

Thei

Technological and Higher
Education Institute of Hong Kong
香港高等教育科技學院

The Alistair Harvey Foundation Scholarship for Academic Exchange 2018/19

Application Deadline: 9 March 2018 (Friday)



Four scholarships covering tuition fee for UK university exchange, accommodation fee, maintenance allowance and air fare for one academic year

Member of  VTC Group

Purpose

The Alistair Harvey Foundation Scholarship (the Scholarship) aims to provide students, who are nominated by Technological and Higher Education Institute of Hong Kong (THEi), with sponsorship to undertake exchange programmes at universities in the United Kingdom (UK) for one year. The awardees have to obtain admission to a related science and technology Degree programme in the UK for AY 2018/19.

Eligibility Criteria

An applicant must:

- be born in Hong Kong and that at least one of his/her parents must be born in Hong Kong;
- be a full-time student in Year 1 or 2 student studying a specified science and technology related degree programmes at THEi^{Note1};
- has excellent academic achievements and non-academic attainments including heavy involvement in extra-curricular activities and community services;
- be fully committed to undertake the exchange programme at a UK university recommended by THEi^{Note1};
- fulfill all application procedures and admission requirements of a related science and technology degree programme at an institution recommended by THEi; and
- be proficient in English by taking IELTS with no less than overall score 6.0.

Note 1

Current Year 1 or Year 2 students studying the following full-time degree programmes at THEi are eligible to apply for the Scholarship. Successful applicants will be arranged by THEi to study a related science and technology degree programme at a UK university, as specified in the table below:

THEi Programmes and Eligible Students	UK Universities and Programmes
• Bachelor of Science (Honours) in Information and Communications Technology (For current Year 1 students)	• University of Plymouth - Bachelor of Science (Hons) Computer Science
• Bachelor of Engineering (Honours) in Civil Engineering (For current Year 1 students)	• Edinburgh Napier University - BEng (Honours) in Civil Engineering
• Bachelor of Engineering (Honours) in Building Services Engineering (For current Year 1 students)	• Coventry University - BEng(Hons) in Building Services Engineering
• Bachelor of Arts (Honours) in Landscape Architecture (For current Year 1 students)	• University of Gloucestershire – BA (Hons) Landscape Architecture
• Bachelor of Science (Honours) in Surveying (<i>Quantity Surveying and Property & Facility Management (QS & PFM) stream</i>) (For current Year 2 students who opt to progress to QF & PFM stream in the Specialisation Years 3 & 4)	• Coventry University – BSc (Hons) in Quantity Surveying and Commercial Management

Number of Awards

The number of scholarships for AY 2018/19 will be 4. The Interview Panel of the Scholarship will make their recommendations based on the academic performance, non-academic achievements, commitment to studying abroad and interview performance of the candidates.

Duration and Coverage of the Awards

Normally the scholarships for one academic year; i.e. AY2018/19, with full sponsorship to be granted on:

- Tuition fee for UK university exchange
- Term-time accommodation expenses
- One set of round trip air ticket
- Maintenance allowance



