

香港卓越獎學金計劃

Hong Kong Scholarship for Excellence Scheme

2017/18學年申請書

Application Form for the 2017/18 Academic Year

申請人須知

Notes for Applicants

目的

Objectives

1. 香港卓越獎學金計劃(下稱「獎學金計劃」)的目的是資助本地學生到香港境外的世界知名大學進修，從而培養具備環球視野、國際網絡，以及一流教育水平的優秀人才，最終提升香港於全球化知識型經濟環境下作為亞洲國際都會的競爭力。同時，獎學金計劃旨在資助學業成績優異的清貧學生入讀香港境外的頂級大學。

The Hong Kong Scholarship for Excellence Scheme (hereafter “HKSES”) aims to support local students to pursue studies in world renowned universities outside Hong Kong, with a view to grooming a top cadre of talents with global vision, international network and world-class education, thereby contributing to enhancing Hong Kong’s competitiveness as Asia’s World City in a globalised knowledge economy. The scheme also seeks to support those students who have excellent academic achievement but lack the financial means to study in top-notch universities outside Hong Kong.

資格

Eligibility

2. 申請人須符合以下兩項準則才符合資格申請獎學金計劃的資助 –

(a) 擁有本港居留權或本港入境權或持單程證進入香港；以及

(b) 在境外課程開展前連續在港住滿三整年。

換言之，以學生或受養人簽證來港的學生，並不符合資格申請獎學金計劃的資助。此外，在境外課程開展前三年期間在香港以外地區接受全日制教育或全職工作的人士，將不被視為符合(b)項所述的居住條件。

To be eligible for the HKSES, applicants are required to meet the following two criteria –

(a) have right of abode or right to land, or have entered Hong Kong on One-way Permits; and

(b) have resided in Hong Kong continuously for three complete years immediately prior to the commencement of the academic programme outside Hong Kong.

In other words, students entering Hong Kong on student or dependant visas will not be eligible for the HKSES. Besides, if an applicant is engaged in full-time education or employment outside Hong Kong anytime during the three-year period immediately prior to the commencement of the academic programme outside Hong Kong, he/she will not be considered as having met the residency requirement set out in (b) above.

3. 在學士學位課程方面，只有在港接受正規學校教育的學生才符合資格。這涵蓋所有在港接受高中教育的香港學生，包括在港修讀本地課程(例如香港中學文憑考試)和非本地課程(例如國際文憑)的學生。

For undergraduate programmes, only students receiving their formal school education in Hong Kong are eligible. This would cover all Hong Kong students who receive senior secondary education in Hong Kong, including those studying local (e.g. Hong Kong Diploma of Secondary Education) and non-local (e.g. International Baccalaureate) curricula in Hong Kong.

4. 在研究院課程(包括碩士及博士學位或同等資歷)方面，學生只要符合上文第 2 段所列的準則，不論其學士學位學歷是在本港或境外取得，均符合資格。

For postgraduate programmes which may cover those of master and doctoral degrees or equivalent levels, students who have obtained their undergraduate qualifications either in or outside Hong Kong are eligible, provided that they meet the criteria in paragraph 2 above.

5. 本申請書只適用於2017/18學年(即2017年8月至2018年7月期間)開課的課程。倘若申請人現時正在修讀本申請書第II部分填寫的課程，有關申請將不獲受理。

This application form is only applicable to those programmes commencing in the 2017/18 academic year (i.e. during the period of August 2017 to July 2018). If an applicant is already pursuing any of the programmes filled out in Part II of the application form, his/her application will not be considered under the HKSES.

已報讀大學／院校及課程

Universities/Institutions and Programmes Applied

6. 有關申請書第II部分(已報讀及打算以獎學金計劃下的獎學金支持入讀的大學/院校及課程的詳細資料), 申請人最多只能填寫十個大學/院校及課程的選擇(每個選擇由一所大學/院校及該大學/院校所提供的一項課程組合而成)。申請人須提交文件證明已報讀所選的大學和課程, 以支持其獎學金申請。

For Part II of the application form (Details of Universities/Institutions and Programmes Applied and to be Studied with the Scholarship under the HKSES), applicants should fill out up to ten choices of the universities/institutions and programmes (each choice comprising a combination of one university/institution and one programme offered by that university/institution). Applicants have to provide documentary proofs showing that they have already applied for the chosen universities/institutions and programmes in support of their applications for scholarship.

