Sir Edward Youde Memorial Fellowship / Scholarship for Disabled Students 2019/20

Sir Edward Youde Memorial Fellowship / Scholarship for Disabled Students aims at encouraging and assisting full-time students with special educational needs* and/or mental health needs in pursuing postgraduate studies by research and/or undergraduate programmes at tertiary level in Hong Kong.

- **Sir Edward Youde Memorial Fellowship for Disabled Students 2019/20**
  1. The amount of the Fellowship will be HK$50,000.
  2. Candidates should:
     - be registered full-time postgraduate research students undertaking UGC-funded courses in 2019/20 (registered for a master degree on/after 1 July 2018 or a doctorate degree on/after 1 July 2017^);
     - have the right of abode or the right to land in Hong Kong or are permitted to stay in Hong Kong without restriction;
     - have resided in Hong Kong for at least three years as at 1 September 2019; and
     - not be engaged in full-time employment.

- **Sir Edward Youde Memorial Scholarship for Disabled Students 2019/20**
  1. The amount of the Scholarship will be HK$40,000.
  2. Candidates should:
     - be registered full-time second-year or above undergraduate students undertaking UGC-funded courses in 2019/20;
     - have the right of abode or the right to land in Hong Kong or are permitted to stay in Hong Kong without restriction;
     - have resided in Hong Kong for at least three years as at 1 September 2019; and
     - not be engaged in full-time employment.

Candidates should NOT be nominated by their Faculties for the Sir Edward Youde Memorial Fellowships for Postgraduate Research Students or the Sir Edward Youde Memorial Scholarships for Undergraduate and Diploma Students for the academic year 2019/20.

* Students with special educational needs include those having physical disabilities, visual impairment, hearing impairment, speech and language impairment, attention deficit / hyperactivity disorders, specific learning difficulties, autism spectrum disorders and/or intellectual disabilities.

^ According to the Sir Edward Youde Memorial Fund Council, the admission date instead of the date of transfer should be counted as the registration date for any cases of ‘Transfer of Candidature’.

Please refer to Information Note D for all the eligibility and selection criteria.

**Application Procedures**

2. Interested students are required to submit IN PERSON the completed form together with all the requisite documents as mentioned in the respective Information Note and Checklist of Supporting Documents to the Scholarships and Financial Aid Section, Office of Admissions and Financial Aid, Room 1202, 12/F, Yasumoto International Academic Park during office hours (Monday – Friday 8:45 a.m. – 1:00 p.m. and 2:00 p.m. – 5:30 p.m. except Public Holidays) on or before 27 September 2019. Late or incomplete applications will not be considered.
3. If you have difficulties in submitting your application to our Office in person, please contact Ms. Angel Au (Tel: 3943 7209 / Email: sfas@cuhk.edu.hk) as early as possible and no later than 27 September 2019.
4. Please ignore the deadline as shown on the information note and nomination form; and **DO NOT send your nomination form to the Sir Edward Youde Memorial Fund Council direct**.
5. A University Selection Panel will shortlist suitable candidates for further selection by Sir Edward Youde Memorial Fund Council.
6. Sir Edward Youde Memorial Fund Council will further shortlist candidates for an interview to be held tentatively in December 2019 in Hong Kong. Candidates are required to attend the interview in person. The cost of travel to the interviews will not be reimbursed to the candidates.
7. The decision of the University Selection Panel and Sir Edward Youde Memorial Fund Council is final and not subject to review, and the reasons for shortlisting, nominating, granting or refusing to offer an award will not be given.

6 September 2019
Notes for Applicants

Completed application should be submitted in person to the Scholarships and Financial Aid Section, Office of Admissions and Financial Aid, Room 1202, 12/F, Yasumoto International Academic Park during office hours (Monday – Friday 8:45 a.m. – 1:00 p.m. and 2:00 p.m. – 5:30 p.m. except Public Holidays) on or before 27 September 2019. If you have difficulties in submitting your application to our Office in person, please contact Ms. Angel Au (Tel: 3943 7209 / Email: sfas@cuhk.edu.hk) as early as possible and no later than 27 September 2019. Late or incomplete applications will not be considered.

