2012-13 Fee Remission and Scholarship Schemes

Our school provides various kinds of fee remission and scholarship schemes:

(a) Fee Remission Scheme
(b) Scholarship Schemes
   (i) Scholarship for High Achievers in Internal Examination
   (ii) Scholarship for High Achievers in External Examination
   (iii) Honor Scholarship for HKDSE
   (iv) Scholarship for Outstanding Achievement in Extra Curricular Activities.
   (v) Subsidy for Exchange Program
   (vi) Scholarship for Summer Internship
   (vii) Scholarship for Oversea Forum

For further enquiries about the schemes, please contact the respective teacher-in-charge by 2462 3932:

(a) Scholarship for academic achievement    Mr. Ho Ying Kit
(b) Fee Remission      Mr. Ho Ying Kit
(c) ECA Scholarship:     Ms. Lau Sau Yee
(d) Subsidy for Exchange Program:   Ms. Chiu Lai Nga
(e) Scholarship for Summer Internship       Mr. Tsang Fu Wing
(f) Overall in-charge and other enquiries:  Mr. Ho Ying Kit

The Fee Remission Scheme

A. The Fee Remission Scheme aims at providing financial assistance to eligible parents and to enable students to receive secondary education in Po Leung Kuk Ngan Po Ling College.

B. Eligibility for Fee Remission
1. The applicant must be a parent or his/her legal guardian of a student who has been enrolled to study F.1 to F.7 in Po Leung Kuk Ngan Po Ling College in current academic year.
2. For students who studied in our school in previous year, applicants must have applied School Textbook Assistance (TA) Scheme / Student Travel Subsidy (STS) Scheme / Subsidy Scheme for Internet Access Charges (SIA) provided by the Student Financial Assistance Agency, and have received the current year Eligibility Certificates (ECs) from the Student Financial Assistance Agency.
3. For newly admitted students, applicants do not need to apply for the ECs before they apply for this remission scheme.

C. Method of Assessment
1. For students who studied in our school in previous year, the method will follow the assessment mechanism by the Student Financial Assistance Agency for the current school year. The level of assistance for school fee remission only follows the Eligibility Level (either HALF or FULL) assessed by the Student Financial Assistance Agency.
2. For newly admitted students,
   (a) if applicants have the current year Eligibility Certificates (ECs) from the Student Financial Assistance Agency, the level of assistance for school fee remission will follow the Eligibility Level (either HALF or FULL) assessed by the Student Financial Assistance Agency.

   (b) if applicants do not have the current year Eligibility Certificates (ECs) from the Student Financial Assistance Agency, our school will follow the formula adopted by the Student Financial Assistance Agency to calculate the Adjusted Family Income (AFI) as a means to assess the eligibility for assistance and the level of assistance.

   (i) The AFI mechanism is based on the following formula:

   \[
   AFI = \frac{\text{Gross Income of the family in the preceding year}}{\text{Number of family members} + (I)*}
   \]

   *For single parent families of 2 to 3 members, the “plus 1 factor” in the divisor of the AFI formula will be increased to 2.

   (ii) The members of a family normally refer to the applicant, the spouse, the unmarried children and the depending parents residing with the family.

   (iii) Gross Family Income of the family includes the annual income of the applicant and the spouse; 30% of the annual income of unmarried children residing with the family; the contributions from other children and relatives/friends, and other income if applicable. Please refer to Appendix 1 (Items of Family Income).

   (iv) The AFI eligibility benchmarks for various levels of assistance in the 2012 / 13 school year are listed in the table below. Please note that the AFI is not the average monthly income of a family.

<table>
<thead>
<tr>
<th>2012 / 13 school year - AFI Groups between (HKS)</th>
<th>Level of Assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 31,403</td>
<td>Full *</td>
</tr>
<tr>
<td>31,404 - 60,722</td>
<td>Half</td>
</tr>
<tr>
<td>&gt; 60,722</td>
<td>Ineligible</td>
</tr>
</tbody>
</table>

   * AFI thresholds for full level of assistance for 3-member and 4-member families are $38,016 and $34,975 respectively in the 2012 / 13 school year. For 2-member single-parent families and 3-member single-parent families, they are regarded as 3-member families and 4-member families respectively for determining the AFI thresholds for full level of assistance and calculation of AFI.
The school has the sole discretion in granting any financial assistance and the amount thereof; the decision of the school is final.