7. 申請人可在面試前更改於申請書第II部分大學/院校及課程填寫的選擇一次。如欲作有關更改, 申請人須填寫「更改大學/院校及課程選擇的申請書」, 並提交相關文件以證明申請人已報讀計劃更改的大學/院校及課程。惟申請人須注意, 更改一經接納, 其申請將會根據最新選擇的大學/院校及課程重新進行評估。因此, 申請人的資格及遴選結果可能會受到影響, 有關申請的處理時間亦有可能會延長。申請人不能在面試後更改大學/院校及課程選擇。倘若申請人最終決定入讀一所並沒有於申請書第II部分內填寫的大學/院校及課程, 有關申請將不獲受理。

Applicants are allowed to make change(s) to the choices filled out in Part II of the application form once before the interview. Such change(s) should be made by completing the “Application Form for Changing a Choice of University/Institution and Programme”, with documentary proofs showing that they have already applied for the chosen universities/institutions and programme intended to submit for change. However, applicants should take note that such change will subject to reassessment of the application based on the latest choice of universities/institutions and programmes, therefore it may affect applicant’s eligibility, shortlisting result and possibly delay the process of the application. Further change to choice of the universities/institutions and programmes after the interview is not permitted. If an applicant eventually decides to enroll and study in a university/institution and programme other than those filled out in Part II of the application form, his/her application will not be considered under the HKSES.

甄選準則和過程

Selection Criteria and Process

8. 獎學金計劃將擇優而取, 並以選拔最優秀的學生入讀世界知名大學或課程為目標。甄選工作不單取決於申請人的學業成績, 也着重其他個人才能, 例如領導才能和潛質、對社會的貢獻和承擔等。除此以外, 申請人亦須闡明其升學計劃如何令個人以至整體社會得益。

The HKSES is merit-based, targeting the best and most outstanding Hong Kong students who are admitted to and going to study in world renowned universities or programmes. Selection will be based not only on the academic achievements but also other attributes such as leadership qualities and potential, contribution and commitment to the society, etc. Applicants will need to demonstrate inter alia how his/her study would benefit himself/herself and eventually the community as a whole.

9. 政府已設立督導委員會就獎學金計劃的政策、策略和行政事宜作出建議。督導委員會將就甄選過程的原則和準則作出建議, 以及甄選最終的獲獎人。甄選準則包括以下範疇 –

- (a) 學業成績和學業以外的成就;
- (b) 領導才能和潛質;
- (c) 對香港的貢獻和承擔, 特別是在修畢課程後回港工作及服務香港的計劃; 以及
- (d) 已報讀的大學/院校及課程是否屬於世界知名大學/院校及課程。

就(d)項而言, 督導委員會於考慮申請人已報讀的大學/院校及課程是否屬於世界知名大學/院校及課程時, 將會參考被廣泛認可的世界大學排名榜, 包括(但不限於)由 QS (<http://www.topuniversities.com/university-rankings/world-university-rankings/2016>)、上海交通大學 (<http://www.shanghai-ranking.cn/ARWU2016.html>)、泰晤士高等教育 (<https://www.timeshighereducation.com/world-university-rankings/2016/world-ranking>) 和美國新聞與世界報導 (<http://www.usnews.com/education/best-global-universities/rankings>) 公布的全球大學排名榜臚列的前100間大學/院校, 以及由美國新聞與世界報導公布的全國文科大學排行榜 (<http://colleges.usnews.rankingsandreviews.com/best-colleges/rankings/national-liberal-arts-colleges>) 臚列的前30所大學。此外, 督導委員會亦會根據申請人就其已報讀的大學/院校及課程屬於世界知名大學/院校及課程所提供的理據作出考慮。

A Steering Committee has been set up to advise on the policy, strategy and administration of the HKSES. It will, among other things, advise on the principles and criteria for the selection process, as well as select the final awardees. The selection criteria will comprise the following aspects –

- (a) academic and non-academic achievements;
- (b) leadership qualities and potential;
- (c) contribution and commitment to Hong Kong, particularly the plan to return to work and contribute to Hong Kong after completion of studies; and
- (d) whether the universities/institutions and programmes applied are deemed as world renowned universities/institutions and programmes.

