

Sir Edward Youde Memorial Fellowship / Scholarship for Disabled Students 2024/25

Sir Edward Youde Memorial Fellowship / Scholarship for Disabled Students aims at encouraging and assisting full-time students with special educational 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 2024/25**
 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 2024/25 (registered for a master degree on/after 1 July 2023 or a doctoral degree on/after 1 July 2022[^]);
 - 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 2024; and
 - not be engaged in full-time employment.

- **Sir Edward Youde Memorial Scholarship for Disabled Students 2024/25**
 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 2024/25;
 - 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 2024; 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 2024/25.

[#] 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, intellectual disabilities and / or mental illness.

[^] 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

1. Information Note, Nomination Report and Notes for Applicants can be downloaded from the website of the Office of Admissions and Financial Aid (OAFA) at <http://admission.cuhk.edu.hk/> (Fees and Financing Your Studies > Scholarships > Open for Applications > Scholarships for Local Studies).
2. Completed nomination report and all required documents must reach OAFA **on or before 20 September 2024**. **Late or incomplete applications will not be considered.**
3. **Please ignore the deadline as shown on the Information Note; and DO NOT send your Nomination Form to the Sir Edward Youde Memorial Fund Council direct.**
4. A University Selection Panel will shortlist suitable candidates for further selection by Sir Edward Youde Memorial Fund Council.
5. Sir Edward Youde Memorial Fund Council will further shortlist candidates for an interview to be held tentatively in December 2024 in Hong Kong.
6. The decisions of the University and Sir Edward Youde Memorial Fund Council are final and not subject to review, and the reasons for shortlisting, nominating, granting or refusing to offer an award will not be given.



Sir Edward Youde Memorial Fellowship for Disabled Students 2024/25

Notes for Applicants

- I All application documents stated as below must reach the Office of Admissions and Financial Aid (OAFA) **on or before 20 September 2024**. **Late or incomplete applications will NOT be considered.**

Documents to be **SUBMITTED ONLINE** at <https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=13693988>

1. A completed Nomination Report D1. The nomination report which should either be **typed** or **written with legible handwriting** in English, unless otherwise specified. If the item(s) in the form is/are not applicable, "N/A" should be marked.

Please attach a recent passport photograph, preferably taken within recent three months, on the Nomination Report. Amateur snapshots will not be accepted.
2. A photocopy of your HKID card, i.e. both sides of HKID card on one page.
3. A photocopy of an admission letter issued by CUHK.
4. Photocopies of academic transcripts with Explanation Notes of Grading System on undergraduate and postgraduate studies. *Any downloaded transcripts are not accepted.*
5. 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.*
6. 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 Report, e.g. graduation certificate / letter.
7. Photocopies of evidence of **ALL** scholarships and awards as mentioned in Point 3 of Part I (C) of the Nomination Report, e.g. certificates / letters / photos of trophies/gold medals. Please **sort** the supporting documents **in the same order** as listed on the Report **AND** number each supporting document (e.g. 3.1; 3.2) on the top right corner.
8. 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.** For the illness which can be fully recovered or cured, it is expected that the medical proof should be issued within the recent 6 months.
9. 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 characters 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**.

Documents to be **SENT DIRECTLY** to the Scholarships and Financial Aid Section, Office of Admissions and Financial Aid, Room 1206, 12/F, Yasumoto International Academic Park, The Chinese University of Hong Kong

10. Please invited the **Chairman of your Department or the Dean of your Faculty to complete Part II of the Nomination Report (i.e. 'Confidential Report on the Candidate' and 'Declaration')**. Both sections should be completed in English. 'Confidential Report on the Candidate' should be provided on separate sheet(s) and signed. Handwritten signature is required on 'Confidential Report on the Candidate'.

Please be reminded to contact your Department Head or your Faculty Dean as soon as possible to allow sufficient time for them to complete the Report for you.

11. Official academic transcript for your current postgraduate studies at CUHK which is issued by the Graduate School Office. **The transcript normally takes at least 3 working days for processing.** Please quote the name of the Fellowship and application deadline (i.e. 20 September 2024) when applying it. Any downloaded transcripts are NOT acceptable. (for Year 2 or above postgraduate students only)
- 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 Please note that shortlisted candidates will be invited by the Sir Edward Youde Memorial Fund Council to attend an interview to be held tentatively in December 2024 in Hong Kong.
- VIII The decisions of the University and the donor are final and not subject to review, and the reasons for shortlisting, nominating, granting or refusing to offer an award will not be given.

