

Index to Professional, Technical and Vocational Institutions

This index lists all the subjects for study or training that appear in the preceding non-university chapters. The subjects are arranged under six main headings (see box below).

In each entry in the index, countries are listed in the order in which they appear in the Directory and after the name of each country there is a number or numbers. The numbers are those in the shoulder headings which appear at the top of each page in this part of the Directory e.g. the reference 'Malaysia 6' which appears in the 'Commerce' entry in the index relates to the Ungku Omar Polyteknik in Malaysia (see pg. 300).

No differentiation is made in the index between subjects of study or training which appear in the title of a department or school and those which appear in the courses paragraph.

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- community development officer Kenya 6, Nigeria 4
- cookery, advanced Bermuda 2
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 - inspector Nigeria 4
 - officer Nigeria 4
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- design Malaysia 1, Uganda 4, Zambia 1
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- design, fashion Nigeria 13, Zambia 1
- design, furniture Singapore 6
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- economic planning India 29
- economic research India 25
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 research India 31
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- aeronautical communications officer Nigeria 7
 - engineering India 18
 - meteorologist Nigeria 7
 - navigation Trinidad & Tobago 1
 - radio and radio aids Trinidad & Tobago 1
 - radio maintenance technician Nigeria 7
 - radio operator Nigeria 7
- agricultural engineering Kenya 4, Zambia 2
- air traffic control Nigeria 7, Trinidad & Tobago 1
- air traffic services/communications Kenya 3, Nigeria 7
- air-conditioning Bangladesh 5, Belize 1, Ghana 1, India 6, Singapore 6
- aircraft maintenance Nigeria 7
- architectural engineering Guyana 2
- architectural technician Zambia 5
- architecture Bangladesh 1, Malaysia 1, Papua New Guinea 4
- auto diesel engineering Bangladesh 5
- autobody repairs Ghana 2
- automechanics Ghana 2
- automobile engineering Bahamas 1, Bangladesh 2 3, Malta 2
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 - engineering Nigeria 1, Trinidad & Tobago 6
 - technician Belize 1, Fiji 1, Ghana 12, Nigeria 4, Sierra Leone 4, Singapore 5, Tanzania 4, Trinidad & Tobago 9, Uganda 6, Zambia 5
 - technology Bangladesh 3
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- cartographic editing India 41
- cartography Kenya 7, Papua New Guinea 4
- ceramics Malaysia 1
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- ceramics technology India 15
- chemical engineering Bangladesh 5
- chemistry Barbados 1, Kenya 7, Malta 1, Papua New Guinea 4, Tanzania 4, Uganda
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- chemistry, technical and applied India 44
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 - engineering Bangladesh 2 3 5 7, Cyprus 2, Guyana 2, India 6 16 42 44, Kenya 7, Malaysia 1 6, Malta 1, Nigeria 1 4 5 8 13, Papua New Guinea 4, Sierra Leone 4, Sri Lanka 3, Tanzania 4, Uganda 6
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 engineer (nautical), second Ghana 6
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 fertilizer industry chemical engineer India 10
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 surveying, quantity Nigeria 13
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- anaesthetics Kenya 8
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- audiometry India 3
- bacteriology Mauritius 1
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- cardiology India 3
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- clinical technology Kenya 8
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- community health visiting Cyprus 5
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 - technology Kenya 8
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- family planning trainer India 31
- first aid at sea Singapore 5
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- haematology Mauritius 1
- health education India 2 14, Papua New Guinea 2 7
 - extension officer Papua New Guinea 5
 - inspector Fiji 4, Papua New Guinea 5
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- laboratory assistant Nigeria 2
 - science, medical Nigeria 2
 - technician Jamaica 1, Trinidad & Tobago 9, Uganda 6
 - technician, advanced Jamaica 1
 - techniques, medical India 3
 - technology Fiji 4, Nigeria 13
 - technology, medical Kenya 8, Mauritius 1, Nigeria 2, Sri Lanka 5, Zambia 1
- maternity welfare India 2
- medical education India 31
- medical technology Papua New Guinea 6
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 - medicine, clinical Fiji 4
 - medicine, forensic India 3
 - medicine, preventive Fiji 4, India 3
 - medicine, social Fiji 4, India 3

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- agricultural research Bangladesh 1
- agriculture Fiji 3, Ghana 8 10 11, Guyana 4, India 1, Kenya 4 5, Tanzania 2 6, Trinidad & Tobago 4, Uganda 1 2 4, Zambia 2
- agriculture, tropical Fiji 3, Western Samoa 1
- agronomy Nigeria 10
- animal artificial insemination Kenya 1
 - health Kenya 1, Malaysia 1, Nigeria 12
 - husbandry Guyana 4, Kenya 4, Nigeria 12, Uganda 7
 - industry Kenya 1
 - management Zambia 2
 - production Kenya 5, Malaysia 1
 - science Fiji 3
- bee-keeping Tanzania 5
- crop production Kenya 5
- dairy husbandry India 1 40, Uganda 7
- dairy technology India 40, Kenya 4
- entomological field laboratory Kenya 8
- environmental studies Guyana 2
- fisheries training Tanzania 2, Zambia 2
- fisherman, master India 5
- forestry Cyprus 1, Ghana 3, Malaysia 1, Nigeria 11, Tanzania 5, Trinidad & Tobago 4, Uganda 3
- forestry ranger India 34
- grassland husbandry Guyana 4
- hides and skins improvement Uganda 7
- horticulture Nigeria 10
- human environment, protection of Nigeria 9
- irrigation Nigeria 4
- livestock services Nigeria 10
- natural resources, preservation of Nigeria 9
- plant pathology Guyana 4
- poultry production Ghana 10
- range management Kenya 1 4
- soil conservation Guyana 4, India 38, Kenya 5
- soil surveying Kenya 5
- tsetse control Tanzania 3
- vegetable production Ghana 10
- veterinary / livestock assistant Nigeria 12, Uganda 7
 - public health India 2
 - science Ghana 14, Guyana 4, Tanzania 3
- water conservation Guyana 4, India 38
 - development Zambia 2
 - resources Nigeria 4
- wildlife management Tanzania 1
- zoology Barbados 1

