



**HKMU Ethnic Minority Student Award**  
**香港都會大學少數族裔學生獎**

**Guidance Notes to Applicants 申請指引 2021/22**

**1. Objective**

The HKMU Ethnic Minority Student Award aims to recognize the good performance of ethnic minority students and to encourage them to immerse into the campus life of HKMU.

**2. Eligibility**

- 2.1. Applicants should be full-time Sub-degree or Bachelor's degree students;
- 2.2. Applicants should be permanent residents of the HKSAR;
- 2.3. New students should have attained HKDSE scores of not less than 15 or equivalent and continuing students should have obtained a Yearly Grade Point Average (GPA) of 2.5 or above in the last academic year; and
- 2.4. Applicants should come from the ethnic minority that at least one parent is reported as Filipino, Indonesian, Thai, Japanese, Korean, Indian, Nepalese, Pakistani, Bangladeshis, Sri-Lankans and Black, Latin American, and other Southeast Asians.

**3. Award Format and Value**

- 3.1. A maximum of 15 awards are available each year.
- 3.2. The value of each award is \$10,000 in cash.

**4. Assessment and Selection Criteria**

- 4.1. The following criteria will be considered (with priorities below) in the selection:-
  - Academic performance;
  - Participation in community service and activities in HKMU; and
  - Contribution to the society.
- 4.2. Eligible applicants are not guaranteed to be offered awards.
- 4.3. Shortlisted applicants are required to attend an interview in November. The Selection Panel is chaired by Director of Student Affairs and composed by School Representatives.
- 4.4. Preference will be given to students who have never received the Award before.
- 4.5. The Student Affairs Office (SAO) will submit nominations for approval by the Student Financial Awards Committees (SFAC) in February. The decision of SFAC is final.

**5. Application**

- 5.1. Applicants should submit the completed [paper application form \[FEMSA \(2021/22\) Form-e\]](#) and supporting documents to SAO in person during the application period.
- 5.2. Please read the "Guidance Notes" [FEMSA (2021/22) Guide-e] before completing the application form.
- 5.3. Incomplete and late application will not be considered.

**6. Notification of Result and Payment Arrangement**

- 6.1. All applicants (successful and unsuccessful) will receive results by e-mail in late February.
- 6.2. Disbursement arrangement will be made via autopay in March.
- 6.3. Successful applicants will be invited to attend the ceremony and share their stories on the University website.

## 7. Handling of Personal Data

- 7.1. Applicant is obliged to provide all the required information in the application including personal data. If applicant fails to provide the required information/ documents, the University will not be able to process the application.
- 7.2. The personal data provided will be used for the purpose of processing applicant's application, reporting the result to donor(s) or relevant stakeholders, as well as compiling relevant statistics, and materials for publicizing and review on granting the awards. Personal data and supporting documents submitted will be kept for a period of no more than three years.
- 7.3. The personal data including the academic records and information provided in the applicant's application will be disclosed to the Student Financial Awards Committee (SFAC), other offices in the University and relevant stakeholders for the purposes mentioned in paragraph 7.2 above.
- 7.4. For the purpose of branding the University, the awardee's name provided in the application will be published through the University website or made available for public access through the Student Affairs Office.
- 7.5. In accordance with the Personal Data (Privacy) Ordinance, applicant has the right to ascertain whether the University holds personal data on the applicant, to obtain a copy of such personal data and to have any inaccuracies corrected. Data access request should be made by using the Data Access Request Form OPS003 as specified by the Privacy Commissioner for Personal Data and addressed to the Data Protection Officer, Room A1111, Hong Kong Metropolitan University, Homantin, Kowloon.

## 8. Important Dates

Application Period	20 September – 19 October 2021
Interview	19 November 2021
Release of Result (E-mail)	Late February 2022
Disbursement	March 2022
Award Ceremony	August 2022

## 9. Enquiries

Student Financial Services, Student Affairs Office, Rm C0512, Hong Kong Metropolitan University



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