

# LINGNAN UNIVERSITY

## Application for Student Exchange Programmes 2010-11(Second Recruitment) **Important Notes for Application**

Please read the following carefully before filling the application form.

### 1. Details of Student Exchange Programmes

To ensure students have a clear understanding of the Student Exchange Programmes prior to their application, they should study all the information listed under the session 'Prospective Outbound Exchange Students' at the OMIP website: [www.ln.edu.hk/omip](http://www.ln.edu.hk/omip), and attend at least ONE of the promotional briefing sessions to be held in March 2010.

### 2. Deadline of Application

A completed set of Student Exchange Programmes Application Form should be submitted to Office of Mainland and International Programmes (OMIP) together with

- an essay of not more than 250 words
- a recommendation from a faculty member
- other supporting documents, if any

on or before **12:00 noon on 26 March 2010 (Friday)**

*Note: Incomplete applications will not be entertained.*

### 3. About Recommendation from a Faculty Member

You are advised to **approach** a faculty member for reference **at least two weeks before the deadline (by 12 March the latest)** so as to allow ample time for the faculty member to complete the form for you. Please have good communication with the faculty member to ensure he/ she is able to return the form to you on time as application without a faculty recommendation will be considered as incomplete, and therefore will not be entertained.

### 4. Selection of Host Institution

Before you indicate your host institution preferences, please take sufficient time to go through the catalogs (calendars) and other information (e.g. factsheet, evaluations of returned participants) of host institutions available in OMIP. You should also study the most updated information available on the websites of host institutions before you make up your mind.

Do consider **seriously** when you fill in **each** of your choices and **only** put down those you would actually accept if you are given an offer. It is very unlikely that we would consider any request for change, should you are recommended for the choice you indicated in your application form.

It would be a good idea to discuss your intention to participate in the Student Exchange Programmes with your Head of Department, Programme Director, and/or Academic Advisor, and consult them on the selection of courses.

### 5. Language Requirements

If you would like to apply for international partner institutions (institutions other than Mainland institutions), you should arrange your schedule to sit for the **English language requirement test, i.e. TOEFL or IELTS (Academic module), as soon as possible**. Please note that this language requirement applies to **ALL** participants for international partner institutions and the deadline of submission of your language test result is **5:30pm on 13 April 2010 (Tuesday)**.

# LINGNAN UNIVERSITY

## Student Exchange Programmes 2010-11 (Second Recruitment)

### LIST OF AVAILABLE PARTNER INSTITUTIONS (as at 16 March 2010)

*Before submission of application, students are advised to study the information of partner institutions carefully including their websites, factsheets at OMIP website, brochures at OMIP resource library and evaluations from previous exchange students.*

#### List of Mainland Institutions (For 1<sup>st</sup> term and 2<sup>nd</sup> term 2010-11)

City in Mainland China	Name of Available Partner Institution	1 <sup>st</sup> Term 2010-11	2 <sup>nd</sup> Term 2010-11
Beijing	1. Beijing Union University (北京聯合大學)	✓	✓
	2. Tsinghua University (清華大學) (For English/Translation Major only)	✓	✓
Guangzhou	3. Sun Yat-sen University (中山大學)	✓	✓
	4. South China University of Technology (華南理工大學)	✓	✓
	5. South China Normal University (華南師範大學)	✓	✓
Jinan	6. Shandong University (山東大學)	✓	✓
Kunming	7. Yunnan Nationalities University (雲南民族大學)	✓	✓
Wuhan	8. Huazhong University of Science and Technology (華中科技大學)	✓	-
Shanghai	9. Shanghai Finance University (上海金融大學)	✓	✓
	10. Donghua University (東華大學)	✓	✓
Shenyang	11. Northeastern University (東北大學)	✓	✓
Sichuan	12. Southwestern University of Finance and Economics (西南財經大學)	✓	✓
Xinjiang	13. Xinjiang University (新疆大學)	✓	✓

#### List of International Institutions (For 1<sup>st</sup> term and 2<sup>nd</sup> term 2010-11)

Country	Name of Available Partner Institution	1 <sup>st</sup> Term 2010-11	2 <sup>nd</sup> Term 2010-11
Australia	1. Charles Darwin University (Darwin, Northern Territory)*	-	✓
Austria	2. Fachhochschule Kufsteintiroil University of Applied Sciences (Kufstein)*	-	✓
France	3. ISC Paris School of Management (Paris)*	-	✓
	4. Toulouse Business School (Toulouse)*	✓	✓
Germany	5. University of Konstanz (Konstanz)*	-	✓