The Education and Training Programme of the Commonwealth Fund for Technical Co-operation

The Commonwealth Fund for Technical Co-operation, established in April, 1971, is an inter-governmental multilateral development fund administered by the Commonwealth Secretariat. Through the Fund, technical assistance is made available to Commonwealth developing countries to assist them in meeting their national development priorities.

All Commonwealth governments support the Fund by making annual contributions, on a voluntary basis, in convertible or non-convertible currency. Assistance from the Fund is available to any developing member country of the Commonwealth, any associated state or dependent territory of any member, and any Commonwealth inter-governmental organisation or agency.

The general policies of the CFTC are formulated by a Board of Representatives, consisting of one representative of each participating government. Between meetings of the Board, policy guidance is given by a Committee of Management, selected annually by the Board, with the Commonwealth Secretary-General serving as chairman.

The Fund's operations are conducted through three Programmes:

the General Technical Assistance Programme, which covers the provision of technical assistance in a wide range of inter-related fields of economic and social development;

the Export Market Development Programme, which provides for technical assistance geared to the expansion of exports, and administers market research and trade promotion studies;

the Education and Training Programme, the main provisions of which are described below.

Education and Training Programme

The Fund's Education and Training Programme is concerned primarily with the education and training of personnel from Commonwealth developing countries in other Commonwealth developing countries where conditions are similar. This Programme, which got under way in the spring of 1972, is expected to develop into an important medium for 'third party' financing of professional, vocational and technical training. Through it Commonwealth developing countries can more easily share their education and training facilities and so assist in each other's development, and students can be trained in surroundings and under conditions appropriate to their future employment.

The Programme is also designed to supplement existing Commonwealth schemes of co-operation in education and training in agriculture, forestry and fisheries; teaching and learning techniques, education

planning and administration; industrial development, including the construction industry and small-scale industries; monetary and fiscal development; the assessment and exploitation of natural resources; public and business administration; health and social welfare work; trade; transport and communications; youth services; development planning; and statistics.

Preference is given to proposals for the training of technicians and middle level managerial staff in government, industry and commerce and for non-institutional forms of training, particularly where these are designed to provide essential manpower skills or to assist in reducing unemployment. In-service training and training for higher grades may include exchange visits and temporary attachments, in the public or the private sector, to enable trainees to familiarise themselves with innovations, research and experience in developing countries other than their own. Proposals which have a multiplier effect, such as those for the training of trainers, receive particularly favourable consideration.

Priority is not normally given to first-degree studies of a general nature, either in the arts or sciences, but consideration is given to proposals for studies at this level which have a clearly identifiable vocational or professional bias. Where practicable, awards are restricted to post-basic courses and do not normally extend over a period of more than three years in respect of any student.

The Programme occasionally makes awards to post-graduate students in some disciplines at centres of excellence in the developing countries.

Where possible, awards are made for study and training in another country within the same region. Awards tenable outside the region are made where appropriate facilities are not available in the region.

In the allocation of awards the Committee of Management consider it to be desirable to relate disbursements broadly to the education and training facilities which are available in relation to the population, the assistance which is already provided from bilateral or multilateral aid programmes, and to discriminate positively in favour of countries which have acute and urgent education and training needs and very limited resources with which to meet them.

Administration of the Education and Training Programme

Each Commonwealth country participating in the Programme has appointed an agency or office to nominate candidates for training in other developing countries, to consider applications made by other developing countries for education and training places, and to be the point of communication with the CFTC on education and training matters.

Requests for education and training awards should be addressed by agencies to the Managing Director, Commonwealth Fund for Technical Co-operation, Commonwealth Secretariat, Marlborough House, Pall Mall, London, SW1Y 5HX.

In making their proposals, agencies are asked to specify the purpose of the education and training requested, the type and length of the

programme that is envisaged and to provide the background information which will enable the proposal to be evaluated and processed rapidly. Form ET/1 is available for this purpose.

The Managing Director considers all education and training proposals and determines, in principle, whether they qualify for support from the Fund. If a request is provisionally considered to qualify, steps are taken to match the request with an offer. In some cases, this is a comparatively simple operation, especially where the agency submitting the request has already been in communication with the agency of a country which is able to provide an appropriate course of study or training. In other cases, it is necessary to approach agencies in order to locate a suitable study or training programme, and to elicit an offer to make facilities available. Form ET/2 is used for this purpose.

When a suitable matching offer has been received, the requesting agency is informed of the study or training programme which is available and of the conditions which students or trainees must satisfy (e.g. age, entrance qualifications).

Prospective applicants are selected by the nominating agency, using their own procedures for this purpose. The selection includes the screening of candidates to ensure suitability and language proficiency, medical fitness and verification of qualifications. Form ET/3 is used for the nomination of selected candidates.