Conditions of the Scholarships

1. The award of the Scholarship is conditional upon the applicant being offered a place by a university in the UK as recommended by THEi, and meeting certain health and immigration requirements.
2. The degree programme that the awardee will study for the exchange programme should be a related science and technology programme that is arranged by THEi^{Note1};
3. The awardee is required:
 - to pursue study diligently and to conform to all the rules of the university;
 - not to transfer to another educational institution during the programme of study without the consent of the Trustees and THEi;
 - to keep in close contact with THEi and the Foundation and, in particular, to keep all parties informed of all changes including address in the UK even if only temporary, or curtailment, or intended curtailment of studies; and
 - to submit proof of satisfactory academic performance with “Annual Report” to the Foundation and THEi by July of 2019.
4. Upon completion of the academic exchange programme, the awardee should forward/arrange to forward a copy of the transcript issued by the host institution and submit a completed application form for credit transfer together with the processing fee to the concerned Faculty Office so that credit transfer can be arranged. The institute may refuse to grant credit transfer to the awardee for modules with grades below the equivalent of grade B- in THEi’s grading system.
5. After the academic exchange, the duration of the awardee’s remaining study at THEi will depend on the number of credits that could be transferred to THEi. Before applying for this exchange programme, students should consult the respective Faculty and Programme Leader for details of his / her study plan.
6. The awardee should pay the normal tuition fee during the year of exchange to THEi (including fee for modules that may be accepted for credit transfer), the tuition fee to the host institution however will be paid for by the Alistair Harvey Foundation.
7. The awardee’s acceptance of the Scholarship shall constitute a contract between the awardee and the administrator of the Foundation. THEi has no obligation in this regard.
8. The awardee accepts that the Scholarship may be terminated at any time if and when the performance as reported by the institution is considered by the Foundation as unsatisfactory, or when he /she for any reason ceases to be a full-time undergraduate.
9. Consent from the Foundation and THEi should be sought if the awardee intends to defer / deregister for the programme studying.

Interview

Suitable candidates will be invited to attend the 1st interview after the release of the IELTS result. Final interview will be arranged for shortlisted candidates. The performance of the interviews will form a crucial assessment component.

Application for the Scholarship

The Foundation has the right to accept / not to accept the application. The decision of the Foundation is final. Completed Application Form must be submitted through the Faculty together with proven documents to the Registry of THEi on or before **9 March 2018**.



Application Guide

1. Please complete every item in **BLOCK** letters and in black ink.
2. Where appropriate, please put down “NO”, “NIL” or “NA”; and to ensure that the form is completed with accurate information. If there is insufficient space, please provide details in separate sheet and be enclosed with the completed form.
3. Your provision of all the personal data requested in this form is obligatory. Your application will not be considered if you fail to provide all required information or it is not clear from your statements that you have fulfilled the criteria for the award of the Scholarship.
4. **After submission of the application form, you are obliged to notify Academic Services Manager of the Registry of THEi if there are any subsequent changes to the information provided**, including correspondence address.
5. The completed Application Form must be submitted through the Faculty with the recommendation from the Programme Leader / Head of Department together with the following documents :
(Note: Do not send any originals of diplomas / certificates or other qualification documents, the copies submitted will not be returned)
 - a.A copy of your THEi Student Identity Card;
 - b.A copy each of your parent’s and your Birth Certificate, Hong Kong Identity Card;
 - c.Copies of supporting documents including the academic reports and record of the extra-curricular activities / community services;
 - d.Result of International English Language Testing System (IELTS).
6. You are advised to make a photocopy of the completed application for your own reference.

Important Dates

9 March 2018	Scholarship application deadline
Mid March 2018	Notification to suitable candidates to attend the 1st interview.
End March 2018	1st Selection Interview
19 April 2018	Final Selection Interview for shortlisted candidates
May 2018	Announcement of selection result

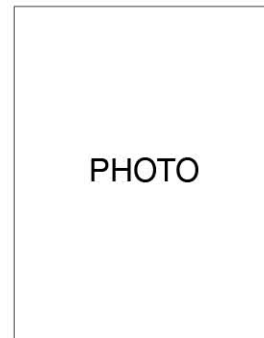
**Enquiries: Registry (Academic Services),
Visitor Centre, THEi (Chai Wan)**

1/F, 133 Shing Tai Road, Chai Wan, Hong Kong

Application Form

A. Personal Particulars

Name: _____ (English) _____ (Chinese)
Date of Birth: ____ / ____ / ____ Gender: Male Female
*HKID Card No.: _____ E-mail Address: _____
Student No.: _____ Faculty/Department: _____ Campus: _____
Year of Study: _____
Programme Name / Code: _____
Residential Tel. No.: _____ Day-time Contact Tel. No.: _____
Residential Address in Hong Kong: _____
*Name of Parent who is born in Hong Kong:
_____ (English) _____ (Chinese) HKID Card No.: _____



*Remarks: A copy of Hong Kong Identity (HKID) Card and Birth Certificate must be attached

B. Academic Performance (CGPA)

[To be filled in by Department / Campus Secretariat]

2016/2017 _____ IELTS exam date: _____ IELTS result, if available: _____

C. Information on Non-Academic Performance

[Please complete the table on at the back of this form]

D. Information of Degree Programme(s)

Which universities you would like to apply for admission?

