

EDB SUBSIDY SCHEMES – SSE AND SSEBR (SUMMER 2018 AND 2018-19)

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Scheme for Subsidy on Exchange for Post-secondary Students (SSE); and Scheme for Subsidy on Exchange to Belt and Road Regions for Post-secondary Students (SSEBR)

Students who meet certain requirements and who are on eligible non-local learning programmes during the summer of 2018 or the academic year 2018-19 can apply for a subsidy under the Scheme for Subsidy on Exchange for Post-secondary Students (SSE) or the Scheme for Subsidy on Exchange to Belt and Road Regions for Post-secondary Students (SSEBR). Both schemes are funded by the HKSAR Education Bureau.

1. REQUIREMENTS

You must:

- 1.1 Be a local student enrolled in a full-time locally accredited undergraduate programme at CUHK.
- 1.2 Have been accepted or nominated to participate in an eligible exchange programme.
- 1.3 Be receiving means-tested student financial assistance from the Student Finance Office of the Working Family and Student Financial Assistance Agency (SFO), or from a family that is receiving Comprehensive Social Security Assistance from the Social Welfare Department (SWD).
- 1.4 Provide a copy of your latest letter from the SFO approving any means-tested grant or loan applications to CUHK.

2. ELIGIBLE PROGRAMMES

Non-local learning programmes that meet the following criteria are eligible for SSE and SSEBR.

2.1 Duration of Programme

- 2.1.1 Programmes that last for the following number of days.

SSE	SSEBR
At least 14 days	At least 5 days

- 2.1.2 Any travelling time between Hong Kong and the destination does not count towards the duration.

2.2 Type of Programme

- 2.2.1 Outgoing student exchange programmes organised and/or endorsed by CUHK and approved by the Committee on Academic Links, including bilateral exchange programmes arranged by the Office of Academic Links, Colleges, Faculties and Departments.
- 2.2.2 Summer-to-summer exchange programmes (u-wide summer exchange programmes) organised by the OAL and approved by the Committee on Academic Links.

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- 2.2.3 Research study programmes organised and/or endorsed by CUHK under the Summer Undergraduate Research Programme. The host must be a recognised educational institution or body.
- 2.2.4 Other non-local learning programmes offered by Colleges, Faculties, Departments and Units that take place at recognised educational institutions or bodies, and mainly consist of teaching and learning elements, either credit-bearing or non-credit-bearing. Examples include language-learning programmes, summer schools, medicine and clinical elective attachments, and other compulsory learning activities in CUHK undergraduate curriculums. Experiential enrichment projects such as internships, voluntary service and community programmes are not eligible for the schemes.

2.3 Destination

SSE	SSEBR
Any destinations outside Hong Kong	<u>Destinations in the Belt and Road Regions</u>

3. SIZE OF SUBSIDY

3.1 The maximum subsidy varies by destination and duration of programme:

(a)

Destination		Maximum Subsidy (HKD)*
SSE	SSEBR	
Asia (including Middle East)	Asia (including Middle East)	3,000
Africa	Africa	7,000
Oceania & Europe	Europe	8,000
North America	Not applicable	9,000
South America	Not applicable	15,000

(b)

Duration		Maximum Subsidy (HKD)*
SSE	SSEBR	
Not applicable	5 – 13 days	3,500
14 – 28 days	14 – 28 days	6,000
29 – 90 days	29 – 90 days	10,000
91 – 180 days	91 – 180 days	25,000
Over 180 days	Over 180 days	45,000

*Subsidies can vary between students on the same programme according to the level of financial assistance received from the SFO, the cost of participating in the programme and any scholarships or financial aid received.

- 3.2 The subsidy is calculated by adding up the subsidies under (a) and (b) above, then discounting the student's financial assistance approved by the SFO as a percentage of their full grant.
- 3.3 The Director of Academic Links shall, with full discretion, make final decision about the eligibility of students and programmes, the size of individual students' subsidies and all other arrangements related to SSE/SSEBR.

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4. CONDITIONS OF SSE AND SSEBR

- 4.1 If a student applies for both SSE and SSEBR subsidies, they must be for programmes in different countries/economies.
- 4.2 Students are only eligible to receive subsidies under SSE once during their undergraduate studies at CUHK and other institutions, irrespective of the amount.
- 4.3 Students are eligible to receive subsidies under SSEBR for a maximum of two times, each for a destination in a different country/economy, during their undergraduate studies at CUHK and other institutions, irrespective of the amount.
- 4.4 The total subsidy for each student under SSEBR throughout his or her undergraduate studies is capped at the highest possible subsidy under the scheme, i.e. HK\$53,000, less the student's financial assistance approved by the SFO.
- 4.5 Students cannot receive subsidies under both SSE and SSEBR for the same non-local learning programme or the same destination in terms of country/economy.
- 4.6 If a student participates in a non-local learning programme that is eligible for both SSE and SSEBR, he or she will be subsidised by SSEBR if he or she has not already received an SSEBR subsidy twice.
- 4.7 Students receiving an SSE or SSEBR subsidy can also receive assistance from other sources to cover expenses for the same non-local learning programme. However, the total amount of assistance from all sources cannot exceed the total cost of housing, meals, transportation and a round-trip airfare.
- 4.8 Students must inform the Office of Academic Links of any other income, scholarship, grant or award they are receiving for a non-local learning programme for which SSE or SSEBR is subsidising them. A student that fails to do so will be disqualified from any subsidy and liable to disciplinary proceedings.
- 4.9 The university reserves the right to terminate and/or claim repayment of any money given to a student under SSE or SSEBR should that student withdraw from the non-local learning programme and/or the university; fail to complete the programme or meet the requirements of the host institution; violate the regulations of CUHK or the host institution; or provide incorrect or incomplete information in their application.
- 4.10 Students who are awarded a subsidy under SSE or SSEBR, irrespective of the amount, must attend any activities connected to SSE or SSEBR before, during and after their programme; if they do not, the university reserves the right to reclaim the awarded money. Students must also submit a report about their non-local learning programme to CUHK.
- 4.11 The Director of Academic Links shall, with full discretion, make the final decision about the eligibility of students and programmes, the size of individual students' subsidies and other arrangements related to SSE and SSEBR.
- 4.12 Personal data collected via applications to SSE and SSEBR will be used by the University and EDB to administer, monitor and report on SSE and SSEBR, and for other related purposes.
- 4.13 CUHK reserves the right to change any part of the arrangements related to SSE and SSEBR.

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5. APPLICATION PROCEDURES

- 5.1 Complete and submit the CUHK Student Exchange Financial Aid and Scholarship Scheme (FASS) online application form when the OAL invites you to do so by email. OAL contacts CUHK's units each year for lists of eligible students and invites them to apply to FASS. An application to FASS also counts as an application to SSE and SSEBR.
- 5.2 With students' consent, OAL will contact the SFO and the SWD for any information needed to calculate SSE and SSEBR subsidies.
- 5.3 Successful applicants will be informed with their subsidized amount in May/June.
- 5.4 Successful applicants will receive the subsidy before they begin their exchange or non-local learning programme, if possible.