

人事服務及職員關係科

Personnel Services & Staff Relations Branch

警察子女教育信託基金

The Police Children's Education Trust

警察教育及福利信託基金

The Police Education & Welfare Trust

申請指引

Internal Guidelines



24.07.2024

申請指引 - 內容

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第一章

CHAPTER I

基本政策
GENERAL POLICY申請人須知

1. 申請人必須是現職警務人員、輔警、已退休的警務人員或已故警務人員的配偶。
2. 被提名人必須是現職警務人員、輔警、已退休的警務人員或已故警務人員的親生或經合法領養的子女。
3. 被提名人的年齡必須於 2024 年 9 月 1 日時不超過 26 週歲。(即 1998 年 9 月 2 日或以後出生)
4. 即使被提名人的父母均為警務人員(包括輔警或已退休的警務人員)，亦只可以提交一份申請表格。
5. 無論申請獎學金或助學金，每名警察子女只可被提名一次和遞交一份申請表格。
6. 申請人必須填報真確資料。凡漏報或虛報資料，一經發現，除申請資格會被取消外，亦有可能受到紀律處分，或被刑事檢控。
7. 申請人有責任提供足夠資料及證明文件供警察子女教育信託基金及警察教育及福利信託基金管理委員會考慮。
8. 所有申請的批核結果均以警察子女教育信託基金及警察教育及福利信託基金聯合管理委員會的決定為準。
9. 所有被提名而未獲獎學金的警察子女，若他們符合申請助學金的資格，基金會考慮頒發助學金給他們。
10. 基金只會在同一年度頒發一項獎學金或助學金給予同一被提名人，悟宿基金會醫科獎學金及李秀恒博士卓越獎學金得獎者除外。
11. 被提名的警察子女若曾獲本委員會頒發獎學金，他們未來將不再符合被提名同一項獎學金的資格。
12. 基金不會對下列被提名人提供助學金／獎學金資助：
 - (a) 已完成第一個學位課程；
 - (b) 重讀生；
 - (c) 兼讀生；及
 - (d) 有酬實習生。

NOTE TO APPLICANTS

- An applicant should be a serving Police officer, an Auxiliary, a retired Police officer or a Police officer's widow / widower.
- A nominee should be a child (either blood related or legally adopted) of a serving Police officer, an Auxiliary, a retired Police officer or a deceased Police officer.
- A nominee should be below 26 years old as at 1 September 2024. (i.e. born on or after 2 September 1998)
- Should both parents be Police officers (including the Auxiliary or retired Police officers), only one of them may apply for the nominee.
- Only one application, irrespective of the scholarship or bursary category, should be submitted for each child of a Police officer.
- Information submitted must be accurate. Applicants who provide incorrect or misleading information or conceal important facts will be disqualified and subject to disciplinary and legal implications.
- Applicants are responsible to provide sufficient information and supporting documents to the Management Committees of the Police Children's Education Trust and the Police Education and Welfare Trust for consideration.
- The Joint Management Committee of the Police Children's Education Trust and the Police Education and Welfare Trust is the authority for approval of all applications and their decisions are final.
- All unsuccessful scholarship nominees will be considered for bursary if they meet the application requirement for bursary.
- The same nominee will not receive more than one award of a scholarship or a bursary, except the awardee of the Providence Foundation Medical Scholarship for Year One Medical Student and the Dr Eddy LI Scholarship for Excellence.
- The scholarship awardees in a category will be ineligible for the same award in the same category in the future.
- No bursary/scholarship will be granted to the following nominees:
- who have completed the first degree;
 - who are repeaters;
 - who are part-time students; and
 - who are on internship or placement with remuneration.

- | | |
|---|--|
| <p>13. 除非基金管理委員同意申請人所提出的理由充足，基金不會就個別學生的額外學習時間（例如以六年時間完成一個普通學位課程）提供資助。</p> | <p>Should a student have taken an exceptionally lengthier time to complete a course, e.g. 6 years for a general bachelor degree, full justifications to the satisfaction of the Management Committee must be submitted before a bursary is considered. As a norm, no assistance is given to the extra time required.</p> |
| <p>14. 申請人應在被提名人轉學或輟學後，盡快書面通知秘書處及盡快退還所得獎學金／助學金。</p> | <p>Should a nominee quit schooling in the course of the academic year or transfer to another school / institute which has not been stated in the application, the applicant should inform the Secretariat in writing and return the awarded scholarship/bursary to the respective Trusts without delay.</p> |

如何申請？

15. 申請人應使用附件一的申請表格。申請表格及指引可在警察內聯網《人事服務及職員關係科》網頁或警察網頁下載。
16. 申請獎學金或助學金，須填妥申請表格，連同所有證明文件副本，於截止日期前的辦公時間內經郵寄或投遞箱遞交申請：

郵寄地址：

香港灣仔軍器廠街一號
警察總部警政大樓三十八樓
人事服務及職員關係科支援服務課

投遞箱地址：

灣仔軍器廠街 1 號警察總部警政大樓一樓公共辦事處大堂的警察子女教育信託基金及警察教育及福利信託基金秘書處表格收集箱

17. 如以郵寄方式遞交表格，請支付足夠郵資。
18. 申請恩恤補助金或特殊需要子女補助金，須與所屬總區的警察福利主任聯絡。

截止日期

19. 本年度所有申請的截止日期如下：

2024 年 10 月 28 日 (星期一)

HOW TO APPLY?

Applications should be made on the prescribed application form at **Annex I**. The application form and application guidelines can be downloaded at PS&SR Branch Website on Police Intranet (POINT) or Hong Kong Police Public Page.

All duly completed application forms for scholarships and bursaries with a copy of all supporting documents required should be submitted via post or drop box during office hours before the specific deadlines:

By Post:

Support Services Group
Personnel Services and Staff Relations Branch,
38th Floor, Arsenal House, Police Headquarters,
No. 1 Arsenal Street, Wan Chai, Hong Kong

Drop Box:

PCET and PE&WT Secretariat Drop Box, 1st Floor, Arsenal House, 1 Arsenal Street, Police Headquarters

For submission of the application by post, please ensure the mail items bear sufficient post.

