

**Hong Kong Buddhist Association Postgraduate Scholarships in Buddhist Studies 2017-18**  
**Application Procedures**

**Submission of Application Documents**

Application form	<ol style="list-style-type: none"> <li>1. Application forms should be submitted through the email below in PDF format. <b><u>Hard copy will NOT be accepted.</u></b></li> <li>2. PDF forms include fillable form fields, which could be filled in and saved on PC. Two e-signatures are required for each form before submission.</li> <li>3. Since data can be exported only from fillable digital forms for our Scholarship Committee’s review, therefore, please neither change the format of the form, nor scan it/take a photo of it, and save back to PDF format.</li> <li>4. If any separate sheets were used for the ‘Additional Information’ part, please name the document as ‘Additional Information’ and send it together with application form to us.</li> </ol>
Supporting documents (if any)	<ol style="list-style-type: none"> <li>1. Supporting documents are not required but may be needed on request.</li> <li>2. If applicants wish to submit any, please send the documents together with application forms to us by the email below.</li> </ol>
Reference letters	<ol style="list-style-type: none"> <li>1. <b><u>TWO reference letters are required</u></b> for any scholarship applications from academic year 2017-18.</li> <li>2. Reference letters may be submitted through any of the following methods: <ol style="list-style-type: none"> <li>i. from referee(s) directly, sending to the email below with a subject line ‘<u>HKBA Reference Letter – (applicant’s full name)</u>’; or</li> <li>ii. from applicants, sending a copy together with other application documents to the email below; or</li> <li>iii. from referee(s)/applicants, posting to our address below; or  Re: HKBA Reference Letter(s)  Centre of Buddhist Studies  Room 409, 4/F, The Jockey Club Tower  The University of Hong Kong, Pokfulam Road, Hong Kong  (Attn: Ms. Meggie Lau)</li> <li>iv. if applicants wish to submit reference letter(s) with other supporting documents for the Master of Buddhist Studies application, please mark clearly on the reference letter(s) ‘For Scholarship Application’.</li> </ol> </li> </ol>

Please submit all application documents in **ONE** email, with a subject line ‘HKBA Scholarship Application – (applicant’s full name)’ to [cbsship@hku.hk](mailto:cbsship@hku.hk).

**Supplementary Notes**

1. To ensure successful submission of application form and other documents (if any) via email, the documents should be in PDF or Word document or JPEG format, and a maximum size of 20MB is allowed for all documents attached in an email.
2. Multiple submissions are NOT allowed.
3. Any documents submitted after the deadline may NOT be accepted.

4. In order to support the University's environmental friendly initiatives, documents submitted via email should NOT be delivered to the Centre by post in duplicate.
5. The information in scholarship application forms should be aligned with the one for Master/Doctor degree applications. In the event of inconsistency, the information in scholarship application forms shall prevail, and further explanation and/or supporting documents may be needed on request.
6. If you wish to change your contact details, please send us an email to [cbsship@hku.hk](mailto:cbsship@hku.hk).

### **Technical Support**

To view / fill in / sign the 'PDF' forms, you need Adobe® Acrobat® Reader 7.0.5 or above. For proper display of Chinese characters, you may need to install the Asian Font Packs. Please download the required software(s) from the following URLs:

**Adobe Reader**                    <https://helpx.adobe.com/support/reader.html>

**Asian Font Packs**                [www.adobe.com/products/acrobat/acrrasianfontpack.html](http://www.adobe.com/products/acrobat/acrrasianfontpack.html)

If you have any difficulties in filling and/or signing PDF form, please refer to the following link for detail instructions:

<https://helpx.adobe.com/reader/using/fill-and-sign.html>

### **Closing Date of Application**

March 15, 2017 12:00 nm (HKT)

**THE UNIVERSITY OF HONG KONG**  
**Centre of Buddhist Studies**

**Hong Kong Buddhist Association Postgraduate Scholarships in Buddhist Studies 2017-18**  
**Application Form**

(This scholarship is available for application to all applicants of the Master of Buddhist Studies degree programme with priority of awards given to **teachers teaching Buddhism in schools run by Hong Kong Buddhist Association or administrators in the secretariat and subsidiary organisations of Hong Kong Buddhist Association. Under special circumstances, the Selection Committee may consider to award the scholarships to other candidates.**)

**A. Personal Information**

Title	Surname	Given name	
Chinese name (if any)		Gender <input type="checkbox"/> M <input type="checkbox"/> F	Age
Date of birth (dd/mm/yyyy)		Nationality	
HKID card no. (if any)		Passport no.	
Mobile		Tel. no. (home/office)	
Email 1		Email 2 (if any)	
Correspondence address			

