GUIDE TO COMPLETING
HSBC HONG KONG SCHOLARSHIP APPLICATION FORM

Please read the following guidelines, shown in red, before completing your application form.

THE UNIVERSITY OF HONG KONG

HSBC HONG KONG SCHOLARSHIP 2018/19

Scholarship Application Form

Instructions:
1. Please type.

2. Please follow the advice provided in the “Guide to Completing HSBC Hong Kong Scholarship Application Form”.

3. Please email the completed form to HKU Scholarships Office (awards@hku.hk) by November 23, 2018.

4. Incomplete and/or handwritten applications will not be considered.
Personal Information Collection Statement for Award Applicants

1. This is a personal data collection statement made under the Personal Data (Privacy) Ordinance (“the Ordinance”).

2. Personal data provided by you to The University of Hong Kong (“the University”) through the completion of award application and, if awarded, through the award procedures and during studies at the University will be used for the University to perform its administrative, education, academic and research functions, and for the directly related purposes.

3. Unless otherwise specified, provision of personal data is voluntary. However, failure to provide the relevant personal data will render the University unable to perform the relevant functions, e.g. unable to consider your award application.

4. Without prejudice to the foregoing, the purposes and use of the personal data collected are elaborated as follows

5. As regards your award application, the personal data collected will be used for the purposes prescribed in the application forms/documents and will serve the following purposes:

   a. as basis for award selection, and communication on award-related matters;
   b. as evidence for verification of your identity, your qualifications and academic records in relevant institutions and organizations in Hong Kong or other places, and other information provided in the application forms/documents; and
   c. identifying possible multiple applications and records of your previous and existing studies at the University and other institutions.

6. In case of application for an award funded by donation and/or administered by an external party, your personal data provided to the University may be transferred to the donor, donor representative and/or external administering party concerned for the purposes as stated in paragraph 5 above.

7. If your award application is successful, your personal data provided during the application process may be transferred to the student record system of the University, to become part of your official student records.

8. Personal data of the students of the University will be used for all purposes relating to studies at, activities conducted by, and facilities, services and benefits provided by the University (in particular those governed by the relevant regulations, policies and procedures of the University). Personal data and photo images of students may also be used by the Hong Kong University Students’ Union for the production of membership cards and conduct of activities.

9. Personal data of the students of the University (including study records) will be used by the University, during studies at and after leaving the University, for conducting statistical analysis, research, survey, review and audit.
10. Upon leaving the University, personal data of the students of the University will also be used for maintaining contact, updating the latest developments of the University, and provision of information (such as activities of the University).

11. Your personal data will be kept confidential and handled by the authorized staff members of the University. The University may transfer your personal data to parties outside the University, for the above functions and purposes, such as processing of student visa, arrangements of activities (including but not limited to exchanges, internships, placements, and field trips), and granting of scholarships and financial aids, and when it is required by law.

12. Under the provisions of the Ordinance, you have the right to request the University to ascertain whether it holds your personal data, to request it to supply to you a copy of the data, and to apply for correction of the data, as necessary. Applications for access to personal data should be made by using the specified form and on payment of a fee. Requests for correction of personal data should be made in writing with supporting documentation. Please address such applications and requests to the Data Protection Officer, Registry, The University of Hong Kong, except for requests for access to examination-related personal data which should be submitted to the office of the home Faculty direct.

13. You may visit the following website for the Privacy Policy Statement of the University:
http://www.hku.hk/about/policies_reports/privacy_policy.html

Declaration

I have read and I agree to the Personal Information Collection Statement for Award Applicants.

Date ______________________ Signature _________________________________

Insert your scanned signature. Do NOT just type your name
The data collected will be kept confidential and used by the Hongkong Bank Foundation/HSBC for the purposes set out in the Personal Information Collection Statement.