*NOTE: For partner institutions marked in asterisk (\*), students have to pay for the accommodation fee at partner institutions instead of Lingnan hostel fee.*

# LINGNAN UNIVERSITY

## Student Exchange Programmes 2010-11 (Second Recruitment)

### List of International Institutions (For 1<sup>st</sup> term and 2<sup>nd</sup> term 2010-11) (Cont')

Country	Name of Available Partner Institution	1 <sup>st</sup> Term 2010-11	2 <sup>nd</sup> Term 2010-11
Japan	6. J. F. Oberlin University (Tokyo)*	✓	✓
	7. International Christian University (Tokyo)*	✓	-
Korea	8. Jeju National University (Jeju)	✓	✓
	9. Kyungsung University (Busan)	-	✓
	10. Keimyung University (Daegu)	-	✓
	11. Yeungnam University (Gyeongsan)	✓	✓
	12. Soongsil University (Seoul)	✓	✓
	13. Pusan National University (Busan)	✓	✓
Mexico	14. Monterrey Institute of Technology (Monterrey)	✓	✓
Switzerland	15. Zurich University of Applied Sciences Winterthur (Winterthur)*	✓	✓
Turkey	16. Bahcesehir University (Istanbul)	-	✓
Thailand	17. Payap University (Chiang Mai)	✓	✓
The Philippines	18. University of Asia and the Pacific (Manila)*	-	✓
The Netherlands	19. Fontys University of Applied Sciences (Venlo)*	✓	✓
United States of America	20. Beloit College (Beloit, Wisconsin)	-	✓
	21. Centenary College of Louisiana (Shreveport, Louisiana)	-	✓
	22. Hobart & William Smith Colleges (Geneva, New York)*	-	✓
	21. Mills College (Oakland, California) ( <i>Female only</i> )	-	✓
	23. Pitzer College (Claremont, California)	-	✓
	24. St. Mary's College of Maryland (St. Mary's city, Maryland)	-	✓
	25. Presbyterian College (Clinton, South Carolina)	✓	✓
	26. University of the Incarnate Word (San Antonio, Texas)*	-	✓
	27. Whittier College (Whittier, California)	-	✓
ACUCA Student Mobility Scheme	<p>General information about ACUCA Student Mobility Scheme: <a href="http://www.acuca.net/?mid=sms_Info">http://www.acuca.net/?mid=sms_Info</a></p> <p>List of institutions under <a href="http://www.acuca.net/?mid=sms_participatinginstitutions">http://www.acuca.net/?mid=sms_participatinginstitutions</a></p> <p>*</p>	Only institution with deadline after 30/4, and with term end before late January can be considered	Only institution with term start after early January can be considered

**NOTE:** For partner institutions marked in asterisk (\*), students have to pay for the accommodation fee at partner institutions instead of Lingnan hostel fee.

# LINGNAN UNIVERSITY

## Student Exchange Programmes 2010-11 (Second Recruitment)

### LIST OF POTENTIAL PARTNER INSTITUTIONS WITH SIGNING OF AGREEMENT IN PROGRESS

For REFERENCE ONLY

*NOTE: The University is going to establish new exchange partnerships with the following **POTENTIAL** partner institutions, with the possibility to offer exchange opportunities in 2<sup>nd</sup> term 2010-11 the earliest. The following list is for **REFERENCE** only and applicants **CANNOT** include these institutions in your preferences unless they become available for application before the deadline (i.e. 26 March). We will keep updating the list of **AVAILABLE** partner institutions if signing process of any potential partner institutions is completed.*

*Please note that the exchange opportunities offered by the following **POTENTIAL** partners will be available to you **ONLY** when:*

- they become our exchange partners AND*
- you are being selected in the 2<sup>nd</sup> recruitment exercise AND*
- your recommended institution is out of your indicated preferences.*

**IMPORTANT: Please DO NOT include the following institutions in your choices unless they become available for application before the deadline (i.e. 26 March).**

Country	Name of Potential Partner Institution
Canada	Emily Carr University of Art & Design (Vancouver BC)
Sweden	Kristianstad University (Kristainastad)
The Netherlands	Hanze University (Groningen)
United States of America	Philadelphia University (Philadelphia, Pennsylvania)