Offering agencies are responsible for determining the acceptability of nominees and for informing requesting agencies, and the Managing Director, of their decision.

Awards

Awards are only made to men and women whose candidature is approved by their government and who are acceptable to the government of the receiving country.

Awards are made on the understanding that they will be continued for the period of the programme of study or training for which they are granted, but may be terminated at any time on the advice of the authorities of the country providing the training for reasons of poor health, unsatisfactory conduct, breaches of the conditions of the award or failure to make satisfactory progress.

The award covers the cost of travel for the student or trainee to the place of his training by the most direct route and return, normally, to his place of ordinary residence. Such travel is by the most appropriate and economic means available.

The value of each award is based on covering the cost of: approved fees; books and apparatus; special clothing where necessary; approved travel within the receiving country and of travel connected with the study or training programme; personal maintenance allowance; and other agreed items. Awards are calculated so that recipients enjoy a modest standard of living.

**Agencies of the Education and Training Programme of the
Commonwealth Fund for Technical Co-operation**

AUSTRALIA	The Secretary, Department of Education, P.O. Box 826, Woden, Australian Capital Territory, Australia, 2606.
BAHAMAS	The Permanent Secretary, Ministry of External Affairs, Nassau.
BANGLADESH	The Secretary, Ministry of Education and Cultural Affairs, Government of Bangladesh, Dacca, 2.
BARBADOS	Tertiary Division, Ministry of Education, Youth Affairs, Community Development and Sport, Jemott's Lane, Bridgetown.
BOTSWANA	The Permanent Secretary, Ministry of Education, Private Bag 5, Gaborone.
CANADA	Canadian International Development Agency, Jackson Building, 122 Bank Street, Ottawa, Ontario.
CYPRUS	The Director-General, Ministry for Foreign Affairs, Nicosia.
FIJI	The Secretary for the Public Service, Department of the Public Service, Government Buildings, Suva.
GAMBIA, The	The Establishments Secretary, The Quadrangle, Banjul.
GHANA	The Director of Planning, Ministry of Economic Affairs, P.O. Box M 76, Accra.

GUYANA	Public Service Training Centre, 65-67 High Street, Kingston, Georgetown.
INDIA	The Director, Department of Economic Affairs, Ministry of Finance, New Delhi.
JAMAICA	The Financial Secretary, Ministry of Finance, National Heroes Circle, P.O. Box 512, Kingston.
KENYA	The Permanent Secretary, Directorate of Personnel Management, P.O. Box 30050, Nairobi.
LESOTHO	The Director of Planning, Central Planning Office, P.O. Box 630, Maseru.
MALAWI	The Chief Personnel Officer, Personnel Division (Training), P.O. Box 309, Zomba.
MALAYSIA	Economic Planning Unit, Prime Minister's Department, Kuala Lumpur.
MALTA	The Permanent Secretary, Ministry of Education and Culture, Valletta.
MAURITIUS	The Director, Economic Planning Unit, Ministry of Economic Planning and Development, Government House, Port Louis.
NAURU	Nauru Government Office, 11 Carteret Street, London, SW1, United Kingdom.
NEW ZEALAND	The Director, External Aid Division, Ministry of Foreign Affairs, Wellington.

NIGERIA	The Permanent Secretary, Ministry of External Affairs, Private Mail Bag 12600, Lagos.
SIERRA LEONE	The Permanent Secretary, Ministry of Development, Ministerial Building, George Street, Freetown.
SINGAPORE	The Permanent Secretary, Ministry of Finance, Revenue Division, 5th Floor, Fullerton Building, Singapore 1.
SRI LANKA	The Director, External Resources Division, Ministry of Planning and Employment, P.O. Box 277, Colombo, 1.
SWAZILAND	The Permanent Secretary, Department of Establishments and Training, P.O. Box 170, Mbabane.
TANZANIA	The Principal Secretary, Ministry of National Education, P.O. Box 9121, Dar es Salaam.
TONGA	Prime Minister's Office, Nuku'alofa.
TRINIDAD and TOBAGO	Ministry of Planning and Development, Trinidad House, St. Vincent Street, Port-of-Spain.
UGANDA	Ministry of Education, Higher Education Division, P.O. Box 7063, Kampala.
UNITED KINGDOM	Overseas Development Administration, Eland House, Stag Place, London, SW1.
WESTERN SAMOA	The Secretary to Government, Prime Minister's Department, P.O. Box 193, Apia.
ZAMBIA	The Secretary, Bursaries Committee, Ministry of Education, P.O. Box RW 93, Lusaka.

New Zealand

Niue Island	The Director of Education, Education Department, Alofi, Niue Island, Via Fiji.
Tokelau Islands	The Department of Education, (Tokelau Islands Section), Private Bag, Wellington, New Zealand.

United Kingdom

Bermuda	The Director of Education, Department of Education, Hamilton.
Belize	The Permanent Secretary, Establishment Department, Belmopan, Cayo District.
British Solomon Islands Protectorate	The Financial Secretary, Honiara.
British Virgin Islands	Scholarships Committee, British Virgin Islands.
Cayman Islands	The Director of Education, Georgetown.
Falkland Islands and dependencies	The Colonial Secretary, Falkland Islands.
Gibraltar	Government Secretariat, Gibraltar.
Gilbert and Ellice Islands	The Establishment Secretary, P.O. Box 65, Barriki, Tarawa,
Hong Kong	The Director of Education, Education Department, Lee Gardens, Hysan Avenue.
Montserrat	The Training Committee, C/o The Permanent Secretary (Administration), Government Headquarters, Plymouth, Montserrat.

