**OUTSTANDING SERVICE AWARDS FOR TERTIARY STUDENTS 2024/2025**

**APPLICATION FORM**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* Please read the **Guidance Notes** for Applicants before completing this application form.
* The application form should be typed in English, unless otherwise specified, and signed. Handwritten form will NOT be accepted.
* If the item(s) in the form is/are not applicable, “N/A” should be marked.
* Please submit your completed application form with supporting documents to the designated Google form (<https://forms.gle/XE4vyQ4WNqkgLAiu6>) by **30 April 2025 (Wednesday)**. For enquiries, please contact the HKOTSSA at [info.hkotssa@gmail.com](mailto:info.hkotssa@gmail.com).
* *Please sort the supporting documents in the same order as listed and submit in* ***one single file****.*

**Personal data**

| Name in English |  | Photo |
| --- | --- | --- |
| Name in Chinese |  |
| Student I.D. No. |  |
| Home Tel. No. |  |
| Mobile Tel. No. |  |
| Home Address |  |
| E-mail Address |  |

**Education and Academic Record**

1. Education Background

| Current Institution |  | | |
| --- | --- | --- | --- |
| Faculty/Department |  | | |
| Degree & Major |  | | |
| Current Year of Study |  | Expected Year of Graduation |  |
| Cumulative GPA  (or equivalent) |  | | |

*(Please attach a copy of your university transcript.)*

| 1. Public Examination Results (HKCEE, HKDSE, HKALE, etc.) | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Exam | Subject | Grade | Year | Exam | Subject | Grade | Year |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

*(Please attach copy of certificates)*

1. Secondary School(s)/Institution(s) Attended

| Year | Name of Secondary School/Institution | Degree/Diploma *(if appropriate)* |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |

**Record of CONTINUOUS\* Services and Contributions to Fellow Students, Schools/Tertiary Institutions and/or the Community in the Past Four Years**

\*The duration of these services/contributions should be continuous and not less than 9 months.

*(Maximum SIX items)*

|  | Organization Name | Position / Achievements | Description | Service Period  (month/year) |
| --- | --- | --- | --- | --- |
| E.g. | AIDS Care Group | Founding  Chairperson | * Organized a 5-day service trip in July, 2022 for 25 university students to visit HIV-affected children in Hefei, Anhui * Held a 2-week exhibition, “Care for AIDS”, at CUHK in March 2022 to raise funds for HIV orphans and clarify students’ misconceptions of AIDS | 11/2020-11/2022 |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

*(All items MUST be supported by documentary proofs.)*

**Record of PROJECT-BASED\* Services and Contributions to Fellow Students, Schools/Tertiary Institutions and/or the Community in the Past Four Years**

**\***The duration of these services/contributions *need not be* continuous and *can be* less than 9 months.

*(Maximum SIX items not mentioned above)*

|  | Name | Position / Achievements | Description | Service Period  (month/year) | Total Hours |
| --- | --- | --- | --- | --- | --- |
| E.g. | “Equality for Tomorrow” – Learning Camp for ethnic minority students, HKU | Public Relations Officer | * Held a 2-day learning camp for 45 ethnic minority secondary school students in April 2022 * Organized a visit to the Equal Opportunities Commission during the camp to introduce anti-discrimination laws to ethnic minority students | 04/2022-06/2022 | 30 hours |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

*(All items MUST be supported by documentary proofs.)*

**Record of Extra-curricular Activities, Prizes and/or Awards in the Past Four Years**

*(Maximum SIX items not mentioned above)*

|  | Name | Position/  Achievements | Period  (month/year) |
| --- | --- | --- | --- |
| E.g. | Hong Kong Social Enterprise Challenge | Semi-finalist | 10/2022-01/2022 |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

*(All items MUST be supported by documentary proofs.)*

**Personal Statement**

*(You may answer in either English or Chinese.)*

What makes you YOU through service and volunteering? Please submit a personal statement of not more than 500 words highlighting your services and major contributions. Please include word count at the end.

|  |
| --- |

**Application Question**

*(Please limit each answer to 350 words. You may answer in either English or Chinese.)*

Please design a one-month service project with **ONE** of the focuses (**Bold** and **Underline** your chosen theme).

Elderly / SEN Children / Mental Health / Environment / Health & Wellness / Ethnic Minorities

How do you plan to create meaningful impact for the target beneficiaries through your project, utilizing your profession and experiences? Please discuss your motivation and project rationale, implementation plans and intended outcome in the box below.

|  |
| --- |

**Declaration**

I confirm to the best of my knowledge that all information contained in this application is accurate. I also understand and accept that the information given is used for awards selection only and will be destroyed one year after the application deadline. Only contact numbers and addresses of the awards recipients will be retained by the Hong Kong Student Services Association and the Hong Kong Outstanding Tertiary Students’ Services Association for future correspondence.

| Signature: | Date: |
| --- | --- |