

Application & Reimbursement Guidelines for Wong Chak Chui International Enrichment Scholarship

Part A: Background and Aim

With the generous donation by the Wong Chak Chui Charitable Foundation, HKUST School of Business and Management (hereunder, SBM) launched The Wong Chak Chui International Enrichment Scholarship (hereunder, the Scholarship). The purpose of the Scholarship is to provide financial support for undergraduates' participation in **overseas**, including **Mainland China and Taiwan**, for **competitions, conferences, community projects, business-related enrichment programs, exchange-out and internship programs**. It aims at widening undergraduates' international perspective, sharpening their analytical skills and helping them put theories into practice. **The duration of selected overseas enrichment program should not be less than 1 month and not more than 1 year.**

Part B: Eligibility

Interested applicants should note the following selection criteria:

1. Undergraduates who are pursuing a degree program offered by the SBM are eligible to apply **(for Dual Degree program students, please contact Interdisciplinary Programs Office (IPO) directly for application)**.
2. All applicants **must attain a Cumulative Grade Average (CGA) of 2.85 or above** in the current academic year/semester.
3. Students are eligible to apply for the Scholarship **once** within their entire undergraduate studies at SBM. Each recipient will be awarded a cash sponsorship **up to HK\$20,000 (the exact amount is based on the assessment of financial need, and /or relevant income)** upon the completion of the program.
4. In making the selection of applicants, the Committee shall take into consideration students' financial needs, e.g. grant and loan offered under the Tertiary Student Finance Scheme (TSFS) or loan offered under the Non-means-tested Loan Scheme (NLSFT), and experience of international exposure, etc. **Students with genuine financial needs will have higher priority to be granted with the Scholarship.**
5. The Scholarships are subject to the Donor's confirmation of available funding. The committee reserves the right for the final decision of the selection results.
6. Students are eligible to apply **only one** of the following financial Aids from SBM Undergraduate Office with the **same selected overseas enrichment program**:
 - Wong Chak Chui International Enrichment Scholarship
 - International Enrichment Grant
 - Franklin Fund

Part C: Scholarship Application

Applicants **MUST** complete the [#][online application form](#), select the suitable ⁺**program type & program**, and upload all the ^{*}**supporting documents in PDF format** within the [^]**application period**.

[#] Online Application Form	Please refer to Appendix A for details
⁺ Program Type & Program	Please refer to Appendix B for details
[*] Supporting Documents	Please refer to Appendix C for details
[^] Program Duration & Application Period	Please refer to Appendix D for details

Please visit the [official website](#) of SBM Undergraduate Programs Office for the result announcement timeline. **Incomplete and Late application will not be considered and all eligible applications will be handled after the application deadline.**

Part D: Scholarship Allocation

Each recipient will be awarded a cash sponsorship **up to HK\$20,000 (the exact amount is based on the assessment of financial need, and/or relevant income)** upon the completion of the program. Recipients are also required to submit a self-reflective report of their enrichment experience to the SBM and prepare a letter of appreciation to the Donor to thank for their support. Students are expected to attend gatherings/activities arranged by the School/Donor if there is any.

Part E: Assessment of Financial Need

Assessment of an applicant's financial need is based on the following:

1. Financial situation of the applicant (e.g., the family income & asset).
2. Cost for participation in a particular activity such as registration fee, transportation costs, accommodation fee, material costs, and insurance or other essential expenses.
3. Availability of other sources of funding.
4. Applicant's country of origin which, associated with the living standard of the applicant's family, income level and so on, may affect the fair assessment of the financial needs and ability of the applicant.

Part F: Notes for Reimbursement

After the trip, the recipients are required to submit the #documents listed on the table below **in person** to SBM **within one month after the *program end date** for reimbursement arrangement:

***program end date:** if you will extend your overseas trip after the program end date or will have any other solid reasons that cause you fail to submit the reimbursement document to SBM within one month after the program end date. You **MUST** take the initiative to contact SBM via bmfunds@ust.hk to get the endorsement for late submission.

#Please refer to Appendix E for an example of Reimbursement Documents Submission

No.	Item	Document Required/Remarks
1	Reimbursement Request Form	Hardcopy with signature
2	Photocopy of income statement or employment contract with confirmed salary, if applicable	Hardcopy
3	Boarding Pass- Departure	Original Hardcopy
4	Boarding Pass- Arrival	Original Hardcopy
5	Program Fee- Payment Receipt	Original Hardcopy
6	Photocopy of Transcript or Attendance Certificate	Hardcopy
7	Other Major Expenses Receipt (such as flight fares, insurance cost and accommodation fee, etc.)	Original Hardcopy
8	Self-reflective Report Consent Form	Hardcopy with signature
9	Self-reflective Report	Softcopy (minimum 800 words)
10	10 Digital Photos	Softcopy – those photos should present the dynamic moments in your program (e.g. activities, interaction with local people, service in the community, etc.) ; scenery pictures are not preferable
11	Thank you letter to Donor	Hardcopy with signature (within 300 – 500 words)

The School could not process the Scholarship reimbursement if any document as listed above is missing.

The University requires appropriate documentation for all expenses associated with the program. All reimbursements requests require itemized original receipts that are dated. No other evidence is acceptable. Photocopies are not permitted. Credit card payment forms or statements alone are not considered itemized receipts for transportation tickets, lodging, car rental or the like.

In order to request reimbursement, please fill in the details in the **Reimbursement Request Form** and itemize receipts or relevant documents. The currency used should be stated clearly. If the currency used is not the Hong Kong dollar, please state the currency used clearly and convert the amount to the Hong Kong dollar.