New Hebrides	Education Department, British Residency, Vila.
Seychelles	Office of the Deputy Governor, P.O. Box 237, Victoria.
St. Helena and dependencies	Education Department, St. Helena.
Turks and Caicos Islands	The Scholarship Board, Turks and Caicos Islands.

Some publications of the Commonwealth Secretariat and the Association of Commonwealth Universities that may be of practical interest to users of this Directory:

- "Training for Book Development". Including a directory of training facilities for book personnel. (Commonwealth Secretariat, 52 pages, price £1.25)
- "Directory of Training Facilities for Teachers of the Handicapped". (Commonwealth Secretariat, to be published in 1973)
- "Directory of Training and Social Development Programmes". (Commonwealth Secretariat, to be published in 1974)
- "Commonwealth Universities Yearbook". (A.C.U., annual, 2200 pages, price £14)
- "Scholarships Guide for Commonwealth Postgraduate Students". (A.C.U., every 2 years, 250 pages, price 65p)

Addendum Sheet 1

BANKERS TRAINING COLLEGE

Enquiries

to The Principal,
 Bankers Training College,
 Veer Savakar Marg,
 Dadar,
 Bombay - 400 028,
 India.

Managing agency

Reserve Bank of India.

Student numbers

Approx. 1300 per annum.

Calendar

Year-round

Hostels

Accommodation is available.

Language of instruction

English

Departments

N/A

Admission requirements

Vary from course to course.

Courses offered

Courses include:

Broad spectrum programmes: central banking, 6 weeks
central banking, advanced, 4 weeks
integrated, 4 weeks
integrated, senior, 4 weeks

Technical/functional: development banking, 5 weeks
industrial finance, 4 weeks
credit appraisal, 3 weeks
foreign exchange, 4 weeks
inspection, 3 weeks

Managerial: personnel management, 2 weeks
organisation & methods, 3 weeks
industrial relations, 2 weeks

Special: courses are tailored to meet
specific needs, e.g., a regional
programme on development banking.

October, 1975.

Addendum Sheet 2

PORT OF SINGAPORE AUTHORITY

Enquiries

to Deputy Director (Staff & Training)
Port of Singapore Authority,
P.O. Box 300,
Republic of Singapore.

Managing agency

Port of Singapore Authority.

Student numbers

Information not available.

Calendar

November - June

Hostels

Accommodation can be arranged in hotels or hostels.

Language of instruction

English.

Departments

N/A

Admission requirements

Applications must be supported by the relevant Port or
Government agency.

Courses offered

Cargo handling techniques: conventional cargo handling, 2 weeks
containerised cargo handling, 2 weeks

Port administration: port administration and operations,
2 weeks
training for port personnel, 2 weeks
port operations training, 2 months

Fire administration: fire administration operation, 2 weeks

Anti-oil pollution operations: command course on oil pollution, 2
weeks.

October, 1975.

Addendum Sheet 3

BAHAMAS HOTEL TRAINING COLLEGE

Enquiries

to The Director,
Bahamas Hotel Training Council,
P.O. Box N-4896,
College Avenue,
Oakes Field,
Nassau,
Bahamas.

Managing Agency

Bahamas Hotel Training Council.

Student numbers

Overall numbers not available.

Hostel

Some accommodation is available in hotels near the College.
Private accommodation is also arranged.

Language of instruction

English

Admission requirements

These vary according to the requirements of the courses.

Courses offered

Diplomas: Hotel management, two years

Other courses: For vocational teachers:
a core course in vocational teaching methods,
and a choice of other courses in such subjects
as principles of supervision, food & beverage
control/service, and hygiene and safety; 14
weeks.

also, a summer school, comprising a variety of short courses designed primarily for management level staff and other career development and specialist courses (e.g. for apprentice cooks, and in stationary plant maintenance).

October, 1975.

Addendum Sheet 4

ADMINISTRATIVE STAFF COLLEGE OF INDIA

Enquiries

to The Principal,
 Administrative Staff College of India,
 Bella Vista,
 Post Box No. 4,
 Hyderabad - 500004 (A.P.),
 India.

Managing agency

The College is an autonomous institution and its affairs are managed by a Court of Governors.

Student numbers

About 1,200 participants in a year.

Calendar

June to April

Hostels

Residential accommodation is available and participants are required to live on the College premises.

Language of instruction

English

Departments

Management Development, Research and Publications, Consulting and Applied Research and Computer Services.

Admission requirements

Nominations, on prescribed forms for each course, should be sponsored by employing organizations. No direct nominations are entertained.

Courses offered

The main courses in general management are :

- | | | |
|-------|--|---------|
| (i) | Course for Senior Executives
(conducted twice a year) | 8 weeks |
| (ii) | Programme for Young Managers | 5 weeks |
| (iii) | Course for the Young Businessman | 11 days |

Other courses:

Functional Programmes, Computer Courses, New Management Concepts and Techniques and Special Programmes. Calendar of Courses available on request.

Other information

The Consulting and Applied Research Division has 40 highly qualified consultants with competence in various disciplines and skills and the Division undertakes consulting assignments.

Addendum Sheet 5

CO-OPERATIVE COLLEGE OF KENYA, LANGATA

Enquiries

to The Principal,
Co-operative College of Kenya, Langata,
Ushirika Road,
P.O. Box 24814,
Karen - Nairobi,
Kenya.

Managing agency

Kenya Government

Student numbers

168

Calendar

Information not available.