In accessing (d), the Steering Committee will draw reference from the top 100 universities/institutions in widely recognised world university ranking tables, including but not limited to those published by QS (<http://www.topuniversities.com/university-rankings/world-university-rankings/2016>), Shanghai Jiao Tong University (<http://www.shanghai-ranking.cn/ARWU2016.html>), Times Higher Education (<https://www.timeshighereducation.com/world-university-rankings/2016/world-ranking>) and US News and World Report (<http://www.usnews.com/education/best-global-universities/rankings>); and the top 30 colleges in the National Liberal Arts Colleges Rankings published by the US News and World Report (<http://colleges.usnews.rankingsandreviews.com/best-colleges/rankings/national-liberal-arts-colleges>). Besides, the Steering Committee will take into account the relevant justifications provided by the applicants in assessing whether the universities/institutions and programmes applied are deemed as world renowned universities/institutions and programmes.

10. 此外，督導委員會亦會考慮以下各項因素 –
- (a) 申請人應已獲世界知名大學錄取修讀學士學位或以上程度課程；
 - (b) 儘管修讀學科不設限制，但有助增強香港長遠競爭力的課程，特別是在香港未有開辦的課程，將獲優先考慮；以及
 - (c) 假設其他條件相若，在沒有資助的情況下將無法升讀境外知名大學的清貧學生，將獲優先考慮。
- In addition, the Steering Committee will take into account the following –
- (a) the applicants should receive confirmed offer(s) from world renowned university(ies) for programmes at undergraduate or above levels;
 - (b) while there is no limitation on the disciplines of study, priority will be given to programmes that are conducive to building up Hong Kong's long-term competitiveness, in particular those not available in Hong Kong; and
 - (c) other things being equal, priority will be given to students from needy families who will otherwise not have the opportunity to support their studies in prestigious universities outside Hong Kong.
11. 所有2017/18年度獎學金計劃申請書均會經過三階段甄選程序處理：初步篩選(2017年1月至2月)、甄選(2017年2月至3月)及面試(2017年4月起)。
- All applications received under the HKSES for the 2017/18 academic year would be handled through a three-stage selection process - preliminary screening (January to February 2017), shortlisting (February to March 2017) and interview April 2017 onwards).
12. 獲甄選的申請人會於2017年5月底前收到通知。如申請人並未接獲相關通知，則可視作經已落選。
- Shortlisted applicants will receive a notification by end May 2017. Those who do not receive the notification may assume that their applications are unsuccessful.
13. 經甄選的申請人，如已獲申請書內填寫及督導委員會認可為世界知名的大學／院校及課程正式確認取錄(不包括有條件取錄)，將獲邀參與2017年4月開始舉行的遴選面試。獲甄選的申請人於獲得有關大學／院校及課程正式確認取錄後，須盡快向獎學金計劃秘書處提交相關文件證明。
- Shortlisted applicants who have received confirmed offers (not including conditional offers) from the universities/ institutions and programmes filled out in the application form and endorsed as world renowned by the Steering Committee will be invited to attend interviews starting from April 2017. Shortlisted candidates who have received confirmed offers from those universities/institutions and programmes should as soon as possible submit the relevant documentary proof to the HKSES Secretariat.
14. 面試時間由獎學金計劃秘書處決定及安排。秘書處一般會在面試前一星期前通知申請人面試時間，申請人須依時出席。如申請人未能在被安排的時間出席面試達三次，除非另有特殊理由，否則將被取消資格。
- Interview time slots will be arranged by the HKSES Secretariat at its sole discretion. The Secretariat will normally inform applicants of the interview time slot one week prior to the interview and applicants should attend the interview according to the assigned time slot. If an applicant is unable to turn up for interview at the assigned time slots for three times, he/she will be disqualified unless otherwise exceptionally justified.
15. 我們預計每年會頒發獎學金予最多 100 名最傑出的香港學生到境外接受學位教育。雖然我們並無預先設定修讀學士學位課程和研究院課程的獲獎人的比例或名額，但獎學金計劃主要惠及的對象將會是修讀學士學位課程的學生。然而，督導委員會將獲賦權按每年申請人的表現作彈性處理。
- We plan to award up to 100 scholarships each year to support the most outstanding students to pursue degree education outside Hong Kong. Whilst there will be no pre-determined split of or quotas for awardees at undergraduate and postgraduate levels, the HKSES will primarily benefit students pursuing studies at undergraduate level. However, flexibility would be given to the Steering Committee based on the merits of applicants in each year.
16. 督導委員會就獲發獎學金學生人選的決定為最終決定，不設上訴機制。
- The decision of the Steering Committee on the awardees shall be final and there is no appeal mechanism for the outcomes.
17. 獎學金計劃的執行細節可於獎學金計劃的網站(連結：<http://www.edb.gov.hk/hkses>)下載。除了本「申請人須知」外，所有申請人須細閱載於該網站的執行細節。
- Operational details of the HKSES can be downloaded from the website of the HKSES (Link: <http://www.edb.gov.hk/hkses>). Apart from this “Notes for Applicants”, all applicants are required to read through the operational details set out in the said website.

