



香港教育大學

The Education University
of Hong Kong

With effect from the 2004/05 school year, Aspiring Principals (APs) have to attain the "Certification for Principalship" (CFP) before they could be considered for appointment to principalship. To attain the CFP, APs must fulfill the following criteria within a two-year CFP process:

1. Successful completion of a *Needs Analysis (NA)*;
2. Successful completion of "*Preparation for Principalship*" (PFP) Course; and
3. Successful completion of the professional development portfolio.

With the authorisation from EDB, the Asia Pacific Centre for Leadership and Change (APCLC) at The Education University of Hong Kong (EdUHK) offers this Aspiring Principals Programme to satisfy components (1) and (2) of the above CFP requirements.

We have the pleasure in announcing that applications are now being taken for participation in the NA exercise and the PFP course. Engagement in the NA and PFP will be valuable for leaders at all levels of the school, and particularly those aspiring to the principalship.

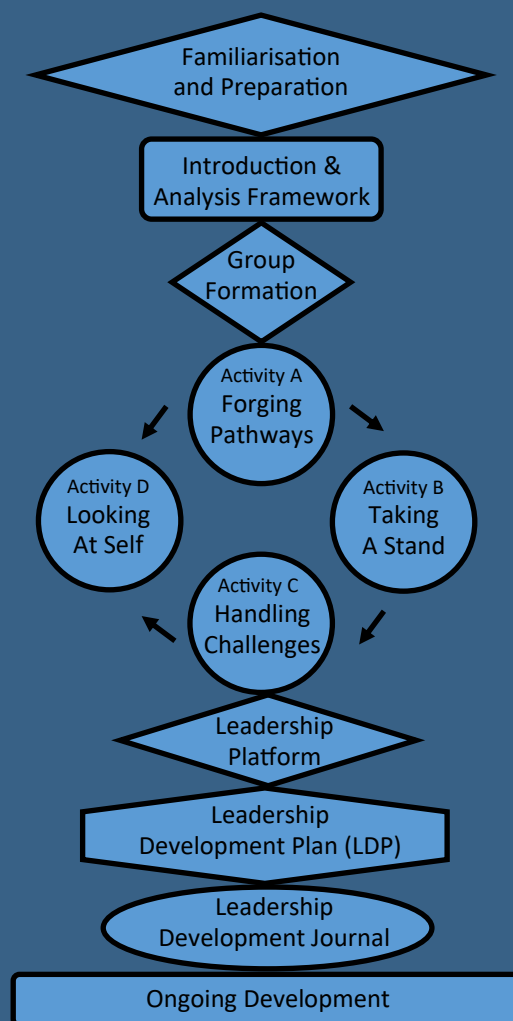


The Education University of Hong Kong

AP Needs Analysis

Needs Analysis Process

The Needs Analysis Process involves a number of stages: (i) **Pre-Analysis**, (ii) **The Analysis Day** and (iii) **Ongoing Development**.



Date

Jan 9, 2027 (Sat)

Time

08:30 to 18:00

Venue

**Hong Kong Teachers' Association Lee
Heng Kwei Secondary School
(Wan Tau Tong Estate, Tai Po, N.T.)**

Medium of Instruction

**Cantonese supplemented with English
(Reading & Writing: English/ Chinese)**

Fees

HK\$3,800 (Application fee: HK\$50)

Enquiry

Tel: 2948 8311

Email: pfp@eduhk.hk

Application

**Application form can be downloaded from:
<https://www.eduhk.hk/apclc/napfp>**

Application Deadlines

Phase 1: 31 Aug 2026

Phase 2: 28 Sep 2026*

Phase 3: 12 Oct 2026*

***Application may close at phase 2 or 3
once the quota is met.**



The Programme

In addition to the Course Orientation (1 hour), the Course consists of four components:

A. Six Learning Modules (75 Hours)

1. Strategic Direction and Policy Environment
2. Learning, Teaching and Curriculum
3. Teacher Professional Growth and Development
4. Staff and Resources Management
5. Quality Assurance and Accountability
6. External Communication and Connection to the Outside World.

B. Two sessions of Action Research (6 Hours)

- Two 3-hour sessions of Action Research will be devoted to guiding the development of the action learning report, and drawing connections across NA, PFP and portfolio requirements.
- Tutors will guide participants through the completion of an Action Research Project.

C. Concluding Session

Bridging NA and PFP with Portfolio (1 hour)

D. Optional Seminars or Lectures or Forums and Access of Online Learning Materials

Programme Duration

Jan 23, 2027 to June 26, 2027

Lecture Time

09:00 to 16:00 (Saturdays)

Venue of PFP Course

Kowloon True Light School

Medium of Instruction

***Cantonese supplemented with English
(Reading & Writing: English/ Chinese)***

Fees:

HK\$24,000

Re-take: HK\$9,500

(Application fee: HK\$50)

Enquiry

Tel: 2948 8311

Email: pfp@eduhk.hk

Application

Application form can be downloaded from:

<https://www.eduhk.hk/apcl/napfp>

Application Deadlines

Phase 1: 31 Aug 2026

Phase 2: 28 Sep 2026*

Phase 3: 12 Oct 2026*

**Application may close at phase 2 or 3 once the quota is met.*

Eligibility of Needs Analysis and Preparation for Principalship Course

All serving teachers and educational practitioners with five or more years of teaching experience as well as a recognized teacher training qualification are eligible to apply for admission to any one or both of the two parts of the Programme.

In case of over subscription, priorities for admission will be accorded to vice-principals and teachers more senior in rank and experience, and in descending order as follows:

1. Serving vice-principals / deputy heads in government and aided schools or equivalent;
2. Programme participants who have successfully completed / enrolled in the other component i.e. NA or PFP course;
3. Serving middle leaders including Senior Graduate Master/Mistress, Education Officer, Primary School Master/Mistress or Assistant Master/Mistress; and
4. Other applicants.

Core AP Programme Team of The Education University of Hong Kong

Programme Advisors

Prof Sedat Gümüş

Principal Emeritus Chan Wing Kwong, Daniel

Principal Emeritus Lam Wai Ling, Leona

Programme Directors

Prof Allan Walker Dr Lu Jiafang