Hostels

Accommodation available for 168

Language of instruction

English

Departments

Accountancy, Law, Management, Field Services and Production.

Admission requirements

- (i) Basic Course for Middle Management) Pass in Correspondence
Staff of Co-operative Movement) Course and also an employee
of the Co-operative Move-
ment.

- | | | |
|--|---|---|
| (ii) Certificate Course in Co-operative Administration |) | Pass in 'O' Level |
| (iii) Diploma Course in Co-operative Management |) | 'A' level student with one or two principal passes. |

Courses open for Co-operative Movement or Government employees or trainees who will eventually work as Co-operative Extension workers. Foreign students sponsored by international organisations are also admitted.

Courses offered

- | | | |
|---|---|----------|
| (i) Basic Course for Middle Management Staff of Co-operative Movement |) | 3 months |
| (ii) Certificate Course in Co-operative Administration |) | 9 months |
| (iii) Diploma Course in Co-operative Management |) | 2 years |

Addendum Sheet 6

CYPRUS PRODUCTIVITY CENTRE

Enquiries

to The Director,
 Cyprus Productivity Centre,
 7, Byron Avenue,
 Nicosia,
 Cyprus.

Managing agency

Ministry of Labour and Social Insurance

Student numbers

Information not available.

Calendar

- (a) For Management Post-Graduate Diploma Courses:
September - July.
- (b) All other Courses begin at different times throughout
the year.

Hostels

None

Language of instruction

- (a) For Management Post-Graduate Diploma Courses:
English.
- (b) All other Courses are in Greek or English.

Departments

General Management
Production Management
Industrial Engineering
Human Behaviour and Organization
Marketing Management

Management Accounting
Supervisory Training
Vocational Training (Automotive, Electrical, Building,
Carpentry, Foundry, Plant maintenance, Refrigeration
and Heating, Machineson practice, Plumbing and Sheet
Metal, Welding and Fitting).

Admission requirements

- (a) Candidates for admission to the Management Post-Graduate Diploma Courses must have a University degree or Diploma, or equivalent qualification, in appropriate specialisations, and a very good knowledge of English. Experience in a managerial post is considered an advantage.
- (b) Applicants for admission to all other Courses must have appropriate job experience and be sponsored by their employer.

Courses offered

- (a) Diploma in Management
Management Post-Graduate Diploma Courses.
- (b) Certificates
Short-term and long-term Courses in all areas of Management and Vocational trades organized by the different Sections of the C.P.C.

Addendum Sheet 7

CYPRUS PAEDAGOGICAL INSTITUTE

Enquiries

to The Director,
 Paedagogical Institute,
 C/o Ministry of Education,
 Nicosia,
 Cyprus.

Managing agency

Cyprus Ministry of Education.

Number of Students

The number of students is not constant. It depends on the number and the nature of the courses offered. For example, the number of students during the school-year 1974-75 amounted to approximately 360.

Calendar

Year round.

Residential accommodation

Only private accommodation can be arranged in hotels and hostels.

Language of instruction

Greek and English.

Departments

N/A.

Admission requirements

Vary from course to course.

Courses offered

The courses vary from year to year and are based primarily on :

- (i) The needs for in-service training of elementary and secondary teachers and as these needs are projected by teachers, ministry officials and administrative officers (e.g. Heads of Departments and Inspectors).
- (ii) New trends in educational theory and practice.
- (iii) The requirements of schemes of service regarding teacher effectiveness and promotion.

The courses offered during the school-year 1974-75, for example, were as follows :

- (a) Pre-service training of secondary teachers
- (b) Teaching English
- (c) A workshop on audio-visual aids
- (d) A workshop on cross-age tutoring
- (e) New trends in primary education (Modern Maths, Democratization of education, Behavioural objectives, Integrated curriculum).

The main concern of the Institute is in-service training of elementary and secondary teachers. In addition, service training of secondary teachers is undertaken.

Addendum Sheet 8

HONG KONG POLYTECHNIC

Enquiries

to Director,
Hong Kong Polytechnic,
Yuk Choi Road,
Hung Hom,
Kowloon,
Hong Kong.

Managing agency

Board of Governors, Hong Kong Polytechnic.

Student numbers

4991 equivalent full-time students (1 part-time day-release student is counted as 1/3 full-time student) and 14,299 part-time evening students in 1975/76.

Calendar

September - July. Short courses are also offered between July and September.

Hostel

Not available. Students have to arrange for their accommodation privately.

Language of instruction

English.

Departments

Accountancy, Building and Surveying, Business and Management Studies, Civil and Structural Engineering, Computing Science, Design, Electrical Engineering, Electronic Engineering, Languages, Mathematics and Science, Mechanical and Marine Engineering, Nautical Studies, Production and Industrial Engineering, Textile Industries.

Admission requirements

Completion of 5-year secondary education with credit passes in some specified subjects (different for different courses).

Applicants for the part-time day-release courses must be employees of the local industrial organizations and sponsored by their employers.