獎學金及助學金

Scholarship and Bursary

18. 所有獲獎人無須通過入息資產審查均可獲發獎學金以支付學費，以每年250,000 港元為上限，兩者以數額較小者為準。
- All awardees will receive a non-means-tested scholarship to cover their tuition fees, subject to a ceiling of HK\$250,000 per annum, whichever is lower.
19. 此外，通過入息資產審查的獲獎人將獲發助學金，以每名學生每年200,000港元為上限。經入息資產審查助學金分為兩個部分，即每年最多50,000港元用以支付超出250,000港元的學費開支部分，以及每年最多150,000港元用以支付生活及其他學習上的開支。
- In addition, awardees passing a means-test will receive bursary, subject to a ceiling of HK\$200,000 per student per annum. The means-tested bursary consists of two components, i.e. up to HK\$50,000 per annum for covering tuition fee in excess of HK\$250,000; and up to HK\$150,000

per annum for covering living and other study-related expenses.

20. 督導委員會考慮不同升學地點的相對生活水平後，會就生活開支部分的助學金細節提供意見。此外，如獲獎人同時獲其他助學計劃資助同一境外升學計劃，則資助金額會被相應扣減。

The Steering Committee will advise on the details of the bursary for the living expense component taking into account the relative costs of living of different study destinations. Besides, the value of the award will be correspondingly reduced if an awardee also receives other awards to finance his/her same study outside Hong Kong.

21. 已獲發其他獎學金並得到全額學費及生活費資助的申請人仍有機會成為獎學金計劃的獲獎人（惟不涉及金錢利益），以顯示政府對其突出成就的表揚。這一類別獲獎人的評審準則，與一般獎學金計劃獲獎人的評審準則相同。

For those applicants who eventually receive scholarship from other sources covering the tuition fee and living cost in full, they may still be considered for awarding under the HKSES (without any monetary benefit) as a token of Government's recognition of their outstanding achievements. The same set of assessment criteria for other HKSES awardees will be applied to this kind of awardees.

22. 至於經入息資產審查發放的助學金，我們將採納在職家庭及學生資助辦事處轄下的學生資助處（下稱「學資處」）用於本地專上學生的計算方式，按入息資產審查結果分為五個資助級別。助學金的金額會分為五個級別，即按申請人「調整後家庭收入」所屬的不同組別，把資助額分為100%、75%、50%、25%及15%。由此而計算出來的資助額，會根據申請人每名家庭成員所擁有的資產淨值作進一步調減（即100%（不獲資助）、80%、60%、40%、20%及0%（並無調減資助額））。鑑於獲獎學生將到境外升學，在該學生整個修業期間，我們只會進行一次入息資產審查，而非按年審查，除非受助人的家庭環境有重大轉變，需要再進行審查。

For the means-tested bursary, the same means test formula of the Student Finance Office (SFO) of the Working Family and Student Financial Assistance Agency will be adopted as applicable to local tertiary students with five tiers of financial assistance based on the result of the means test. There will be five levels of bursary, i.e. 100%, 75%, 50%, 25% and 15% for different Adjusted Family Income groups. The resulting amount will then be further reduced by the percentage (i.e. 100% (no assistance), 80%, 60%, 40%, 20% and 0% (no reduction of assistance)) set out against the net asset value per family member of the applicant. In view of the fact that awardees will be away from Hong Kong during their studies, the means test will be conducted only once throughout the study rather than on an annual basis, unless the awardees encounter significant changes in their family circumstances which warrant reassessment.

