

Application Form for Sponsorship for International Scientific Conference Participation

A completed application form and the supporting document(s) must be submitted to the Science Faculty Office via email at sci.ug.el@hku.hk **at least one month prior to the first day of the conference.**

1. To be completed by Student

Personal Particulars (* Please delete as appropriate)

Name of student: _____ 姓名(中文): _____
Last Name First Name
University no.: _____ Year of study: _____ CGPA: _____
Programme: * BSc / BSc&MRes / BSc&LLB Major: _____ * Second major / Minor: _____
BSc(AC) / BSc(Applied AI)
Contact tel. no: (Home) _____ (Mobile) _____ Email address: _____

Details of Conference

Conference title: _____
Conference Organiser(s): _____
Location of the conference:
(City, Country) _____
Conference dates:
(day / month / year) From _____ to _____
Research Topic: _____

Proposed budget:

Proposed Expenditure Item ¹	Estimated Amount (Local currency and equivalent HKD)
Airfare / Travel cost ²	
Accommodation	
Conference registration fee	
Total:	

Remarks:

1. No double-benefit rule for subsidy/sponsorship will be allowed. Successful applicants are NOT allowed to receive sponsorship from other funding sources for the same expenses.
2. Airfare is confined to the cheapest return economy class airfare at the most direct route to the place of conference (including airport taxes, excluding other domestic travelling expenses in HK). Other travel cost may include the cheapest economy class rail fare or the most economical or reasonable means of public transport to the place of conference, if applicable.

Student's signature: _____ Date: _____

2. To be completed by Research Supervisor

I support the student to participate in the international scientific conference.

Name of Research Supervisor: _____ School/Department: _____

Signature: _____ Date: _____