

Hsin Chong – K.N. Godfrey Yeh Education Fund for Student Programme 2024/25

Application Form

(Please type or write clearly in black)

For Office Use

Date Received: _____

Notes to applicants:

1. Please read the Application Guidelines before completing 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 with relevant supporting documents to Student Development Services (6/F, Bank of China (HK) Complex) **at least two weeks prior to the activity and no later than 25 April 2025.**
4. Any misrepresentation of facts will lead to disqualification of the subsidy and render applicant liable to disciplinary action by the University; the University reserves the right to demand the subsidy recipients for full or partial refund should they fail to fulfill the obligation(s) as required.

PART I – Personal Particulars

Type of Application: ☐ Individual ☐ Group; No. of participants: _____	
Name of Applicant/ Group Leader: (Mr. / Miss*) _____ Student ID: _____	
Programme of Study: _____	Year of Study: _____
Contact No.: _____	E-mail Address: _____
Postal Address: _____	

*Please select as appropriate.

Participant 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
1.			
2.			
3.			
4.			

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 Conference/ Seminar/ Symposium: _____

2. Date/ Period: _____

3. Objective(s) of the Conference/ Seminar/ Symposium:

4. Schedule of Conference/ Seminar/ Symposium and Relevant Learning Activities:

5. How will participants benefit from the Conference/ Seminar/ Symposium:

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

7. Advisor(s), if any:

(Please attach recommendation letter(s) if available.)

8. Budget:

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

[illegible]**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 Student Programme 2024/25.
- ☐ 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 Student Programme 2024/25 and will be forwarded to the donor.

Signature of Applicant/ Group Leader

Date _____