

CITY UNIVERSITY OF HONG KONG

The Joseph Lau Luen Hung Charitable Trust Scholarships 劉鑾雄慈善基金獎學金

Regulations

劉鑾雄慈善基金 (The Joseph Lau Luen Hung Charitable Trust) 透過設立獎學金，獎勵本校入學成績優異、熱心服務社會而家庭有經濟困難的一年級學生，以減輕他們的經濟負擔，從而專注於學習，努力爭取更優異的成績，以期將來服務社群、回饋社會。2022/2023 學年獎學金規則如下：

1. 獎學金將定名為劉鑾雄慈善基金獎學金 (The Joseph Lau Luen Hung Charitable Trust Scholarships)。
2. 獎學金總額為港幣\$100,000 元，頒發獎學金予不多於 5 名合資格的學生，每名學生可獲港幣\$20,000 元或\$25,000 元，視乎獲獎人數而定。
3. 合資格學生必須符合以下各項要求：
 - 3.1. 於 2022/2023 學年經香港中學文憑考試 (HKDSE) 或非大學聯合招生辦法 (Non-JUPAS) 入讀香港城市大學全日制政府資助課程一年級的本地本科生；
 - 3.2. 來自正在領取綜合社會保障援助(綜援)計劃之家庭、已申請資助專上課程學生資助計劃之學生，或經本校學生發展處審核，證明有經濟困難之學生；及
 - 3.3. 就讀中四至中六期間義工服務時數達到 40 小時或以上，或曾於校內擔任學會或學社之學生代表。
4. 如合資格學生人數超出 5 名，將根據學生的學術成績及整體表現評選。
5. 本校學生發展處將根據以上規則，甄別合適人選，進行批核及頒發獎學金。金額因任何原因未能在該年全數發放，餘額將撥作下一期使用。

附註:

為了培養及推動學生的關愛文化，校董會轄下社區關係委員會鼓勵每位獲獎助學金的同學，在畢業後透過城大校友會，每年最少捐獻港幣 200 元，以支持大學發展。有關條款將由二零零八年二月起，列入所有獎助學金計劃規則內。

Information Notes on University Scholarships & Prizes 2022/2023 (for Scholarship nominees/applicants)

1. The majority of University Scholarships and Prizes are awarded based on academic performance and these awards are normally granted based on the nominations from academic departments. Student Development Services (SDS) will then invite nominations from the designated academic departments/divisions/colleges/schools accordingly.
2. Students can view the details of scholarship/prize/award enlisted in **Scholarship and Financial Aid (SFA) System** via **AIMS** under the following steps:

To view the catalogue of SFA records

- select "Scholarship and Financial Aid" menu from "Student Services" via AIMS

Student Services (Tab) > Scholarship and Financial Aid (Menu item) > SFA Catalogue

To view personal SFA records

- select "Scholarship and Financial Aid Records" menu from "Personal Information" via AIMS

Personal Information (Tab) > Scholarship and Financial Aid Records

To view the list of available scholarship and prize nomination/application

- select "SFA Scholarship and Prize Nomination/Application" menu from "Student Services" via AIMS

Student Services (Tab) > SFA Scholarship and Prize Nomination/Application

3. The University has approved to set **HK\$200,000 as an upper limit** on the total amount of merit-based awards of the University, namely University scholarships and prizes, an undergraduate/sub-degree student may receive in an academic year. The guideline, aiming to enable more deserving students to benefit from the University resources, will apply to all local and non-local undergraduate and sub-degree students. However, ***scholarships designated for exchange activities, placements, course-required projects and sports achievement are excluded. Please also note that recipients of a single award are not subject to this rule and may receive the full amount of that award.***
4. Scholarship nominees/applicants should maintain active student status **AND** eligible enrolment status in the academic year, i.e. 2022/2023. If a nominee/applicant takes leave of absence/early graduation in a particular semester/academic year, he/she will not be eligible for any awards. Students with graduated status are not eligible for any awards unless otherwise specified.
5. Except otherwise stated, nominations basing on academic performance should be made as far as possible basing on those attained in CityU in the previous year or the current year rather than in public examination. Nominees/applicants should normally have achieved a cumulative GPA of 3.0 or above for being nominated/applying for an award.
6. Information provided in the nomination/application forms should be true, complete and correct. Any misrepresentation of facts would lead to disqualification of the award.
7. Nominees/applicants should inform SDS immediately if there are any subsequent changes of personal data, or change of status as a CityU student (e.g. withdrawal, termination of studies, graduation). In case of scholarship for outbound exchange study, nominees/applicants should inform SDS of any subsequent change, such as cancellation or postponement of the exchange study. Change of study status may affect the eligibility of scholarship application/nomination.