The following are some guidelines for recipients to review before submitting required information and/or documents to SBM. SBM reserves the right to reject your reimbursement application if the recipient fails to provide all the required evidences. All documents submitted for reimbursement are subjected to SBM and the University's finance office final acceptance and approval.

If you used CASH or BANK TRANSFER for an expense item	You must provide the original receipts for all cash expense items. Bank advice slips are NOT acceptable. For bank transfers, bank statements detailing the payees name/account details are needed.
If you used CHECK for an expense item	You must provide the original bank statements showing the transaction. It must show the account holder's name, amounts paid, payee and date of clearance.
If you used CREDIT CARD, E-PAYMENT or MOBILE PAYMENT for an expense item	You need to provide proof of purchase for the transactions (i.e. the original receipt(s) for the transactions) with relevant transaction statement.

Part G: Payment

1. Each Recipient will be awarded with a cash sponsorship upon the completion of program. The time for processing each application takes time and may vary. Applicants are advised to make application as soon as possible (i.e. within one month after the program end date).
2. The payment will be made in Hong Kong dollars and deposit into recipient's bank account recorded in Student Information System (SIS). Please make sure your bank account information in SIS is up-to-date.

Part H: Other Important Notes

1. The approval and the amount of the Scholarship for each application are decided on a case-by-case basis and applicant's actual needs. The actual scholarship amount will also base on the recognized expenses and/or relevant income occurred during the trip.
2. In the event any information provided and documents submitted are incomplete, false or incorrect, the application will not be considered. The applicant shall relinquish all the financial support granted to him/her. SBM may submit the case to the management of SBM for further disciplinary action.
3. During the processing of an application, after the approval of an application or after the payment of the Scholarship, SBM will randomly select applications for in-depth investigation or review which may request the applicant and his/her family member(s) to provide more detailed information. The applicant shall comply with this in-depth investigation or review and fully co-operate with the officer upon request.
4. The benchmark for assessment of financial need will be reviewed every year and will be adjusted whenever necessary.
5. The Donor and the University reserve the right for recalling the Scholarship and cash sponsorship from awardees who cannot complete the program stated on their application form and the awardees' student status changed to "inactive", such as on study leave, dismissed, terminated or withdrawal from the university during the overseas enrichment program period. In such cases, students would be required to refund and repay the full amount of the Scholarship.
6. Scholarship awardees have to sign an undertaking form to accept and agree the terms and conditions of the Scholarship.
7. SBM reserves the right to make amendments to the Scholarship without prior notice. All disputes arising from or in connection with the Scholarship shall be subject to the final decision of SBM.

Part I: Inquiry

Undergraduate Student Development & Career Services Team

Room 1037, 1/F Lee Shau Kee Business Building, School of Business and Management

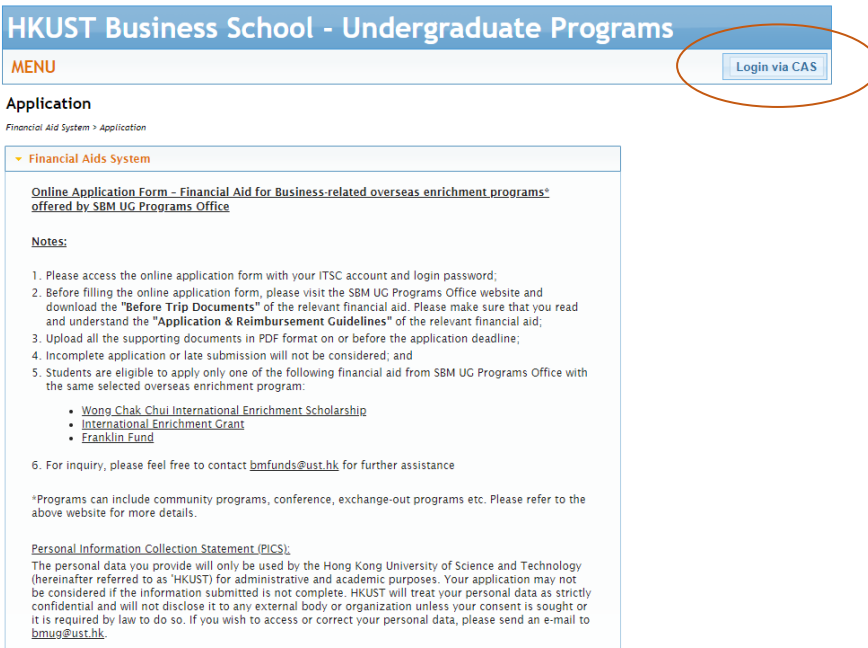
Hong Kong University of Science and Technology

Clear Water Bay, Kowloon, Hong Kong

Tel: (852) 2358 8488 Fax: (852) 2358 3805 Email: bmfunds@ust.hk

Appendix A - [Online Application Form](#)

1. Login the system with your ITSC account and password.



HKUST Business School - Undergraduate Programs

MENU Login via CAS

Application
Financial Aid System > Application

Financial Aids System

Online Application Form - Financial Aid for Business-related overseas enrichment programs* offered by SBM UG Programs Office

