1. BACKGROUND

The Student Support Fund (the Fund) was set up in January 2020 to support full-time undergraduates at the Faculty of Education with demonstrated financial need.

2. ELIGIBILITY

Full-time undergraduates at the Faculty of Education with demonstrated financial need due to (including but not limited to):

(i) undue hardship in continuing their studies without financial assistance;
(ii) unforeseen changes in family circumstances, e.g. unemployment of main income earner of family, serious illness or death of family member(s).

3. APPLICATION PROCEDURE

Throughout the academic year, students in emergency need may apply for the Fund. The Fund will be granted by a Working Group under the Faculty of Education, which comprises the Associate Dean (Learning and Teaching), Programme Director of the Double Degree programmes and Programme Director of Bachelor of Education in Early Childhood Education and Special Education of the Faculty.

The completed application form and supporting documents should be sent to Ms Elaine Yu (eylyu@hku.hk). Notification will normally be sent to the applicant within 4 weeks after submission of application documents.

Enquires can be sent to Ms Elaine Yu (eylyu@hku.hk) or Miss Ryan Chan (ryancsk@hku.hk).
THE UNIVERSITY OF HONG KONG
FACULTY OF EDUCATION
Student Support Fund at Faculty of Education
Application Form

General information:

Name: __________________________ University No: __________________________

Programme of Study and Major(s): _________________________________________

Year of Admission: ___________ Current Year of Study: ________________

Home Tel No.: ___________ Mobile No.: ___________ Email: ______________________

Correspondence Address: ___________________________________________________

Residential status*:  
☐ lives at home  ☐ resident of ____________________________ Hall / Residential Colleges (Rm. _____)  
☐ lives in rented accommodation away from home; address ____________________________

your own share of the rent (including rates, utilities etc.) per month $ _____________  

☐ Others (e.g. Non-Hall Housing), please specify: ____________________________________

Financial assistance status*:  

Government Financial Assistance Status: Year ________________ (Please tick appropriate box)

Tertiary Student Finance Scheme - Publicly-funded Programmes (TSFS):
  Successful: Date of Award: ________________ Grant $ ________________ Loan $ ________________
  Have you taken up TSFS loan?  Yes  No
  Result not yet known  Application withdrawn  Did not apply  Unsuccessful

Non-means-tested Loan Scheme for Full-time Tertiary Students (NLSFT):
  Successful: Date of Award: ________________ Grant $ ________________ Loan $ ________________
  Have you taken up NLSFT loan?  Yes  No
  Result not yet known  Application withdrawn  Did not apply  Unsuccessful

Have you taken up other government financial assistance?  Yes  No
  Result not yet known  Application withdrawn  Did not apply  Unsuccessful

Other awards (including scholarships/grants etc.) in the current academic year:

________________________________________________________________________________

________________________________________________________________________________

________________________________________________________________________________

________________________________________________________________________________

*Applicants will be required to provide documents to support your application upon request by the Faculty of Education.
**Personal Data (Privacy) Notice – Use of Personal Data**

Students who supply data in their application to the Faculty for “Student Support Fund at Faculty of Education” are advised to note the following points, pursuant to the Personal Data (Privacy) Ordinance:

1. Personal data provided in the application for this Fund will, during the entire process, be used solely for this purpose. Your personal data will be kept confidential and handled by the authorized staff members of the University.

2. Applicants are advised to provide all the information requested in the relevant documents, where applicable, failing which the University may be unable to process and consider their applications.

3. After the application have been processed and the relevant exercise completed:
   (a) the application papers of unsuccessful candidates will be destroyed;
   (b) the application papers of successful candidates for this Fund will become part of the file which the University opens for each student. Data therein will thereafter be handled by University staff in conjunction with the students’ progress in the University as prescribed under relevant rules and regulations and attendance procedures.

4. Under the provision of the Personal Data (Privacy) Ordinance, applicants have rights to request access to, and to request the correction of, their personal data. Applicants wishing to access or make corrections to their data should submit written requests to the Data Protection Officer, Registry, The University of Hong Kong.

5. You may visit the following website for the Privacy Policy Statement of the University: [https://www.hku.hk/about/policies_reports/privacy_policy.html](https://www.hku.hk/about/policies_reports/privacy_policy.html)

**Declaration**

1. I have noted the general points pursuant to the Personal Data (Privacy) Ordinance as set out above.
2. I authorize The University of Hong Kong or any other office that is directly involved in the administration of this Fund to use, check and process my data as required for my application.
3. I understand that upon successful application, my data will become a part of my student record and may be used for all purposes as prescribed under relevant rules and regulations as well as attendant procedures, so long as I remain a student of this University.
4. I declare that the information given in support of this application is accurate and complete. I understand that any misrepresentation will disqualify my application.

Signature of applicant: ___________________________ Date: ___________________________