8. Nominees/applicants for individual awards may be required to attend selection interviews to be organized by donors in accordance with the respective regulations. SDS shall inform the nominees/applicants of the details of the interview and relevant briefing sessions.
9. Award recipients are required to write a thank you letter to express gratitude to their donors. Progress reports may also be required for some scholarships. To have better preparation for a thank you letter/a progress report, recipients are encouraged to visit this website: https://www.cityu.edu.hk/sds/web/studentlan/download/Guide_TYLetter.pdf. In addition, recipients are obliged to attend award ceremonies or events organized by the donor.
10. Award recipients are required to abide by the laws of the HKSAR and the rules and regulations of the University.
11. With an objective to nurture our students and to promote caring culture, the University encourages each award recipient to make an annual donation of HK\$200 or more to the City University of Hong Kong for student support via CityU Alumni Giving Club when they are in employment after graduation. This term has been incorporated into all scholarship/prize/award/bursary schemes since February 2008.
12. Please visit the University's [European Union General Data Protection Regulation \(GDPR\) Privacy Notice](#) which may apply to you, where applicable.

For enquiry, please send an email to sdsfinance@cityu.edu.hk.

(Last updated on 2 September 2022)

CITY UNIVERSITY OF HONG KONG

Student Development Services

Scholarship/Prize Nomination Form

Name of Award : The Joseph Lau Luen Hung Charitable Trust Scholarships

2022/2023

Section A

Part I Particular of Nominee

Name of Nominee (in English) : * Mr. / Miss

(in Chinese):

Student ID. No :

*College/ School :

*Department / Division :

Cohort:

Programme Title:

Major :

Year of Study: (4-year /6-year curriculum): Yr 1 Yr 2 Yr 3 Yr 4 Yr 5 Yr 6

CityU Email A/C: _____ -c@my.cityu.edu.hk

Part II Academic Performance in the Previous Academic Year[#]

(1) Nominee's HKDSE score : *(Please attach a copy of nominee's HKDSE report.)*

(2) Nominee's publication records, if any (*e.g. name of journal, date of publication.*)

(3) In support of the nomination, please provide a statement/report on the nominee with reference to :

(i) academic performance of the previous year;

(ii) personal qualities;

(iii) any special considerations (*e.g. financial need*) which have led to the nomination.

** Delete as appropriate*

A separate sheet can be used if the space provided is insufficient.

Section B

Part I Personal Particulars

Name : (in English)	(in Chinese)
Place of Birth and Date :	Sex :
HKID Card No. :	Student I.D. No.:
Address :	
Email :	Fax no.:
Home Tel. No.:	Mobile Phone no.:

Part II Financial Background

(1) Did you and/or your family currently receive the Comprehensive Social Security Assistance (CSSA) in 2022/23? (Please attach a copy of financial proof.) * Yes / No

(2) Did you apply for the Tertiary Student Finance Scheme - Publicly-funded Programmes (TSFS) in 2022/23? (Please attach a copy of application form.) * Yes / No

Part III Extra-curricular Activities/Community Services[#]

(1) Extra-curricular Activities (e.g. Students' Union, departmental societies, interest clubs, class associations, sports activities and any activities unrelated to the course of study.)

Did you participate in any extra-curricular activities? * Yes / No

(Please provide relevant proof for extra-curricular activities.)

Period (MM/YYYY)	Event / Activity / Organization	Position held / Duties / Achievements

(2) Volunteer/Community Services (e.g. Red Cross, St. John Ambulance Association & Brigade, fund-raising projects for the underprivileged.)

Did you participate in any volunteer / community services? * Yes / No

(Please provide relevant proof for voluntary services.)

Period (MM/YYYY)	Event / Activity / Organization	Position held / Duties / Achievements	Please indicate "Yes" if you were paid or you received remuneration for the activity	No. of service hours

* Delete as appropriate

A separate sheet can be used if the space provided is insufficient.

Part IV Additional Information[@]

(1) Academic Distinctions, Scholarships and Prizes received in the past 3 years.

(2) Non-academic achievements in the past 3 years.

(3) You may provide further information for the selection panel/donor's consideration.

[@] *Please provide documentary proof.*

Part V Declaration by Nominee

1. I declare that the details given above are true, complete and correct, and I understand that any misrepresentation of facts would lead to disqualification of the captioned award and render me liable to disciplinary action by the University.
2. I agree that should there be any subsequent changes of my personal data, or change of my status as a CityU student (e.g. withdrawal, termination of studies), I should inform SDS immediately.
3. I agree to the data usage as mentioned below.
4. I agree that the University may publicize the information of the scholarship recipients, specifically by name and programme title, where applicable, on the website of the University.
5. I understand that the University reserves the right to demand the scholarship recipients for refunding the scholarships, partially or in full, should they fail to fulfil the obligation(s) as required e.g. completion of student exchange programme for exchange scholarship recipients.
6. I agree that I am obliged to attend award ceremonies or events organized by the donor.
7. I have read through the "[Information Notes on University Scholarships and Prizes](#)" and understand terms and conditions stated on the Information Notes.

Signature : _____

Date : _____

Data Usage

1. The information that students provide in the nomination form(s) will be used for the following purpose:
 - as a basis for selection of applicants by the University or donors for scholarships / prizes available.
 - for transferring to the Scholarship and Financial Aid System in SDS and the University if and when the nomination is successful.
2. Under the Personal Data (Privacy) Ordinance, you have a right to request access to, and to request correction of, your personal data in relation to your application. If you wish to exercise these rights, please contact Student Finance Team of Student Development Services.