保障

Safeguards

23. 獎學金一經批核，學士學位課程的獲獎人在相關課程的正常修業期內可獲發獎學金，而所有研究院課程（包括碩士及博士學位或同等資歷）的獲獎人最多資助兩年。獎學金須按年續領，獲獎人須於獎學金資助的年期內每年提交報告，包括可信納的文件證明顯示其學業進度良好及已履行獎學金合約內的條款。

Once awarded, a scholarship will be tenable for the normal duration of the concerned programme in respect of undergraduate studies and up to two years in respect of all postgraduate studies (including master's and doctoral degrees or equivalent level). It will be renewable annually subject to the provision of an annual report with satisfactory documentary proof of the awardees' good academic performance and compliance of terms and conditions set out in the scholarship offer letter during the scholarship period.

24. 獲獎人必須留意以下事項 –

(a) 除非督導委員會根據下文(b)項另作決定，獲獎人必須修畢指定課程，並承諾畢業後回港工作最少兩年，或相當於獲獎學金資助的年期，兩者以較長者為準。所有獲發獎學金的學生必需簽署聲明，同意有關條款；

(b) 督導委員會將按每宗申請，酌情決定是否在特殊情況下（例如獲獎人有意在畢業後隨即繼續深造，或按規定在升學國家工作一段時間以取得專業資格），適當地延期執行或豁免有關承諾回港工作的規定；以及

(c) 獲獎人如未能符合上文(a)或(b)項的條件，當局會參考學資處有關收回學生尚欠貸款的現行政策，然後視乎情況，要求獲獎人向政府悉數或按比例付還已領取的獎學金，包括免入息資產審查部分和經入息資產審查部分。相關政策的詳情見經入息資產審查助學金的申請指引。有關指引可於獎學金計劃網頁（<http://www.edb.gov.hk/hkses>）下載。

Awardees should take note of the following –

(a) unless otherwise determined by the Steering Committee in accordance with paragraph (b) below, awardees are required to complete the specific study programmes and undertake to return to Hong Kong upon graduation to work for at least two years or a period equivalent to the duration of receiving the scholarship, whichever is longer. All awardees must sign an undertaking to confirm their consent on this requirement;

(b) The Steering Committee has the discretion to determine, upon application on a case-by-case basis, whether the requirement to undertake to return to and work in Hong Kong could be suitably deferred or waived under exceptional circumstances (e.g. pursuing more advanced studies immediately after graduation, or need to work in the country of their study as a mandatory requirement for acquiring professional qualifications); and

(c) in the event of failure to comply with (a) or (b) above, the awardees concerned will be required to repay the amount of monies disbursed (including both the non-means tested part and means-tested part, if any) in full or on a pro-rata basis, as the case may be, with reference to the prevailing policy of the SFO on outstanding student loans. Details of the relevant policy are available in the Guidance Notes for Application for Means-tested Bursary which can be downloaded from the HKSES website (<http://www.edb.gov.hk/hkses>).

填寫申請書

Completing the Form

25. 每名申請人只須遞交一份申請書。

Each applicant should submit one application form only.

26. 申請人須填妥申請書各部分，並提供正確資料。

Please complete all parts in the form and ensure that the information is accurate.

27. 申請人必須填報申請書內要求提供的所有個人資料，註明可選擇是否填報的資料則屬例外。教育局可按需要要求申請人就特定項目再提供詳細資料，以支持其申請。申請人如未能提供所有所需的資料，或所填寫的資料未能清楚顯示申請人具備有關條件，其申請書將不獲受理。

The provision of all the personal data requested in this form is obligatory, except those items clearly marked as optional. An applicant should particularly note that the Education Bureau may require him/her to provide further specific details as necessary to support his/her application. If an applicant fails to provide all information as requested or it is not clear from the statements that he/she meets the requirements, his/her application will not be considered.