For applications for Grants under Compassionate Consideration or Grants for Special Needs Children, please contact the Force Welfare Officers of the respective Regions.

DEADLINE

The closing date of this year for all applications is:

28 October 2024 (Monday)

逾期或資料不足的申請，恕不受理
LATE OR INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED

查詢

20. 查詢獎學金及助學金的申請事宜，請聯絡警察子女教育信託基金及警察教育及福利信託基金秘書處。
電話：2860 3242 或
電郵：sec-trusts@police.gov.hk
21. 查詢恩恤補助金及特殊需要子女補助金的申請事宜，請與所屬總區警察福利主任聯絡。
各福利辦事處電話如下：

港島及水警暨警察總部福利辦事處

Hong Kong Island and Marine cum PHQ Welfare Office

九龍福利辦事處

Kowloon Welfare Office

新界福利辦事處

New Territories Welfare Office

ENQUIRIES

Enquiries on scholarship and bursary applications may be made to Secretariat, the PCET and the PE&WT.
Enquiry hotline : 2860 3242 or
e-mail: sec-trusts@police.gov.hk

Enquiries on grants under compassionate consideration or Grants for Special Needs Children, please contact the Force Welfare Officer of the respective Regions:

☎ 2370 2307

☎ 2150 7987

☎ 2417 6482

第二章

CHAPTER II

申請獎學金條件及辦法
APPLYING FOR SCHOLARSHIP

1. 所有職級的警務人員，包括輔警人員、已退休的警務人員及已故警務人員的配偶，若子女符合下列要求，可提名他們申請獎學金：

Police officers at all ranks, including the Auxiliaries, retired officers and police officers' widows / widowers of these ranks may nominate their children for a scholarship if they satisfy the following requirements:

(a) 大學入學獎學金:University Entrance Scholarship:

- (1) 大學入學獎學金分為兩個級別，要求被提名人考獲的成績及被提名人可獲頒贈的獎學金最高金額如下：

A two-tier system for University Entrance Scholarship is implemented. The required academic achievement and the maximum amount of the scholarship are as follows:

考獲成績	獎學金最高金額
香港中學文憑試四科 5** 級或以上成績#備註(i)及(ii); 或 英國普通教育文憑高級程度考試三科 A* 級或以上成績#備註(iii); 或 國際大學預科文憑 42 分或以上成績。	港幣 40,000 元
香港中學文憑試三科 5* 級或以上成績#備註(i)及(ii); 或 英國普通教育文憑高級程度考試三科 A 級或以上成績#備註(iii); 或 國際大學預科文憑 38 分或以上成績。	港幣 30,000 元

Academic Achievement	Maximum Amount for each scholarship award
Four subjects of Level 5** or more in HKDSEE #Remarks(i)&(ii); or Three subjects of Grade A* or more in GCEAL #Remark(iii); or 42 points or more in IB Diploma.	HK\$40,000
Three subjects of Level 5* or more in HKDSEE #Remarks(i)&(ii); or Three subjects of Grade A or more in GCEAL #Remark(iii); or 38 points or more in IB Diploma.	HK\$30,000

#備註(i) 如科目涉及必修部份及延伸部份，則以較高分部份為一科計算。

#Remark(i) If the subject consists of compulsory part and extended part, only the part with higher score is counted as one subject.

#備註(ii) 丙類科目 A 級、B 級及 C 級成績分別等同甲類科目第 5** 級、第 5* 級及第 5 級成績。

#Remark(ii) Grade A, B and C in Category C subjects are equivalent to Level 5**, Level 5* and Level 5 respectively in Category A subjects.

#備註(iii) 必須為高級程度科目。
兩科高級補充程度科目成績等同一科高級程度科目成績。英國普通教育文憑高級程度考試中文科成績不獲計算在內。

#Remark(iii) Must be Advanced Level (AL) subjects. Two Advanced Supplementary (AS) level subjects are equivalent to one AL subject. Result in GCEAL Chinese subject is **not** counted.

- (2) 被提名人必須於 2023/2024 學年同一次考試中考獲以上成績，並於 2024/2025 學年升讀全日制認可大學一年級學位課程。
- (3) 被提名人如考獲上述以外的其他學歷，申請人須提供資料證明該項成績符合上述學歷要求。我們會對每個申請作個別考慮。
- (4) 所有非本地學歷將會根據有關院校的等級、所就讀的科目、學生的學業成績及有關的學歷評審機構的建議等因素作出考慮。主要因素為有關的非本地院校是否能與本地院校的水平作出比較。除本章所訂定情況外，其他非本地學歷是否與本地學歷等同，一概以警察子女教育信託基金／警察教育及福利信託基金管理委員會的最後決定為準，申請人及被提名人均不得異議。
- (5) 實際獎學金的金額會視乎頒發獎學金數目及基金撥款而定。

(b) 悟宿基金會醫科獎學金:

- (1) 被提名人須升讀認可的全日制大學一年級醫科學位課程，而完成該課程後可根據香港法例第 161 條醫生註冊條例在香港特別行政區註冊成為執業醫生。
- (2) 悟宿基金會醫科獎學金最高金額為港幣 20,000 元正。實際獎學金的金額及名額會視乎基金撥款而定。
- (3) 若符合資格的被提名人人數超過實際獎學金名額，獎學金將授予在 2024 年香港中學文憑試(或同等程度)中考獲成績最好的被提名人。
- (4) 無論成功申領與否，所有符合申領其他警察子女教育信託基金／警察教育及福利信託基金的獎學金／助學金資格的被提名人，將自動被安排申領有關項目，毋須另行申請。

The nominees should obtain the above academic achievement in the examination of the same year in 2023/2024, and have been admitted to Year One of a full-time degree course at a recognized university in 2024/2025.

Other qualifications will be assessed on a case-by-case basis. Applicants must provide documents supporting that the qualifications are equivalent to those listed above.