D. Application Procedures

1. Application for fee remission has to be made for every academic year.

2. Application forms can be obtained from the school office in September.

3. (a) For students with Eligibility Certificate (EC), the application form, attached with the photocopy of the current year Eligibility Certificate (EC) from the Student Financial Assistance Agency, should be duly completed and submitted to the school office during office hours in person.

   (b) For newly admitted students without Eligibility Certificate (EC), the application form should be duly completed and submitted to the school office with all required documents (Refer to Appendix 2, Supporting Documentary Required) in person.

4. The applicant is obligated to complete the application form fully and truthfully and attach all required documents. Any misrepresentation or omission may result in delay in processing the application or lead to rejection of the application.

5. The school will verify all applications after the closing date. If necessary, interview will be arranged.

6. The deadline of the application will be on 28th September 2012.

7. Students who have sudden financial difficulties during the year can apply for the contingency fund. They have to write a letter to the principal to explain the financial situation with abundant supporting documents (Appendix 2).

E. Release of Results

1. Notification of result will be sent to each applicant in November.

F. Method of Payment

1. For the school fee paid
   The amount of fee remission will be reimbursed through auto pay/ by crossed cheque.

2. For the school fee unpaid
   The school fee will be waived by the amount of fee remission.

G. Appeals

1. The applicant, who is unsatisfied with the decision of the Fee Remission Committee concerning his/her application, may apply for a review with sufficient grounds in writing within 10 days from the date of release of result.
Appendix 1 - Items of Family Income

1. Applicants should provide information on the total annual income during the period 1st April to 31st March in last financial year with documentary proofs.

2. Items of income to be reported are listed as below.

<table>
<thead>
<tr>
<th>Income to be reported</th>
<th>Income need not be reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Salary, including Provident Fund Contributions</td>
<td>1. Scholarships</td>
</tr>
<tr>
<td>2. Double pay/Leave pay</td>
<td>2. Disability and Old age allowance</td>
</tr>
<tr>
<td>3. Allowance (including housing / travel/ meals/education/shift allowance, etc.)</td>
<td>3. Long service payment/contract gratuity</td>
</tr>
<tr>
<td>5. Wages in lieu of notice of dismissal</td>
<td>5. Loans</td>
</tr>
<tr>
<td>6. Profit from business / investment</td>
<td>6. Retirement gratuity / provident fund</td>
</tr>
<tr>
<td>7. Alimony</td>
<td>7. Inheritance</td>
</tr>
<tr>
<td>8. Contributions from relatives/friends</td>
<td>8. Charity donations received</td>
</tr>
<tr>
<td>9. Interests from bank deposits, stocks &amp; shares, etc.</td>
<td>9. Retraining allowance</td>
</tr>
<tr>
<td>10. Rent from property</td>
<td>10. Traffic accident / Insurance / Injury indemnity</td>
</tr>
<tr>
<td>11. Monthly pension/widow’s &amp; children’s compensation</td>
<td></td>
</tr>
<tr>
<td>12. Comprehensive Social Security Assistance</td>
<td></td>
</tr>
</tbody>
</table>
Appendix 2 - Supporting Documents Required

1. Completed application form, together with relevant supporting documents, should be returned to the school office in person as soon as possible.

2. Supporting documents include:
   (a) Photocopies of identity card or other identity document of:
       ◆ the applicant;
       ◆ the applicant’s spouse (if applicable);
       ◆ other family members (if applicable);
   (b) Photocopies of documentary evidence on annual income for the period from 1 April to 31 March in last financial year.
       i) Salary employed person
           Examples of documentary evidence
           ◆ Salary Statement;
           ◆ Tax Demand Note;
           ◆ Copy of bank transaction records showing payment of salary;
           ◆ Income Certificate.
       ii) Sole proprietor or partner of partnership business
           Examples of documentary evidence
           ◆ Profit and Loss Account
           ◆ Personal Assessment Notice
       iii) Causal workers who cannot produce any income proofs
           Example of documentary evidence
           ◆ Income Statement
   (c) Photocopies of relevant documents concerning single-parent families, e.g. supporting documents for divorce/separation, death certificate of the spouse, etc.
Scholarship for High Achievers in Internal Examination

Aims
This scholarship scheme is aimed at
(1) Recognizing and encouraging achievements in internal examinations.
(2) Attracting and retaining students with high caliber.

