	This course is suitable for non-Chinese speaking eligible employees in Hong Kong. The course will cover the basic skills of writing and use of written Chinese in social and business writing.
Entry Requirements	<ul style="list-style-type: none"> i. Holder of “Foundation Certificate in Elementary Workplace Chinese II for Non-Chinese Speakers (Part-time)” of ERB, or equivalent; or pass the entry test; and ii. Possess basic English literacy skills.
Course Duration	30 hours

Exact course schedule and addresses of training centres are subject to the arrangement of the training bodies offering this course. Please contact the following training bodies for details:

Training Bodies	Telephone	Course Code
Hong Kong Employment Development Service Limited	2326 7862 / 3165 1600 / 3165 8870 / 3618 5027	CS230EG / CS230HG

ERB and relevant training bodies reserve the right to revise the above content from time to time without notifying individual applicants. Please refer to the Scheme website and/or contact respective training bodies for the most updated information.