All non-local qualifications are assessed on a case-by-case basis having regard to the standing of the awarding institutions, programme of study, academic performance of the students and advice from accreditation authorities, etc. The benchmark is whether the non-local qualifications are comparable in standard to a local one. Except for the conditions as specified in this chapter, the decision of the Management Committee of the Police Children's Education Trust / Police Education and Welfare Trust on the equivalency of all other non-local qualifications shall be final. All applicants and nominees shall not have objections.

The amount of the scholarship will be subject to the number of awards and availability of funds.

Providence Foundation Medical Scholarship for Year One Medical Student:

The nominees have been admitted to Year One of a full-time medical degree course at a recognized institute, which leads to medical registration under the Medical Registration Ordinance, Cap. 161 in the HKSAR after graduation.

The maximum amount of each scholarship award is \$20,000. The number and the amount of the scholarship award will be subject to the availability of funds.

If the number of eligible nominees exceeds the number of scholarship(s) available, the scholarship(s) will be granted to the nominee(s) who obtained the best results in Hong Kong Diploma of Secondary Education Examination (or equivalent) in 2024.

Regardless successful or not, all nominees who meet the requirements for other scholarships / bursaries under the Police Children's Education Trust / the Police Education and Welfare Trust will be arranged for the respective awards automatically.

(c) 李秀恒博士卓越獎學金:

- (1) 被提名人須升讀認可的全日制大學一年級非醫科學位課程。
- (2) 李秀恒博士卓越獎學金最高金額為港幣 20,000 元正。實際獎學金的金額及名額會視乎基金撥款而定。
- (3) 若符合資格的被提名人人數超過實際獎學金名額，獎學金將授予在 2024 年香港中學文憑試（或同等程度）中考獲成績最好的被提名人。
- (4) 無論成功申領與否，所有符合申領其他警察子女教育信託基金／警察教育及福利信託基金的獎學金／助學金資格的被提名人，將自動被安排申領有關項目，毋須另行申請。

Dr Eddy LI Scholarship for Excellence:

The nominees have been admitted to Year One of a full-time non-medical degree course at a recognized institute.

The maximum amount of each scholarship award is \$20,000. The number and the amount of the scholarship award will be subject to the availability of funds.

If the number of eligible nominees exceeds the number of scholarship(s) available, the scholarship(s) will be granted to the nominee(s) who obtained the best results in Hong Kong Diploma of Secondary Education Examination (or equivalent) in 2024.

Regardless successful or not, all nominees who meet the requirements for other scholarships / bursaries under the Police Children's Education Trust / the Police Education and Welfare Trust will be arranged for the respective awards automatically.

(d) 出色才藝獎學金:**黃廷方慈善基金獎學金 - 出色才藝獎學金**
(適用於初級警務人員)

- (1) 初級警務人員，包括在職的初級警務人員，已退休的初級警務人員及已故初級警務人員的配偶，若子女符合下列(3)至(5)段要求，可提名他們申請黃廷方慈善基金獎學金。

出色才藝獎學金

(適用於初級警務人員以外所有職級的警務人員)

- (2) 初級警務人員以外所有職級的警務人員，包括輔警人員、已退休的警務人員及已故警務人員的配偶，若子女符合下列要求，可提名他們申請出色才藝獎學金。
- (3) 被提名人須在下列其中一個非學術範疇表現優秀出色才藝，範疇包括：
- 體育運動 / 競藝；
 - 音樂 / 表演藝術；
 - 文化 / 美術 / 設計；
 - 創新 / 科技；及
 - 其他非學術範疇。
- (4) 被提名人於 2021 年 9 月 1 日至 2024 年 8 月 31 日期間內曾在國家級或國際級才藝比賽中獲獎；或在該時段內曾代表香港隊參加國家級或國際級才藝比賽。
- (5) 被提名人須於 2024/2025 學年在本地或非本地的大專就讀全日制教育或訓練課程。
- (6) 出色才藝獎學金金額在港幣 10,000 元至港幣 40,000 元之間。實際的金額及名額會視乎基金撥款及個別個案作出考慮。

Scholarship for Outstanding Talents:**Ng Teng Fong Charitable Foundation Scholarship – Scholarship for Outstanding Talents**
(Applicable to Junior Police Officers)

Junior Police Officers, including serving officers, retired officers and police officers' widows / widowers of these ranks may nominate their children for the Ng Teng Fong Charitable Foundation Scholarship if they satisfy the requirements at paragraphs (3) to (5) below.

Scholarship for Outstanding Talents(Applicable to Police Officers at all ranks, with the exception of Junior Police Officers)

With the exception of Junior Police Officers, Police officers at all ranks, including the Auxiliaries, retired officers and police officers' widows / widowers of these ranks may nominate their children for the Scholarship for Outstanding Talents if they satisfy the following requirements.

The nominees should have displayed outstanding level of talent in one of the following non-academic fields:

- Sports / Games;
- Music / Performing Arts;
- Culture / Arts / Design;
- Innovation / Science / Technology; and
- Other non-academic fields.

The nominees have been a winner of a national or international award; or have been a member of a competing team representing Hong Kong in a national or international competition between 1 September 2021 and 31 August 2024.

The nominee has enrolled in full-time education or training courses at a recognized tertiary institute either locally or non-locally in 2024/2025.

The amount of each scholarship award ranges between \$10,000 and \$40,000. The amount of each scholarship and the number of scholarship awards for outstanding talents will be subject to the availability of funds and determined on a case-by-case basis.