Mode of study in the Master of Buddhist Studies degree programme:  Full-time  Part-time

**B. Academic Qualifications**

Current academic studies:

Title of degree/diploma	Major subject		Mode of study
			<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time
Institution	Country	Duration of course	Expected date of award (mm/yyyy)

Tertiary institution attended (in reverse chronological order):

(1)	Title of degree/diploma	Major subject	Mode of study	Honours & GPA
			<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time	
	Institution	Country	Duration of course	Date of award (mm/yyyy)

(2)	Title of degree/diploma	Major subject	Mode of study	Honours & GPA	
			<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time		
	Institution		Country	Duration of course	Date of award (mm/yyyy)

(3)	Title of degree/diploma	Major subject	Mode of study	Honours & GPA	
			<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time		
	Institution		Country	Duration of course	Date of award (mm/yyyy)

(4)	Title of degree/diploma	Major subject	Mode of study	Honours & GPA	
			<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time		
	Institution		Country	Duration of course	Date of award (mm/yyyy)

**C. Professional Qualifications**

	Type of membership	Abbreviation	Awarding institution & country	Date of award (mm/yyyy)
(1)				
(2)				
(3)				

**D. Working Experience** (in reverse chronological order)

	Company/institution & location	Position	Mode	Major responsibilities	Employment period from (mm/yyyy) to (mm/yyyy)
(1)					
(2)					
(3)					

**E. Prizes/Awards**

	Name of the prize/awards	Awarding institution & country	Date of award (mm/yyyy)
(1)			
(2)			
(3)			
(4)			
(5)			

**F. Community Services**

	Name of organization & location	Nature of business	Major responsibilities	Participation period from (mm/yyyy) to (mm/yyyy)
(1)				
(2)				
(3)				
(4)				
(5)				

**G. Referees**

Name	
Position	
Organization	
Address	
Email	
Tel. no.	

Name	
Position	
Organization	
Address	
Email	
Tel. no.	

**H. Financial Situation**

Household monthly income#: HKD \_\_\_\_\_

Total no. of family members living together (including you): \_\_\_\_\_

# Supporting documents may be needed on request.

If you are not awarded this scholarship, do you have enough financial support to pursue your study?  
(Please answer this question according to your actual situation. This information is important when we assess your application.)

**I. Additional Information**

Outline the reasons for applying the Master of Buddhist Studies degree programme.  
(Use separate sheet if necessary)

Any other information which you consider relevant to this application  
(Use separate sheet if necessary)

---

**Declaration**

I declare that the above information is correct.

Date \_\_\_\_\_ Signature \_\_\_\_\_

## **Personal Data (Privacy) Notice – Use of Personal Data**

Applicants who supply data in their application to the University for the “Hong Kong Buddhist Association Postgraduate Scholarships in Buddhist Studies” are advised to note the following points, pursuant to the Personal Data (Privacy) Ordinance:

1. Personal data provided in the application for this scholarship will, during the entire process, be used solely for this purpose, and in this connection, the data will be handled by University staff or by any other persons outside of the University who is directly involved in the administration of this scholarship;
2. Applicants are advised to provide all the information requested in the relevant documents, where applicable, failing which the University may be unable to process and consider their applications;
3. After the applications have been processed and the relevant exercise completed:
  - (a) the Reference Report Form submitted by all referee(s) for all applications, along with the application papers of unsuccessful candidates will be destroyed;
  - (b) the application papers for this scholarship of successful candidates will become part of the file which the University opens for each student. Data therein will thereafter be handled by University staff in conjunction with the students’ progress in the University as prescribed under relevant rules and regulations and attendant procedures.
4. Under the provisions of the Personal Data (Privacy) Ordinance, applicants have rights to request access to, and to request the correction of, their personal data. Applicants wishing to access or make corrections to their data should submit written requests to the Data Protection Officer, Registry, The University of Hong Kong.

### Declaration

1. I have noted the general points pursuant to the Personal Data (Privacy) Ordinance.
2. I authorize The University of Hong Kong or any other office that is directly involved in the administration of this scholarship to use, check and process my data as required for my application.
3. I understand that upon successful application, my data will become a part of my student record and may be used for all purposes as prescribed under relevant rules and regulations as well as attendant procedures, so long as I remain student of this University.
4. I declare that the information given in support of this application is accurate and complete. I understand that any misrepresentation will disqualify my application.

Date \_\_\_\_\_

Signature \_\_\_\_\_