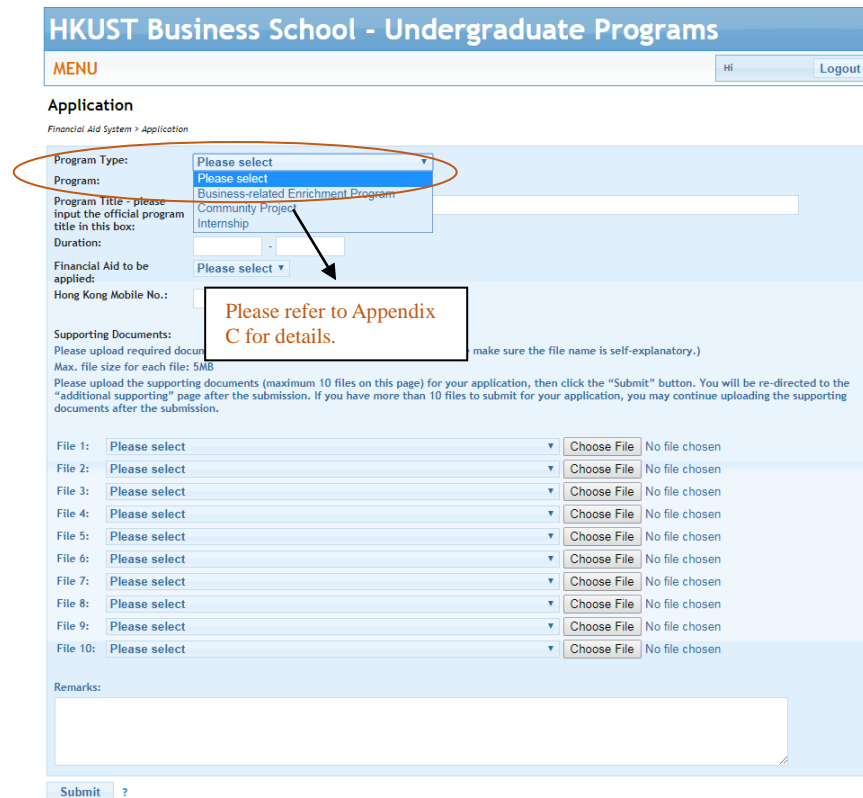
Notes:

1. Please access the online application form with your ITSC account and login password;
2. Before filling the online application form, please visit the SBM UG Programs Office website and download the "Before Trip Documents" of the relevant financial aid. Please make sure that you read and understand the "Application & Reimbursement Guidelines" of the relevant financial aid;
3. Upload all the supporting documents in PDF format on or before the application deadline;
4. Incomplete application or late submission will not be considered; and
5. Students are eligible to apply only one of the following financial aid from SBM UG Programs Office with the same selected overseas enrichment program:
 - Wong Chak Chui International Enrichment Scholarship
 - International Enrichment Grant
 - Franklin Fund
6. For inquiry, please feel free to contact bmffunds@ust.hk for further assistance

*Programs can include community programs, conference, exchange-out programs etc. Please refer to the above website for more details.

Personal Information Collection Statement (PICS):
The personal data you provide will only be used by the Hong Kong University of Science and Technology (hereinafter referred to as "HKUST") for administrative and academic purposes. Your application may not be considered if the information submitted is not complete. HKUST will treat your personal data as strictly confidential and will not disclose it to any external body or organization unless your consent is sought or it is required by law to do so. If you wish to access or correct your personal data, please send an e-mail to bmug@ust.hk.

2. Select the available "Program Type" and "Program" from the pull down menu (for "Program Type" and "Program" selection, please refer to Appendix C).



HKUST Business School - Undergraduate Programs

MENU Hi Logout

Application
Financial Aid System > Application

Program Type: Please select

Program: Please select

Program Title - please input the official program title in this box:

Duration: -

Financial Aid to be applied: Please select

Hong Kong Mobile No.:

Supporting Documents:
Please upload required documents (maximum 10 files on this page) for your application, then click the "Submit" button. You will be re-directed to the "additional supporting" page after the submission. If you have more than 10 files to submit for your application, you may continue uploading the supporting documents after the submission.

Max. file size for each file: 5MB

Please upload the supporting documents (maximum 10 files on this page) for your application, then click the "Submit" button. You will be re-directed to the "additional supporting" page after the submission. If you have more than 10 files to submit for your application, you may continue uploading the supporting documents after the submission.

File	Selection	Action	Status
File 1:	Please select	Choose File	No file chosen
File 2:	Please select	Choose File	No file chosen
File 3:	Please select	Choose File	No file chosen
File 4:	Please select	Choose File	No file chosen
File 5:	Please select	Choose File	No file chosen
File 6:	Please select	Choose File	No file chosen
File 7:	Please select	Choose File	No file chosen
File 8:	Please select	Choose File	No file chosen
File 9:	Please select	Choose File	No file chosen
File 10:	Please select	Choose File	No file chosen

Remarks:

Submit ?

- Please fill in the program title and the duration in the boxes (normally, the program title and the duration can be found on your confirmation letter/email, relevant program leaflet, and/or program schedule, etc.).

HKUST Business School - Undergraduate Programs

MENU Hi Logout

Application
Financial Aid System > Application

Program Type: Please select

Program: Please select

Program Title - please input the official program title in this box:

Duration: -

Financial Aid to be applied: Please select

Hong Kong Mobile No.:

Supporting Documents:
Please upload required documents in pdf format. (For "Others" documents, please make sure the file name is self-explanatory.)
Max. file size for each file: 5MB
Please upload the supporting documents (maximum 10 files on this page) for your application, then click the "Submit" button. You will be re-directed to the "additional supporting" page after the submission. If you have more than 10 files to submit for your application, you may continue uploading the supporting documents after the submission.