(e) 特殊需要子女獎學金:

黃廷方慈善基金獎學金 - 特殊需要子女獎學金
(適用於初級警務人員)

- (1) 初級警務人員，包括在職的初級警務人員，已退休的初級警務人員及已故初級警務人員的配偶，若子女符合下列(2)至(3)段要求，可提名他們申請黃廷方慈善基金獎學金。

特殊需要子女獎學金
(適用於初級警務人員以外所有職級的警務人員)

- (2) 初級警務人員以外所有職級的警務人員，包括輔警人員、已退休的警務人員及已故警務人員的配偶，若子女符合下列要求，可提名他們申請特殊需要子女獎學金。
- (3) 有特殊需要的被提名人能證明其會很大程度受益於本地或非本地大專教育或訓練。
- (4) 特殊需要子女獎學金金額在港幣 10,000 元至港幣 40,000 元之間。實際的金額及名額會視乎基金撥款及個別個案作出考慮。

(f) 義務工作獎學金:

- (1) 被提名人須於 2024/2025 學年在本地或非本地的認可大專就讀全日制教育或訓練課程。
- (2) 被提名人於 2021 年 7 月 1 日至 2024 年 6 月 30 日必須完成最少 200 小時的義務工作。有關的義工服務記錄必須可以實證及由本地的機構確認。
- (3) 義務工作獎學金最高金額為港幣 30,000 元正。實際獎學金的金額及名額會視乎基金撥款而定。
- (4) 若符合資格的被提名人數超過實際獎學金名額，獎學金將以下列準則作出甄別：
 - (a) 服務成就及果效、
 - (b) 服務表現及承擔、
 - (c) 參與及貢獻等。

Scholarship for Special Needs Children:

Ng Teng Fong Charitable Foundation Scholarship – Scholarship for Special Needs Children
(Applicable to Junior Police Officers)

Junior Police Officers, including serving officers, retired officers and police officers' widows / widowers of these ranks may nominate their children for the Ng Teng Fong Charitable Foundation Scholarship if they satisfy the requirements at paragraphs (2) to (3) below.

Scholarship for Special Needs Children
(Applicable to Police Officers at all ranks, with the exception of Junior Police Officers)

With the exception of Junior police officers, Police officers at all ranks, including the Auxiliaries, retired officers and police officers' widows / widowers of these ranks may nominate their children for the Scholarship if they satisfy the following requirements.

The nominees should have particular special needs and would benefit substantially from education or training at a recognized tertiary institute, either locally or non-locally.

The amount of each scholarship award ranges between \$10,000 and \$40,000. The amount of each scholarship and the number of scholarship awards for special needs children will be subject to the availability of funds and determined on a case-by-case basis.

Scholarship for Volunteerism:

The nominee has enrolled in full-time education or training courses at a recognized tertiary institute either locally or non-locally in 2024/2025.

Between 1 July 2021 and 30 June 2024, the nominee must have completed a minimum of 200 hours of volunteer work. Relevant service record must be evident based and endorsed by local organizations.

The maximum amount of each scholarship award is \$30,000. The number and the amount of the scholarship award will be subject to the availability of funds.

If the number of eligible nominees exceeds the number of scholarship(s) available, the eligible nominees will be screened by the following selection criteria:

achievement and outcome;
performance and commitment; and
participation and contribution, etc.

2. 無論成功申領與否，所有符合申領其他警察子女教育信託基金／警察教育及福利信託基金的獎／助學金資格的被提名人，將自動被安排申領有關項目，毋須另行申請。
3. 以上各項獎學金的申請人應使用附件一的表格申請。
4. 所有成功獲取獎學金的被提名人必須出席由部門舉辦之獎學金頒獎典禮。2024/2025 年度獎學金頒獎典禮將於 2025 年 8 月中至下旬舉行(確實日期待定)。未能出席者必須提交合理原因。

備註：

成功獲取獎學金的被提名人經委員會揀選後，可能獲邀於頒獎禮上分享他們的讀書／義工服務經驗。

5. 由 2004 年開始，**獎學金得獎人**可選擇於入讀全日制課程前享有休學年，如參與義工服務計劃、增添工作經驗、參加教育性課程或旅遊體驗等。得獎人所得的獎學金則會延遲發放，直至得獎人正式升讀全日制課程為止。適用之獎學金被提名人必須在附件一之申請表格(乙部 1) 說明其休學計劃。獎學金得獎人必須於休學年結束後向秘書處重新提交申請表及第 10 段所提及的有關證明文件。
6. 除義務工作獎學金的被提名人以外，所有被提名申請獎學金的子女必須提交一份 200 至 400 字 (中文或英文均可) 的讀書意向書，內容包括：
 - (a) 你的讀書計劃及未來事業展望；
 - (b) 獎學金對你所能作出的幫助；及
 - (c) 其他任何你認為值得委員會考慮的情況或理由。

Regardless successful or not, all nominees who meet the requirements for other scholarships / bursaries under the Police Children's Education Trust / the Police Education and Welfare Trust will be arranged for the respective awards automatically.

All applications should be made on the prescribed application form as attached at **Annex I**.

All scholarship awardees **must** attend the award presentation ceremony to be held by the Force. The 2024/2025 Scholarship Presentation Ceremony will be held in mid to late August 2025 (exact date to be finalized). Awardees who cannot attend the ceremony must provide justifiable reasons.

Remark:

Successful scholarship nominees may be selected by Committee to share their study experience / volunteer service experience on stage at the award presentation ceremony.

Starting from 2004, **scholarship awardees** can select to take a gap year before starting their full-time programmes of study, such as participating in voluntary projects, gaining work experience or attending educational courses or expeditions. Issue of the scholarship will be deferred until these awardees start their full-time study at the recognized tertiary institutes. Scholarship nominees who plan to have the gap year should indicate their plan in the Application Form (Part B1) at **Annex I**. The awardee should resubmit the Application Form and relevant documents as per detailed in paragraph 10 to the Secretariat after the gap year.

Except for the nominees of Scholarship for Volunteerism, all scholarship nominees are required to submit a Statement of Intent of 200 – 400 words (either in English or Chinese) stating:

Your study and career plans;

How do you think the scholarship can contribute to your intent? and

Any other circumstances and/or reasons that you think deserve the consideration of the Committee.

