

GUIDELINES ON SCHOOL FUNDING FOR OVERSEAS LEARNING EXPERIENCES OF UGC-FUNDED UNDERGRADUATE STUDENTS

a. Background and purpose

The school funding is provided to encourage students to gain more exposure in the global environment through participation in overseas teaching and learning activities. The School of Communication will provide funding for its UGC-funded undergraduate students including senior year places to acquire overseas learning and practical experiences.

b. Effective date

The guidelines have been effective from academic year 2016-17.

c. Eligibility

All full-time UGC-funded undergraduate students (for Year 1-4 Programme-based students and Year 1-4 Broad-based students) and senior year students who have been assigned their majors and affiliated to Departments are eligible for the funding.

d. Funding limit and allocation

Up to a ceiling lump sum amount of **HK\$8,000** per student throughout his/her studies at the school is funded. Students must contribute a portion of the expenses as required.

The funding allocation is based on the total number of Year 1 Programme-based students and Year 1 Broad-based undergraduate students as well as senior year students admitted in that year. A lump sum payment for students will be transferred to the Departments each year.

e. Funding activities

i. Fundable activities

Following categories of overseas teaching and learning activities are applicable for the funding: -

- (a) Overseas internships
- (b) Overseas placements
- (c) Overseas study tours
- (d) Overseas summer school
- (e) Any other overseas teaching and learning activities of similar nature

ii. Special projects

The school will provide additional funding on a case-by-case basis for special projects.

f. Departments are required to submit a brief report to the School on the usage of the funding at the end of each financial year.

g. The Guidelines on School Funding for Overseas Learning Experiences of UGC-funded Undergraduate Students are subject to review every two years.

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