**LINGNAN UNIVERSITY**  
**Application for Student Exchange Programmes 2010-11**  
**(Second Recruitment)**

*Please study the guidelines carefully before filling in the application form.*

**PART A PERSONAL PARTICULARS**

Name (as listed on Passport, type or use BLOCK letters; surname first, then given names)

\_\_\_\_\_  
Surname                                      Given Names                                      Chinese Name

HKID Card No.                      Date of Birth (dd/mm/yy)                      Place of Birth                      Sex  
\_\_\_\_\_  
\_\_\_\_\_

Passport No.                      Passport Expiry Date                      Country of Citizenship                      Type of Passport  
\_\_\_\_\_  
\_\_\_\_\_ (e.g. BNO, HKSAR etc.)

Student ID Number                      Year of Study as at 2009/10                      Anticipated year of Graduation  
\_\_\_\_\_  
                    Year 1/2/3                      \_\_\_\_\_

Programme Enrolled & Major

\_\_\_\_\_  
Programme Type:                       Government-funded                       Non-Government-funded

Are you currently living at Lingnan hostel?    Yes                       No

Hostel Address (if any)

\_\_\_\_\_  
Mailing Address

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

Email Address (Lingnan and personal)                      Mobile Phone                      Home Phone  
\_\_\_\_\_  
\_\_\_\_\_

Person to be notified in case of emergency:

Name \_\_\_\_\_ Relationship \_\_\_\_\_

His/Her Telephone No. \_\_\_\_\_ His/Her Email Address \_\_\_\_\_

Do you have any significant medical problem(s) that needs special attention? Please indicate clearly below.

\_\_\_\_\_  
Have you applied our Student Exchange Programmes before?  
 Yes. Reason for re-application: \_\_\_\_\_  No

# LINGNAN UNIVERSITY

## Application for Student Exchange Programmes 2010-11 Second Recruitment

### PART B EDUCATION BACKGROUND & EXTRA-CURRICULAR ACTIVITY ACHIEVEMENT

#### I. EDUCATION RECEIVED BEFORE YOU JOINED LINGNAN (List all secondary schools attended beginning with Form 3.)

Name of School(s)

Dates Attended

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#### II. EXTRA-CURRICULAR ACTIVITIES & AWARDS ACHIEVED FOR THE LAST 3 YEARS

(Please submit copies of awards together with the application for verification. Please use separate sheet if space not sufficient.)

Activities / Awards

Period (from – to)

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#### III. VOLUNTARY / COMMUNITY SERVICE FOR THE LAST 3 YEARS

(Please submit copies of awards together with the application for verification. Please use separate sheet if space not sufficient.)

Service

Period (from – to)

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#### IV. CONTRIBUTION TO INTERNATIONALISATION OF CAMPUS

Have you served as student buddy to provide support to non-local students at Lingnan?  Yes  No

What activities did you participate in? \_\_\_\_\_

### PART C ACADEMIC ACHIEVEMENT & LANGUAGE PROFICIENCY

(Please fill in the below and **attach a copy of your transcript** together with your application for verification.)

**I. Academic Result (at Lingnan, if any):** GPA (in your last term) \_\_\_\_\_ Cumulative GPA as of now \_\_\_\_\_

#### II. Language:

English Language Requirement (for **ALL** applicants to **international** institutions & **NO** exemption):

TOEFL score \_\_\_\_\_ Date of Achievement \_\_\_\_\_, or

IELTS score \_\_\_\_\_ Date of Achievement \_\_\_\_\_, or

Tentative Date of Examination \_\_\_\_\_, TOEFL/IELTS (please indicate)

Chinese / Putonghua Language Requirement (for **ALL** applicants to **Mainland** institutions):

LCC 101  LCC 102

Date of Achievement \_\_\_\_\_

or Others (Please specify): \_\_\_\_\_

Application deadline: **12:00 noon 26 March 2010 (Friday)**

OMIP, AD208/1, 2/F., Wong Administration Building  
Telephone: (852) 2616-8990, Facsimile: (852) 2465-9660, Email: [omip@LN.edu.hk](mailto:omip@LN.edu.hk)

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# LINGNAN UNIVERSITY

## Application for Student Exchange Programmes 2010-11 Second Recruitment

### PART D ESSAY WRITING

Please submit an essay of not more than 250 words (in English and typed) on why should we select you to participate in the Student Exchange Programmes and why you consider yourself as a good ambassador of Lingnan.