7. 被提名申請義務工作獎學金的子女必須提交由本地機構發出的證明文件，例如推薦信、義工服務獎狀或證書等，並提交一份不多於 500 字 (中文或英文均可) 的義工服務感想書，內容包括：
- (a) 你的義工服務如何為香港帶來影響；
- (b) 是什麼引領你踏上義工服務的旅程；及
- (c) 其他任何你認為值得委員會考慮的情況或理由。
8. 基金秘書處可能會約見申請人及被提名人，屆時申請人須攜同相關文件的正本以便核實。
9. 入選的被提名人有可能被邀請接受面試、提供諮詢人及／或呈遞個人作品，以證明其具備足夠領取此獎學金的資格。
10. 在遞交申請表格時必須同時夾附下列證明文件副本：
- (a) (1) 現職人員：最近期的糧單；
及
載有申請人姓名及賬戶號碼的銀行存摺首頁／月結單(請注意：銀行存摺副本或月結單副本所顯示的姓名及銀行戶口號碼必須與申請表甲部所填報的相同)。
- (2) 退休人員：由庫務署發出的退休金／撫恤金證或 IR56C 退休金／撫恤金支付表格或退休便箋；或榮休書；
及
載有申請人姓名及賬戶號碼的銀行存摺首頁／月結單(請注意：銀行存摺副本或月結單副本所顯示的姓名及銀行戶口號碼必須與申請表甲部所填報的相同)。
- (b) 被提名子女的香港中學文憑試成績通知書／證書或同等學歷的證書；
- (c) 被提名子女的大學學生證副本／已繳交學費的收據／升讀課程的註冊證明文件(未支付的繳款單/發票並不接受)；
- (d) 大學入學通知書；
- (e) 已退休警務人員必須遞交被提名子女的出生證明書(親生子女)或領養證明書(領養子女)。
- The nominees of Scholarship for Volunteerism are required to present documentary proof from local organizations such as reference letter(s), volunteer service awards or certificates, etc. Also, the nominees are required to submit a Statement of Volunteer Service of no more than 500 words (either in English or Chinese) stating:
- How your services make an impact on Hong Kong?
- What has led you on your volunteer service journey?
And
- Any other circumstances and/or reasons that you think deserve the consideration of the Committee.
- The applicants and the nominees may be invited for an interview arranged by the Secretariat. At the interview, applicants should bring along all the original copies of the relevant documents for certification.
- Shortlisted nominees may be requested to attend an interview and/or submit references and/or written work as evidence of their qualifications for the scholarship.
- The following copies of documents must be attached to the application form:
- For servicing officers: Recent Statement of Salary;
and
the first page of a bank passbook or bank statement bearing the name and bank account number of the applicant (please note that the name and bank account shown on the bank passbook or bank statement shall tally with Part A of the application form).
- For retired officers: Pensioner's Card issued by the Treasury or IR56C Return of Pension or Retirement Memo; or Valedictory Letter;
and
the first page of a bank passbook or bank statement bearing the name and bank account number of the applicant (please note that the name and bank account shown on the bank passbook or bank statement shall tally with Part A of the application form).
- Nominee's Results Notice/Certificate of HKDSEE or copy of Student Registration Card or equivalent qualification;
- Nominee's copy of student card or tuition fee receipts or enrollment documents (unsettled demand note/invoice not accepted);
- Offer Letter from University;
- Retired Police officers should also provide the Certificate of Birth of the nominee (for blood related children) or Certificate of Adoption of the nominee (for legally adopted children).

第三章

CHAPTER III

申請助學金條件及辦法
APPLYING FOR BURSARY

1. 所有初級警務人員及督察級人員，包括輔警人員、已退休的警務人員及已故初級警務人員及督察級人員的配偶，若子女於認可大專修讀全日制大專課程及符合下列要求，可提名他們申請大專助學金：

All Junior Police Officers and Inspectorate officers, including the Auxiliaries, retired officers and police officers' widows / widowers of these ranks, may nominate their children for a bursary if they have been enrolled in full-time tertiary level courses in recognized universities / tertiary institutes and satisfy the following requirements:

(a) 大一學生:

- (1) 在香港中學文憑試一次過考獲三科第 5 級或以上成績#備註(i)&(ii)；
或
英國普通教育文憑高級程度考試三科 B 級或以上成績#備註(iii)；
或
國際大學預科文憑取得 34-37 分成績。

#備註(i) 如科目涉及必修部份及延伸部份，則以較高分部份為一科計算。

#備註(ii) 丙類科目 A 級、B 級及 C 級成績分別等同甲類科目第 5**級、第 5*級及第 5 級成績。

#備註(iii) 必須為高級程度科目。
兩科高級補充程度科目成績等同一科高級程度科目成績。英國普通教育文憑高級程度考試中文科成績**不獲**計算在內。

或同等程度；及

- (2) 升讀認可的大專課程。

Year 1 Students:

Three subjects of Level 5 or more in HKDSEE
#Remarks(i)&(ii) ;

or

Three subjects of Grade B or more in GCEAL
#Remark(iii);

or

34-37 points in IB Diploma.

#Remark(i) If the subject consists of compulsory part and extended part, only the part with higher score is counted as one subject.

#Remark(ii) Grade A, B and C in Category C subjects are equivalent to Level 5**, Level 5* and Level 5 respectively in Category A subjects.

#Remark(iii) Must be Advanced Level (AL) subjects. Two Advanced Supplementary (AS) level subjects are equivalent to one AL subject. Result in GCEAL Chinese subject is **not** counted.

or equivalent qualification; and

Admitted to a tertiary level course at a recognized tertiary institute.

(b) 大二或以上學生:

- (1) 符合上述(a)(1)及(a)(2)所列要求；及

- (2) 必須於 2023/2024 學年的校內試中各主修科成績考獲合格，並於 2024/2025 學年升讀高一年級。修讀的科目成績若不合格，被提名人須提供由修讀學院發出的文件，表述該科目是否被提名人的主修科目或副修科目，及被提名人是否須重考不合格科目才可以畢業。

Year 2 or above Students:

Must have obtained the qualifications as listed at (a)(1) and (a)(2) above; and

Must have obtained passes in all major subjects in the internal final examination in 2023/2024 and promoted to the next higher class in 2024/2025. For failed subjects, nominees have to provide documents issued by the institutes showing whether or not the failed subjects are major subjects or minor subjects of the nominees' study, and whether or not re-sit in the examination in the failed subjects are required for graduation from the course.