ALL supporting documents must be in A4 size white papers and in the following order: AND you have:

- Nomination Form which should either be typed or written with legible handwriting, and signed.
- completed ALL parts of the Nomination Form in English unless otherwise indicated. If any item(s) is/are not applicable, “N/A” should be marked.
- attached a recent passport photograph, preferably taken within recent three months, on the Nomination Form. Amateur snapshots will not be accepted.
- a photocopy of your HKID card, i.e. both sides of HKID card on one page.
- a photocopy of an admission card issued by CUHK.
- applied for an official academic transcript for your current postgraduate studies at CUHK which is issued by the Graduate School. The transcript, which normally takes at least 3 working days for processing, must be sent by the Graduate School directly to the Scholarships and Financial Aid Section, Office of Admissions and Financial Aid, Room 1202, 12/F, Yasumoto International Academic Park, The Chinese University of Hong Kong, Shatin, N.T. no later than 27 September 2019. Please quote the name and application deadline (i.e. 27 September 2019) of the Fellowship when applying for the official academic transcript.
- photocopies of academic transcripts with Explanation Notes of Grading System on undergraduate and postgraduate studies. Any downloaded transcripts are not accepted.
- photocopies of academic transcript with Explanation Notes of Grading System on an Exchange Programme during your undergraduate and/or postgraduate studies (if applicable). Any downloaded transcripts are not accepted.
- photocopies of supporting documents of ALL degrees being conferred (bachelor’s / master’s / doctoral degree) and professional qualifications obtained as mentioned in Point 1 of Part I (C) of the Nomination Form, e.g. graduation certificate / letter.
- photocopies of evidence of all scholarships and awards as mentioned in Point 3 of Part I (C) of the Nomination Form, e.g. certificates / letters / photos of trophies/gold medals. Please sort the supporting documents in the same order as listed on the Form AND number each supporting document (e.g. 3.1; 3.2 etc.) on the top right corner.
attached the **most recent medical report on special educational needs** which specifies the diagnosis even though you have submitted other supporting documents on your special educational needs, e.g. assessment report issued by Education Bureau / approval letter for disability allowance. **The medical report must be issued AND signed by a medical professional.**

a statement of not more than 500 words, preferably in English, on the reasons for conducting the research on the topic of your choice. Please indicate the number of words at the end of the personal statement. The statement should be typewritten, if not, please ensure that handwriting is legible. You may use additional sheets (both left and right margins in 2.5 cm and with page numbers) if necessary and **SIGN on each page.**

invited the **Chairman of your Department to complete Part II and the Dean of your Faculty to complete Part III of the Nomination Form.** If the recommendation is not in English, please request your referee to provide an English translation with signature.

II According to the Sir Edward Youde Memorial Fund Council, the admission date instead of the date of transfer should be counted as the registration date for any cases of 'Transfer of Candidature'.

III Documents other than those listed above will NOT be accepted.

IV Please do NOT use digital camera or smart phone to take snapshot of the supporting documents. Otherwise, these supporting documents may be considered invalid.

V Any non-English supporting documents should be issued in the original language and accompanied by an English translation.

VI Please note that the Scholarships and Financial Aid Section of the Office of Admissions and Financial Aid and/or the donor will request applicants to submit other supporting documents for information, if deemed necessary.

VII The decision of the University and the donor is final and not subject to review, and the reasons for shortlisting, nominating, granting or refusing to offer an award will not be given.

6 September 2019
Notes:

1. Please fill in this questionnaire and submit it together with your completed scholarship application form as well as all supporting documents to the Scholarships and Financial Aid Section, Office of Admissions and Financial Aid, Room 1202, 12/F, Yasumoto International Academic Park during office hours (Monday – Friday 8:45 a.m. – 1:00 p.m. and 2:00 p.m. – 5:30 p.m. except Public Holidays) **on or before 27 September 2019**.

2. This form will be kept anonymous and the information provided is for our internal record only.

**Question:** How did you learn about the “Sir Edward Youde Memorial Fellowship for Disabled Students 2019/20”?

*(Please put a ‘✓’ in appropriate box(es).)*

- [ ] Email from the Office of Admissions and Financial Aid (OAFA)
- [ ] Website of OAFA
- [ ] Poster in CUHK
- [ ] Your College
- [ ] Your Faculty / Department / Division
- [ ] Office of Student Affairs
- [ ] Others, please specify: 
  
  

Thank you for your sharing.
1. **Objective**

The fellowship / scholarship scheme for disabled students, administered by the Sir Edward Youde Memorial Fund Council (the Council), aims at encouraging and assisting full-time students with special educational needs\(^1\) and / or mental health needs in pursuing postgraduate studies by research and / or undergraduate and diploma programmes at post-secondary and tertiary levels in Hong Kong.