### PART E PREFERENCE FOR STUDENT EXCHANGE PROGRAMMES

**Important Note:** Please refer **ONLY** to the list of **AVAILABLE** partner institutions. Do consider **SERIOUSLY** when you fill in **EACH** of your choices and **ONLY** put down those you would actually accept if you are given an offer. You cannot request to change your recommended partner institution if it is within your indicated preferences.

#### I. Selection of Host Institutions

Please fill in all the fields as requested below:

Ai) My 1st Preference is: \_\_\_\_\_  
Name of Institution / Country

Aii) Which term do you want to apply for exchange?

- 1st Term 2010-2011  
 2<sup>nd</sup> Term 2010-2011  
 Either 1st or 2nd Term 2010-2011

Proposed Study Plan at the above listed institution (Except Applicant for Mainland institution):

	Course Code	Course Title	Credit/ECTS
1			
2			
3			
4			
5			
6			
7			
8			

Recommended by my professor/instructor/academic advisor as listed below:

(Final study plan will be subject to the approval of your Department Head / Programmes Director in due course):

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Department: \_\_\_\_\_

Signature of Advisor: \_\_\_\_\_

Signature of Applicants: \_\_\_\_\_

Date: \_\_\_\_\_

Application deadline: **12:00 noon 26 March 2010 (Friday)**

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# LINGNAN UNIVERSITY

## Application for Student Exchange Programmes 2010-11 Second Recruitment

**Bi) My 2nd Preference is:** \_\_\_\_\_  
Name of Institution / Country

**Bii) Which term do you want to apply for exchange?**

- 1st Term 2010-2011  
 2<sup>nd</sup> Term 2010-2011  
 Either 1st or 2nd Term 2010-2011

Proposed Study Plan at the above listed institution (Except Applicant for Mainland institution):

	Course Code	Course Title	Credit/ECTS
1			
2			
3			
4			
5			
6			
7			
8			

Recommended by my professor/instructor/academic advisor as listed below:

(Final study plan will be subject to the approval of your Department Head / Programmes Director in due course):

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Department: \_\_\_\_\_

Signature of Advisor: \_\_\_\_\_

Signature of Applicants: \_\_\_\_\_

Date: \_\_\_\_\_

**C. My 3rd Preference is:** \_\_\_\_\_ (Term \_\_\_\_, in 20\_ -20\_)  
Name of Institution / Country

**D. My 4th Preference is:** \_\_\_\_\_ (Term \_\_\_\_, in 20\_ -20\_)  
Name of Institution / Country

**E. My 5th Preference is:** \_\_\_\_\_ (Term \_\_\_\_, in 20\_ -20\_)  
Name of Institution / Country

# LINGNAN UNIVERSITY

## Application for Student Exchange Programmes 2010-11 Second Recruitment

### PART F FINANCIAL PLANNING FOR STUDENT EXCHANGE

(Please fill in this part if you would like to apply for *scholarships and/or need-based financial aid scheme*.)

1. Extra expenditures may occur in relation to your participation in the Student Exchange Programmes. What will be your major source of finance?

- |   |  |
|---|--|
| <input type="checkbox"/> Family and/or personal savings | <input type="checkbox"/> Scholarships                    |
| <input type="checkbox"/> Government grants and loans    | <input type="checkbox"/> Need-based financial aid Scheme |
| <input type="checkbox"/> Others, please specify _____   |  |

2. According to your estimation, how much will you spend if you are selected for the Student Exchange Programmes?

Around HK\$ \_\_\_\_\_ for the academic exchange period

Around HK\$ \_\_\_\_\_ for the traveling before or after the exchange

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### PART G SCHOLARSHIPS

*Remarks: Students who have already received some kinds of scholarships and have reached the upper limit of scholarships that a student is allowed to receive are not eligible for Student Exchange Scholarships. The list includes but not limited to China Resources Scholarships recipients.*

**Would you like to apply the following scholarships?**

#### **Li & Fung Scholarships**

Maximum amount: \$30,000 each

General requirement:

Permanent residency in Hong Kong

Minimum cumulative GPA of 3.00

TOEFL score-at least 233 (min. TWE score 4.5) or IELTS score at least 6.5 (no component below 6) for participants to International partner institution

- Yes                       No

Applicants are expected to fulfill the requirements and obligations as required for the above listed scholarships.

