

專業及持續教育學院(CPCE)致力給予同學關懷和支持。為讓每一位同學在追求學業方面都有平等機會，CPCE成立了支援特殊教育需要 (SEN)學生小組委員會，從多方面協助SEN學生，包括設施、心理健康及升學/ 事業發展。

SEN類別

- 注意力不足/ 過度活躍症
- 自閉症
- 聽力障礙
- 精神病
- 肢體傷殘
- 特殊學習困難
- 言語障礙
- 器官殘障
- 視覺障礙
- 其他特別需要/ 長期病患



學院將按SEN學生機能障礙的性質及嚴重程度，在資源許可的情況下，提供個別特殊照顧及支援。

支援類別

為讓全日制SEN學生積極投入校園生活及學習，學院按個別同學的需要，提供以下服務：

- 教學調適
- 考試特別安排
- 輔導服務
- 學習支援
- 無障礙通道及設施

理大紅磡灣校園及西九龍校園所有地方均可供輪椅出入。下列為主要設施，以供參考：

設施	理大紅磡灣校園	理大西九龍校園
無障礙飲水機	二樓 (204演藝綵排室門外)	北座高層地下 (NUG10 演藝綵排室門外)
的士/ 復康巴士上落處	低層地下停車場	低層地下停車場
暢通易達泊車位	低層地下停車場	低層地下停車場
無障礙出入口	· 低層地下 (通往升降機大堂) · 高層地下 (UG06演講廳旁出入口)	南座及北座低層地下 (通往升降機大堂)

設施	理大紅磡灣校園	理大西九龍校園
暢通易達洗手間	所有樓層 (低層地下除外)	所有樓層 (低層地下除外)
臨時庇護處	高層地下至十七樓 (暢通易達洗手間門外)	北座二樓至十三樓 (消防員升降機旁大堂)
升降機通往限制樓層	九樓 (CPCE圖書館)及十一樓 (學生電腦中心)	所有樓層
裝設點字按鈕及發聲器的升降機	所有升降機	所有升降機
裝設發聲器的扶手電梯	高層地下至一樓	所有扶手電梯

* 臨時庇護處已安裝直接對講裝置至校園設施管理辦事處，以協助行動不便人士在火警時能得到合適保護。如有查詢，請聯絡校園設施管理辦事處 (聯絡資料列於本單張背頁)。

· 為視障同學而設的特別室

理大圖書館四樓L401a特別學習室專為視障同學而設，設備包括：**特別個人電腦、PowerBraille點字顯示器、掃瞄器、放大器、語音合成軟件，以及掃瞄和閱讀裝置**。如需使用特別室，請與學生輔導主任聯絡。

培育基金/ 獎學金

- ▶ **展毅獎學金 - 表揚追求卓越學業成績** (詳情請留意10月的電郵公佈。)
- ▶ **關愛基金 - 增加學習開支助學金** (詳情請瀏覽：<https://www.wfsfaa.gov.hk/sfo/tc/postsecondary/ccf/sen/eligibility.htm>。)

聯絡我們

如需特別服務，包括：教學調適、考試特別安排、輔導服務、輔導教學/ 學習支援，以及無障礙出入及設施，請與下列職員聯絡。

	HKCC	3746 0123
	SPEED	3400 2828

假如你需要特別評核安排，我們鼓勵你於學期開始前，向CPCE學生事務處(CSAO)的學生輔導主任索取意見。

預約及查詢

電話	6773 9700 (星期一至五，上午10時至下午6時) 5703 7224 (星期一至五，下午6時至上午10時； 星期六、日 & 公眾假期)
電郵	cs@cpce-polyu.edu.hk
地點	個人發展空間 理大紅磡灣校園410室 理大西九龍校園北座N312室