2. **Number of awards**

There will be one award in the 2019/20 academic year.

3. **Provision of the fellowship / scholarship**

   (a) A fellowship recipient will be offered a one-off grant of $50,000.

   (b) A scholarship recipient will be offered a one-off grant of $40,000.

   (c) The successful candidate will not be required to relinquish fellowships, scholarships or bursaries concurrently held by him / her. Neither will the value of the fellowship / scholarship be reduced in such circumstances.

4. **Eligibility criteria**

Candidates should –

   (a) have the right of abode or the right to land in Hong Kong or are permitted to stay in Hong Kong without restriction;

   (b) have resided in Hong Kong for at least three years as at 1.9.2019;

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\(^1\) Students with special educational needs include those having physical disabilities, visual impairment, hearing impairment, speech and language impairment, attention deficit / hyperactivity disorders, specific learning difficulties, autism spectrum disorders and / or intellectual disabilities.
(c) **for fellowship nominees**
be registered full-time postgraduate research students undertaking University Grants Committee (UGC)-funded / publicly-funded courses in 2019/20 at one of the institutions listed below (registered for a master degree on / after 1.7.2018 or a doctorate degree on / after 1.7.2017) –

City University of Hong Kong;
Hong Kong Baptist University;
Lingnan University;
The Chinese University of Hong Kong;
The Education University of Hong Kong;
The Hong Kong Polytechnic University;
The Hong Kong University of Science and Technology; and
The University of Hong Kong;

(d) **for scholarship nominees**
be registered full-time students undertaking UGC-funded / publicly-funded courses at post-secondary / tertiary level in 2019/20 at one of the institutions listed below –

<table>
<thead>
<tr>
<th>Institution</th>
<th>Course</th>
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<tbody>
<tr>
<td>City University of Hong Kong</td>
<td>undergraduate / diploma or above</td>
</tr>
<tr>
<td>Hong Kong Baptist University</td>
<td>undergraduate</td>
</tr>
<tr>
<td>Lingnan University</td>
<td>undergraduate</td>
</tr>
<tr>
<td>The Chinese University of Hong Kong</td>
<td>undergraduate</td>
</tr>
<tr>
<td>The Education University of Hong Kong</td>
<td>undergraduate / diploma or above</td>
</tr>
<tr>
<td>The Hong Kong Academy for Performing Arts</td>
<td>undergraduate / diploma or above</td>
</tr>
<tr>
<td>The Hong Kong Polytechnic University</td>
<td>undergraduate / diploma or above</td>
</tr>
<tr>
<td>The Hong Kong University of Science and Technology</td>
<td>undergraduate</td>
</tr>
</tbody>
</table>
The University of Hong Kong
undergraduate

Vocational Training Council
diploma or above

or undertaking courses at undergraduate level in 2019/20 at the
Hong Kong Shue Yan University;

(e) for scholarship nominees who are first year students
be nominated by the principals of their previous secondary schools;

(f) for scholarship nominees who are second to final year students / fellowship nominees
be nominated by the heads of their post-secondary / tertiary institutions;

(g) have special educational needs as referred to the Hong Kong Rehabilitation Programme Plan released by the Government of the Hong Kong Special Administrative Region and / or mental health needs;

(h) not be engaged in full-time employment; and

(i) not be nominated for the Sir Edward Youde Memorial Scholarships for Undergraduate and Diploma Students 2019/20 or the Sir Edward Youde Memorial Fellowships for Postgraduate Research Students 2019/20.

5. Selection criteria

(a) Candidates will be selected by the Council on the basis of the following –

(i) standards of academic achievements and intellectual qualities relative to their individual disabilities;

(ii) leadership qualities as demonstrated in their involvement in extra-curricular activities and / or community services;

(iii) proficiency in the language in which the course / research is undertaken; and

(iv) other personal qualities and potentials, including expected future contribution to Hong Kong.

(b) The following criteria will also be considered by the Council in selecting postgraduate candidates for the fellowship –

(i) strategic importance of the research to the social, economic and technological development of Hong Kong;
(ii) whether or not the research has been or is being done in Hong Kong; and

(iii) possible completion of the research within 2 years for a master degree or 3 years for a doctorate degree.

The nominated candidate is required to provide an account of, in not more than 500 words, preferably in English, the reasons for his / her undertaking the course of current studies or research of his / her choice.