Universities (in order of preference)	Programme
_____	_____
_____	_____
_____	_____
_____	_____

Handling of Information:

1. Personal data relating to the applicant will be used for purposes relating to the selection of the candidates and processing the Scholarship, and will be held, processed, and disclosed and transferred to the donor and any other person or agent for the purposes described under a duty of confidentiality to THEi.
2. THEi intends to use the awardees' data provided, including name and programme information, etc. for the purposes of promoting THEi and its scholarships.
3. In accordance with the Personal Data (Privacy) Ordinance, applicant has the right:
 - to check whether THEi holds the concerned personal data;
 - to request a copy of such data (administration fee will be charged); and
 - to require THEi to correct any of the concerned personal data which is inaccurate
4. Sufficient information for identifying personal data should be provided; otherwise such request will be refused to comply.
5. Any requests for accessing data or correction of data can be made to the Academic Services Manager, the Registry, THEi (Chai Wan), 14/F, 133 Shing Tai Road, Chai Wan, Hong Kong

E. Declaration by Applicant

I, (Name) _____,

holder of HKID Card (No.) _____

declare that the information provided in this application form is complete and true to the best of my knowledge. I have read and fully understood the details and conditions and handling of information of the award of the Scholarship stated in this application form and the information leaflet for which I am now applying. I accept the conditions of the award of the Scholarship (including the part relating to the personal data) set out in this application form.

TO BE COMPLETED BY FACULTY

The application is :

(I) Recommended by Programme Leader and/or Head of Department

Signature: _____ Date: _____

Name: _____ Position: _____

(II) Supported by the Faculty Dean

Signature: _____ Date: _____

Name: _____ Position: _____

Date: _____ Signature: _____

Official Use (the Registry):
Identity of student checked

Signed: _____

Date: _____

C. Information on Non-Academic Performance

Please list out the details in descending chronological order and provide copies of supporting documents with reference no. marked and use a separate sheet in the same format of the following table, if necessary. The Interview Panel may not be able to process and consider your application if you fail to provide all information in the requested format.

*** Information on activities / service participated since senior secondary school study is welcome.

Ref. No.	Name of Activities / Service Participated	Position / Achievement / Award Held	Time Period / Date of Award	For Internal Use Only
Contests / Competitions				
e.g.	<i>WorldSkills Hong Kong Competition 2016</i>	<i>Contestant</i>	<i>Jun 2016</i>	
	<i>Inter-School Basketball Competition 2015/2016</i>	<i>Champion</i>	<i>May 2016</i>	
C1.				
C2.				
C3.				
C4.				
C5.				
Contributions to the Senior Secondary School / Institute and Community				
e.g.	<i>Salvation Army Flag Day</i>	<i>Volunteer</i>	<i>Jun 2017</i>	
	<i>THEi Information Day</i>	<i>Student Helper</i>	<i>Nov 2016</i>	
	<i>THEi Student Union</i>	<i>Vice-Chairman</i>	<i>2016-2017</i>	
S1.				
S2.				
S3.				
S4.				
S5.				
Extra-curricular Activities				
e.g.	<i>CHAN TM Memorial Secondary School Basketball Club</i>	<i>Member</i>	<i>Sept 2014–Jul 2015</i>	
E1.				
E2.				
E3.				
E4.				
E5.				

[Please use a separate sheet in the same format.]