File 1:	Please select	Choose File	No file chosen
File 2:	Please select	Choose File	No file chosen
File 3:	Please select	Choose File	No file chosen
File 4:	Please select	Choose File	No file chosen
File 5:	Please select	Choose File	No file chosen
File 6:	Please select	Choose File	No file chosen
File 7:	Please select	Choose File	No file chosen
File 8:	Please select	Choose File	No file chosen
File 9:	Please select	Choose File	No file chosen
File 10:	Please select	Choose File	No file chosen

Remarks:

Submit ?

Duration: click to show the calendar and input the "program start date - program end date"

- Select the available "Financial Aid" you would like to apply from the pull down menu.

HKUST Business School - Undergraduate Programs

MENU Hi Logout

Application
Financial Aid System > Application

Program Type: Business-related Enrichment Program

Program: Business-related Enrichment Program 19/20 Whole Year

Program Title - please input the official program title in this box:

Duration: -

Financial Aid to be applied: Please select

Hong Kong Mobile No.:

Supporting Documents:
Please upload required documents in pdf format. (For "Others" documents, please make sure the file name is self-explanatory.)
Max. file size for each file: 5MB
Please upload the supporting documents (maximum 10 files on this page) for your application, then click the "Submit" button. You will be re-directed to the "additional supporting" page after the submission. If you have more than 10 files to submit for your application, you may continue uploading the supporting documents after the submission.

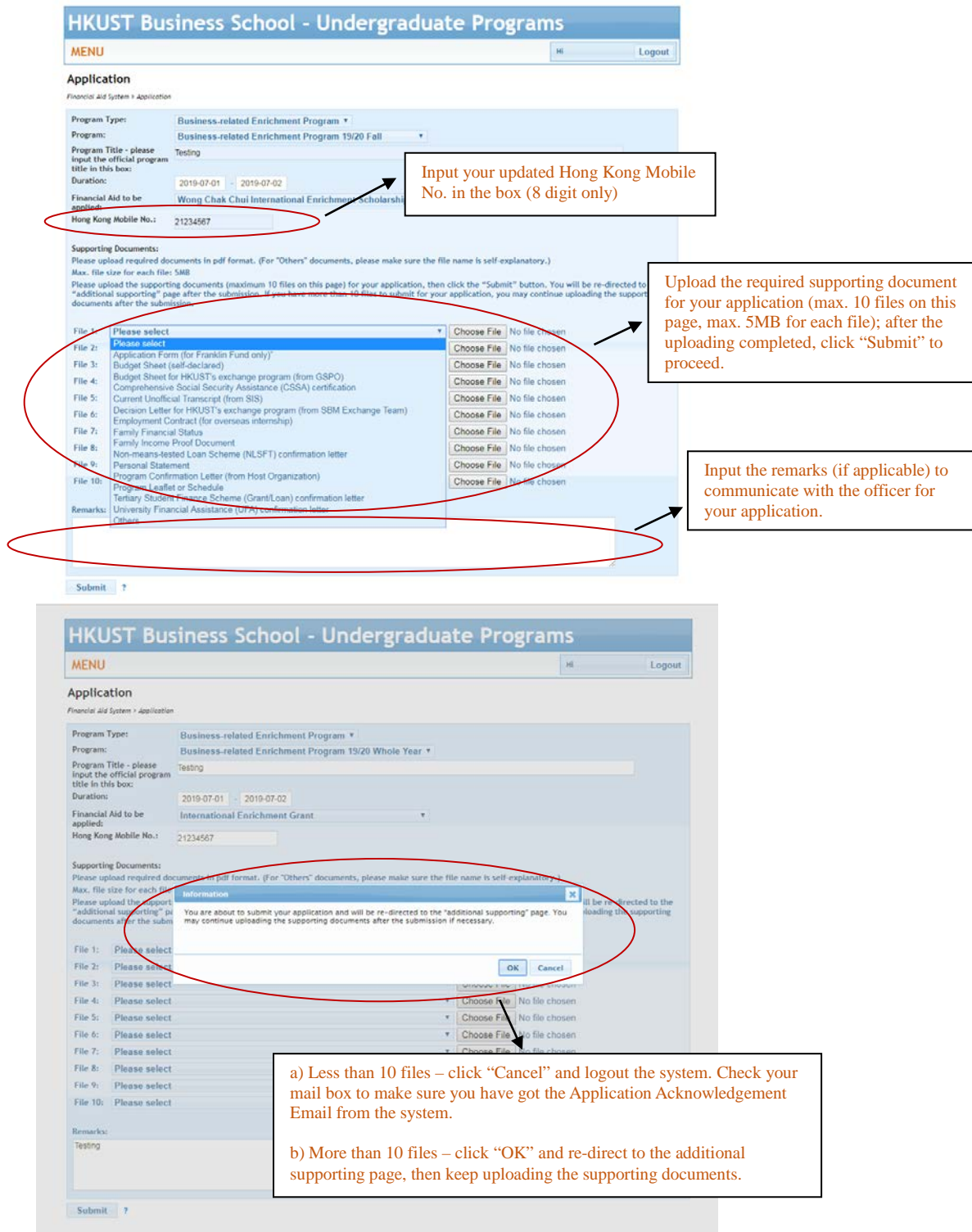
File 1:	Please select	Choose File	No file chosen
File 2:	Please select	Choose File	No file chosen
File 3:	Please select	Choose File	No file chosen
File 4:	Please select	Choose File	No file chosen
File 5:	Please select	Choose File	No file chosen
File 6:	Please select	Choose File	No file chosen
File 7:	Please select	Choose File	No file chosen
File 8:	Please select	Choose File	No file chosen
File 9:	Please select	Choose File	No file chosen
File 10:	Please select	Choose File	No file chosen

Remarks:

Submit ?