6. Conditions of award

The fellowship / scholarship will be awarded to the successful candidate(s) subject to the following conditions –

(a) the recipient accepts that the fellowship / scholarship may be terminated at any time if and when his / her performance as reported by the institution is considered by the Council as unsatisfactory or when he / she for any reason ceases to be a full-time student;

(b) the recipient undertakes to seek the Council’s prior approval if he / she wishes to alter the study programme or research topic from that specified in the nomination form. Otherwise he / she may be required by the Council to repay the fellowship / scholarship money; and

(c) the recipient has to abide by any other conditions laid down by the Council.

Details of the terms under which the award is granted are contained in the offer letter of award.

7. Nomination and selection procedures

(a) Heads of institutions will be invited to make nomination(s) by completing Nomination Form D\textsuperscript{1} for fellowship nominee(s) and Nomination Form D\textsuperscript{2} for scholarship nominee(s). Principals of secondary schools will be invited to complete Nomination Form D\textsuperscript{3} for outstanding graduate(s) from the previous academic year enrolled in one of the tertiary / post-secondary institutions in the 2019/20 academic year.

(b) Closing date for nomination will be 15 October 2019. All nomination forms should be forwarded to =
(c) Shortlisted candidates will be invited to attend an interview to be held tentatively in December 2019. Candidates who have not heard from the Council by the end of December 2019 should consider themselves not being selected.

(d) The decisions of the Council shall be final.

(e) The result(s) of the award(s) will be announced in around February / March 2020. The nominating institutions and secondary schools will be notified of the result(s).

(f) Fellowship / scholarship monies will be remitted to the relevant institution(s), which will be requested to make disbursement to the award recipient(s).

(g) Certificate(s) will be presented to the award recipient(s) at the Awards Presentation Ceremony scheduled for March 2020.

8. Handling of Information and Personal Data

The Council is serviced by the Student Finance Office (SFO) of the Working Family and Student Financial Assistance Agency (WFSFAA). The personal data provided in the nomination forms will be used for activities relating to the processing of the nomination for this fellowship / scholarship award scheme and the compilation of the relevant statistics to facilitate review of the scheme.

The Council may also publicise the personal data of a successful candidate (such as name, gender, age, education background, public examination results, academic and non-academic achievements, extra-curricular activities / community services participated and employment history, etc.) and any photos or videos capturing his / her image (limited to those taken when he / she attends the official events organised by the Sir Edward Youde Memorial Fund (the Fund)) in the public domain (such as the website of and publications issued by the Fund, the SFO of the WFSFAA and other bureaux / departments and their advisory bodies and agencies of the Government of the Hong Kong Special Administrative Region) for the purpose of promoting or publicising the Fund.
The personal data provided in the nomination forms for the Fellowship / Scholarship for Disabled Students will ONLY be disclosed to relevant parties –

(a) for the purposes mentioned in the preceding paragraphs; and

(b) for any other purposes with the consent of the data subjects unless such disclosure is permitted under the Personal Data (Privacy) Ordinance without the consent of the data subjects.

In accordance with Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance, candidates have the right to request access to and the correction of the data provided subject to payment of the necessary administrative charges.

General enquiries which include obtaining access and making corrections to the personal data provided by way of this nomination should be addressed to –

Access to Information Officer
Administration Section, Student Finance Office
Working Family and Student Financial Assistance Agency
12/F, Cheung Sha Wan Government Offices
303 Cheung Sha Wan Road
Kowloon, Hong Kong

9. **Enquiries**

For enquiries, please ring the Sir Edward Youde Memorial Fund Council Secretariat at 2150 6096 or 2150 6098.

Sir Edward Youde Memorial Fund Council Secretariat
August 2019
Sir Edward Youde Memorial Fellowship
for Disabled Students 2019/20

Nomination Form

This Nomination Form should be forwarded by the institution to the Sir Edward Youde Memorial Fund Council Secretariat at Room 1217, 12/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon, Hong Kong by 15 October 2019.

PART I  (to be completed by candidate)

(A) Personal Data

1. Name in English (Mr / Ms / Miss*):
   (in Block Letters as shown on HKID card)
   Name in Chinese (if applicable):

2. Hong Kong Identity Card No. (Copy of which should be attached): ______________________


5. Years of residence in Hong Kong as at 1.9.2019: ____________________

6. Home Tel. No.: ____________________ 7. Mobile Phone No.: ____________________

8. Email Address: ____________________

9. Correspondence Address: ____________________

10. Residential Address (if not the same as in item 9 above): ____________________

11. Previous and present occupation, if any: ____________________
   (Please specify employment period)

(B) Details of research programme

1. Institution: ____________________

2. Faculty / Division / Department*: ____________________

3. Degree being pursued: ____________________
   (Copies of admission letter and official transcript (if available) should be attached)

4. Field of study: ____________________

5. Research topic: ____________________

6. Year of study: ____________________

7. Course duration: ____________________

8. Commencement date of current study programme: ____________________

9. Expected completion date of study: ____________________

*Delete as appropriate
(C) **Academic Background**

1. Academic achievements and professional qualifications†:
   (Please give details such as class of honours and subjects taken in chronological order.)