2. 符合上述資格並升讀或繼續升讀高一年級學位課程及非學位課程的被提名人，初級警務人員的被提名人將獲得助學金港幣 15,000 元正，而督察級人員的被提名人將獲得助學金港幣 11,000 元正。
3. 被提名人如考獲上述以外的其他學歷，申請人須提供資料證明該項成績符合上述學歷要求。我們會對每個申請作個別考慮。所有非本地學歷將會根據有關院校的等級、所就讀的科目、學生的學業成績及有關的學歷評審機構的建議等因素作出考慮。主要因素為有關的非本地院校是否能與本地院校的水平作出比較。除本章所訂定情況外，其他非本地學歷是否與本地學歷等同，一概以警察子女教育信託基金／警察教育及福利信託基金管理委員會的最後決定為準，申請人及被提名人均不得異議。
4. 所有申請人應填妥附件一的表格申請。
5. 在遞交申請表格時必須同時夾附下列證明文件副本：
 - (a) (1) 現職人員：最近期的糧單；
及
載有申請人姓名及賬戶號碼的銀行存摺首頁或月結單(請注意：銀行存摺副本或月結單副本所顯示的姓名及銀行戶口號碼必須與申請表甲部所填報的相同)。
 - (2) 退休人員：由庫務署發出的退休金／撫恤金證或 IR56C 退休金／撫恤金支付表格或退休便箋；或榮休書；
及
載有申請人姓名及賬戶號碼的銀行存摺首頁或月結單(請注意：銀行存摺副本或月結單副本所顯示的姓名及銀行戶口號碼必須與申請表甲部所填報的相同)。
 - (b) 被提名子女的香港中學文憑試成績通知書/證書或同等學歷的證書 (再申請者仍須再次提交此文件)；
 - (c) 被提名子女的大學學生證副本／已繳交學費的收據／升讀課程的註冊證明文件(未支付的繳款單／發票並不接受)／大學入學通知書；
 - (d) 升讀大二或以上的學生：
2023/2024 學年的學業成績(全年成績)；及
 - (e) 已退休警務人員必須遞交被提名子女的出生證明書 (親生子女) 或領養證明書 (領養子女)。

For the eligible nominee who is admitted or promoted to the next higher class in a degree course and a non-degree course, the amount of a bursary to the nominee of a Junior Police Officer is \$15,000 and the amount of a bursary to the nominee of an Inspectorate Officer is \$11,000.

Other qualifications will be assessed on case-by-case basis. Applicants must provide documents supporting that the qualifications are equivalent to those listed above. All non-local qualifications are assessed on a case-by-case basis having regard to the standing of the awarding institutions, programme of study, academic performance of the students and advice from accreditation authorities, etc. The benchmark is whether the non-local qualifications are comparable in standard to a local one. Except for the conditions as specified in this chapter, the decision of the Management Committee of the Police Children's Education Trust / Police Education and Welfare Trust on the equivalency of all other non-local qualifications shall be final. All applicants and nominees shall not have objections.

All applications should be made on the prescribed application form as attached at Annex I.

The following copies of documents must be attached to the application form:

For servicing officers: Recent Statement of Salary; and the first page of a bank passbook or bank statement bearing the name and bank account number of the applicant (please note that the name and bank account shown on the bank passbook or bank statement shall tally with Part A of the application form).

For retired officers: Pensioner's Card issued by the Treasury or IR56C Return of Pension or Retirement Memo; or Valedictory Letter; and the first page of a bank passbook or bank statement bearing the name and bank account number of the applicant (please note that the name and bank account shown on the bank passbook or bank statement shall tally with Part A of the application form).

Nominee's Results Notice/Certificate of HKDSEE or equivalent qualification (Re-applicant please re-submit this document);

Nominee's copy of student card or tuition fee receipts or enrollment documents (unsettled demand note / invoice not accepted) or copy of offer letter from University;

For students promoted to University Year 2 or above: 2023/2024 academic results (for the whole year); and

Retired Police officers should also provide the Certificate of Birth of the nominee (for blood related children) or Certificate of Adoption of the nominee (for legally adopted children).

第四章

CHAPTER IV

申請恩恤補助金條件及辦法
APPLYING FOR GRANTS UNDER
COMPASSIONATE CONSIDERATION

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|---|---|
| 1. 基金管理委員會將會按個別情況，對因為非家庭本身可控制的因素而導致經濟困難的警務人員家庭提供恩恤援助。 | Depending on individual circumstances, the Joint Management Committee will consider giving grants to those families of police officers with financial difficulties caused by factors that beyond their control. |
| 2. 所有職級的警務人員，包括輔警人員及已故警務人員的配偶，如屬於下列其中一個類別，均可向所屬總區的警察福利主任申請恩恤援助： | All ranks of police officers, including the Auxiliaries and widows / widowers of the deceased officers, if falling under the following categories, may apply for compassionate grant through the Force Welfare Officers of the respective region: |
| (a) 因公殉職的正規警務人員或輔警人員的家屬； | Dependants of officers, including the Auxiliaries, who were killed on duty; |
| (b) 有特殊需要子女的正規、退休及已故警務人員家庭；或 | Families of regular, retired and deceased officers with special needs children; or |
| (c) 正面對極度經濟困難的正規、退休及已故警務人員的家庭。 | Families of regular, retired and deceased officers facing extreme financial hardship. |
| 3. 恩恤援助的對象包括就讀幼兒園以至第一個大學學位課程的警務人員子女。 | Assistance is available to police children who are studying at nursery up to the first degree course in recognized tertiary institutions. |
| 4. 就讀課程必須為 全日制 ，兼讀課程一般不會被考慮。 | Only full-time courses will be subsidized. Part-time courses will not be considered under normal circumstances. |
| 5. 第三章（申請助學金）所要求的成績規定，亦適用於此類別之申請者。大二或以上之學生須提供2023/2024 學年的學業成績。 | The academic qualifications as stated in Chapter III (Application for Bursary) also apply to applicants under this category. Year 2 or above students should provide 2023/2024 academic results. |
| 6. 所有申請必須在 2024 年 10 月 28 日(星期一) 或以前向所屬總區的警察福利主任提出。 | All applications should be directed to the Force Welfare Officers of the respective region on or before <u>28 October 2024 (Monday)</u> . |
| 7. 申請人所屬總區的警察福利主任可能接見申請人，作進一步的評估，並就每宗申請的個別情況作出考慮，以便提供最適當的恩恤援助。 | The Force Welfare Officers of the respective region may invite applicants for an interview so as to further assess their circumstances. All applications will be considered on a case-by-case basis for the appropriate level of assistance. |
| 8. 所有申請人，必須詳細提供下列資料： | Applicants should provide the following information in details: |
| (a) 所有家庭成員組合資料； | Family composition; |
| (b) 家庭總收入； | Household income; |