# LINGNAN UNIVERSITY

## Application for Student Exchange Programmes 2010-11 Second Recruitment

### PART H NEED-BASED FINANCIAL AID SCHEME

(Note: Appendix 1)

With the generous donation of Lingnan Foundation, 'Lingnan Foundation Outbound Exchange Students Need-based Financial Aid Scheme' is established to offer financial aid for needy students by subsidizing part of their expenditure incurred on exchange. Please study **Appendix 1** for the details of the scheme before you decide to apply.

**Important Note: Due to the limitation of resources, students without pressing financial need are not advised to apply for the scheme so as to reserve the fund to those truly in need.**

#### I. Would you like to apply for Lingnan Foundation Outgoing Exchange Students Need based Financial Scheme?

Yes (Amount of financial aid requested for: HK\$ \_\_\_\_\_ )

No (Please skip the rest of this part)

#### II. Application of Government Grant/Loan under Tertiary Student Finance Scheme(TSFS) -Publicly Fund Programmes

Are you going to apply for Government grants/Loans for the period of your intended exchange?

Yes  No

Grant/Loan application record:

Please provide proof of notification letter from SFAA and proof of actual loan accepted

Year of application	Application status	Amount of grant offered	Amount of loan offered	Amount of loan accepted
2009/10	<input type="checkbox"/> Application was successful	HK\$	HK\$	HK\$
	<input type="checkbox"/> Application was unsuccessful			
	<input type="checkbox"/> Application result is not yet released*			
	<input type="checkbox"/> Did not apply/ <input type="checkbox"/> Not eligible to apply			
2008/09	<input type="checkbox"/> Application was successful	HK\$	HK\$	HK\$
	<input type="checkbox"/> Application was unsuccessful			
	<input type="checkbox"/> Did not apply/ <input type="checkbox"/> Not eligible to apply/ <input type="checkbox"/> I am a Year 1 student			

#### Reasons for Application to the Scheme

Please provide information on a separate sheet about the financial situation of your family or any special financial need due to emergency incident with relevant proof, and justification for the amount requested.

\*Please inform OMIP of the result and submit the proof once it is available. The latest date for submission of grant/loan proof is **16 April 2010**.

Application deadline: **12:00 noon 26 March 2010 (Friday)**

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# LINGNAN UNIVERSITY

## **Application for Student Exchange Programmes 2010-11 Second Recruitment**

### **PART I AIR TICKET SPONSORSHIP/PASSAGE ALLOWANCE**

Air ticket sponsorships will be offered to participants to International institutions to sponsor the net airfare of the shortest possible flight between host institution and Hong Kong within a designated period.

Passage allowance from HK\$1,500 – HK\$3,000 will be offered to participants to Mainland institutions to sponsor participants' transportation costs to the Mainland institutions.

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### **PART J PRE AND POST EXCHANGE REQUIREMENT**

Successful applicants are required to contribute their time and experience to enhance the development of internationalisation within the University community and to promote Lingnan University to external parties and general public whenever it is required or deemed necessary. Requirements include:

- A. Join the Student Buddies Scheme and be the student buddies for non-local students, your preference of buddy will be:
- i.  Mainland Chinese students  Overseas students
  - ii.  Male students  Female students
- B. Returned students have the obligation to live with non-local students after their exchange if they are selected for student hostels, your preference of non-local roommate is:
- i.  Mainland Chinese student  Overseas student
- 

### **PART K DECLARATION**

I authorize Lingnan University to use my data to carry out checks on records of my studies, including obtaining a copy of my transcript from the overseas institution. I understand that, upon application for the Student Exchange Programmes, the data will become a part of my student record and may be used for all purposes relating to my study in accordance with the procedures of Lingnan University. I declare that the information given in support of this application is accurate and complete, and understand that any misrepresentation will result in disqualification of my application for participation in the Student Exchange Programmes at Lingnan University. I authorize Lingnan University to check and verify with other parties for given information. I understand that my data will be sent to the recommended institutions for the purpose of selection and donors for consideration of scholarships/need-based financial aid.

Signature \_\_\_\_\_

Date \_\_\_\_\_

# LINGNAN UNIVERSITY

## Application for Student Exchange Programmes 2010-11 Second Recruitment

### Recommendation from Faculty

#### **Section I (To be completed by the applicant)**

All applicants for Students Exchange Programmes must complete the Section I of this document and seek a faculty member to complete Section II. Then please submit it in a sealed envelope together with the application on or before **12:00 noon on 26 March 2010**. The faculty recommendation will not be accepted if it is not properly sealed.