Eligibility Criteria
Applicants must:
(A) For students who have studied at our school for at least one year:
   (1) have studied at Po Leung Kuk Ngan Po Ling College in the year of examination
   (2) will be studying at Po Leung Kuk Ngan Po Ling College next academic year;
   (3) have been
       (i) top 10 for Form 1, 2 and 3
       (ii) top 6 for Form 4 and 5 science stream and top 4 for Form 4 and 5 art stream
            in the overall position in the respective form in the year of examination;
   (4) have got conduct B or above in the year of examination.

(B) For new Form 1 students admission:
   (1) have grades A in English, Chinese and Mathematics in P4 - P6;
   (2) have been top 20 in the overall position in P6 in previous academic year;
   (3) have got conduct A in previous academic year;
   (4) be selected and approved by both the Principal and the F1 admission team.
   (5) have been ranked 1st to 8th in the admission list calculated by the F1 admission team.

- For existing students in category A, all applicants will be automatically nominated to this scholarship. Students are not required to fill any application form for the scholarship.
- For new Form 1 students (Category B), the Principal and the F1 admission team would select appropriate P6 candidates among all applicants for the F1 admission. The selected students will be informed after the interview by both phone call and mail.
- If the number of the eligible applicants exceeds the quota set, the final decision will be made by both the Principal and the scholarship committee/F1 admission team.
- The scholarship will be reimbursed through auto pay/by a cross cheque payable to the parent/guardian of the award recipients in around December. If students have their school places forfeited in or before November, the scholarship will not be reimbursed.
Value of Awards

For students continuing their studies in F2-6 after the examination:

<table>
<thead>
<tr>
<th>Overall Position in Form</th>
<th>Scholarship</th>
<th>Payment Method</th>
<th>No of successful applicants</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-3</td>
<td>$8,000 for F.2-F.3</td>
<td>Through auto-pay/ By cheque</td>
<td>3 for each form (For F4&amp;5: 2 for science and 1 for art students)</td>
</tr>
<tr>
<td></td>
<td>$7,500 for F.4-F.6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4-10</td>
<td>$2,000</td>
<td>Through auto-pay/ By cheque</td>
<td>7 for each form (For F4&amp;5: 4 for science and 3 for art students)</td>
</tr>
</tbody>
</table>

Be noted that all the students who have got this scholarship will be awarded according to the amount set above, in regardless of the amount of fee remission, ECA scholarship or other scholarships the students granted in the same academic year.
Scholarship for High Achievers in External Examination

A. Eligibility Criteria
Applicants must:
(1) have studied at Po Leung Kuk Ngan Po Ling College in the year of examination; and
(2) have got the good result in any of the approved external examinations;

B. Value of Awards and Projected Amount of Scholarship
The examinations are categorized into two bands, namely Band A and Band B. Band A examinations are
of higher level of difficulties and students will be granted with more scholarship. Band B examinations
comprise with the remaining approved examinations and the level of scholarship granted will be a bit
lower.

C. Approved Examinations and the details of the scholarship Schemes:
Band A Examination
1. HKDSE (from 2012 onwards)
Students will be awarded for Grade 5* (or A in French) subjects according to the number of 5* (or A in
French) they have got in the examination.

Students will be awarded $1,000 for each Grade 5* (or A in French) subject.

Note 1: If a student got 5** in any subject, the amount of scholarship for that subject would be doubled.