- | | |
|--|--|
| (c) 家庭總支出（包括所有特別支出）； | Household expenditure (including all special expenditure); |
| (d) 正在認可學校接受全日制教育的子女的資料。大專學生須提供申請大學學費減免結果及已繳交學費的收據或註冊證明； | Particulars of children undertaking full-time education in recognized educational institutes. Post secondary students are required to provide results of application for fee remissions and tuition fees receipts or enrollment documents; |
| (e) 家中所有傷殘成員的資料； | Particulars of all handicapped members in the family; |
| (f) 導致特殊經濟困難的原因；及 | Reasons that have caused financial hardship; and |
| (g) 印有申請人姓名及賬戶號碼的銀行存摺首頁或月結單副本。 | A <u>copy</u> of the first page of a bank passbook or bank statement bearing the applicant's name and bank account. |
9. 如申請人被評為不屬於恩恤類別，則申請人可按一般程序為其合資格子女申請其他獎學金/助學金。
- Those who are subsequently not assessed as hardship cases may then submit normal applications for their eligible children to apply other scholarships or bursaries.

援助金額的上下限

Ceiling and Limit of the Compassionate Grants

- | | |
|---|--|
| 10. 每宗恩恤個案的補助金額將依據『客觀評分制』計算。詳細計算方法請參閱附件三。 | An Objective Point System is adopted to determine the amount of assistance to be awarded in compassionate cases. For details of the calculation, please refer to Annex III. |
| 11. 每名幼兒園學生和幼稚園學生的最高援助金額為港幣 5,000 元正。 | For a nursery student and a kindergartner, the maximum amount of assistance should be \$5,000. |
| 12. 每名小一至中六學生的最低援助金額為港幣 800 元正。 | For a student studying Primary 1 up to Secondary 6, the minimum amount of assistance is \$800. |
| 13. 每名大專學生的最低援助金額為同年助學金的金額。2024/2025 學年的助學金金額分別為港幣 15,000 元正(初級警務人員子女)及港幣 11,000 元正(督察級人員子女)。 | For a student studying Post-Secondary, the minimum amount of assistance is the amount of bursary of the same year. The amount for 2024/2025 is \$15,000 for JPO and \$11,000 for Inspectorate. |
| 14. 就讀非本地中、小學或本地私立、直資中小學的學生，其學費(無論多少)都會視為\$0，與本地官立、津貼中小學學費看齊，另加書簿費用(請參閱附件五)，然後再依據『客觀評分制』計算。 | For students studying in primary or secondary schools outside Hong Kong, or private/Direct Subsidy Scheme primary or secondary schools in Hong Kong, the tuition fees, regardless of the amount, are considered as the same as those of Hong Kong Government primary and secondary schools (i.e. \$0), plus book expenses (please refer to Annex V) and then apply the Objective Point System for assessment of the cases. |
| 15. 如非本地大專的學費高於本地學費，則以本地學費為上限(2024/2025 學年本地學位課程的金額為港幣 42,100 元正，非學位課程的金額為港幣 31,575 元正。)，另加書簿費用(請參閱附件五)，然後再依據『客觀評分制』計算。 | If the tuition fee for a tertiary course outside Hong Kong is higher than that of a course in Hong Kong, the tuition fee will be capped at the local rate, for which is \$42,100 for a degree course and \$31,575 for a non-degree course in 2024/2025, plus book expenses (please refer to Annex V) and then apply the Objective Point System for assessment of the cases. |
| 16. 每名中、小學生將分別獲得港幣 3,400 元正及港幣 2,400 元正之額外資助。 | Every secondary and primary student will be given a supplementary grant of \$3,400 and \$2,400 respectively. |
| 17. 每名幼兒園學生和幼稚園學生將分別獲得港幣 2,400 元正之額外資助。 | Every nursery student and every kindergartner will be given a supplementary grant of \$2,400. |

因公殉職的警務人員子女

18. 『客觀評分制』不適用於因公殉職的正規警務人員或輔警人員的子女。
19. 每名此類的幼兒園學生和幼稚園學生的最高援助金額（包括學費及書簿費用）為港幣 10,000 元正。
20. 如就讀非本地中、小學或本地私立、直資中小學的學費高於本地學費時，則以本地官立、津貼中、小學的相關學費為上限（請參閱本章第 14 節），另加書簿費用。
21. 如非本地大專的學費高於本地學費，則以本地學費為上限（請參閱本章第 15 節），另加書簿費用。
22. 每位被評估為恩恤個案的警務人員子女，可獲補助金購買資訊科技器材一次，金額為港幣 5,000 元正。有關開支分別由警察子女教育信託基金轄下黃廷方慈善基金補助金和警察教育及福利信託基金承擔。申請人須提交收據以便審核。
23. 每位被評估為恩恤個案的警務人員子女可獲才藝補助金用作報讀及參加才藝發展課程（例如：音樂和體育運動）。金額為港幣 3,000 元正。

其他

24. 援助金額應計算至整數港幣 5 元或其最接近的倍數。
25. 假如信託基金的收入不足以滿足所有申請人的需要，所有援助金額將會全面調低。
26. 警察福利主任須將所有申請表即附件二《恩恤補助金推薦書》於 **2024 年 11 月 29 日(星期五)**或前送抵基金秘書處。

