

THE CHINESE UNIVERSITY OF HONG KONG

Internationalization Project for Promoting Campus Integration

Guidelines

About the Fund

1. One of the missions of the University is to facilitate and cultivate sufficient integration of groups of students from different origins. The Chinese University of Hong Kong (CUHK) and the University Grants Committee (UGC) has made available HK\$500,000 to support projects initiated by students that serve to facilitate student integration in the 2013/14 and 2014/15 academic years. The funding will be used for creative student-initiated projects of distinguishable nature that will promote campus integration.
2. The maximum amount of support for each application is capped at \$100,000.

Eligibility

3. Students from both local and non-local origins can organize and/or participate in the funded projects.
4. Students taking non-UGC funded programmes are welcome to participate in this initiative, as long as the majority of students in each project team are taking UGC-funded programmes.

Assessment Criteria

5. Consideration will be given to the overall merits of each application, including innovation and impact of the project in promoting campus integration.
6. Intellectual, quasi-intellectual, culturally enhancing projects and inter-institutional collaborations will be highly valued.
7. Priority will be given to projects which:
 - a. involve a large number of students, whether as organizers or participants,
 - b. demonstrate cost effectiveness and sustainability components

Assessment Process

8. Applications for funding support will be reviewed by an assessment panel formed by members of the Committee on Student Internationalization of the CUHK. If considered necessary, student representative(s) may be invited to join the assessment panel.
9. Shortlisted applicants may be invited to present their project proposals to the assessment panel.
10. For inter-institutional projects, students should elect a coordinator from among themselves. If the coordinator is studying at CUHK, the project proposal will be assessed by the assessment panel.

Successful Projects

11. For projects which receive support from the Fund, the assessment panel of CUHK will select one project which best achieve the objective of integration for submission to the UGC. The UGC will form a separate panel to assess the projects submitted by institutions and select the best project(s).
12. Students of these “winning” projects will be suitably recognized by the UGC. The UGC will also make appropriate publicity arrangements for these winning projects. CUHK students of these “winning” projects will assist the university to help spread the importance of the initiatives of internationalization and engaging the Mainland in the higher education sector.

Application Procedures

13. A complete project funding application (which should contain the **application form** and a project proposal) should be submitted to the Student Services Centre, Office of Student Affairs, 1/F, Benjamin Franklin Centre.
14. The proposal should include the following components:
 - Project objectives
 - Project description
 - Implementation plan
 - Anticipated results and broader impacts
 - Evaluation method
 - Budget
15. The Fund will not cover purchase of any fixed assets such as furniture or capital equipment. Substantial/excessive expenses on production of publications, meals/tours and ceremonial arrangements are not encouraged.

16. The application schedule is as follows:

	Date/Period
Invitation of applications	5 December 2014 to 16 January 2015
Deadline for submission of applications	16 January 2015
Assessment of applications	mid to late January 2015
Roll-out of projects	early February to June 2015
Submission of reports	Within one month upon completion of project, or 30 June 2015 (whichever is earlier)

Enquiry

17. Enquiries should be directed to the Incoming Students Section of Office of Student Affairs.

- Tel: 3943 7945
- Email: isso@cuhk.edu.hk
- Address: 1/F Benjamin Franklin Centre

Office of Student Affairs
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