



# **National Kaohsiung University of Hospitality and Tourism**

## **Bursary Guidelines for Financially Disadvantaged Overseas Chinese Students**

Amended and adopted by internal  
signing memorandum on August 20, 2012

### Article 1

This Bursary Guidelines for Financially Disadvantaged Overseas Chinese Students (the “Guidelines”) of the National Kaohsiung University of Hospitality and Tourism (the “University”) is hereby enacted pursuant to Point 6, Subparagraph 1 of the Bursary Rules of Ministry of Education for Financially Disadvantaged Overseas Chinese Students of Senior High Schools and Higher Education.

### Article 2

#### Purpose:

The Guidelines is enacted to assist overseas Chinese students who are financially disadvantaged but diligent in study to finish school on schedule.

### Article 3

#### Qualifications

1. The applicants shall fit under the definition of “financially disadvantaged overseas Chinese students” set forth in the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan (excluding graduate students and students in extended study period).
2. Applicants in their second year or later shall have achieved a sufficient GPA for the previous school year and an average conduct score of 80 or above without being given any warning or more serious sanction by the University.
3. Students who have received subsidies for or exemption of tuition and incidental fees or financial aids from any government agency shall not apply for a bursary pursuant hereto.

### Article 4

#### Rules

##### 1. Quotas:

- (1) The quotas allocated for each school is determined by the Ministry of Education based on the number of overseas Chinese students currently enrolled at such school.

- (2) A quota in proportion to the ratio of the number of first-year overseas Chinese students to the total number of overseas Chinese students will be allocated to the first-year overseas Chinese student applicants. The rest of the quotas will be allocated to the overseas Chinese student applicants of second-year or above.
2. Bursary Amount: The amount of bursaries will be granted and announced publicly by the Ministry of Education based on the budget of the fiscal year. The bursaries will be given for a period of one year, from the commencement of the first semester (September) to August 31 of the following year. Graduates will receive the bursaries till the month of graduation.
3. Bursary payments to students who are suspended or withdraw from school after the applications for the bursaries are granted will cease in the month following such suspension or withdrawal. Bursary payments to students who are given a demerit or subjected to expulsion from school by the Student Reward and Disciplinary Commission will cease in the month following the public announcement of such sanction made by the University.
4. Students who commit in the act of forgery or provide false documentations shall not only be disqualified for any future bursary payments but also return all bursary payments so far received. In addition, such students shall take any and all legal responsibility.

#### Article 5 Applications

1. After the first semester of each school year begins, qualified overseas Chinese students shall submit an application form (Schedule 1), proof of low income status, and all transcripts already obtained (except for first year overseas Chinese students) to the International Affairs Office to apply for bursaries.
2. Transferred overseas Chinese students shall additionally submit a proof of transfer and all transcripts already obtained.

#### Article 6 Review

1. The applications pursuant hereto shall be assessed and reviewed by the Bursary Review Team for Financially Disadvantaged Overseas Chinese Students (the "Review Team"), the members of which are served by the Dean of International Office, all Section Chiefs of the International Affairs Office and overseas Chinese student representatives. The assessment and review will be based on the information on the Bursary Eligibility Evaluation Form (Schedule 2). The review work for the applications of the current school year shall be completed by October 31 each year. The relevant review records shall be preserved by the University for future reference.

2. Standards:

- (1) For first-year student applicants, those with the highest subtotal of financial disadvantage points shall be first considered for the bursary payments; while for second-year or above student applicants, the highest total financial disadvantage points. In case of a tie, the order of bursary recipients shall be based on the order of the evaluation items set forth in the Bursary Eligibility Evaluation Form.
  - (2) The living conditions of the applicants in Taiwan.
3. If deemed necessary, the University will request the Overseas Community Affairs Council to verify the information provided by the applicants on family condition and low income status.
  4. A roster of the final recipients approved by the University in order of year of study will be prepared for submission to the Ministry of Education each year for approval.

Article 7

Matters in relation to funding applications, appropriations, reimbursements, and account reports shall be subject to the Ministry of Education's Operating Procedure Guidelines for Appropriations and Account Reports for Funds and Commissioned Work.

Article 8

The Guidelines shall come into effect upon approval by the President. Subsequent amendments shall be subject to the same approval procedure.

Bursary Application Form for Financially Disadvantaged Overseas Chinese Students

Student No.		Department/ Year of Study		Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Chinese Name		Date of Birth	YY MM DD	Home Country	
English Name		Date of Arrival in Taiwan		YY MM DD	
Date of Enrollment	YY MM DD	Notice of Assignment Number		海聯試字第( )號	
Current Address				Tel	
				Mobile	
Residence Address				Tel	
				Mobile	
Passport No.			ARC No.		
Academic Score	First Semester	Average Score of Past Academic Year	Conduct Score	First Semester	Average Score of Past Academic Year
	Second Semester			Second Semester	

Family Members

Relationship	Name	Age	Occupation	Home Address
Father				
Mother				

■Please check (✓) whichever applies and fill in the dollar amount requested.