28. 申請人在本申請書內所提供的個人資料，將用於與申請獎學金計劃有關的事宜。有關資料可能會送交獲授權處理有關資料的政府部門及其他組織或機構，用於與獎學金計劃有關的事宜。申請人如落選，其個人資料一般會在落選後12個月全部銷毀。如有虛報或隱瞞事實，申請資格將被取消。根據《盜竊罪條例》(香港法例第 210 章)，任何人士以欺騙手段取得財產／金錢利益，即屬犯法，一經定罪，可處監禁十年。

The personal data provided in this form will be used for purposes relating to application for the HKSES. It may be provided to government departments and other organisations or agencies authorised to process the information for purposes relating to the HKSES. Personal data on an unsuccessful applicant will normally be destroyed 12 months after rejection of the applicant's application. Any misrepresentation or concealment of fact will lead to disqualification of application. Under the Theft Ordinance, Chapter 210, it is an offence to obtain property/pecuniary advantage by deception. Any person who does so commits an offence and is liable on conviction to imprisonment for 10 years.

29. 申請人如持有任何院校或專業團體頒授的學歷及／或專業資格，請隨申請書夾附有關機構所頒發的文憑／證書、成績單，以及列明有關課程授課形式(例如全日制／兼讀制、在當地院校授課／遙距授課等)的證明文件副本。為方便評審學歷，申請人在取得上述學歷前如已獲取其他學歷，亦應盡可能提供上述證明文件副本。請勿附上任何文憑／證書或其他學歷證明文件的正本。

For applicants holding academic and/or professional qualifications obtained from any institutions or professional bodies, please attach copies of their diplomas/certificates, transcripts of studies and official documents stating the mode of delivery (e.g. full time/part time, on campus/distance learning, etc.) of the study programmes. To facilitate assessment of qualifications, the above documents on the prior qualifications obtained should also be supplied as far as possible. Do not send any originals of diplomas/certificates or other qualification documents.

30. 研究院研究課程的申請人須填妥申請書的附錄，以提供有關研究計劃的詳情。

Applicants for research postgraduate programmes have to provide details of their research proposals by completing the Annex to the application form.

31. 填妥申請書後，請保留一份打印本作為參考及記下遞交申請書後所顯示的申請編號，以作將來與卓越獎學金計劃秘書處聯絡用途。倘若申請人獲邀參加面試，須帶備一張個人證件照片、校長或推薦人撰寫的推薦信正本（除非該推薦信由校長或推薦人直接向我們遞交），以及所有用以支持其申請的文件正本，於出席面試時提交獎學金計劃秘書處。

Please print a copy of the completed application form for personal reference and note down the application number shown on the screen once the application has been submitted for future communications with the HKSES Secretariat. If an applicant is invited for interview, he/she is required to bring a passport-sized personal photo, the original letters of reference by the school principal or referees (unless the reference letter was submitted to us directly by the school principal or referee) as well as the originals of all documents in support of his/her application for submission to the HKSES Secretariat when he/she attends the interview.

32. 除《個人資料(私隱)條例》規定的豁免範圍外，申請人有權查閱和改正教育局所持有的申請人個人資料。如申請人要求查閱或改正該等資料，可向教育局「香港卓越獎學金計劃」秘書處提出(地址：香港添馬添美道 2 號政府總部東翼 7 樓)。

Unless otherwise exempted under the Personal Data (Privacy) Ordinance, applicants have the right of access to and correction of their personal data held by the Education Bureau. Requests for access to or correction of personal data should be made to the Secretariat of the HKSES of the Education Bureau at 7/F, East Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong.

33. 如欲查詢有關申請獎學金計劃的事宜，請與教育局「香港卓越獎學金計劃」秘書處聯絡(電話：3509 7395)。

For enquiries on matters relating to application for the HKSES, please contact the Secretariat of the HKSES of the Education Bureau (Tel: 3509 7395).

34. 除申請無須經入息及資產審查的獎學金外，申請人亦可同時申請須經入息及資產審查的助學金。入息及資產審查會按學資處「資助專上課程學生資助計劃」／「專上學生資助計劃」的現行機制進行。有關入息及資產審查的詳情，請參閱經入息資產審查助學金的申請指引。有關指引可於獎學金計劃網頁(<http://www.edb.gov.hk/hkses>)下載。

Apart from applying for the non-means-tested scholarship, applicants may also apply for the means-tested bursary. The means test will be conducted in accordance with the prevailing mechanism under the Tertiary Student Finance Scheme - Publicly-funded Programmes/Financial Assistance Scheme for Post-secondary Students of the SFO. For details about the means test, please refer to the Guidance Notes for Application for Means-tested Bursary which can be downloaded from the HKSES website (<http://www.edb.gov.hk/hkses>).

