

2020-21年度柏立基爵士信託基金傑出學生資助(非學術範疇)
Sir Robert Black Trust Fund Grants for Talented Students in Non-academic Fields 2020-21

提名表格

NOMINATION FORM

(請遞交打印本及電子複本各一份 To be submitted in printed copy and softcopy)

Official Use (只供本基金填寫)
 Application No.
 申請編號 SRB-GTS-2021-

(填寫此表格前，請小心閱《提名須知》及《提供個人資料須知》。此表格一經遞交，一切有關更改擬報讀課程/訓練要求將不獲接納。)

(Carefully read the 'Information Notes' and 'Notes about Personal Data' before completing this form. Amendment(s) to the details of the proposed course/training would not be accepted after submission of this form.)

負責老師資料(校方必須填寫此部份):

Information of teacher-in-charge (The school must complete this part):

負責提名老師、聯絡電話及電郵地址

Teacher-in-charge of the nomination, contact no. and email address

請將填妥的提名表格(可於http://www.hab.gov.hk/tc/public_forms/forms.htm 下載)打印本遞交予秘書處及電郵填妥的提名表格電子複本則至 trustfunds@ctc.org.hk。
 Please submit the completed fillable e-form (available from http://www.hab.gov.hk/en/public_forms/forms.htm) in **BOTH** printed copy (to the office of the Secretariat) and softcopy (to the email trustfunds@ctc.org.hk).

本表格必須由學校遞交，提名表格數目為*(不能多於3份)。
 Total number of nominations forms, which **must** be submitted by school*(up to 3 nominations).

甲部. 被提名學生的個人資料(此部份由監護人填寫)

Part A. Particulars of the student being nominated (to be completed by the guardian)

1. 個人資料 Personal Particulars

姓名 Name :	(英文) (English)	_____	(中文) (Chinese)	_____
出生日期 Date of Birth :	_____/_____ (月)/(年) mm / yy	性別 Sex :	_____ _____	年齡 Age: _____
				香港身份證號碼 HK ID Card No.: _____ (首個英文字母及4個數字) First alphabet and 4 digits
出生地點 Place of Birth :	_____	班級 Class: _____	聯絡電話 Contact No.: _____	
住址 Home Address :	_____			
電郵地址 E-mail Address:	_____	學校名稱 School Name:	_____	
學校地址 School Address:	_____			

2. 請列舉不多於5項最近3年，與擬報讀課程/訓練相關於非學術範疇中獲得的最佳獎項(按時序，由近至遠)。

Please list no more than 5 items of the student's best achievements which are relevant to the proposed course/training in the non-academic field within 3 years from the date of application (in reverse chronological order).

年 / 月 Year / Month	活動/比賽 Activity/competition	舉辦機構 Organizing party/parties	獎項 Award(s) or equivalent
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

3. 請詳列擬報讀的非學術範疇課程/訓練之資料及夾附有關章程/小冊子(如有)。(只可填報一個課程)*
Please give details of the proposed course/training which must be of non-academic in nature and enclose its brochure/pamphlet, if any. (Only ONE course/training is allowed)*
 *遞交多於一個課程/訓練的申請將不獲考慮。Application for more than one course/training would not be considered.

授課機構名稱* : _____ 電話 : _____
 Course Provider : _____ Tel No. : _____

*如被提名人之父母或親屬為上述授課機構的董事或僱員，你必須列出有關人士與被提名人的關係及在授課機構內職位: _____。
 *If any of the nominee's parents or relatives is the director or employee of the above course provider, you must indicate his/her relationship with the nominee and position held in the course provider: _____.