Only one of the Financial Aids can be applied for the same selected overseas enrichment program.

5. Please fill in your updated Hong Kong Mobile No and Remarks (if applicable). in the box and upload the required supporting documents on the application page.
 - a. If you have completed all the documents uploading on the application page (i.e. less than 10 files for uploading), click “Submit” and a dialog box will pop up. Then click “Cancel” and logout the system is fine. You will receive an Application Acknowledgement Email from the system immediately (if you have not received the Application Acknowledgement Email, please contact the bmfunds@ust.hk for further assistance).
 - b. If you have more than 10 files for uploading, click “Submit” and a dialog box will pop up. Then click “OK” to continue the documents uploading on the additional supporting page. After you have completed all the documents uploading on the additional supporting page, click “Submit” and a dialog box will pop up to confirm your application submission is completed. Click “OK” and logout the system is fine.



HKUST Business School - Undergraduate Programs

MENU Hi Logout

Application
Financial Aid System > Application

Program Type: Business-related Enrichment Program
 Program: Business-related Enrichment Program 19/20 Fall
 Program Title - please input the official program title in this box: Testing
 Duration: 2019-07-01 - 2019-07-02
 Financial Aid to be applied: Wong Chak Chui International Enrichment Scholarship
 Hong Kong Mobile No.: 21234567

Supporting Documents:
 Please upload required documents in pdf format. (For "Others" documents, please make sure the file name is self-explanatory.)
 Max. file size for each file: 5MB
 Please upload the supporting documents (maximum 10 files on this page) for your application, then click the "Submit" button. You will be re-directed to "additional supporting" page after the submission. If you have more than 10 files to submit for your application, you may continue uploading the support documents after the submission.

File 1: Please select
 File 2: Please select
 File 3: Application Form (for Franklin Fund only)
 File 4: Budget Sheet (self-declared)
 File 5: Budget Sheet for HKUST's exchange program (from GSPO)
 File 6: Comprehensive Social Security Assistance (CSSA) certification
 File 7: Current Unofficial Transcript (from SIS)
 File 8: Decision Letter for HKUST's exchange program (from SBM Exchange Team)
 File 9: Employment Contract (for overseas internship)
 File 10: Family Financial Status
 File 11: Family Income Proof Document
 File 12: Non-means-tested Loan Scheme (NLSFT) confirmation letter
 File 13: Personal Statement
 File 14: Program Confirmation Letter (from Host Organization)
 File 15: Program Leaflet or Schedule
 File 16: Tertiary Student Finance Scheme (Grant/Loan) confirmation letter
 File 17: University Financial Assistance (UFA) confirmation letter
 Remarks: Others

Submit ?

Input your updated Hong Kong Mobile No. in the box (8 digit only)

Upload the required supporting document for your application (max. 10 files on this page, max. 5MB for each file); after the uploading completed, click "Submit" to proceed.

Input the remarks (if applicable) to communicate with the officer for your application.

HKUST Business School - Undergraduate Programs

MENU Hi Logout

Application
Financial Aid System > Application

Program Type: Business-related Enrichment Program
 Program: Business-related Enrichment Program 19/20 Whole Year
 Program Title - please input the official program title in this box: Testing
 Duration: 2019-07-01 - 2019-07-02
 Financial Aid to be applied: International Enrichment Grant
 Hong Kong Mobile No.: 21234567

Supporting Documents:
 Please upload required documents in pdf format. (For "Others" documents, please make sure the file name is self-explanatory.)
 Max. file size for each file: 5MB
 Please upload the supporting documents (maximum 10 files on this page) for your application, then click the "Submit" button. You will be re-directed to "additional supporting" page after the submission. If you have more than 10 files to submit for your application, you may continue uploading the support documents after the submission.

File 1: Please select
 File 2: Please select
 File 3: Please select
 File 4: Please select
 File 5: Please select
 File 6: Please select
 File 7: Please select
 File 8: Please select
 File 9: Please select
 File 10: Please select

Remarks: Testing

Submit ?

a) Less than 10 files – click “Cancel” and logout the system. Check your mail box to make sure you have got the Application Acknowledgement Email from the system.

b) More than 10 files – click “OK” and re-direct to the additional supporting page, then keep uploading the supporting documents.

HKUST Business School - Undergraduate Programs

MENU

Hi

Logout

Additional Supportings

Financial Aid System > Additional Supportings

Application Ref: 2019-
Program: [Business-related Enrichment Program] Business-related Enrichment Program 19/20 Whole Year
Program Title: Testing
Duration: 01 Jul 2019 - 02 Jul 2019
Financial Aid applied: International Enrichment Grant (IEG)
Current Status: Pending for Approval

Uploaded Documents:

Additional Supporting Documents:

Please upload required documents in pdf format. (For "Others" documents, please make sure the file name is self-explanatory.)
Max. file size for each file: 5MB

File 1:	Please select	Choose File	No file chosen
File 2:	Please select	Choose File	No file chosen
File 3:	Please select	Choose File	No file chosen
File 4:	Please select	Choose File	No file chosen
File 5:	Please select	Choose File	No file chosen
File 6:	Please select	Choose File	No file chosen
File 7:	Please select	Choose File	No file chosen
File 8:	Please select	Choose File	No file chosen
File 9:	Please select	Choose File	No file chosen
File 10:	Please select	Choose File	No file chosen

Submit

Continue the documents uploading on the additional supporting page. Then click "Submit" to proceed.

