



METHODIST STUDY TRUST

循道教會助學基金

Headquarter 總辦事處
2/F 54 Waterloo Road, Kowloon, H.K.

香港九龍窩打老道五十四號二樓
Tel: (852) 2251 0893 Fax: (852) 2770 1417
Email: hkmst@yang.org.hk

Education Center 成長軒
Rm.109-110, G/F, Lung Tat House,
Lower Wong Tai Sin Estate, Kowloon
九龍黃大仙下村龍達樓地下 109-110 室
Tel: (852) 22510883 Fax: (852) 2353 0054
Email: mstec@yang.org.hk

ckw

致：各校長／機構負責人／教會負責人
由：總幹事朱牧華先生
日期：二零二一年八月一日



BY:.....

有關循道教會助學基金（2021-2022 年度）申請

循道教會助學基金成立於 1984 年，旨在使受助殘障學生在財政、生活上得以獨立及讓學生發揮潛能，盡展所長。亦自 2006 年開始，本基金的服務對象更伸延至有經濟困難的學生，鼓勵他們實現學業的理想。

自 1984 年開始本會透過教育補助金，協助無數學生完成學業並能成功就業，回饋社會。本會現歡迎在香港就讀中四或以上學生申請。申請人須填妥申請表，連同最近學校成績表及家庭收入相關之文件副本一併寄回。經本會審閱後，將安排撥款委員個別接見申請者；而每宗申請皆作個別情況考慮。另本年度基金截止申請日期為 **2021 年 10 月 15 日**。

隨函附上海報、助學基金申請表格及申請指引，煩請 貴校／機構／教會代為宣傳張貼，讓有需要的莘莘學子得到支援。

如有任何查詢，請致電 2251-0893（何妙瑜姑娘）或 2251-0883（李麗儀姑娘）或 2251-0875（何錦佩姑娘）、傳真 2770-1417 或電郵至 hkmst@yang.org.hk 與我們聯絡。

多謝垂注！



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For office use only (辦事處專用)
Received Date:
New Applicant: Yes / No
Application Form no.: _____

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Grant Application Form for 2021 - 2022 二零二一至二零二二年度助學基金申請表

IMPORTANT NOTICE ON USE OF YOUR PERSONAL DATA

To comply with the new requirements of the "Personal Data (Privacy) Ordinance", we have the following important notification.

- (1) Methodist Study Trust (MST) will use your personal data for contacts, such as name, telephone number, fax number, email and mailing address etc., for providing you with updated information of the MST's work, development, issuing receipts, fundraising progress, volunteer recruitment and social service promotion. We intend to continue to do so unless we receive your objection in writing. All personal data is treated as strictly confidential.
- (2) MST will use your personal data for the purposes of which it was collected.
- (3) To provide personal data to MST is on voluntary basis. However, if you do not provide sufficient personal data, MST may not be able to process your application or provide service to you.
- (4) Upon received your request at any time and with no charge, MST will cease to use your personal data for the above purposes.

Should you refuse to have your personal data being used for the above purposes, please mark on the opt-out box in the attachment with your name and signature, returning this letter by mail/fax to Head Office (Address: MST Head Office, 54 Waterloo Road, Kowloon; Fax No: 2770 1417). For any inquiries, please contact us at 2251 0893.

為配合《個人資料(私隱)條例》的新規定，本基金有以下通知：

- (1) 循道教會助學基金(本基金)將使用閣下的個人資料(如：姓名、電話、傳真、電郵及郵寄地址)，作為本基金與你聯繫之用，包括提供通訊、開發收據、籌募、義工招募及相關服務資訊。本處將確保所有個人資料絕對保密及妥善儲存。
- (2) 本基金將依照收集資料時所說明的目的而使用該等資料。
- (3) 向本基金提供個人資料屬於自願。但我們有可能因沒有足夠資料，而無法處理你的有關申請或提供有關服務。
- (4) 你可以隨時要求本基金停止使用你的個人資料作上述用途，費用全免。

閣下如不欲本基金繼續使用你的個人資料，謹請填寫聲明，寫上你的姓名及簽署，郵寄/傳真回本基金(地址：九龍窩打老道 54 號 循道教會助學基金總辦事處收；傳真號碼：2770 1417)。如有查詢，請致電 2251 0893。

Please read the Guidance Notes P.8-P.9 carefully before completing this form and complete all parts in BLOCK letters using black or blue ball pen. 申請人在填寫本申請書前請先細閱「申請指引」第 8 及 9 頁，並請用黑色或藍色原子筆，以正楷清楚填寫此申請書。

