



## Application for Shaw College Financial Assistance 2023/24

### Notes to Applicants

#### Objective

1. The College Financial Assistance Scheme is a scheme supplementary to the Government's Tertiary Student Finance Scheme — Publicly-funded Programmes (TSFS) and the University Financial Aid Scheme. It aims at helping students with special financial needs or those whose needs cannot, for a variety of reasons, be adequately met by the Government and the University Schemes.

#### Eligibility

2. All full-time **local students** with financial needs are eligible to apply for the College Financial Assistance Scheme. Students, however, are reminded that the Government's and the University's Schemes are the main sources of financial support which should be given priority.

#### Types and Amount of Assistance

3. Assistance may be in form of bursaries and /or interest-free loans. The amount of assistance awarded to each successful applicant is determined by the extent to which the applicant's necessary study and living expenses can be covered by government assistance and his/her family/personal resources, and the funds available for disbursement.
4. In 2023/24, the maximum amount of each bursary could be up to HK\$25,000.

#### Application Procedures and Release of Results

5. Applicants should complete and submit the online form:  
<https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=13672135>
6. Applicants should prepare the following documents before making an application. **To complete the application procedure, please submit online form, print out the form in PDF format received via CUHK email address, together with the following supporting documents, submit to Information Counter in LG1, Wen Lan Tang on or before the deadline:**
  - 6.1 copy of your government scheme application form (TSFS) 2023/24 (if applicable).
  - 6.2 copy of your Comprehensive Service Security Assistance Scheme (CSSA) proof document for the year 1 April 2022 to 31 March 2023 (if applicable).
  - 6.3 copies of income proof of your working family members listed in Part 5 A of this form for the year 1 April 2022 to 31 March 2023.
  - 6.4 Copies of bank statement/passbook of your family members listed in Part 5 A of this form for the year 1 April 2022 to 31 March 2023.
  - 6.5 Copies of annual payment for tuition fee (excluding applicant) for the year 1 April 2022 to 31 March 2023 (if applicable).

- 6.6 copies of annual payment for housing including rent, instalment and rates for the year 1 April 2022 to 31 March 2023 (if applicable).
- 6.7 copies of medical expenses for the year 1 April 2022 to 31 March 2023 (if applicable).
- 6.8 one page bilingual (in both English & Chinese) personal statement, on why the bursary is crucial for you and what you are going to participate in College/University life during your undergraduate studies. (Please write your name, student ID and major in the right-hand corner of the statement.)

**FAILURE TO SUBMIT ANY OF THE ABOVE DOCUMENTS BY THE APPLICATION DEADLINE WILL LEAD TO REJECTION OF YOUR APPLICATION.**

\* If applicants encountered any difficulties in providing the required documents due to special circumstances, he/she needs to seek approval from the College with valid justifications before the application deadline. Only under very exceptional circumstances will approval be granted. College reserves the right of making the final decision.

7. **Students who have applied Shaw College Financial Assistance 2022/23, still NEED to submit the application form and supporting documents.**
8. All applicants will be paper-vetted in the first instance. Applicants may be invited to attend a meeting for further assessment of need. Meetings will normally take place during October to November.
9. Application results will be released in December by email.
10. Payment of assistance will be made by March 2024.

**Handling of Information and Personal Data Supplied in Applications**

11. The personal data provided in this application and the copy of government assistance application 2023/24 and supplementary information required by Shaw College will be used for processing your application for college financial assistance.
12. The personal data provided in this application will only be disclosed to relevant parties including individual donors.
13. An applicant has the right to obtain access and make corrections to the personal data provided by him/her in the application. Such request should be addressed to the officer in charge of the Scheme.
14. Enquiries: Email: [fionaho@cuhk.edu.hk](mailto:fionaho@cuhk.edu.hk) or Tel.: 3943 8538.

**Deadline for online application is 3 October 2023 (Tuesday)**  
**Deadline for submitting supporting documents is 4:00pm, 6 October 2023 (Friday)**  
**LATE AND/OR INCOMPLETE APPLICATION WOULD NOT BE ACCEPTED**