Children of Officers killed on duty

- The Objective Point System is not applicable to children of officers, including the Auxiliaries, who were killed on duty.
- For a nursery student or a kindergartner in this category, the maximum amount of assistance is HK\$10,000, including tuition fee and book expenses.
- For students studying in primary or secondary schools outside Hong Kong or private/Direct Subsidy Scheme primary or secondary schools in Hong Kong, the tuition fees, regardless of the amount, are considered as the same as those of Hong Kong Government primary and secondary schools (paragraph 14 of this chapter refers), plus book expenses.
- If the tuition fee for a tertiary course outside Hong Kong is higher than that of a course in Hong Kong, the tuition fee will be capped at the local rate (paragraph 15 of this chapter refers), plus book expenses.
- Each of the police children assessed as compassionate cases may receive a grant for subsidizing their acquisition of information technology equipment once. The amount of grant is \$5,000 for each nominee. The grant expenditure will be borne by the Ng Teng Fong Charitable Foundation Grant account under the PCET and the PE&WT respectively. Each applicant is required to provide official receipt(s) for vetting.
- Each of the police children assessed as compassionate cases may receive a talents development grant for enrollment in courses for their talents development (e.g. music and sports). The amount of grant is \$3,000 for each nominee.

Others

- The amount awarded should be rounded to the nearest multiple of HK\$5.
- In case the income of the Trusts is insufficient to meet the needs of all the applicants, the awards will be reduced by a percentage across the board.
- The Force Welfare Officers should forward all the applications for Grants Under Compassionate Consideration (Annex II) to the Trusts' Secretariat on or before **29 November 2024 (Friday)**.

第五章

CHAPTER V

申請特殊需要子女補助金條件及辦法
APPLYING FOR GRANTS FOR SPECIAL NEEDS CHILDREN

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| <p>1. 所有職級的警務人員的子女，包括輔警人員、已退休的警務人員和已故警務人員的子女，如符合下列規定，即具備申請特殊需要子女補助金資格：</p> <p>(a) 需要特別照顧及正在領取社會福利署傷殘津貼的人士。</p> <p style="text-align: center;">或</p> <p>(b) 經過衛生署兒童體能智力測驗中心或私人執業的專業人士如臨床心理學家、精神科醫生、教育心理學家評估為有特殊教育需要人士。</p> | <p>Children of all ranks of Police officers, including the Auxiliaries, retired officers and deceased officers are eligible to apply for grants for special needs children if they satisfy the following criteria:</p> <p>They require special care and attention; and they are receiving Disability Allowance from the Social Welfare Department;</p> <p style="text-align: center;">or</p> <p>They are assessed as persons with Special Educational Needs by the Child Assessment Centre of the Department of Health or professionals such as clinical psychologists, psychiatrists, or educational psychologists.</p> |
| <p>2. 屬於 1(b)類別的人士，須提供由學校或有關專業人士簽發的文件副本，證明被提名人已被評估為有特殊教育需要人士。</p> | <p>Applicants should provide a copy of documents issued by schools or relevant professionals supporting that the nominees have been assessed as persons with Special Educational Needs.</p> |
| <p>3. 所有申請人，必須提供印有申請人姓名及銀行賬戶號碼的銀行存摺首頁或月結單副本。</p> | <p>Applicants should submit a <u>copy</u> of the first page of a bank passbook or bank statement which bears the applicant's name & bank account number.</p> |
| <p>4. 正領取社會福利署的高額傷殘津貼的被提名人，其補助金金額為港幣 7,500 元正。</p> | <p>The amount of Grant is \$7,500 for each nominee who is receiving Higher Disability Allowance from the Social Welfare Department.</p> |
| <p>5. 正領取社會福利署的普通傷殘津貼的被提名人，其補助金金額為港幣 3,750 元正。</p> | <p>The amount of Grant is \$3,750 for each nominee who is receiving Normal Disability Allowance from the Social Welfare Department.</p> |
| <p>6. 經過評估為有特殊教育需要的被提名人，其補助金金額為港幣 3,000 元正。</p> | <p>The amount of Grant is \$3,000 for each nominee who is assessed as having Special Educational Needs.</p> |
| <p>7. 每位被評估為有特殊教育需要的警務人員子女，可獲補助金購買資訊科技器材一次，金額為港幣 5,000 元正。有關開支分別由警察子女教育信託基金轄下黃廷方慈善基金補助金和警察教育及福利信託基金承擔。申請人須提交收據以便審核。</p> | <p>Each police children assessed as having Special Educational Needs may receive a grant once for subsidizing their purchase of information technology equipment. The amount of grant is \$5,000 for each nominee. The grant expenditure will be borne by the Ng Teng Fong Charitable Foundation Grant account under PCET and the PE&WT respectively. Each applicant is required to provide official receipt(s) for vetting.</p> |
| <p>8. 每位被評估為有特殊教育需要人士的警務人員子女(包括各種殘障)可獲特殊需要子女培訓補助金，為他們支付特殊訓練／訓練器材，例如物理治療、職業治療、言語治療的部分費用，以改善他們的能力和發展，並延遲他們的身體／精神退化。金額為港幣 3,000 元正。</p> | <p>Each police children assessed as persons with Special Educational Needs may receive a grant to cover part of the expenses on special training / training aids such as physiotherapy, occupational therapy and speech therapy. The purpose is to enhance their ability and development, and postpone their physical / mental deterioration. The amount of grant is \$3,000 for each nominee.</p> |

9. 所有申請必須在 **2024 年 10 月 28 日(星期一)**或以前向所屬總區的警察福利主任提出。
- All applications should be directed to the Force Welfare Officers of the respective region on or before **28 October 2024 (Monday)**.
10. 申請人所屬總區的警察福利主任可能接見申請人，作進一步的評估。
- The Force Welfare Officers of the respective region may invite applicants for an interview so as to further assess their circumstances.
11. 警察福利主任須將所有申請表即附件六《特殊需要子女補助金推薦書》於 **2024 年 11 月 29 日(星期五)**或以前送抵基金秘書處。
- The Force Welfare Officers should forward all the applications for Grants for Special Needs Children (Annex VI) to the Trusts' Secretariat on or before **29 November 2024 (Friday)**.