

# Hsin Chong – K.N. Godfrey Yeh Education Fund for Learning Programmes 2024/25

## **Application Form**

Notes to applicants:

1. Please read the Requirements and Guidelines before completing and submitting the application form.

2. Personal data provided in this form will be used only for processing the application and related administrative purposes.

3. Please submit the completed form and relevant supporting documents to Student Affairs Office by email to <u>ssa@hkmu.edu.hk</u>. Applicants may be invited for an interview to discuss the details and the estimated budget of the proposed activity.

4. Application will be considered on a first-come-first-served basis, subject to the availability of Fund.

5. The application result will be announced by email around four weeks upon receipt of the application, depending on the progress of communication with the Donor.

6. Should you have any enquiries, please contact SAO by email at <u>ssa@hkmu.edu.hk</u> or by phone at 2768 6696.

## **PART I – Personal Particulars**

Type of Application:		•	of participants:	
Name of Applicant/ Gr				
Programme of Study:			Year of Study:	
Contact No.:	E·	-mail Address: _		
Emergency Contact: _			Relationship:	

\*Please select as appropriate.

**Group list** (for group application only; please attach the full list as a separate page if necessary.)

	Full Name in English	Programme of Study	Student ID
Key Applicant:			
Applicant:			
Applicant:			
Applicant:			

### **Part II – Activity Details**

(Please attach separate sheets to answer the questions below if necessary.)

Type of Activity:	🗆 Local	Non-local; Location:	
1. Name of Conferen	ce/Seminar/Syr	mposium/ Leadership Training Programmes:	

2. Date/ Period:

3. Activity Organiser:

4. Nature and content of the Conference/ Seminar/ Symposium/ Leadership Training Programmes:

5. Schedule of the Conference/ Seminar/ Symposium/ Leadership Training Programmes and relevant learning activities:

6. Learning outcomes of the Conference/Seminar/Symposium/Leadership Training Programmes:

7. Follow-up plans or activities for the consolidation of the learning experience:

8. Advisor(s), if any: (Please attach recommendation letter(s) if available.)

9. Other Information:

### 11. Budget:

(Please list out the detailed breakdown of the expenditure items and attach any supporting documents if necessary.)

<b>Estimated Expenditure:</b> (Students are advised to arrange their own travel insurance and include such costs into the budget.)	Amount (HKD)	For Office Use
Enrolment Fee		
Air Ticket		
Accommodation		
Tuition Fee		
Subsidy Requested:		

Part III: Declaration (Please check all the box(es) below to declare.)

- □ I have read and understand the Application Guidelines of the Hsin Chong K.N. Godfrey Yeh Education Fund for Learning Programmes 2024/25.
- $\hfill\square$  I hereby declare that the information provided in this form is **true** and **accurate.**
- □ I understand that the information provided in this application form and supplementary documents will be used for assessment for the Hsin Chong K.N. Godfrey Yeh Education Fund for Learning Programmes 2024/25 and will be forwarded to the donor.