請儘早與我們聯絡，以便提供適時安排。

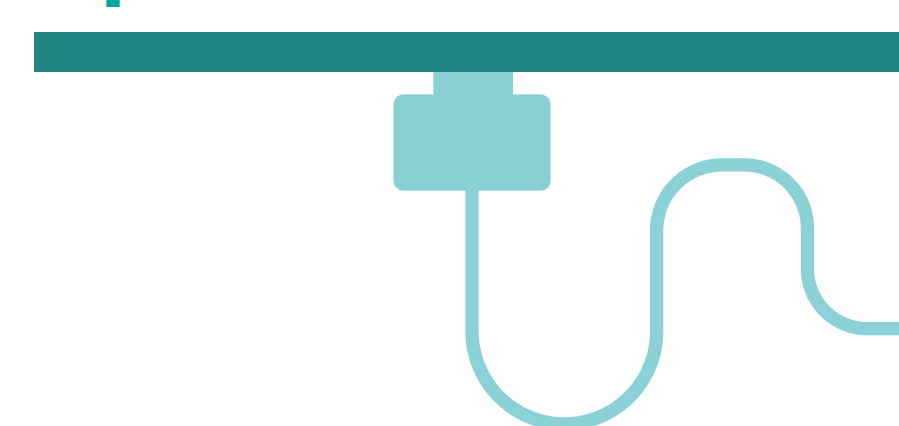
歡迎HKCC及SPEED全日制學生與我們聯絡。

常用聯絡資料

	理大紅磡灣校園	理大西九龍校園
HKCC詢問處	高層地下 電話：3746 0123 電郵：ccoffice@hkcc-polyu.edu.hk	北座二樓N214室
SPEED服務處	八樓807室 電話：3400 2828 電郵：speed@speed-polyu.edu.hk	南座十二樓S1201室
CSAO服務處	四樓409室 電話：3746 0880 電郵：sao@cpce-polyu.edu.hk	北座三樓N304室
輔導服務 個人發展空間	四樓410室 電話：6773 9700 電郵：cs@cpce-polyu.edu.hk	北座三樓N312室
就業/ 履歷表諮詢服務 升學及就業中心	四樓406室 電話：3746 0193 電郵：fscd@cpce-polyu.edu.hk	北座三樓N301室 電話：3746 0293
CPCE圖書館	十樓 電話：3746 0850 電郵：pflib@cpce-polyu.edu.hk	北座五樓 電話：3746 0860
保健中心	低層地下LG04室 電話：3746 0777	北座低層地下NLG07室 電話：3746 0555
資訊科技處服務部	十一樓學生電腦中心 電話：3746 0818 電郵：pfitoper@cpce-polyu.edu.hk	南座五樓學生電腦中心 電話：3746 0819
校園設施管理辦事處 服務部	低層地下LG05室 電話：3746 0666 電郵：cfmhhb@cpce-polyu.edu.hk	南座低層地下SLG08室 電話：3746 0999 電郵：cfmwk@cpce-polyu.edu.hk



for Students with Special Educational Needs



CPCE Student Development Committee
Sub-committee on Supporting Students with
Special Educational Needs (SENSC)

As a caring college, the College of Professional and Continuing Education (CPCE) endeavours to provide every student with equal opportunities for academic pursuits. Thus, the Sub-committee on Supporting Students with Special Educational Needs (SENSC) has been established to help students with SEN in various aspects including physical accommodation, psychological well-being, and further studies/career development.

Types of Special Educational Needs

- Hearing Impairment
- Visual Impairment
- Physical Disability
- Visceral Disability
- Attention Deficit/Hyperactivity Disorder
- Autism Spectrum Disorders
- Speech and Language Impairment
- Specific Learning Difficulties
- Mental Illnesses
- Other Special Needs/ Chronic Illnesses



Depending on the nature and severity of functional limitations, students with SEN are given special care and support on a case-by-case basis subject to resources available.

Provision of Support

To enable full-time students with SEN to actively engage in campus life and learning, the following services can be arranged according to individual needs:

- Teaching Accommodation
- Special Examination Arrangements
- Counselling Services
- Learning Support
- Barrier-free Access and Facilities
- Special Room for Students with Visual Impairment

Barrier-free Access and Facilities

All destinations on the PolyU Hung Hom Bay (HHB) Campus and West Kowloon (WK) Campus are wheelchair accessible. Major facilities are listed below for reference:

Facilities	PolyU Hung Hom Bay Campus	PolyU West Kowloon Campus
Barrier-free Drinking Fountains	2/F (Outside 204 Performing Arts Rehearsal Room)	UG/F North Tower (Outside NUG10 Performing Arts Rehearsal Room)
Taxi/ Rehabus pick up and drop off points	LG/F Carpark	LG/F Carpark
Parking spaces for persons with disabilities	LG/F Carpark	LG/F Carpark
Accessible entrance	LG/F (Main entrance to lift lobby) UG/F (Side entrance next to UG06 Lecture Theatre)	LG/F of North and South Towers (Main entrance to lift lobby)
Toilets for persons with disabilities	All floors (except LG/F)	All floors (except LG/F)
Temporary Refuge Space*	UG/F to 17/F (Outside the toilet for persons with disabilities)	2/F to 13/F North Tower (Lobby next to Fireman's Lift)
Lifts access to restricted floors	9/F (CPCE Libraries) and 11/F (Student Computer Centre)	All accessible
Lift with braille buttons and audible system	All lifts	All lifts
Escalators with audible system	UG to 1/F	All escalators