HKUST Business School - Undergraduate Programs

MENU

Hi

Logout

Application

Financial Aid System > Application

Program Type: Business-related Enrichment Program
Program: Business-related Enrichment Program 19/20 Whole Year
Program Title - please input the official program title in this box: Testing
Duration: 2019-07-01 - 2019-07-02
Financial Aid to be applied: International Enrichment Grant
Hong Kong Mobile No.: 21234567

Supporting Documents:

Please upload required documents in pdf format. (For "Others" documents, please make sure the file name is self-explanatory.)

Max. file size for each file:

Please upload the supporting documents after the submission.

Information

Application submitted successfully.
If you have not receive the Application Acknowledgement email from the system. Please contact bmfunds@ust.hk for assistance.

OK

File 1:	Please select	Choose File	No file chosen
File 2:	Please select	Choose File	No file chosen
File 3:	Please select	Choose File	No file chosen
File 4:	Please select	Choose File	No file chosen
File 5:	Please select	Choose File	No file chosen
File 6:	Please select	Choose File	No file chosen
File 7:	Please select	Choose File	No file chosen
File 8:	Please select	Choose File	No file chosen
File 9:	Please select	Choose File	No file chosen
File 10:	Please select	Choose File	No file chosen

Remarks:

Testing

Submit ?

Click "OK" and logout the system. Please check your mail box to make sure you have got the Application Acknowledgement Email from the system.

Appendix B – Program Type and Program

Program Type	Program	WCC	IEG	FF	Example (subject to the decision of the committee)
Business-related Enrichment Program	Business-related Enrichment Program XX/XX Fall	✓	✓	✓	e.g.: HKUST Summer Study Abroad Program
Business-related Enrichment Program	Business-related Enrichment Program XX/XX Winter Break	✓	✓	✓	
Business-related Enrichment Program	Business-related Enrichment Program XX/XX Spring	✓	✓	✓	
Business-related Enrichment Program	Business-related Enrichment Program XX/XX Summer Break	✓	✓	✓	
Business-related Enrichment Program	Business-related Enrichment Program XX/XX Whole Year	✓	✓	✓	
Business-related Enrichment Program	Franklin Fund Program (XX/XX) Summer Break	x	x	✓	
Community Project	Community Project XX/XX Fall	✓	✓	✓	e.g.: HKUST “SIGHT” Overseas Program
Community Project	Community Project XX/XX Winter Break	✓	✓	✓	
Community Project	Community Project XX/XX Spring	✓	✓	✓	
Community Project	Community Project XX/XX Summer Break	✓	✓	✓	
Community Project	Community Project XX/XX Whole Year	✓	✓	✓	
Competition	Competition XX/XX Fall	✓	✓	✓	e.g.: Overseas case competitions
Competition	Competition XX/XX Winter Break	✓	✓	✓	
Competition	Competition XX/XX Spring	✓	✓	✓	
Competition	Competition XX/XX Summer Break	✓	✓	✓	
Conference	Conference XX/XX Fall	✓	✓	✓	e.g.: Youth Business International Annual Conference
Conference	Conference XX/XX Winter Break	✓	✓	✓	
Conference	Conference XX/XX Spring	✓	✓	✓	
Conference	Conference XX/XX Summer Break	✓	✓	✓	
Exchange-out	Regular Semester Exchange-out Program XX/XX Fall	✓	✓	✓	e.g.: Fall/Spring HKUST SBM Undergraduate Outbound Exchange Program
Exchange-out	Regular Semester Exchange-out Program XX/XX Spring	✓	✓	✓	
Internship	Internship XX/XX Fall	✓	✓	✓	e.g.: Disney Internship Program (USA)
Internship	Internship XX/XX Winter Break	✓	✓	✓	
Internship	Internship XX/XX Spring	✓	✓	✓	
Internship	Internship XX/XX Summer Break	✓	✓	✓	
Internship	Internship XX/XX Whole Year	✓	✓	✓	

Remarks:
XX/XX = Academic Year (for example: 19/20)

Appendix C – Supporting Documents

Required Supporting Documents	WCC	IEG	FF	Remarks
Application Form (for Franklin Fund only)	×	×	✓	Must have item, for Franklin Fund only
Budget Sheet (self-declared)	✓	✓	×	If applicable, for all kinds of programs except overseas exchange programs
Budget Sheet for HKUST's exchange program (from GSPO)	✓	✓	✓	If applicable, for overseas exchange programs only
Comprehensive Social Security Assistance (CSSA) certification	✓	✓	✓	If applicable, for all kinds of programs
Current Unofficial Transcript (from SIS)	✓	✓	✓	Must have item, for all kinds of programs
Decision Letter for HKUST's exchange program (from SBM Exchange Team)	✓	✓	✓	If applicable, for overseas exchange programs only
Employment Contract (for overseas internship)	✓	✓	×	If applicable, for overseas internship programs only
Family Financial Status	✓	✓	×	Must have item, for Wong Chak Chui International Enrichment Scholarship and International Enrichment Grant only
Family Income Proof Document	✓	✓	×	If applicable, for all kinds of programs
Non-means-tested Loan Scheme (NLSFT) confirmation letter	✓	✓	✓	If applicable, for all kinds of programs
Personal Statement	✓	✓	×	Must have item, for Wong Chak Chui International Enrichment Scholarship and International Enrichment Grant only
Program Conformation Letter (from Host Organization)	✓	✓	✓	If applicable, for all kinds of programs
Program Leaflet or Schedule	✓	✓	✓	If applicable, for all kinds of programs
Tertiary Student Finance Scheme (Grant/Loan) confirmation letter	✓	✓	✓	If applicable, for all kinds of programs
University Financial Assistance (UFA) confirmation letter	✓	✓	✓	If applicable, for all kinds of programs
Others (please specify with the file name)	✓	✓	✓	If applicable, for all kinds of programs

