

HKEX Foundation Scholarship
香港交易所慈善基金獎學金

Guidance Notes to Applicants 申請指引 2024/25

1. Objective

The HKEX Foundation Scholarship aims to award and recognise students who have outstanding academic performance and encourage them to continue their academic pursuits.

2. Eligibility

- 2.1. Applicants should be full-time Bachelor's degree students;
- 2.2. Applicants must be local students studying Business Administration, Economics, Finance, Information Technology, or related programmes leading to their first degrees;
- 2.3. New or continuing students should have achieved a Cumulative Grade Point Average (CGPA) of not less than 3.3* in the Autumn Term of the 2024/25 Academic Year;
- 2.4. Applicants who have obtained "Fail" grade* (including but not limited to University's Core Values Modules) or have been granted "deferment of an examination" in the assessment period will not be considered; and
- 2.5. This Scholarship cannot be held concurrently with any other scholarships which are awarded in the same academic year.

** Records of CGPA and grades would be based on the official transcript of studies generated by the University at the time of scholarship assessment.*

3. Award Format and Value

- 3.1. One award is available each year.
- 3.2. The value of each award is HK\$50,000 in cash.

4. Assessment and Selection Criteria

- 4.1. Applicants are considered according to the following criteria:
 - Academic performance;
 - Non-academic achievements; and
 - Voluntary and community services.
- 4.2. Eligible applicants are not guaranteed to be offered awards.
- 4.3. Preference will be given to applicants who have never received this Scholarship before.
- 4.4. Nominations will be reported to the Student Financial Awards Committee (SFAC) and submitted to the donor.

5. Application

- 5.1. Please read this "Guidance Notes" [FHKEX (2024/25) Guide-e] before completing the online application via the student portal "MyHKMU" (<https://www.hkmu.edu.hk/myhkmu>).
- 5.2. Applicants should submit the online application form together with supporting documents to the Student Affairs Office (SAO) during the application period.
- 5.3. Incomplete and late application will not be considered.

6. Notification of Result, Obligation of Awardees and Payment Arrangement

- 6.1. All applicants, both successful and unsuccessful, will receive their results by e-mail.
- 6.2. Scholarships and awards are made possible by contributions from generous donors. Successful applicants are strongly encouraged to show gratitude to donors by writing a thank-you letter which can be submitted through the Student Portal (MyHKMU > My Programme > Financial Assistance / Scholarships > Student Thank you Letter Collection Platform).
- 6.3. Scholarships and awards recipients are also welcome to express their gratitude to donors through their own means, such as creating a thank-you card, sending a photo with caption of achievements in a competition/event, producing a craftwork, artwork, music, video and etc.
- 6.4. Successful applicants are required to attend scholarship-related events, ceremonies and activities organised by the University or donors upon invitation. They may also be invited to share their stories on the University website and social media.
- 6.5. Successful applicants are highly recommended to proactively participate in scholarship-related briefings, trainings and activities organised by the University or donors upon invitation by the SAO.
- 6.6. Disbursement arrangements will be made via autopay and successful applicants are required to either provide or verify the accuracy of their student bank account information recorded in the Student Portal (MyHKMU > My Programme > Student Finance > Student Bank Account Collection).

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 publicising 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 or transferred to the Student Financial Awards Committee (SFAC), other offices in the University and relevant stakeholders for the purposes mentioned in paragraph 7.2.
- 7.4. For the purpose of promotion and public relation activities, awardees' personal data, including their names, programmes of study, years of study and any associated images (including videos, photographs or sound recordings), will be published through the marketing channels (e.g. websites, social media and brochures) of the University and/or donor(s), or made available for public access through the Student Affairs Office (SAO). SAO, donor(s) or relevant stakeholders may also take photos and/or videos in the scholarship activities, which may include the images of you and your guest(s) (if any). These images may be used in printed publications and/or online promotions.
- 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, (and if so) to ask for a copy of such personal data, and to require any inaccuracies in such personal data to be corrected. Data access request should be made by using the form provided by the University. Copies of these forms may be obtained from the University Data Protection Officer (email address: dpo@hkmu.edu.hk or Hong Kong Metropolitan University, Ho Man Tin, Kowloon Hong Kong). The University may charge a reasonable fee to cover the administrative costs for complying with a data access request.

8. Important Dates

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| Application Period | 14 March 2025 – 6 April 2025 |
| Release of Internal Result (E-mail) | By late May 2025 |
| Disbursement Notification (E-mail) | By late June 2025 |
| HKMU Celebration Event | Mid to Late June 2025 |

9. Enquiries

Scholarships & Financial Assistance Section (Scholarships), Student Affairs Office, Rm A0626,
Hong Kong Metropolitan University



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(12 March 2025)