Part I: Personal Particulars 第一部份：個人資料

1	Name in English 英文姓名		2	Name in Chinese 中文姓名	
3	HKID Card No. 香港身份證號碼	()	4	Age 年齡	
5	Date of Birth 出生日期	(DD/MM/YYYY)	6 [#]	Gender 性別	M / F 男 / 女
7	Place of Birth 出生地點		8	Length of Residence in HK 居港年數	Years 年
9	Address 住址				
10	Contact No. 聯絡電話	(Home 住宅)		(Mobile 手提)	
11	Email Address 電郵地址				

[#] Delete whichever is inapplicable 刪去不適用者

B Family Assets 家庭資產			
		<i>Applicant 申請人 Amount 金額 HK\$</i>	<i>Family Members 家庭成員 Amount 金額 HK\$</i>
1	Savings 儲蓄		
2	Property 物業		
3	Others, please specify 其他，請註明：_____ e.g. Share 如股票/Bonds 債券/Foreign currency 外幣		

Total Assets 資產總值： \$ _____

C Housing Type 住屋類型 and 及 Living Status 居住情況			
*1	<input type="checkbox"/> Home ownership Housing 居屋 <input type="checkbox"/> Public Housing 公屋 <input type="checkbox"/> Private Housing 私人樓宇 <input type="checkbox"/> Dormitory 宿舍	<input type="checkbox"/> Others, please specify 其他，請註明： _____	
*2	<input type="checkbox"/> Own Occupies 自置物業 (Mortgage rent 每月供款: \$ _____) <input type="checkbox"/> Rent 租住 (Monthly rent 每月供款: \$ _____)	<input type="checkbox"/> Others, please specify 其他，請註明： _____	

Part IV: A Breakdown of Total Family Expenditure (From 1 September 2020 to 31 August 2021)
第四部份：家庭生活總開支表（由 2020 年 9 月 1 日至 2021 年 8 月 31 日止）

		<i>Amount 金額 HK\$</i>
1. Applicant Total Expenditure 申請人全年開支表		
a	Tuition Fee 學費	
b	Traveling Expenses 交通費	
c	Textbook Fee 書簿費	
d	Examination Fee 考試費	
e	Others, please specify 其他，請註明： _____	
2. Family Expenditure 家庭生活開支表		
a	Mortgage repayment/Rent and Rates/Management Fee 按揭還款/租金/差餉/管理費	
b	Water Charges 水費	
c	Electricity 電費	
d	Telephone Charges 電話費	
e	Traveling Expenses 交通費	
f	Gas Expenses 煤氣/石油氣費	
g	Clothing Expenses 衣著開支	
h	Medical Expenses 醫療費	
i	Food Expenses 膳食費	
j	Tuition Fee (Included the applicants, siblings etc) 學費（包括申請人及其兄弟姊妹）	
k	Book Expenses (Included the applicants, siblings etc) 書簿費（包括申請人及其兄弟姊妹）	
l	Others, please specify 其他，請註明： _____	

Total Family Expenditure 全年家庭總開支： \$ _____

* Please ✓ the appropriate 請以✓表示

This part to be filled by the Referee 此部份需由推薦人填寫

Part VII: Reference Letter 第七部份：推薦信			
* Remarks: Please submit this part with the application form 備註：此部分必須於申請時一併提交			
1	Name of Referee 推薦人姓名：	2	Position 職位：
3	Contact Number 聯絡電話：		
4	Name of the Organization 機構名稱：		
Financial need of the applicant 申請人之財政需要			
Suitability of the subjects or applied course to the applicant 申請人所就讀學科／課程之適合性			
Study performance of the applicant in the subjects or course applied 申請人所就讀學科／課程之表現簡述			
Other information 其他			

Signature of Referee 推薦人簽署： _____

Part IX: Applicant's Declaration 第九部份：申請人聲明

I, _____ (Applicant's Name), have read and fully understood the Guidelines in application. I declare that:

1. The personal data and documentary evidence provided by me are **true and complete**.
2. I understand and consent that the Methodist Study Trust (MST) Fund's Trustee Board will rely on the information provided in this application to determine the eligibility and to assess the level of financial assistance to be offered and may conduct investigation on my application. Any misrepresentation and concealment of facts will lead to disqualification of my application and possible be prosecuted.
3. I agree and understand that the MST will treat my personal data as strictly confidential.
4. I am willing not willing to commit as a volunteer to help other applicants and attend activities to promote MST, once I become a beneficiary.
5. I am willing not willing to receive the newsletters or other information from the Methodist Study Trust.

