

**Dr. Sin Wai Kin Chinese Culture Scholarship**  
**冼為堅博士中華文化獎學金**

**Guidance Notes to Applicants 申請指引 2023/24**

**1. Objective**

Dr. Sin Wai Kin Chinese Culture Scholarship aims at recognising students who demonstrate knowledge and recognition of traditional Chinese virtues (e.g. Integrity, Benevolence and Propriety), have remarkable achievements or active participation in activities related to Chinese culture.

**2. Eligibility**

- 2.1. Applicants should be full-time Bachelor's degree local or Mainland students;
- 2.2. New or Continuing student should have obtained a Cumulative Grade Point Average (CGPA) of 3.0 or above in the Autumn Term of the 2023/24 Academic Year; and
- 2.3. Applicants are able to demonstrate knowledge and recognition of traditional Chinese virtues (e.g. Integrity, Benevolence and Propriety), have remarkable achievements or active participation in activities related to Chinese culture.

**3. Award Format and Value**

- 3.1. A maximum of 5 awards are available each year.
- 3.2. The value of each award is HK\$10,000 in cash.

**4. Assessment and Selection Criteria**

- 4.1. Applicants are considered according to the following order of priority:
  - Academic performance;
  - Participation in activities or practices related to traditional Chinese virtues and activities in HKMU; and
  - Contribution to the University.
- 4.2. Eligible applicants are not guaranteed to be offered awards.
- 4.3. Shortlisted applicants are required to attend an internal interview. Applicants who do not attend the interview may forfeit the opportunity to be considered for the scholarship/award.
- 4.4. Preference will be given to applicants who have never received the award before.
- 4.5. The Student Affairs Office (SAO) will report nominations to the Student Financial Awards Committee (SFAC) by May 2024. The decision of the Selection Panel is final.

**5. Application**

- 5.1. Applicants should submit the online application form together with supporting documents to SAO during the application period.
- 5.2. Please read the "Guidance Notes" [FSWK\_C (2023/24) Guide-e] before completing the online application via the student portal "MyHKMU" (<https://www.hkmu.edu.hk/myhkmu>).
- 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 no later than March 2024.

- 6.2. Disbursement arrangement will be made via autopay in May 2024.
- 6.3. Successful applicants will be invited to attend celebration events 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 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 above.
- 7.4. For the purpose of promotion and public relation activities, the awardees’ personal data which includes their name, programme of study and images (including any video or photograph or sound record) will be published through the University website or made available for public access through the Student Affairs Office (SAO). SAO will take photos and videos of the scholarship activities, which may include the images of you and your guest (if any), and 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

Application Period	01 December 2023 – 07 January 2024
Internal Interview	31 January 2024
Release of Internal Result (E-mail)	March 2024
Disbursement Notification (E-mail)	May 2024
HKMU Celebration Event	June 2024

## 9. Enquiries

Student Scholarships, Student Affairs Office, Rm C0512, Hong Kong Metropolitan University



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