Courses offered

Full-time Courses

Accountancy

	<u>Level</u>	<u>Duration</u>
Higher Diploma in Accountancy	Professional	3 years
Higher Diploma in Company Secretaryship and Administration	"	3 years
Ordinary Diploma in Accountancy	Post-secondary	2 years

Building & Surveying

Higher Diploma in Building Technology & Management	Technologist	3 years
Higher Diploma in Surveying	"	"
Technician Diploma in Building & Architectural Studies	Technician	2 years

Business & Management Studies

Higher Diploma in Business Studies (Banking)	Professional	3 years
Higher Diploma in Business Studies (Marketing)	"	"
Higher Diploma in Business Studies (Transport)	"	"
Ordinary Diploma in Business Studies	Post-secondary	2 years
Ordinary Diploma in Executive Secretarial Studies	"	"

Civil Structural Engineering

Associateship in Structural Engineering	Technologist	1 year
Higher Diploma in Structural Engineering	"	3 years
Technician Diploma in Structural Engineering	Technician	2 years
Technician Diploma in Civil Engineering	"	"

Computing Science

Higher Diploma in System Analysis	Professional	3 years
Certificate in Computer Programming	Post-secondary	1 year

Design

Higher Diploma in Industrial Design	Professional	3 years
Technician Diploma in Studio Design Practice	Technician	2 years

Electrical Engineering

Associateship in Electrical Engineering	Technologist	1 year
Higher Diploma in Electrical Engineering	"	3 years
Technician Diploma in Electrical Engineering	Technician	2 years

Electronic Engineering

Associateship in Electronic Engineering	Technologist	1 year
Higher Diploma in Electronic Engineering	"	3 years
Technician Diploma in Electronic Engineering	Technician	2 years

<u>Full-time Courses</u>	<u>Level</u>	<u>Duration</u>
<u>Mathematics & Science</u>		
Higher Diploma in Mathematics, Statistics & Computing	Professional	3 years
Technician Diploma in Chemical Technology	Technician	2 years
<u>Mechanical & Marine Engineering</u>		
Associateship in Mechanical Engineering	Technologist	1 year
Higher Diploma in Mechanical Engineering	"	3 years
Technician Diploma in Mechanical Engineering	Technician	2 years
Technician Diploma in Marine Engineering	"	"
<u>Nautical Studies</u>		
Higher Diploma in Maritime Electronics	Professional	3 years
Ordinary Diploma in Maritime Science	Technician	2 years
<u>Production & Industrial Engineering</u>		
Associateship in Production Engineering	Technologist	1 year
Higher Diploma in Production Engineering	"	3 years
Technician Diploma in Production Engineering	Technician	2 years
<u>Textile Industries</u>		
Associateship in Textile Chemistry	Technologist	1 year
Associateship in Textile Technology	"	"
Higher Diploma in Fashion & Clothing Technology	"	3 years
Higher Diploma in Textile Chemistry	"	"
Higher Diploma in Textile Technology	"	"
Technician Diploma in Fabric Manufacture	"	2 years
Technician Diploma in Fashion & Clothing Manufacture	"	"

In addition to the full-time courses shown above there is a wide variety of sandwich, part-time day-release, part-time evening and short courses offered by the different departments.

Addendum Sheet 9

MORRISON HILL TECHNICAL INSTITUTE

Enquiries

to

The Principal,
Morrison Hill Technical Institute,
6 Oi Kwan Road,
Wanchai,
Hong Kong.

Managing agency

Technical Education Branch, Education Department.

Student numbers

1,350 equivalent full-time students (1 part-time day-release student is counted as 1/5 full-time student).

10,000 part-time evening students.

Calendar

September - July.

Hostel

Not available. Students have to arrange for their accommodation privately.

Language of instruction

English for technician and post-secondary courses. Chinese for craft courses.

Departments

Commercial Studies, Construction, Electrical Engineering, Mechanical Engineering, Preliminary and General Studies.

Admission requirements

Completion of 5-year secondary education for technician and post-secondary courses. Completion of the third year of secondary education

for the majority of craft courses.

Applicants for the part-time day-release courses must be employees of the local industrial organizations and sponsored by their employers.

Courses offered

<u>Courses</u>	<u>Course pattern</u>	<u>Level</u>	<u>Duration</u>
<u>Commercial Studies</u>			
Secretary/Stenographer	Full-time	Post-Secondary	1 year
Office Studies .	"	"	"
Junior Clerks	"	"	"
<u>Construction</u>			
Technician Diploma in Construction	Full-time	Technician	2 years
Carpentry, Joinery & Cabinetmaking	"	Craft	1 year
Bricklaying, Plastering & Tiling	"	"	"
Plumbing & Pipe-fitting	"	"	"
Patternmaking	"	"	"
Construction Craft	"	"	"
Ordinary/Higher Certificate in Construction Engineering	Part-time day release	Technician	4 years
<u>Electrical Engineering</u>			
Technician Diploma in Electronic Engineering	Full-time	Technician	2 years
Radio Mechanics	"	Craft	1 year
Television Mechanics	"	"	"
Basic Electrical Craft	"	"	"
Electrical Craft	Part-time day release	"	3 years
<u>Mechanical Engineering</u>			
Motor vehicle mechanics	Full-time	Craft	1 year
Air-conditioning & Refrigeration	"	"	"
Basic Mechanical Craft	"	"	"
Engineering Craft	Block-release	"	$\frac{1}{2}$ year
Air-conditioning & Refrigeration	Part-time day release	"	3 years
Tool and Diemaking	"	"	"
Motor Vehicle Mechanics	"	"	"
Mechanical Engineering Craft	"	"	"
Engineering Craft	"	"	"
Vehicle Body Repair	"	"	"
<u>Preliminary and General Studies</u>			
Preliminary Studies	Part-time evening	Secondary	2 years
General Studies	"	"	"

Including the preliminary and general studies courses 257 part-time evening classes are offered by the 5 departments in 1975/76 session.