I. Financial Situation:  1. Above Average     2. Average     3. Disadvantaged

II. Who is responsible for household expenses? :  1. Grandparents     2. Parents     3. Siblings     4. Others: \_\_\_\_\_

III. Fixed Assets :  1. Yes, Value NT\$ \_\_\_\_\_     2. No

IV. Gross Household Monthly Income: NT\$ \_\_\_\_\_ Expenses: NT\$ \_\_\_\_\_

V. Monthly Allowance for Living Expenses Needed in School: NT\$ \_\_\_\_\_

VI. Financial sources for current study:

1. Family Members in Home Country     2. Relatives in Home Country     3. Family Members in Taiwan

4. Relatives in Taiwan     5. Applicant's Part-Time Job(s)

6. Work Allowance or Financial Aids for Overseas Chinese Students

Please briefly describe the financial status of your household and reasons for this bursary application.

Signature of Class Advisor		Signature of Department/Program Chair	
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## National Kaohsiung University of Hospitality and Tourism

### Bursary Eligibility Evaluation Form for Financially Disadvantaged Overseas Chinese Students

YY MM DD

Full Name		Department/ Year of Study		Student No.	
Current Address					
Contact No.					
Residence Country					
Residence Address					
Interview Content	Points	Self-Evaluation	Reviewer's Evaluation		
I. Are your parents still alive?	Both parents died.....6 Father died.....5 Mother died.....4 Single Parent Family.....3 Raised by Grandparents.....2 Both parents are alive.....1				
II. Does the applicant or his/her family member(s) suffer from Physical/Mental Disability, Serious Illness or otherwise need long-term treatment? (attach medical certificates)	The applicant suffers from physical/mental disability.....5 Family member(s) suffers from physical/mental disability.....4 The applicant suffers from serious illness and needs long-term treatment .....3 Family member(s) suffers from serious illness and needs long-term treatment.....2 No.....1				
III. Number of family members currently enrolled in a school (attach enrollment	6 or more.....5 5 or more.....4 4 or more.....3 3 or more .....2				

certificates)	2 or more .....1		
IV. Working Population?	None has jobs.....4 Some have part-time jobs.....3 1 family member has a full-time job (including self-employment).....2 2 family members have full-time jobs (including self-employment).....1		
V. Financial sources for tuition fees and living expenses	Loan from Bank.....4 Salary.....3 Relatives or friends.....2 Parents.....1		
VI. Is the property you live in owned by a family member?	It is borrowed.....4 It is leased.....3 Yes, with mortgage.....2 Yes, without mortgage.....1		
VII. Proof of low income status	Issued by a government agency.....7 Issued by applicant's school in residence country.....5 Issued by a civic organization in residence country .....3		
VIII. Other major events suffered by the applicant's household serious enough to affect the livelihood or other special situations not listed herein.....5			
Financial Disadvantage Points Subtotal			
IX. Average Academic Score of First Semester	80.01 points or above.....5 75.01-80 points.....4 70.01-75 points.....3 65.01-70 points.....2 60-65 points.....1		
X. Average of Conduct Score of First Semester	85.01 points or above.....5 84.01-85 points.....4 83.01-84 points.....3 82.01-83 points.....2 80-82 points.....1		
Financial Disadvantage Points Total			

## **National Kaohsiung University of Hospitality and Tourism**

### **Documentations Required for Bursary Application by Financially Disadvantaged Overseas Chinese Students**

Affix a photocopy of the front of your ARC or ID here

Affix a photocopy of the back of your ARC or ID here

Affix a photocopy of the front of your student ID here

Affix a photocopy of the back of your student ID here

Post Office Account No. : □□□□□□-□□□□□□

Class : \_\_\_\_\_

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

Student No: \_\_\_\_\_

■Documents attached are as follows (arranged in this order):

1. Application form
2. Evaluation form
3. Relevant documentations (photocopies of ARC or ID/student ID/post office account)
4. Enrollment notice issued by Overseas Joint Recruitment Committee (a photocopy will suffice)
5. Proof of low income status or other supporting documents (a photocopy will suffice)
6. All transcripts already obtained are required for applicants of second-year or above

Affix a photocopy of your post office account here

■Declaration:

I, the undersigned, hereby declare that I am fully aware of the content of the relevant application and review information and rules of the National Kaohsiung University of Hospitality and Tourism when I apply for bursaries provided for financially disadvantaged overseas Chinese students and agree to comply with said information and rules. In addition, I declare that the information and supporting documents given above are completely true and accurate. In case of forgery or any false information given, I agree to be disqualified for any future bursary payments, return all bursary payments so far received, and take any and all legal responsibility.

Applicant\_\_\_\_\_ (sign) Date:\_\_\_\_\_