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<th>Name of Institution</th>
<th>Degree / Qualification Attained</th>
<th>Year of Award</th>
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2. Particulars of previous research work for a degree, if any:

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<th>Publication / Title of Thesis</th>
<th>Degree</th>
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3. Scholarships and Awards†:
   (Please give details of any scholarships, fellowships, studentships, bursaries and awards previously received or currently being granted in connection with the research and specify the issuing authority and value of the awards. The successful candidate will not be required to relinquish scholarships or awards concurrently held by him/her.)

<table>
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<tr>
<th>Name of Award (including Sir Edward Youde Memorial awards)</th>
<th>Issuing Authority</th>
<th>Value of Award</th>
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† Copies of supporting document(s), such as certificate(s), result slip(s) and official transcript(s) (including those of current studies) should be attached.
(D) **Extra-curricular Activities / Community Services**

List in chronological order the extra-curricular activities and community services participated in the past five years:

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<th>Activity / Service</th>
<th>Position held / Attainment</th>
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(E) **Particulars of Special Educational Needs\(^1\) and / or Mental Health Needs**

1. Type of special educational needs / mental health needs: ________________________________

2. Seriousness of special educational needs and / or mental health needs (Please attach the most recent medical report and supporting document such as assessment report issued by Education Bureau or approval letter for disability allowance. Candidates may be required to attend an assessment):

\(^1\) Students with special educational needs include those having physical disabilities, visual impairment, hearing impairment, speech and language impairment, attention deficit / hyperactivity disorders, specific learning difficulties, autism spectrum disorders and / or intellectual disabilities.
(F) **Further Information**

Please give an account of, in **not more than 500 words**, preferably in English, the reasons for conducting the research. (To be typewritten, if not, please ensure that handwriting is legible. Use additional sheets if necessary and duly sign on each page.)

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(G) **Declaration by Candidate**

I hereby declare that:

(a) the statements made in Part I of this nomination form including all the related documents provided are, to the best of my belief, true, complete and correct; and

(b) I have read the Information Note D. I fully understand and agree to the arrangements stated therein in relation to my being nominated.

Signature : ___________________________ Date : ___________________________

Name (in Full) : ___________________________
PART II  (to be completed by Dean of Faculty or Head of Division / Department)

Please note that the candidate has the right of access to the assessment provided by you in accordance with the provisions of the Personal Data (Privacy) Ordinance.

Confidential Report on the Candidate

In support of the nomination, please provide a report on the candidate with reference to –

(a) the strategic importance of the research topic to the social, economic and technological development of Hong Kong;
(b) whether the research work duplicates any other work that has been done or is being done in Hong Kong;
(c) whether the research is likely to be completed within two years for a master degree or three years for a doctorate degree;
(d) the intellectual qualities and research potential of the nominee;
(e) the personal qualities and potential, including his / her expected future contribution to Hong Kong; and
(f) any special considerations which have led to the candidate's nomination.

(Use additional sheets if necessary and duly sign on each page.)

Signature : ___________________________  Date : ___________________________

Name : Prof. / Dr / Mr / Ms / Miss*

Position : ___________________________

Faculty / Division / Department* : ___________________________

Institution : ___________________________

*Delete as appropriate
PART III (to be completed by Head of Institution or his / her representative)

Recommendation

I recommend Mr / Ms / Miss* ______________________ as a candidate for the Fellowship for Disabled Students to be offered by the Sir Edward Youde Memorial Fund Council in 2019/20.

I confirm that the candidate indicates high promise of academic capacity for undertaking the higher degree by research. I also certify that the particulars stated in the nomination form are correct to the best of my belief and that the candidate is undertaking a full-time University Grants Committee-funded / publicly-funded postgraduate research programme.

Signature : ________________________________
Name : ________________________________
Position : ________________________________
Institution : ________________________________
Date : ________________________________

*Delete as appropriate