35. 只有獲甄選並於申請書的第八部分選擇「會」的申請人才會獲邀提交經入息及資產審查的助學金的申請。獎學金計劃秘書處稍後會邀請有關的申請人填寫及提交相關的申請表，以及提交家庭入息及資產資料／證明文件，供學資處評審。入息及資產審查所需的資

料／證明文件，請參閱經入息資產審查助學金的申請指引。有關指引可於獎學金計劃網頁（<http://www.edb.gov.hk/hkses>）下載。

Only those shortlisted applicants who have indicated “Yes” in Part VIII of the application form will be invited to submit application for the means-tested bursary. The Secretariat of the HKSES will later invite those applicants to complete and submit the relevant application form, together with documentary proofs of their family income/assets, for assessment by the SFO. For information/documentary proofs to be provided for the means test, please refer to the Guidance Notes for Application for Means-tested Bursary which can be downloaded from the HKSES website (<http://www.edb.gov.hk/hkses>).

推薦人

Referees

36. 所有申請人均須於申請書的第VII(a)部分填寫兩位推薦人的資料，以供獎學金計劃秘書處就在有需要的情況下就其申請與推薦人聯繫。推薦人需了解申請人的學術表現。

All applicants are required to provide information on two referees in Part VII(a) of the application for the HKSES Secretariat to, if necessary, refer to in respect of their applications. Referees are expected to be familiar with the applicant's academic progress.

校長評核 / 推薦信

Assessment by School Principals / Reference Letter

學士學位課程的申請

For application in respect of undergraduate programme

37. 現正就讀高中的申請人須向校長索取最近期的校內學業成績報告，內容包括申請人的全級名次，以及預計申請人按現時課程參加即將舉行的公開考試可考獲的成績。申請人亦須提供一封由校長或於申請書的第VII(a)部分填寫的其中一位推薦人撰寫的推薦信，內容須包括申請人在學習能力方面的長處和短處、性格、報讀有關課程的資格，以及是否適合代表香港出國留學。另外，如果申請人已完成其高中教育及公開考試，則不須提交校長對其學術表現的評核。

An applicant who is currently pursuing senior secondary education should request his/her school principal to provide a report on his/her latest academic performance at school, including an indication of the applicant's relative position in the entire form, as well as to predict the grades he/she would attain in the coming public examination for his/her current curriculum. The applicant is also required to provide a reference letter by his/her school principal or one of the referees filled out in Part VII(a) of the application form, covering strengths and weaknesses of his/her academic ability, personality, qualifications for the proposed study and suitability as a representative of Hong Kong to study abroad. If the applicant has already completed his/her senior secondary education and has taken the public examination, assessment on academic performance by school principal is not required.

研究院課程的申請

For application in respect of postgraduate programme

38. 研究院課程申請人均須提供一封推薦信，供督導委員會考慮。有關推薦信須由申請書第VII(a)部分填寫的兩位推薦人中的其中一位所撰寫。就研究院研究課程的申請人而言，倘若上述推薦書並非由其學術顧問／講師撰寫，則須額外提供一封由其學術顧問／講師撰寫的推薦書。推薦人須評價申請人在學習能力方面的長處和短處、性格、報讀有關課程的資格，以及是否適合代表香港出國留學。如申請人現正修讀學士學位課程的最後一年，推薦人需於推薦信內提供申請人預計可取得的學位考試成績和達到的榮譽等級。

Applicants of postgraduate programmes are required to provide a reference letter from one of the two referees filled out in Part VII(a) of the application form for consideration by the Steering Committee. For applicants of research postgraduate study, if the aforementioned reference letter is not issued by their academic advisors/professors, they are required to provide another reference letter by their academic advisors/professors. The referee should be asked to provide some comments on the strengths and weaknesses of an applicant's academic ability, personality, qualifications for the proposed study and suitability as a representative of Hong Kong to study abroad. If an applicant is in the final year of undergraduate study, the referee should provide predicted degree examination results and class of honours that the applicant is likely to obtain in the reference letter.

