

Application for PolyU Service-Learning Offshore Project for Secondary School Students Financial Assistance Scheme 2024/25

Notes to Applicants

Source of Funds and Objectives

Funded by donations from Chow Tai Fook Charity Foundation and Keswick Foundation, the PolyU Service-Learning Offshore Project for Secondary School Students Financial Assistance Scheme aims at helping secondary school students to join service-learning (SL) offshore project organised by the Hong Kong Polytechnic University.

Eligibility

- Student(s) from secondary schools which have joined the Capacity Building Scheme for Secondary School Teachers as Key schools or Associated schools, joining service-learning offshore project organised by the Hong Kong Polytechnic University.
- Priority will be given to:
 - Teachers or staff members from key schools
 - First-time applicants

Use of Funding and Level of Assistance

- Subsidising 50% of the **travelling expenses** of PolyU organised offshore SL project, with a maximum of HK\$10,000.
- For students with demonstrated financial difficulties, subsidising up to 80% of the **travelling expenses**, with a maximum of HK\$16,000.
- The level of assistance depends on the stipulation of available fund.

Notification of Results and Payment Arrangement

- The financial assistance will be either directly deducted from the participation cost of the SL offshore project concerned.
- Successful applicants are required to submit a report on their learning experiences after the trip. The report can be in the format of written text, video, presentation or sharing. Successful applicants may also be invited to attend media interview, if any.

Application period

7 April to 2 June 2025

Selection Process and Criteria

A selection panel will be set up to review the applications and recommend funding decisions, based on the following criteria:

- a) Potential benefits to the students and the participating secondary schools
- b) Impact on student learning

Submission of Application

All application must be submitted a month before the activity/project commencement.

Announcement of Result

Result will be announced within 2 weeks after submission deadline.

Enquiries

For enquiries, please contact Ms. Alison Ip at 3400 2993 or email to alison.ip@polyu.edu.hk

Ref. No.

(For office use only)

Application for PolyU Service-Learning Offshore Project Secondary School Students Financial Assistance Scheme 2024/25

A. General Information

1. School

School Name _____
Contact Person _____
Post _____
Tel. _____ E-mail _____

2. Participating Programme

Programme Name _____
Date _____
Location _____
Participation Cost **HK\$** _____

PolyU Contact Person _____
Tel. _____ E-mail _____

B. Participating Students

	Student Name	First 4 digit of HKID	Year of Study	Financial Needy students? * Please ✓ if yes	Amount (HK\$)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

*Including students receiving the Comprehensive Social Security Assistance (CSSA) disbursed by Social Welfare Department (SWD), Full Grant or Half Grant of the School Textbook Assistance Scheme (STAS) disbursed by the Student Finance Office (SFO) under the Working Family and Student Financial Assistance Agency (WFSFAA), as well as students from families with limited economic means identified by schools.