

**Enhancement Measures under  
the Professional Training and Examination Refund Scheme (Aviation)**

In order to enhance the operation of the Professional Training and Examination Refund Scheme (“ProTERS”) (Aviation), a series of enhancement measures have been implemented and become applicable to all courses/examinations approved and to be approved under the scheme with effect from June 2022.

	<b>Previous Arrangements</b>	<b>Enhancement Measures</b>
<b>(A) Periodic Review Mechanism</b>		
Validity period of approved courses/examinations and renewal of course approval subject to review	<ul style="list-style-type: none"> <li>– No expiry date once approved.</li> </ul>	<ul style="list-style-type: none"> <li>– Every approved courses/ examinations under ProTERS (Aviation) have a validity period of 3 years</li> <li>– Before the expiry of validity period, every approved courses/ examinations will be subject to a review under which the MATF Secretariat would consider whether the approval should be renewed for another three years</li> </ul>
<b>(B) On-going Enhanced Administrative and Control Measures</b>		
Quarterly cross-checking of reimbursement claims with course/ examination providers	<ul style="list-style-type: none"> <li>– No such requirement before</li> </ul>	<ul style="list-style-type: none"> <li>– For reimbursement applications with course/examination fee exceeding HK\$5,000 and other applications to be selected randomly, course/examination providers will be asked to verify the validity of the reimbursement applications</li> </ul>

<p>Annual updating of course/examination information/materials</p>	<p>– Course/examination providers were asked to update the MATF Secretariat only when there were changes to the course/examination information</p>	<p>– Course/examination providers are required to review the course/examination information/materials annually and provide the updated information in writing at the beginning of each year</p> <p>– For any ad-hoc updating during the year, course/examination providers are required to inform the MATF Secretariat in writing before the effective date of such changes</p>
<p>Inspection and surprise visit</p>	<p>– No such requirement before</p>	<p>– Course/examination providers would be subject to on-site inspection or surprise visit if necessary</p>