提交申請書的截止日期

Deadline for the Submission of Application

39. 申請書須透過位於獎學金計劃網址(<http://www.edb.gov.hk/hkses>)的網上申請系統填寫及提交。

Application form has to be completed and submitted through the online application system at the HKSES website (<http://www.edb.gov.hk/hkses>).

40. 合資格的學生如有意於2017/18學年(即2017年8月至2018年7月期間)在香港境外的世界知名大學開始修讀學士學位或研究院課程，須於**2016年12月31日下午6時或之前**透過獎學金計劃的網上申請系統填寫及提交申請書，以及提交用以支持有關申請的文件。逾時提交的申請(即於2016年12月31日下午6時之後提交的申請)將不獲受理。

Eligible students who intend to commence undergraduate or postgraduate studies in world renowned universities outside Hong Kong starting from the 2017/18 academic year (i.e. during the period of August 2017 to July 2018) have to complete and submit their applications, together with all the supporting documents, through the online application system **by 6 pm on 31 December 2016**. Late applications (i.e. those submitted after 6pm on 31 December 2016) will not be entertained.

41. 就那些由第三者撰寫用以支持有關申請的文件，例如校長提供的校內學業成績報告及公開考試可考獲的預計成績、校長或推薦人撰寫的推薦信，可由該第三者直接以電郵方式向「香港卓越獎學金計劃」秘書處(hkses@edb.gov.hk)提交。惟有關電郵須於 **2016年12月31日下午6時或之前**向「香港卓越獎學金計劃」秘書處發出，並須註明由獎學金計劃網上申請系統向申請人發出的申請編號。此外，申請人須於申請書第 X 部分述明未能於網上申請一併提交的文件類別和理由。
For those supporting documents completed/written by third parties, e.g. predicted grades to be attained in the coming public examination, or reference letters by school principal or referees, such documents can be submitted directly by those third parties to the HKSES Secretariat via e-mail at hkses@edb.gov.hk. The relevant e-mail has to be issued to the HKSES Secretariat **by 6 pm on 31 December 2016** with the application number of the applicant issued by the online application system duly quoted in the email. Besides, the applicant has to state clearly the type of documents that cannot be provided by the time of his/her online application and the reasons in Part X of the application form.
42. 倘若申請人於申請書第 II 部分填寫的大學／院校及課程的選擇包括位於內地的大學／院校及課程，申請人可於 2017 年 4 月 28 日或之前提交文件證明已報讀所選的內地大學／院校及課程。
If the choices of universities/institutions and programmes filled out by an applicant in Part II of the application form include those on the Mainland, the applicant may provide documentary proofs showing that he/she has already applied for the chosen Mainland university(ies)/institution(s) and programme(s) on or before 28 April 2017.
43. 倘若申請人於申請書第 II 部分填寫的大學／院校及課程的選擇包括位於澳洲或新西蘭的世界知名大學／院校及課程，申請人可於報讀所選的大學／院校及課程後的 1 個月內，提交文件證明已報讀所選位於澳洲或新西蘭的大學／院校及課程。
If the choices of universities/institutions and programmes filled out by an applicant in Part II of the application form include those situated in Australia or New Zealand, the applicant may provide documentary proofs showing that he/she has already applied for the chosen university(ies)/institution(s) and programme(s) in Australia or New Zealand within one month after his/her application for the chosen university(ies)/institution(s) and programme(s).

防止賄賂條例

Prevention of Bribery Ordinance

44. 教育局嚴禁其職員及甄選委員會成員就獎學金計劃申請接受任何利益。提供利益者可能會觸犯賄賂罪行。
The Education Bureau forbids its staff and the interview panel members from accepting any advantages in connection with HKSES applications. Such offer may constitute a bribery offence.

註：本須知內提供的網址連結為現時(即截至2016年9月26日)的有效連結。然而，有關機構可能會隨時更改其網址連結。

Note: Links to websites provided in this Notes are valid at present (i.e. as at 26 September 2016). They may be subject to revisions anytime by the relevant organisations.