Addendum Sheet 10

KWAI CHUNG TECHNICAL INSTITUTE

Enquiries

to The Principal,
 Kwai Chung Technical Institute,
 Hing Shing Road,
 Kwai Chung,
 Kowloon,
 Hong Kong.

Managing agency

Technical Education Branch, Education Department.

Student numbers

1,350 equivalent full-time students (1 part-time day-release student is counted as 1/5 full-time student) at full development by September, 1978.

640 part-time evening students in 1975/76 session.

Calendar

September - July.

Hostel

Not available. Students have to arrange for their private accommodation.

Language of instruction

English for technician and post-secondary courses. Chinese for craft courses.

Departments

Clothing Industries, Commercial Studies, Electrical Engineering, Mechanical Engineering, Textile Industries.

Admission requirements

Completion of 5-year secondary education for technician and post-secondary courses. Completion of the third year of secondary education for the majority of craft courses.

Applicants for the part-time day-release courses must be employees of the local industrial organizations and sponsored by their employers.

Courses offered

<u>Courses</u>	<u>Course pattern</u>	<u>Level</u>	<u>Duration</u>
<u>Clothing Industries</u>			
Sewing Machine Mechanics	Full-time	Craft	1 year
Ordinary/Higher Certificate in Clothing Manufacture	Part-time day release	Technician	4 years
Ordinary/Higher Certificate in Pattern Making	"	"	"
Clothing Pattern Design & Cutting Craft	"	Craft	3 years
<u>Commercial Studies</u>			
Secretary/Stenographer	Full-time	Post-secondary	1 year
Office Studies	"	"	"
Junior Clerks	"	Secondary	"
<u>Electrical Engineering</u>			
Technician Diploma in Electrical Engineering	Full-time	Technician	2 years
Basic Electrical Craft	"	Craft	1 year
Electrical Craft	Part-time day release	"	3 years
Ordinary/Higher Certificate in Electrical Engineering	"	Technician	4 years
<u>Mechanical Engineering</u>			
Technician Diploma in Mechanical Engineering	Full-time	Technician	2 years
Sheet Metal & Fabrication	"	Craft	1 year
Basic Mechanical Craft	"	"	"
Tool & Diemaking	Part-time day release	"	3 years
Mechanical Engineering Craft	"	"	"
Motor Vehicle Body Repair	"	"	"
Plastic Mould Making	"	"	"
Sheet Metal & Fabrication	"	"	"
<u>Textile Industries</u>			
Technician Diploma in Textile Manufacture	Full-time	Technician	2 years
Textile Mechanics	"	Craft	"
Ordinary/Higher Certificate for Textile Technicians	Part-time day release	Technician	4 years
Textile Mechanics	"	Craft	3 years

<u>Courses</u>	<u>Course pattern</u>	<u>Level</u>	<u>Duration</u>
Dyeing, Printing & Finishing Craftsmen	Part-time day release	Craft	3 years

Sixteen part-time evening classes are offered by the 5 departments in 1975/76 session.

Addendum Sheet 11

KWUN TONG TECHNICAL INSTITUTE

Enquiries

to The Principal,
Kwun Tong Technical Institute,
Hui Ming Street,
Kwun Tong,
Kowloon,
Hong Kong.

Managing agency

Technical Education Branch, Education Department.

Student numbers

1,350 equivalent full-time students (1 part-time day-release student is counted as 1/5 full-time student) at full development by September, 1978.

440 part-time evening students in 1975/76 session.

Calendar

September - July.

Hostel

Not available. Students have to arrange for their accommodation privately.

Language of instruction

English for technician and post-secondary courses. Chinese for craft courses.

Departments

Clothing Industries, Electrical Engineering, Mechanical Engineering, Printing, Textile Industries.

Admission requirements

Completion of 5-year secondary education for technician and post-secondary courses. Completion of the third year of secondary education for the majority of craft courses.

Applicants for the part-time day-release courses must be employees of the local industrial organizations and sponsored by their employers.

Courses offered

<u>Courses</u>	<u>Course pattern</u>	<u>Level</u>	<u>Duration</u>
<u>Clothing Industries</u>			
Sewing Machine Mechanics	Full-time	Craft	1 year
Ordinary/Higher Certificate in Clothing Manufacture	Part-time day release	Technician	4 years
<u>Electrical Engineering</u>			
Technician Diploma in Electronic Engineering	Full-time	Technician	2 years
Radio Mechanics	"	Craft	1 year
Basic Electric Craft	"	"	"
Ordinary/Higher Certificate in Electronic Engineering	Part-time day release	Technician	4 years
Electronics Craft	"	Craft	3 years
Radio & T.V. Mechanics	"	"	"
<u>Mechanical Engineering</u>			
Technician Diploma in Mechanical Engineering	Full-time	Technician	2 years
Motor Vehicle Mechanics	"	Craft	1 year
Air-conditioning & Refrigeration	"	"	"
Basic Mechanical Craft	"	"	"
Ordinary/Higher Certificate in Mechanical Engineering	Part-time day release	Technician	4 years
Air-conditioning & Refrigeration	"	Craft	3 years
Motor Vehicle Mechanics	"	"	"
Mechanical Engineering Craft	"	"	"
<u>Printing</u>			
General Printing	Full-time	Craft	1 year
Graphic Reproduction	Part-time day release	"	3 years
Letter Assembly	"	"	"
Machine Printing (Offset Lithography)	"	"	"
Machine Printing (Letterpress)	"	"	"
Printing Finishing Process	"	"	"
<u>Textile Industries</u>			
Technician Diploma in Knitwear Manufacture	Full-time	Technician	2 years

<u>Courses</u>	<u>Course pattern</u>	<u>Level</u>	<u>Duration</u>
<u>Textile Industries (contd.)</u>			
Ordinary/Higher Certificate in Knitted Fabric Manufacture	Part-time day release	Technician	4 years
Knitting Mechanics	"	Craft	3 years

Eleven part-time evening classes are offered by 5 departments in 1975/76 session.