Remarks (with hyperlinks):

[WCC – Wong Chak Chui International Enrichment Scholarship](#)

[IEG – International Enrichment Grant](#)

[FF – Franklin Fund](#)

Appendix D – Program Duration and Application Period (2019/20)

Program Type	Program	Program Duration Start (YYYY/MM/DD)	Program Duration End (YYYY/MM/DD)	Application Period Start (YYYY/MM/DD)	Application Period End (YYYY/MM/DD)
Business-related Enrichment Program	Business-related Enrichment Program 19/20 Fall	2019/09/01	2019/12/31	2019/08/01	2019/11/30
Business-related Enrichment Program	Business-related Enrichment Program 19/20 Winter Break	2020/01/01	2020/01/31	2019/12/01	2019/12/31
Business-related Enrichment Program	Business-related Enrichment Program 19/20 Spring	2020/02/01	2020/05/31	2020/01/01	2020/04/30
Business-related Enrichment Program	Business-related Enrichment Program 19/20 Summer Break	2020/06/01	2020/08/31	2020/05/01	2020/07/31
Business-related Enrichment Program	Business-related Enrichment Program 19/20 Whole Year	2019/09/01	2020/08/31	2019/07/01	2019/08/01
Business-related Enrichment Program	Franklin Fund Program 19/20 Summer Break	2020/06/01	2020/08/31	2020/03/01	2020/04/15
Community Project	Community Project 19/20 Fall	2019/09/01	2019/12/31	2019/08/01	2019/11/30
Community Project	Community Project 19/20 Winter Break	2020/01/01	2020/01/31	2019/12/01	2019/12/31
Community Project	Community Project 19/20 Spring	2020/02/01	2020/05/31	2020/01/01	2020/04/30
Community Project	Community Project 19/20 Summer Break	2020/06/01	2020/08/31	2020/05/01	2020/07/31
Community Project	Community Project 19/20 Whole Year	2019/09/01	2020/08/31	2019/07/01	2019/08/01
Competition	Competition 19/20 Fall	2019/09/01	2019/12/31	2019/08/01	2019/11/30
Competition	Competition 19/20 Winter Break	2020/01/01	2020/01/31	2019/12/01	2019/12/31
Competition	Competition 19/20 Spring	2020/02/01	2020/05/31	2020/01/01	2020/04/30
Competition	Competition 19/20 Summer Break	2020/06/01	2020/08/31	2020/05/01	2020/07/31
Conference	Conference 19/20 Fall	2019/09/01	2019/12/31	2019/08/01	2019/11/30
Conference	Conference 19/20 Winter Break	2020/01/01	2020/01/31	2019/12/01	2019/12/31
Conference	Conference 19/20 Spring	2020/02/01	2020/05/31	2020/01/01	2020/04/30
Conference	Conference 19/20 Summer Break	2020/06/01	2020/08/31	2020/05/01	2020/07/31
Exchange-out	Regular Semester Exchange-out Program 19/20 Fall	2019/08/15	2020/02/15	2019/03/01	2019/04/01
Exchange-out	Regular Semester Exchange-out Program 19/20 Spring	2020/01/15	2020/06/15	2019/10/01	2019/11/01
Internship	Internship Program 19/20 Fall	2019/09/01	2019/12/31	2019/08/01	2019/11/30
Internship	Internship Program 19/20 Winter Break	2020/01/01	2020/01/31	2019/12/01	2019/12/31
Internship	Internship Program 19/20 Spring	2020/02/01	2020/05/31	2020/01/01	2020/04/30
Internship	Internship Program 19/20 Summer Break	2020/06/01	2020/08/31	2020/05/01	2020/07/31
Internship	Internship Program 19/20 Whole Year	2019/09/01	2020/08/31	2019/07/01	2019/08/01

Appendix D – Program Duration and Application Period (2020/21)