機構的通訊地址 : _____
 Correspondence Address of the Course Provider : _____

課程名稱 : _____
 Course Title : _____

課程內容大綱 : _____
 Course Outline : _____

開課日期** : _____ 預計完成日期** : _____
 Commencement Date : _____ Estimated Completion Date : _____

**委員會只會考慮資助由2021年2月起至2022年1月期間進行及完成的課程/訓練。除持續課程/訓練外，於結果正式公佈前已開始的課程/訓練的資助申請，一概不獲考慮。

The Committee shall only consider sponsoring course/training which takes place between the period **from February 2021 to January 2022. Applications for course/training (except continuous course/training) commenced prior to the formal announcement of result will not be considered.

上課次數 : 每月 _____ 堂 (請填上每月平均上課堂數)
 Lesson Frequency : _____ Lesson(s)/month (Please indicate the average number of lesson(s) per month)

課程費用(港元) : _____ 每月(請填上每月平均課程費用)
 Course Fee (HK\$) : _____ Per month (Please indicate the average course fee per month)

擬申請之補助金額(港元)# : _____
 Amount of grant applied (in HK\$)# : _____

#擬申請之補助金額應以不超過12個月的課程/訓練費用為限。若擬申請額外資助高於5,000港元之資助，必須獲提名人就讀學校之校長填寫提名表格乙部外，以及須提交詳細報告以解釋值得委員會酌情考慮。未有提交詳細聲明的獲提名人，其申請資助額最高為5,000港元。

#The amount of grant applied should be limited to the course/ training fees incurred for **12 months at most**. Any applications for grants exceeding an amount of HK\$5,000 must be submitted Part B School's Comment with a detailed statement from the Principal of the schools the nominees studying, explaining why the Committee's special consideration is warranted. For applications without detailed statement, the maximum amount of grant applied shall not higher than HK\$5,000.

4. 請簡述在完成課程/訓練後的個人計劃
Briefly describe the future plans after completion of the course/training.

5. 家庭狀況 (例如：家庭成員人數、財政狀況等)或其他資料擬提供予柏立基爵士信託基金委員會在作出資助時考慮之用
Family circumstances (e.g. family size, financial situation, etc.) or other additional information that you would like to be considered by the Sir Robert Black Trust Fund Committee for making the grant, if any.

現謹此聲明：

1. 本表格內所填報的事項，全部屬實，且正確無訛。
2. 本人證明已閱讀及清楚明白隨附的《提名須知》及《提供個人資料須知》，並同意向有關政府決策局及部門透露本人在此提名表格內填報的資料，作為處理上述提名之用。

I declare that:

1. All the particulars given in this form are true and correct in all respects.
2. I have read and understand the ‘**Information Notes**’ and ‘**Notes about Personal Data**’ attached to this form and I consent to the disclosure of any information contained in this form to other Government bureaux and departments for the purpose of processing the nomination.

監護人簽署

Signature of Guardian: _____

日期

Date: _____

2020-21年度柏立基爵士信託基金傑出學生資助(非學術範疇)

Sir Robert Black Trust Fund Grants for Talented Students in Non-academic Fields 2020-21

乙部. 院校評語(此部份由校方填寫)

Part B. School's Comment (to be completed by the school)

本人 _____ 為 _____ 校長
I, _____, Principal of _____

(學校)

(Name of the school)

現提名就讀於本校的 _____
wish to nominate (學生姓名 Name of the student)

接受由柏立基爵士信託基金提供的資助。
for the captioned grant provided by the Sir Robert
Black Trust Fund.

本人對上述學生的評語如下：

My comments on the above-mentioned student are as follows:

(i) 在有關非學術範疇的表現和潛能 Performance and potential in the relevant non-academic field(s):

(ii) 品格 Character:

(iii) 曾參與之社區服務及課外活動 Participation in community services and extra-curricular activities:

本人已閱讀及清楚明白隨附的《提名須知》及《提供個人資料須知》，並同意向有關政府決策局及部門
透露本人在此提名表格內填報的資料，作為處理上述提名之用。

I have read the 'Information Notes' and 'Notes about Personal Data' attached to this form and I consent to
the disclosure of any information contained in this form to other Government bureaux and departments for the
purpose of processing the nomination.