**APPLICANT'S PERSONAL INFORMATION**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Chinese name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gender:</td>
<td>Birth date:</td>
</tr>
<tr>
<td>Place of birth:</td>
<td>Citizenship(s):</td>
</tr>
<tr>
<td>Father’s occupation:</td>
<td></td>
</tr>
<tr>
<td>Family income*: HKD per month</td>
<td>Number of family members:</td>
</tr>
<tr>
<td>Recipient of government loan (Y/N):</td>
<td></td>
</tr>
<tr>
<td>Recipient of government grants, subsidies, or allowances (Please specify): Amount: HKD</td>
<td></td>
</tr>
<tr>
<td>Home address:</td>
<td>Contact number(s):</td>
</tr>
<tr>
<td>E-mail address: (school) (permanent)</td>
<td></td>
</tr>
<tr>
<td>Hobbies:</td>
<td></td>
</tr>
</tbody>
</table>

**Name of university/institution:**

<table>
<thead>
<tr>
<th>Name of degree:</th>
<th>Duration:</th>
<th>Current year of study:</th>
</tr>
</thead>
<tbody>
<tr>
<td>GPA score:</td>
<td>CGPA</td>
<td>2018/19 1st semester</td>
</tr>
</tbody>
</table>

**SUMMARY OF RATING**

*(to be completed by university/institution)*

<table>
<thead>
<tr>
<th>Intellectual ability</th>
<th>Analytical power</th>
<th>Creativity</th>
<th>Leadership</th>
<th>Communication skills</th>
<th>All-roundedness</th>
<th>Commitment to Hong Kong</th>
</tr>
</thead>
</table>

---

1. “Family” means the applicant, applicant's spouse, parents, siblings, children and any other persons who are financially dependent on the aforementioned members.
2. Please note that the applicant may be required to submit supporting documentation to substantiate his/her declaration.

---

You must insert your photo here. Cannot submit photo separately.

If family income is zero, please describe fund source for living expenses (E.g. Savings, CSSA, etc.)

Provide full address, including block numbers, etc. Do NOT use abbreviation (E.g. Don’t type TKO, LT, etc.; type Tsueng Kwan O, Lam Tin in full.)

Mobile number

Non-HKU email address

Can leave this blank. HKU will fill this out for you when it becomes available

For MBBS, BDS and all Year 1 students, you can leave this blank

You don’t need to complete this part. HKU will take care of it.

If you don’t have a transcript, you can attach a screen capture of your GPA from the HKU portal
The data collected will be kept confidential and used by the Hongkong Bank Foundation/HSBC for the purposes set out in the Personal Information Collection Statement.

**TO BE COMPLETED BY THE APPLICANT (CONT'D)**

IMPORTANT: PLEASE USE THE SPACE PROVIDED BELOW. ADDITIONAL SHEETS/ATTACHMENTS WILL NOT BE REVIEWED.

**Extra-curricular activities and community service:**
(Please list in chronological order.)

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Activities / Community service</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Extra-curricular activities and community service:  
(Please list in chronological order.)

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>School</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Name of Secondary School(s) attended:**
(Please list in chronological order.)

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Company / Organisation</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

It’s a good idea to briefly describe your key contributions and achievements for each activity.
TO BE COMPLETED BY THE APPLICANT (CONT'D)

IMPORTANT: PLEASE USE THE SPACE PROVIDED BELOW. ADDITIONAL SHEETS/ATTACHMENTS WILL NOT BE REVIEWED.

Essay: Please use less than 500 words to share with us one area in which you think that Hong Kong can do better. What can be done to address the need and what will you personally do to lead, facilitate or contribute?

---

Don’t go over the 500 word limit.

At the same time, essays that are too short don’t look good. Aim to write at least 400 words.
PERSONAL INFORMATION COLLECTION STATEMENT

Purpose of collection

The personal data provided in this form and any other information (the “Information”) that may be provided for the purposes of the application for “HSBC Hong Kong Scholarship Programme 2018/19” (the “Programme”) and the enrolment for “HSBC Hong Kong Scholars Network” (the “Network”) will be used by the Hongkong Bank Foundation (the “Foundation”) and The Hongkong and Shanghai Banking Corporation Limited (“HSBC”) and their agents/contractors for one or more of the following purposes and any directly related purpose, in respect of the Programme and the Network:

(i) to consider, process and administer your application, and serve any directly related purposes, e.g. processing and administering the scholarship under the Programme (if granted), and to communicate with you.

(ii) to be contacted by the Network (if granted)
   a. to check, verify and maintain the Members’ status;
   b. to keep and update the Members’ contact records;
   c. to communicate with and provide updates and information to you;
   d. to inform you of or invite you to events, activities and programmes of or organised by the Network or other events, activities and programmes considered by the Network to be relevant to or of interest to Members;
   e. to compile statistics and conduct research of the operation of the Network

(iii) any other purposes as may be required, authorised or permitted by any law and/or regulation.