2. IETLS (from 2012 onwards)
Criterion: Student of F5 or below in the current academic year

<table>
<thead>
<tr>
<th>Level attained</th>
<th>Scholarship</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 or above</td>
<td>Full remission for the examination fee paid by student</td>
</tr>
<tr>
<td>6 or 6.5</td>
<td>Half remission for the examination fee paid by student</td>
</tr>
</tbody>
</table>
3. FCE (from 2012 onwards)
Criterion: Student of F3 or below in the current academic year

<table>
<thead>
<tr>
<th>Level attained</th>
<th>Scholarship</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Full remission for the examination fee paid by student</td>
</tr>
<tr>
<td>B</td>
<td>Half remission for the examination fee paid by student</td>
</tr>
</tbody>
</table>

4. 港澳地區中小學普通話水平考試（GAPSK）from 2012 onwards
Criterion: student of F3 or below in the current academic year

<table>
<thead>
<tr>
<th>Level attained</th>
<th>Scholarship</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>$1,000</td>
</tr>
<tr>
<td>B</td>
<td>Half remission for the examination fee paid by student</td>
</tr>
</tbody>
</table>

Band B Examinations
1. GCE AS Chinese (from 2011 onwards)

<table>
<thead>
<tr>
<th>Level attained</th>
<th>Scholarship</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>$500</td>
</tr>
</tbody>
</table>

2. GCSE Chinese (from 2011 onwards)

<table>
<thead>
<tr>
<th>Level attained</th>
<th>Scholarship</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>$500</td>
</tr>
</tbody>
</table>
3. 國家語委普通話水平測試 (from 2012 onwards)

<table>
<thead>
<tr>
<th>Level attained</th>
<th>Scholarship</th>
</tr>
</thead>
<tbody>
<tr>
<td>二級乙等或以上</td>
<td>$500</td>
</tr>
</tbody>
</table>

4. Australian National Chemistry Quiz (from 2011 onwards)

<table>
<thead>
<tr>
<th>Level attained</th>
<th>Scholarship</th>
</tr>
</thead>
<tbody>
<tr>
<td>Distinction</td>
<td>$250</td>
</tr>
</tbody>
</table>

Be noted that all the students who have got this scholarship will be awarded according to the amount set above, in regardless of the amount of fee remission, ECA scholarship or other scholarships the students granted in the same academic year.

D. Nomination Procedure
All students who are eligible will be automatically nominated by the teachers-in-charge of the respective examinations. Students are not required to fill any application form for the scholarship.

E. Payment Arrangement
The scholarship will be reimbursed by auto-pay/a cross cheque payable to the award recipients’ parents.
Honor Scholarship for HKDSE

A. Eligibility Criteria

Applicants must:
(1) have got Grade 5* in six (or above) subjects, including English Language, Chinese Language (for French: A in HKDSE or A* in IGCSE), Mathematics and Liberal Studies, in HKDSE; and
(2) have studied F.6 at Po Leung Kuk Ngan Po Ling College in the year of examination; and; and
(3) have got at least Grade A- in conduct in the overall results in the year of examination
(4) have successfully gained admission to an undergraduate degree program at any universities

B. Value of Awards

A full grant of 1st year tuition fee for the admitted undergraduate degree program will be awarded to successful applicants. The maximum value of scholarship is HK$45,000.

Be noted that all the students who have got this scholarship will be awarded according to the amount set above, in regardless of the amount of fee remission, ECA scholarship or other scholarships the students granted in the same academic year.
Scholarship for Outstanding Achievement in External Competition 2011-2012

A. Aims
This scholarship scheme is aimed at
- Recognizing and encouraging achievements in extra-curricular activities.
- Attracting and retaining students with high caliber.

B. Eligibility Criteria
Applicants should be
- attending in Po Leung Kuk Ngan Po Ling College in the current academic year; and
- have outstanding achievements in extra-curricular activities; and

C. Value of Awards
- Nominated and approved students will have free remission from 25% to 100%.
- For students representing Po Leung Kuk Ngan Po Ling College to take part in international competition, maximum of 100% of ticket and accommodation fee can be subsidized.
- For students representing Hong Kong to take part in international competition, maximum of 50% of ticket and accommodation fee can be subsidized.

D. Nomination Procedure
All teachers can nominate students with outstanding achievements in extra-curricular activities by submitting the nomination form on or before 31 Aug in previous academic year.

E. Release of Result
Students will be informed in September.