

## K.B. Chen Inclusive Education Enrichment Subsidies

### Application Guidelines

#### 1. Objective

To encourage students with disabilities or special educational needs to take part in learning activities outside Hong Kong by offering subsidies to cover expense incurred by their special needs

#### 2. Eligibility

Current full-time local HKU students on UGC funded undergraduate or postgraduate programmes with a disability or special educational needs<sup>1</sup> (including physical disability, hearing impairment, visual impairment, speech impairment, visceral disability, specific learning disabilities, attention deficit / hyperactivity disorder, autism spectrum disorder, developmental coordination disorder, mental illness and chronic medical illness) are eligible to apply for the subsidies.

Full-time students on self-financed programmes and all part-time students with a disability or SEN will be considered on a case-by-case basis, based on proven financial needs. Supporting documentation should show the *full name* of the applicant.

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<sup>1</sup> The definition of “disability” in this Fund follows the Disability Discrimination Ordinance under Hong Kong law. For details, please refer to: <https://www.jupas.edu.hk/en/application-procedures-information/application-information/applicants-with-disabilities/> The definition of ‘SEN students’ follows the JUPAS sub-system for applicants with a disability. For details, please refer to : <https://www.jupas.edu.hk/en/application-procedures-information/application-information/applicants-with-disabilities/>

### 3. Scope

Learning activities outside Hong Kong that met either one of the below criteria will be considered:

- Learning activities outside Hong Kong administered or endorsed by HKU offices, including but not limited to faculties, departments or units;
- Self-organized learning activities outside Hong Kong that fulfills the study programme requirement of the applicant

### 4. Amount of Subsidy

Successful applicants will receive a one-off allowance of HK\$4,000 or (\$400 x duration of the activities in the number of days), whichever is lower.

### 5. Application Procedure

Applicants should submit the following documents to the Counselling and Person Enrichment Section, Centre of Development and Resources for Students (CEDARS) via email at [cedars-cope@hku.hk](mailto:cedars-cope@hku.hk):

- i. The completed [application form](#);
- ii. A copy of the most recent medical or professional report which indicate the current level of disability; and
- iii. Written proof / documents that certify the participation of the applicant in the concerned learning activity (e.g.: Offer letter, confirmation email etc.)

6. **Application Deadline**

The Subsidy is open for application throughout the year.

7. **Assessment of Application**

The application will be assessed and considered by the Steering Committee on a regular basis and the applicant will be notified of the application result by email.

Updated on 22 September 2020