



《Criteria for Applying for the School-based Financial Subsidy》

Dear Parents,

Our school has been providing various types of activities for students to enrich their learning experiences and broaden their horizons. To ease the financial burden, we encourage you to apply for the financial assistance and subsidy schemes offered by the government if you are eligible, so as to let your child join more activities to learn outside the classroom. However, if you are in financial difficulties, but not entitled to the government subsidy schemes including the Comprehensive Social Security Assistance Scheme (CSSA) and the School Textbook Assistance Scheme (STAS), you may apply for the school-based Life-wide Learning and After-school Learning and Support Subsidy Scheme to subsidize the expenses of the activities if needed. We encourage financially needy students to take part in more extra-curricular activities to gain more experience

The details of the School-based Financial Subsidy are as follows:

- (1) Aim : To support the disadvantaged students to participate in after-school activities with a view to facilitating their whole-person development and personal growth.
- (2) Eligibility Criteria :
 - (i) S.1 – S.6 students joining school activities
 - (ii) Those having special financial needs or financial difficulties but are not current recipients of the following assistance and subsidy*(have to meet the school’s established ‘financially needy’ criteria)
 - Comprehensive Social Security Assistance Scheme (CSSA)
 - School Textbook Assistance Scheme (STAS) – full grant/half grant
- (3) Items to be subsidized : Activities organized or arranged by the school
 - (i) Uniforms (uniformed groups’ uniforms or school sports teams’ uniforms)
 - (ii) Course fees (apply under the school-based After-school Learning and Support Subsidy Scheme)
 - (iii) Expenses for overseas exchange programmes/visits (there is a cap on subsidy amount, ask the teacher-in-charge of the Subsidy beforehand)
 - (iv) Transport fees / admission fees for visits (there is a cap on subsidy amount, ask the teacher-in-charge of the Subsidy beforehand)

(4) Level of Assistance :

Eligibility Criteria	Subsidy Amount
Having special financial needs or financial difficulties, not receiving any financial assistance from the government.	Depends on the situation. In general, half of the fees of the activity can be subsidized.

* The maximum subsidy amount (e.g. expenses for overseas exchange programmes/visits): 50% of the required fees or not exceeding \$2370 per person

(5) Application procedure

Please contact the Class Teacher if parents would like to apply for the subsidy.

Procedures are as follows:

1. Application form can be obtained from our School General Office (Appendix).
2. Complete the form and sign.
3. Prepare the relevant supporting documents.(if applicable)

4. Return the completed application form to the Class Teacher. The Class Teacher submits the form to the school for approval.
5. The Class Teacher releases the results to the student.
6. If the application is successful, students should fill in the relevant information in the subsequent form(s) when joining activities assigned by the school. Students will be informed about the arrangement of the reimbursement accordingly.
7. If the application is declined, no subsidy will be given when the student joins activities assigned by the school unless the parent can provide further documents which support the application.

(6) Method of Assessment

- A justifiable reason (e.g. changes in family conditions or family income)
- Reasons for not applying for the CSSA and the STAS
- Class Teacher's recommendations
- Special consideration will be given to cases with exceptional circumstances.


(7) Point to note

In case of unsuccessful applications, the fees for activities will not be reimbursed. Parents are reminded to take this into consideration.

(8) Release of subsidy

For successful applications, part of the paid fees will be reimbursed if students complete the activities.

Yours sincerely,



CHAN Ka Fai
Principal



Bethel High School
Application Form

School Year 2020 - 2021

The Hong Kong Jockey Club Life-wide Learning Fund and After-school Learning and Support Subsidy Scheme

Dear Sir / Madam,

I would like to apply for the school-based financial subsidy to let my child take part in different activities organized by the school. I understand the school-based criteria and conditions for applying for The Hong Kong Jockey Club Life-wide Learning Fund and After-school Learning and Support Subsidy Scheme and will submit valid documents to the school for approval. I also understand that if the financial conditions of me or my family have changed, I need to inform the school. I will also urge my child to complete the activities and learn from the experience to broaden his/her horizons.

Due to _____ (please state the reason),
I was not successful in applying for the Comprehensive Social Security Assistance Scheme (CSSA) / the Full Grant or Half Grant under the School Textbook Assistance Scheme (STAS). However, based on the following reasons:

I would like to apply for the school-based Hong Kong Jockey Club Life-wide Learning Fund and After-school Learning and Support Subsidy Scheme.

**** Please submit copies of the relevant documents for approval (if applicable)*

Student's Name: _____ Parent's Signature : _____
Class : _____ () Parent's Name : _____
Contact number : _____
Date : _____

(Please submit the form with copies of relevant documents to the Class Teacher)

To be filled by the School		
(1) Class Teacher's Recommendations	_____ _____ _____ (Class Teacher's Signature)	
(2) Approval Committee's Recommendations	<input type="checkbox"/> Having special financial needs or financial difficulties <input type="checkbox"/> Justifiable reason(s) for not applying for the government's financial assistance and subsidy schemes <input type="checkbox"/> Others (Please specify) : _____	_____ _____ (Committee teacher's Signature)
Results		
The student <u>meets</u> / <u>does not meet</u> the criteria for the school-based financial subsidy. Date: _____		

Note: Information declared in this form is used for the application for The Hong Kong Jockey Club Life-wide Learning Fund and After-school Learning and Support Subsidy Scheme only.