Program Type	Program	Program Duration Start (YYYY/MM/DD)	Program Duration End (YYYY/MM/DD)	Application Period Start (YYYY/MM/DD)	Application Period End (YYYY/MM/DD)
Business-related Enrichment Program	Business-related Enrichment Program 20/21 Fall	2020/09/01	2020/12/31	2020/08/01	2020/11/30
Business-related Enrichment Program	Business-related Enrichment Program 20/21 Winter Break	2021/01/01	2021/01/31	2020/12/01	2020/12/31
Business-related Enrichment Program	Business-related Enrichment Program 20/21 Spring	2021/02/01	2021/05/31	2021/01/01	2021/04/30
Business-related Enrichment Program	Business-related Enrichment Program 20/21 Summer Break	2021/06/01	2021/08/31	2021/05/01	2021/07/31
Business-related Enrichment Program	Business-related Enrichment Program 20/21 Whole Year	2020/09/01	2021/08/31	2020/07/01	2020/08/01
Business-related Enrichment Program	Franklin Fund Program 20/21 Summer Break	2021/06/01	2021/08/31	2021/03/01	2021/04/15
Community Project	Community Project 20/21 Fall	2020/09/01	2020/12/31	2020/08/01	2020/11/30
Community Project	Community Project 20/21 Winter Break	2021/01/01	2021/01/31	2020/12/01	2020/12/31
Community Project	Community Project 20/21 Spring	2021/02/01	2021/05/31	2021/01/01	2021/04/30
Community Project	Community Project 20/21 Summer Break	2021/06/01	2021/08/31	2021/05/01	2021/07/31
Community Project	Community Project 20/21 Whole Year	2020/09/01	2021/08/31	2020/07/01	2020/08/01
Competition	Competition 20/21 Fall	2020/09/01	2020/12/31	2020/08/01	2020/11/30
Competition	Competition 20/21 Winter Break	2021/01/01	2021/01/31	2020/12/01	2020/12/31
Competition	Competition 20/21 Spring	2021/02/01	2021/05/31	2021/01/01	2021/04/30
Competition	Competition 20/21 Summer Break	2021/06/01	2021/08/31	2021/05/01	2021/07/31
Conference	Conference 20/21 Fall	2020/09/01	2020/12/31	2020/08/01	2020/11/30
Conference	Conference 20/21 Winter Break	2021/01/01	2021/01/31	2020/12/01	2020/12/31
Conference	Conference 20/21 Spring	2021/02/01	2021/05/31	2021/01/01	2021/04/30
Conference	Conference 20/21 Summer Break	2021/06/01	2021/08/31	2021/05/01	2021/07/31
Exchange-out	Regular Semester Exchange-out Program 20/21 Fall	2020/08/15	2021/02/15	2020/03/01	2020/04/01
Exchange-out	Regular Semester Exchange-out Program 20/21 Spring	2020/01/15	2020/06/15	2019/10/01	2019/11/01
Internship	Internship Program 20/21 Fall	2019/09/01	2019/12/31	2019/08/01	2019/11/30
Internship	Internship Program 20/21 Winter Break	2020/01/01	2020/01/31	2019/12/01	2019/12/31
Internship	Internship Program 20/21 Spring	2020/02/01	2020/05/31	2020/01/01	2020/04/30
Internship	Internship Program 20/21 Summer Break	2020/06/01	2020/08/31	2020/05/01	2020/07/31
Internship	Internship Program 20/21 Whole Year	2019/09/01	2020/08/31	2019/07/01	2019/08/01

Appendix D – Program Duration and Application Period (2021/22)

Program Type	Program	Program Duration Start (YYYY/MM/DD)	Program Duration End (YYYY/MM/DD)	Application Period Start (YYYY/MM/DD)	Application Period End (YYYY/MM/DD)
Business-related Enrichment Program	Business-related Enrichment Program 21/22 Fall	2021/09/01	2021/12/31	2021/08/01	2021/11/30
Business-related Enrichment Program	Business-related Enrichment Program 21/22 Winter Break	2022/01/01	2022/01/31	2021/12/01	2021/12/31
Business-related Enrichment Program	Business-related Enrichment Program 21/22 Spring	2022/02/01	2022/05/31	2022/01/01	2022/04/30
Business-related Enrichment Program	Business-related Enrichment Program 21/22 Summer Break	2022/06/01	2022/08/31	2022/05/01	2022/07/31
Business-related Enrichment Program	Business-related Enrichment Program 21/22 Whole Year	2021/09/01	2022/08/31	2021/07/01	2021/08/01
Business-related Enrichment Program	Franklin Fund Program 21/22 Summer Break	2022/06/01	2022/08/31	2022/03/01	2022/04/15
Community Project	Community Project 21/22 Fall	2021/09/01	2021/12/31	2021/08/01	2021/11/30
Community Project	Community Project 21/22 Winter Break	2022/01/01	2022/01/31	2021/12/01	2021/12/31
Community Project	Community Project 21/22 Spring	2022/02/01	2022/05/31	2022/01/01	2022/04/30
Community Project	Community Project 21/22 Summer Break	2022/06/01	2022/08/31	2022/05/01	2022/07/31
Community Project	Community Project 21/22 Whole Year	2021/09/01	2022/08/31	2021/07/01	2021/08/01
Competition	Competition 21/22 Fall	2021/09/01	2021/12/31	2021/08/01	2021/11/30
Competition	Competition 21/22 Winter Break	2022/01/01	2022/01/31	2021/12/01	2021/12/31
Competition	Competition 21/22 Spring	2022/02/01	2022/05/31	2022/01/01	2022/04/30
Competition	Competition 21/22 Summer Break	2022/06/01	2022/08/31	2022/05/01	2022/07/31
Conference	Conference 21/22 Fall	2021/09/01	2021/12/31	2021/08/01	2021/11/30
Conference	Conference 21/22 Winter Break	2022/01/01	2022/01/31	2021/12/01	2021/12/31
Conference	Conference 21/22 Spring	2022/02/01	2022/05/31	2022/01/01	2022/04/30
Conference	Conference 21/22 Summer Break	2022/06/01	2022/08/31	2022/05/01	2022/07/31
Exchange-out	Regular Semester Exchange-out Program 21/22 Fall	2021/08/15	2022/02/15	2021/03/01	2021/04/01
Exchange-out	Regular Semester Exchange-out Program 21/22 Spring	2020/01/15	2020/06/15	2019/10/01	2019/11/01
Internship	Internship Program 21/22 Fall	2019/09/01	2019/12/31	2019/08/01	2019/11/30
Internship	Internship Program 21/22 Winter Break	2020/01/01	2020/01/31	2019/12/01	2019/12/31
Internship	Internship Program 21/22 Spring	2020/02/01	2020/05/31	2020/01/01	2020/04/30
Internship	Internship Program 21/22 Summer Break	2020/06/01	2020/08/31	2020/05/01	2020/07/31
Internship	Internship Program 21/22 Whole Year	2019/09/01	2020/08/31	2019/07/01	2019/08/01