29 August 2024

**Sir Edward Youde Memorial Fellowship/ Scholarship
for Disabled Students 2024/25**

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 needs¹ in pursuing postgraduate studies by research and/ or undergraduate and diploma programmes at post-secondary and tertiary levels in the Hong Kong Special Administrative Region (Hong Kong).

2. Number of awards

There will be one award in the 2024/25 academic year.

3. Provision of the fellowship/ scholarship

- (a) A fellowship recipient will be offered a one-off grant of HK\$50,000.
- (b) A scholarship recipient will be offered a one-off grant of HK\$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 1.9.2024;

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, intellectual disabilities and/ or mental illness.

(c) **for fellowship nominees**

be registered full-time postgraduate research students undertaking University Grants Committee (UGC)-funded/ publicly-funded courses in the 2024/25 academic year at one of the institutions listed below (registered for a master's degree on/ after 1.7.2023 or a doctoral degree on/ after 1.7.2022) –

- (i) City University of Hong Kong;
- (ii) Hong Kong Baptist University;
- (iii) Lingnan University;
- (iv) The Chinese University of Hong Kong;
- (v) The Education University of Hong Kong;
- (vi) The Hong Kong Polytechnic University;
- (vii) The Hong Kong University of Science and Technology; and
- (viii) The University of Hong Kong;

(d) **for scholarship nominees**

be registered full-time students undertaking UGC-funded/ publicly-funded courses at post-secondary/ tertiary levels in the 2024/25 academic year at one of the institutions listed below –

<u>Institution</u>	<u>Course</u>
City University of Hong Kong	undergraduate/ diploma or above
Hong Kong Baptist University	undergraduate
Lingnan University	undergraduate
The Chinese University of Hong Kong	undergraduate
The Education University of Hong Kong	undergraduate/ diploma or above
The Hong Kong Academy for Performing Arts	undergraduate/ diploma or above
The Hong Kong Polytechnic University	undergraduate/ diploma or above
The Hong Kong University of Science and Technology	undergraduate

<u>Institution</u>	<u>Course</u>
The University of Hong Kong	undergraduate
Vocational Training Council	diploma or above
<u>or</u> undertaking courses at undergraduate level in the 2024/25 academic year at the Hong Kong Shue Yan University;	
(e) for fellowship nominees/ scholarship nominees who are second to final year students be nominated by the heads of their post-secondary/ tertiary institutions;	
(f) for scholarship nominees who are first year students be nominated by the principals of their previous secondary schools;	
(g) have special educational needs including physical disabilities, visual impairment, hearing impairment, speech and language impairment, attention deficit/ hyperactivity disorders, specific learning difficulties, autism spectrum disorders, intellectual disabilities and/ or mental illness;	
(h) not be engaged in full-time employment; and	
(i) not be nominated for the Sir Edward Youde Memorial Fellowships for Postgraduate Research Students 2024/25 or the Sir Edward Youde Memorial Scholarships for Undergraduate and Diploma Students 2024/25.	

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 two years for a master's degree or three years for a doctoral 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 conducting research on the topic of his/ her choice or undertaking the course of current studies.

6. **Conditions of award**

The fellowship/ scholarship will be awarded to the successful candidate 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 postgraduate research/ undergraduate/ diploma student;
- (b) the recipient undertakes to seek the Council's prior approval if he/ she wishes to alter the research topic or study programme 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**

For fellowship nominees and scholarship nominees who are second to final year students

- (a) Nominations have to be made by the heads of their post-secondary/ tertiary institutions online through the GovHK website. **Declarations signed by the candidates are required to be submitted together with the nominations.**

~~**For scholarship nominees who are first year students**~~

- ~~(b) Nominations have to be made by the principals of their previous secondary schools online through the GovHK website. Declarations signed by the candidates are required to be submitted together with the nominations.~~
- (c) The designated link for submitting nominations is sent to the institutions/schools concerned separately.
- ~~(d) The closing date for nominations is 10 October 2024.~~
- (e) Shortlisted candidates will be invited to attend an interview to be held tentatively in December 2024 **in Hong Kong**. Candidates who have not received an invitation for interview from the Council by the end of December 2024 may consider themselves not being selected.
- (f) The decisions of the Council shall be final.
- (g) The results of the award will be announced in around February/March 2025. The nominating institutions and secondary schools will be notified of the results.
- (h) Fellowship/ scholarship monies will be remitted to the relevant institution, which will be requested to make disbursement to the award recipient.
- (i) Certificate will be presented to the award recipient at the Awards Presentation Ceremony scheduled for March 2025.

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 this exercise 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 reviews of the scheme. It may be provided to the SFO of the WFSFAA and other bureaux/ departments of the Government of the Hong Kong Special Administrative Region (HKSARG) for purposes relating to the selection exercise as may be necessary.