Name (in English first, then in Chinese and give other names)

Student No.

Major Programme of Study (Please specify your Stream if this applies to you.)

Current Year of Study

The personal data collected will be used for the selection of students for the Student Exchange Programmes. Your data will also be sent to overseas institutions for selection purpose.

#### **Section II (To be completed by a faculty member)**

OMIP is receiving applications for the Student Exchange Programmes and students are required to submit a faculty's reference together with their application form. Please kindly complete the form below and return to the student concerned **IN A SEALED ENVELOPE**. All students are advised to approach you **at least 2 weeks** prior to the deadline of the application, i.e. **by 12 March**. Should he/she fail to give you sufficient time in filling in the details below, please reject him/her request direct. All the students are required to submit this form together with their applications to us on or before the **application deadline on 26 March**. Thank you.

How long have you known the applicant and in what context?

Please list the course(s) you have taught (or are now teaching) this student and comment on his/her overall performance.

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## Application for Student Exchange Programmes 2010-11 Second Recruitment

Compared to other university students whom you have taught, please give your rating to the student:

No Basis for Judgment		One of the Top Few Encountered in My Career	Excellent (Top 10%)	Good (Above Average)	Average	Below Average
	Creativity					
	Motivation					
	Independence					
	Intellectual Ability					
	Language Ability					
	Analytical Ability					
	Class Involvement					
	Learning Attitude					
	Initiative					
	Others					
	<b>Summary Evaluation</b>					

Please  to indicate your answer

Please comment on the applicant's suitability for the Student Exchange Programmes which will provide him/her a ONE term study opportunity overseas or in Mainland China. Thank you.

Name \_\_\_\_\_

Department \_\_\_\_\_

Position \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Application deadline: **12:00 noon 26 March 2010 (Friday)**

## Lingnan Foundation

### Outgoing Exchange Students Need-based Financial Aid Scheme

With the generous donation of Lingnan Foundation, OMIP is pleased to announce that the 'Lingnan Foundation Outgoing Exchange Students Need-based Financial Aid Scheme' is established to offer financial aid for needy students by subsidizing part of their expenditure incurred on exchange.

#### Eligibility

Potential Outgoing Exchange Students with genuine pressing financial need may apply for the scheme.

**Important Note: Due to the limitation of resources, students without pressing financial need are not advised to apply for the scheme so as to leave it for those truly in need.**

#### Criteria

Financial aid will be granted with reference to students' need. Various factors and assessment methods will be taken into consideration, such as

- the assessment on neediness, worthiness as well as commitment for exchange that the applicant demonstrates to the panel at the interview
- actual amount of grant/loan received from the Tertiary Student Finance Scheme (TSFS) -Publicly Fund Programmes
- emergency incident that lead to the sudden financial hardship
- requested amount of financial aid
- number of applications received and the availability of fund

#### Amount of Financial Aid

Successful applicants will be awarded an amount according to their real financial circumstances and exchange destination.

Below is a table for easy reference:

Exchange Destination	For those students will pay Lingnan their accommodation fee during exchange period (Full Exchange)	For those students will pay host institution their accommodation fee during exchange period (Half Exchange)
Mainland	\$4,000-5,000	-
Asia	\$5,000-6,000	\$8,000-\$10,000
Other IEP institutions	\$13,000-14,000	\$16,000

The table above indicates the maximum range of aid granted in 2009-10. The information is only for reference and amount to be granted in 2010-11 will be subjected to the criteria listed above.

#### Application Procedure

Please complete PART H of the Student Exchange Programmes Application form together with

1. a separate sheet stating the reasons of application (the financial situation of your family and any emergency incident), relevant proof including:
2. copy of notification letter from SFAA showing the amount of grant/loan offered
3. proof of actual loan accepted
4. proof of emergency incident that lead to sudden financial hardship
5. other supporting documents that can prove the financial situation of your family

#### Requirement of Successful Applicants

Successful applicants are required to

- participate in Student Buddies Scheme organized by OMIP to contribute yourself in helping the development of internationalization within campus.
- submit a report summarizing highlights and reflections of your exchange experience, together with a brief summary of expenses spent on your exchange studies to the Lingnan Foundation.