本人 _____ (申請人姓名) 已閱讀及完全明白申請指引的內容。現謹此聲明：

1. 申請書內填報的個人資料及本人提交的證明文件均屬完整及真確無誤。
2. 本人明白及同意循道教會助學基金信託基金委員會將根據本表格內所填報的資料來評定本人的申請資格及資助金額，並會就此項申請進行調查。如有虛報或隱瞞事實，委員會有權取消本人的申請資格，以及可能因此被檢控。
3. 本人同意及明白循道教會助學基金會把本人資料作保密處理。
4. 如獲資助，本人願意出任義工協助其他申請學生及出席推廣有關本基金的活動及工作。
 願意
 不願意 (請簡列原因：_____)
5. 本人 願意 不願意收到基金寄出的資訊。

Applicant's Signature 申請人簽署

Date 日期

Part X: Checklist 第十部份：核對清單

Before submission of this application, have you completed the following tasks?

遞交此申請表前，你是否已辦妥下列事項？

- | | |
|---|---|
| a | <input type="checkbox"/> Have you completed all parts of the application form and signed? 你是否已填妥整份申請表及簽署？ |
| b | Please attached the photocopies of the following documents, if you have: 請呈交下列文件的影印本：
Have you enclosed a copy of the listed document for application? 你是否已附上齊備之參考文件影印本？
<input type="checkbox"/> 1. 學歷證明 Academic Certificates
<input type="checkbox"/> 2. 最近成績表 Recent Academic Result Record
<input type="checkbox"/> 3. 推薦信 Reference Letters
<input type="checkbox"/> 4. 傷殘津貼信及紀錄 Disability Allowance Record
<input type="checkbox"/> 5. 綜合保障援助信及紀錄 CSSA Letter and Record
<input type="checkbox"/> 6. 接受入學證明書 Certificate of Acceptance from the Proposed Institution |

* Please ✓ the appropriate 請以✓表示

** The End 完 **

- 所有申請由撥款委員會遴選，合適之申請者將安排進行面試，以審核申請人之需要。申請結果將個別通知。

5 Evaluation Criteria 評審準則

- Low income family/ special difficulties; or
- Outstanding academic; or
- The course and the future plan are related will be prioritized.
- 低收入家庭／特殊困難；或
- 成績優異；或
- 課程與就業計劃有關的申請將獲優先考慮。

6 Award of Methodist Study Trust 助學基金之分配

- The Scholarship will be granted on an annual basis. Depending the direct learning needs of the applicants, **part of the cost of school fees, textbooks or learning aids will be granted upon the result of the vetting committee.**
- 本助學基金乃每年撥款一次。
- **而撥款數額則視乎申請人之學習直接需要及本基金撥款委員會審批結果而定。**其中包括學費、課本、學習相關輔助儀器用品也可獲得部分資助。

7 Closing Date 截止申請日期

- **Application deadline for 2021-2022 is 15th October, 2021.**
- **Please mail back the application form and MST office will arrange the vetting interview as soon as possible.**
- 本年度截止申請日期二零二一年十月十五日。
- **如文件備妥請盡早郵寄申請，以供基金辦事處安排面試。**

8 General Information 一般事項

- If the applicant changes to other courses within the subsidized academic year and which is differ from the application form, the applicant must notify to the Methodist Study Trust. If not, his/her application is failed.
- If any misrepresentation or concealment of fact will lead to disqualification, restitution in full of the total maintenance grants received or to be prosecuted.
- Under any situation, the Trust has the right for final decision and will not give explanations for fail application.
- 申請學生如在申請資助的學年內轉讀其他課程，而與申請書內所述不符，申請人必須立刻將更改事項向循道教會助學基金報告，否則其申請將屬無效。
- 如發覺申請人有意虛報或隱瞞事實，其申請資格將被取消，申請人並須退回全部已獲得的資助及有可能會被檢控。
- 在任何情況下，委員會無需要解釋個別申請人的落選原因。

9 Enquiry 查詢

- If you have any enquiry, please call 2251 0893 (Ms. Milk HO) or 2251 0883 (Ms. Kayla LEE) or 2251 0875 (Ms. Emily HO), or fax to 2770 1417 or email to hkmst@yang.org.hk.
- 如有查詢，請致電 2251 0893 (何姑娘)／2251 0883 (李姑娘)／2251 0875 (Emily 姑娘)或傳真 2770 1417 或電郵至 hkmst@yang.org.hk。