* Temporary Refuge Space (TRS) provides a place for persons with limited mobility to seek suitable protection in the event of fire. The TRS is installed with an intercom connecting to the CFM Office. For enquiries, please contact the CFM Office (contact details are listed on the back cover of this leaflet).

Special Room for Students with Visual Impairment

A special study room located on the 4th Floor (Room L401A) of PolyU Library is equipped with **special personal computers, power braille, scanners, magnifying devices, speech synthesizer software and scanning, and reading appliance**. Students with visual impairment can use the room on request. If you need support for the assistive aids, please notify your responsible Student Counselling Officer.

Special Room for Students with Visual Impairment



Power Braille
顯示器



Magnifying device and PC
放大器及電腦



Scanning and Reading appliance
掃描及閱讀裝置




Scanning and Reading appliance
掃描及閱讀裝置

Supporting Funds/ Scholarships

- Endeavour Scholarship (EDS)** for recognising academic pursuits (For details, please watch out for the email announcement in October)
- Community Care Fund (CCF)** for enhancing the academic expenses grant (For details, please go to <https://www.wfsfaa.gov.hk/sfo/en/postsecondary/ccf/sen/overview.htm>)

Contact Us

You are advised to contact the following persons for provision of special services including teaching accommodation, special examination arrangements, counselling services, remedial/ learning support, and barrier-free access and facilities if needed.

	HKCC	3746 0123
	SPEED	3400 2828

You are highly encouraged to seek advice from the Student Counselling Officers of the CPCE Student Affairs Office (CSAO) at the beginning of the semester if you have special needs regarding your assessment arrangements.

Appointment and Enquiry

Phone	6773 9700 (Mon to Fri, 10am to 6pm) 5703 7224 (Mon to Fri, 6pm to 10am, Sat, Sun & Public Holidays (24 hours))
Email	cs@cpce-polyu.edu.hk
Location	Personal Development Area (PDA) Room 410, Hung Hom Bay Campus Room N312, West Kowloon Campus

Please contact us as early as possible to ensure timely arrangements.

HKCC and SPEED full-time students are welcome.

Useful Contacts	PolyU Hung Hom Bay Campus	PolyU West Kowloon Campus
HKCC Information Kiosk	UG/F	Room N214, 2/F, North Tower
	Tel: 3746 0123 Email: ccoffice@hkcc-polyu.edu.hk	
SPEED Service Counter	Room 807, 8/F	Room S1201, 12/F, South Tower
	Tel: 3400 2828 Email: speed@speed-polyu.edu.hk	
CSAO Service Counter	Room 409, 4/F	N304, 3/F, North Tower
	Tel: 3746 0880 Email: sao@cpce-polyu.edu.hk	
Counselling Services Personal Development Area (PDA)	Room 410, 4/F	Room N312, 3/F, North Tower
	Tel: 6773 9700/ 5703 7224 Email: ccoffice@hkcc-polyu.edu.hk	
Career / CV Advising Further Studies and Career Centre (FSCC)	Room 406, 4/F Tel: 3746 0193	Room N301, 3/F, North Tower Tel: 3746 0293
	Email: fscd@cpce-polyu.edu.hk	
CPCE Libraries	10/F Tel: 3746 0850	5/F, North Tower Tel: 3746 0860
	Email: pflib@cpce-polyu.edu.hk	
Health Centre	LG04, LG/F Tel: 3746 0777	NLG07, LG/F, North Tower Tel: 3746 0555
Information Technology Unit - Help Desk Counter	11/F, Student Computer Centre Tel: 3746 0818	5/F, South Tower, Student Computer Centre Tel: 3746 0819
	Email: pfitoper@cpce-polyu.edu.hk	
Campus Facilities Management Office - Help Desk	LG05, LG/F Tel: 3746 0666 Email: cfmhbb@cpce-polyu.edu.hk	SLG08, LG/F, South Tower Tel: 3746 0999 Email: cfmwk@cpce-polyu.edu.hk