It is voluntary for you to provide your personal data to the Foundation and HSBC. If you fail to supply any of the Information required by this form, your application may not be processed.

Access to personal data

Except where there is an exemption provided under the Personal Data (Privacy) Ordinance (Cap. 486), you have the right to request access to and correction of your personal data provided in this form when the data have not been erased. Your right of access includes the right to obtain a copy of your personal data provided in this form subject to payment of a fee.

Request and enquiry

Your request for access to personal data or enquiry regarding personal data privacy policy should be addressed to:

The Data Protection Officer
The Hongkong and Shanghai Banking Corporation Limited
PO Box 72677
Kowloon Central Post Office
Hong Kong
Re: HSBC Hong Kong Scholarship Programme 2018/19
E-mail: dfv.enquiry@hsbc.com.hk
DECLARATION BY THE APPLICANT

I, _____________________________ (Name in full), understand that I am required to disclose anything that may be considered to be an actual or potential conflict of interest with regard to my application for a HSBC Scholarship. Examples of potential conflicts of interest include, but are not limited to, previous or current student apprenticeships with HSBC and having close relatives³ or individuals with whom the applicant has a personal relationship⁴ with working in HSBC.

I declare that:

☐ I have no actual or potential conflict of interest that could directly or indirectly affect my application for a HSBC Scholarship. I will report such actual or potential conflict of interest should it arise.

☐ I have held the following position in HSBC and/or have a close relative or someone with whom I have a personal relationship with in HSBC. I provide the relevant information below for your assessment of conflict of interest:

☐ Student internship / placement in HSBC:
  Department: _______________________________________________________________________
  Internship / placement period: _______________________________________________________________________
  Name of supervisor: _______________________________________________________________________

☐ Close relatives or those with whom the applicant has a personal relationship with working in HSBC:
  Name: _______________________________________________________________________
  Job title: _______________________________________________________________________
  Relationship with the Applicant: _______________________________________________________________________

  Name: _______________________________________________________________________
  Job title: _______________________________________________________________________
  Relationship with the Applicant: _______________________________________________________________________

☐ Any other actual or potential conflict of interest:
  _______________________________________________________________________
  _______________________________________________________________________

³ “Close relative” means spouse, parents, step parents, siblings, step siblings, children, step children, grandparents or the spouse of any of these and aunts, uncles, nephews or nieces.
⁴ “Personal relationship” means relationships with family members, friends and partnerships.
I declare that the Information provided in this Scholarship application is accurate, true and complete to the best of my knowledge. I am aware that the Foundation/HSBC will rely on such Information and consent to the Foundation/HSBC relying on the Information provided by me to determine my eligibility for the scholarship and the amount of the scholarship to be offered to me.

I confirm that I have carefully read and fully understand the “Personal Information Collection Statement” (the “PICS”) set out above. I accept the PICS and the purposes of use of the Information set out in it.

I confirm that each of the family members and other persons in respect of which the Information is provided in or in relation to this application (the “Relevant Person(s)”) has been notified of and agreed to the PICS and the purposes of use of the Information set out in it. I shall advise each Relevant Person that he/she has rights of access to, and correction of, his/her personal data. I agree to inform the Foundation/HSBC promptly in writing if I am not able or have failed to comply with the obligations set out in this paragraph in any respect.

I authorise and consent to my university releasing my personal data held by it to the Foundation/HSBC in order for it to use such information for such purposes set out in the PICS.

I authorise the Foundation to (i) transfer the Information to HSBC and for HSBC to use the Information for such purposes set out in the PICS; and (ii) release the results of my application to my university or institution.

Signature of the Applicant: 

Name in full: 

HKID Number: 

Date: 

Insert your scanned signature here. Do NOT just type your name.
The data collected will be kept confidential and used by the Hongkong Bank Foundation/HSBC for the purposes set out in the Personal Information Collection Statement.

You don’t need to complete this page. HKU will take care of this.

I certify that the above-named applicant has been interviewed by our selection process and he/she is considered eligible for the Programme.

I understand that the information collected will be kept confidential and used by the Foundation/HSBC to process the scholarship application and for the purposes set out in the PICS above. The Foundation/HSBC will not disclose the information collected to any external organisation (other than as stated in the PICS above) unless we have the Applicant’s and our consent or are required by law.

Signature: ___________________________ Date: ___________________________

(signature with official chop)

Name: ___________________________

Title: ___________________________

RESTRICTED - 7