Addendum Sheet 12

HONG KONG TECHNICAL TEACHERS' COLLEGE

Enquiries

to The Principal,
 Hong Kong Technical Teachers' College,
 373, Queen's Road East,
 Hong Kong.

Managing agency

Technical Education Branch, Education Department.

Student numbers

112 equivalent full-time students (1 part-time day-release student is counted as 1/5 full-time student) for 1975/76 session.

Calendar

September - July.

Hostel

Not available. Students have to arrange for their accommodation privately.

Language of instruction

English for technical teacher's certificate courses. Chinese for trade instructor courses.

Departments

Commercial, Technological.

Admission requirements

Completion of 5-year secondary education with passes in technical/commercial subjects in addition to other subjects for the 2-year courses. Possession of the appropriate technical/commercial qualification and working experience for the 1-year courses.

Courses offered

<u>Courses</u>	<u>Course pattern</u>	<u>Level</u>	<u>Duration</u>
1-year Technical Teacher's Course	Full-time	Post-secondary	1 year
2-year Technical Teacher's Course	"	"	2 years
In-service Design & Technology course	"	"	"
Specialist third year course	"	"	1 year
In-service Design & Technology course	Part-time day-release	"	20 weeks

Addendum Sheet 13

SMALL INDUSTRY EXTENSION TRAINING INSTITUTE

Enquiries

to The Principal Director,
Small Industry Extension Training Institute,
Yousufguda,
Hyderabad 500045,
A.P.,
India.

Managing Agency

A Governing Council constituted by the Government of India.

Student Numbers

Information not available

Calendar

Courses begin in September/October

Hostels

for 70 students

Language of instruction

English

Departments

Information not available

Admission requirements

Candidates for admission must be sponsored by their organisation, have a good working knowledge of English and considerable experience in industrial organisation and management.

There are additional requirements for entry to particular courses.

Courses offered

The following courses are offered at the Institute for participants from other developing countries.

Programme of Handicrafts Marketing - 8 weeks
Information Storage and Retrieval Systems - 8 weeks
Small Industry Management Consultancy - 12 weeks
Small Industry Promotion in Developing Economies - 12 weeks
Small Industry Financing - 8 weeks
Entrepreneurial Motivation Development - 8 weeks

Other Courses

The Institute also offers every year more than 45 regular training programmes in industrial development, management and extension.

Other information

Fellowships are available for prospective participants from a number of aid agencies including UNIDO, ILO, Colombo Plan, SCAAP, Afro-Asian Rural Reconstruction Organisation, International Technical and Economic Co-operation and the Ford Foundation as well as from the Commonwealth Fund for Technical Co-operation.

INTERNATIONAL INSTITUTE FOR POPULATION STUDIES

Enquiries

to The Director,
International Institute for Population Studies,
Govandi Station Road,
Deonar, 4000,
Bombay - 400088,
India.

Managing Agency

The Institute is an autonomous body under the Ministry of Health and Family Planning. Its affairs are controlled by an Executive Council.

Student Numbers

Information not available

Calendar

The academic year begins on the third Monday of July.

Hostels

Two hostels are available. Students are required to stay in the hostels.

Language of instruction

English

Departments

Information not available

Admission requirements

- (i) Certificate Course in Population Studies - a Master's Degree in a subject like statistics, mathematics, economics, sociology, anthropology, psychology, social work, etc. (For United Nations Fellows from overseas - Bachelor's Degree or equivalent.)
- (ii) Diploma in Population Studies - for those who have obtained the Certificate in Population Studies and have shown keen interest in making population studies their field of specialization.

- (iii) Ph.D. in Demography - a good Master's Degree and Certificate or Diploma in Population Studies (or one or more years of experience in the field of population studies).

Courses Offered

- (i) Certificate in Population Studies - one year
(ii) Diploma in Population Studies - one year
(iii) Ph.D. of the University of Bombay - three years

Other information

UN Fellowships numbering about 25 are available for foreign students from the ESCAP region recommended by their governments.

Addendum Sheet 15

PETROLEUM TRAINING INSTITUTE, WARRI.

Enquiries

to The Registrar,
Petroleum Training Institute,
P.M.B. 1116,
Warri,
Nigeria.

Managing Agency

Federal Government of Nigeria through the Federal
Ministry of Petroleum and Energy

Student Numbers

100 full-time

Calendar

Three terms: October-December
January-April
April-July

Hostels

For 300 students

Language of Instruction

English

Departments

Electrical Engineering
Petro-chemical Engineering
Mechanical Engineering
Petroleum Engineering
General Studies

Admission Requirements

Candidates for admission must have not less than 5 passes
(including English Language, Chemistry, Mathematics and
Physics) at the Ordinary Level in General Certificate of
Education or at Credit in the West African School
Certificate.

Courses Offered

Diplomas

Electrical Engineering	- 2 years
Mechanical Engineering	- 2 years
Petro-chemical Engineering	- 2 years
Petroleum Engineering	- 2 years

Other Information

Industrial training is given in the various oil companies in the country for a period of 6 months in a year.