

Scheme for Subsidy on Exchange for Post-secondary Students

(Student participating in Student Exchange Programmes (SEP) organised by GAO can skip this part)

Proof of Completion

(To be completed by activity organiser only)

A. CONFIRMATION FROM THE ORGANISER

This is to certify that <Student Name> (<Student ID>) has successfully completed the following exchange activity, which is conducted outside Hong Kong.

B. EXCHANGE ACTIVITY DETAILS

Name of activity : Official name of activity (English preferred). Please avoid abbreviations

Name of organiser : e.g. Student Affairs Office, EdUHK

Date of activity ^{Note 1} : From dd/mm/yyyy To dd/mm/yyyy

Duration (No. of Days) : Destination(Country) e.g. UK

Type of Activity :

<input type="checkbox"/>	Learning Activities <i>(substantive learning elements and/or intended learning outcomes)</i>
<input type="checkbox"/>	Internship Programmes as well as placements or practicums
<input type="checkbox"/>	Service Programmes <i>(service-learning activities that integrate experiential learning with community services and reflections)</i>
<input type="checkbox"/>	National, Regional and International Events and Competitions <i>(Endorsed/ organised by EdUHK to represent EdUHK)</i>

(Please check ✓ the appropriate box)

Note 1 *The activity duration should cover the period from the commencement date to the completion date of the official programme of the exchange activity. Travelling time back and forth between Hong Kong and the exchange destination should not be counted towards the activity duration.*

Name and Signature of Activity Organiser/ Representative _____

Post Title & Faculty/Unit/ _____

Telephone Number _____

Date _____