簽署

Signature : _____

學校蓋印

School Chop:

姓名

Name : _____

職位

Designation : _____

電話及傳真號碼

Telephone and Fax No. : _____

日期

Date : _____

柏立基爵士信託基金委員會有權拒絕任何提名而無需提供理由。確認通知將於秘書處收悉有關提名後的兩星期內以電郵發送予
貴校。有關結果預計於2021年1月公佈，秘書處屆時會將有關結果書面通知貴校。

The Sir Robert Black Trust Fund Committee reserves the right to reject any nomination without providing a reason.
Acknowledgement would be sent to your school by email within 2 weeks upon receipt of the nominations by the Secretariat.
The results are tentatively to be released in January 2021 and the Secretariat would notify the school the results in writing in
due course.

Sir Robert Black Trust Fund
Grants for Talented Students in Non-academic Fields 2020-21
Notes about Personal Data

Purpose of Completing the Form

1. The personal data collected in the form will be used by the Sir Robert Black Trust Fund Secretariat (“the Secretariat”) for the following purposes:

- (a) activities relating to the allocation of grants under the Sir Robert Black Trust Fund ;
- (b) publicity relating to the Sir Robert Black Trust Fund Grants for Talented Students in Non-academic Fields; and
- (c) communication between the Secretariat and the nominees / the schools.

The provision of personal data is entirely voluntary. However, if information provided is found insufficient, the Secretariat may not be able to process the nomination under the Sir Robert Black Trust Fund.

Classes of Transferees

2. The personal data provided in the form may be disclosed or transferred to subject officers of other Government bureaux and departments for the purposes mentioned in paragraph 1 above. Please state the sensitive personal data in the form that you do not like to be disclosed or transferred to the Government bureaux and departments.

Access to Personal Data

3. Pursuant to sections 18 and 22 and Principle 6 of Schedule 1 of the Personnel Data (Privacy) Ordinance (Cap. 486), the nominee has the right to request to access to and correction of personal data held by the Secretariat. The nominee’s right of access includes the right to obtain a copy of the personal data collected in the form.

Enquiries

4. Enquiries concerning the personal data collected in the form, including the access and corrections, should be addressed to:

Assistant Manager (Trust Funds)
Sir Robert Black Trust Fund Secretariat
34/F, Wu Chung House
213 Queen’s Road East
Wanchai, Hong Kong

柏立基爵士信託基金
2020-21年度傑出學生資助(非學術範疇)
提供個人資料須知

收集個人資料之目的

1. 柏立基爵士信託基金秘書處(以下簡稱“秘書處”)將會把提名表格所收集的個人資料用於以下用途：

- (a) 進行柏立基爵士信託基金補助金的審批工作；
- (b) 進行與柏立基爵士信託基金傑出學生資助(非學術範疇)的推廣宣傳活動；及
- (c) 方便秘書處與被提名人/學校聯絡。

個人資料的提供純屬出於自願性質。如你未能提供足夠資料，秘書處未必能處理你向柏立基爵士信託基金提出有關資助的申請。

獲轉交資料人士的類別

2. 秘書處可能會就上文第 1 段所述的目的，向其他政府部門及決策局負責處理有關申請的人員，披露或轉交提名表格內所提供的個人資料。如在提名表格上有不欲向其他政府部門及決策局披露或轉交的個人敏感資料，敬請註明。

查閱個人資料

3. 根據《個人資料(私隱)條例》(第 486 章)第 18 條和第 22 條，以及附表 1 第 6 原則，被提名學生有權查閱及更正秘書處所持有的個人資料，而查閱資料的權利包括索取提名表格所收集的個人資料的副本。

查詢

4. 任何與本提名表格所收集的個人資料有關的查詢，包括有關查閱及更正個人資料的查詢，可向下述人士提出：-

柏立基爵士信託基金委員會秘書處
香港灣仔皇后大道東 213 號
胡忠大廈 34 樓
助理經理(信託基金)