The Council may 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 HKSARG) for the purpose of promoting or publicising the Fund.

The Council may also publish photos and videos taken of the awardees (which may capture the photographs, video clips, sound recordings and other records provided by the awardees or third parties) for the purpose of promoting or publicising the Fund.

The personal data provided in this exercise 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
Working Family and Student Financial Assistance Agency
General Administration Section
19/F, 181 Hoi Bun Road
Kwun Tong, Kowloon
Hong Kong

9. **Enquiries**

For enquiries, please contact the Sir Edward Youde Memorial Fund Council Secretariat at 2150 6096 or 2150 6110.

Sir Edward Youde Memorial Fund Council Secretariat
August 2024

**Sir Edward Youde Memorial Fellowship
for Disabled Students 2024/25
Nomination Report**

PART I

(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**): _____

3. Year of Birth : _____

4. Nationality : _____

5. Years of Residence in Hong Kong as at 1.9.2024 : _____

6. Home Telephone No. : _____

7. Mobile Phone No. : _____

8. E-mail Address : _____

9. Correspondence Address :

10. Residential Address (if different from the correspondence address given 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 Current Study Programme: _____

(C) Academic Background

1. Academic Achievements and Professional Qualifications:

(Please give details such as class of honours and subjects taken in chronological order.)

(Copies of supporting document(s), such as certificate(s), result slip(s) and official transcript(s) (including those of current studies) should be attached)

Name of Institution	Degree / Qualification Attained	Year of Award

2. Particulars of Previous Research Work for a Degree, if any:

Publication / Title of Thesis	Degree	Date

3. Scholarships and Awards:

(Please give details of any fellowships, scholarships, 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 fellowships, scholarships or awards concurrently held by him / her.)

(Copies of supporting document(s), such as certificate(s) should be attached)

Name of Award (including Sir Edward Youde Memorial awards)	Issuing Authority	Value of Award	Date

(D) Extra-curricular Activities / Community Services

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

Activity / Service	Position Held / Attainment	Date

(E) Particulars of Special Educational Needs¹

1. Type of Special Educational Needs:

2. Severity of Special Educational Needs:

(Please attach the most recent medical report and supporting document such as assessment report issue by Education Bureau or approval letter of disability allowance. Candidates may be required to attend an assessment)

(F) Further Information

Please give an account of, in **not more than 500 words**, preferably in English, the reasons for conducting the research.

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, intellectual disabilities and / or mental illness.

(G) Notes on Handling of Information and Personal Data
(To be signed by the nominated candidate)

The Sir Edward Youde Memorial Fund Council (the Council) is serviced by the Student Finance Office (SFO), Working Family and Student Financial Assistance Agency (WFSFAA) of the Government of the Hong Kong Special Administrative Region (HKSARG). The data in the nomination form is provided by the candidate voluntarily. The candidate may be asked to provide additional information to facilitate the Council to process the nomination.

Declaration

I have read the Information Note of the Sir Edward Youde Memorial Fellowship / Scholarship for Disabled Students 2024/25. I fully understand and agree to the arrangements stated therein in relation to my nomination. I undertake and warrant that I shall comply with all provisions in the Information Note as may be revised by the Council from time to time and such other requirements and directions as specified from time to time by the Council.

I (Name of Nominee) hereby declare that -

- (a) The information given in the nomination form, all the supporting documents and information provided in relation to my nomination, to the best of my belief, is true, complete and correct.
- (b) I understand and consent that the information provided in relation to my nomination may be provided to the SFO of the WFSFAA and other bureaux / departments of the HKSARG for purposes relating to the selection exercise as may be necessary.
- (c) I attach herewith / will submit the supporting documents to the Council Secretariat as stipulated in the nomination form.

Nominee's Signature

Date

PART II

Confidential Report on the Candidate

(Completed on behalf of the 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.

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

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

Declaration (Completed on behalf of the Head of Institution)

I hereby declare / confirm that:

- the nominated candidate has given his / her consent for nomination and the statements made in Part I of this nomination form including all the related documents provided are, to the best of his / her belief, true, complete and correct;
- the candidate has read the Information Note D. He / She fully understands and agrees to the arrangements stated therein in relation to his / her being nominated;
- the candidate indicates high promise of academic capacity for undertaking the higher degree by research. I also certify that the particulars stated in this nomination form are correct to the best of my belief and that the candidate is undertaking a full-time University Grants Committee (UGC)-funded / publicly-funded postgraduate research programme.

Name : (Mr / Ms / Miss)

Position : _____

Institution : _____