



Hong Kong Student Services Association



Hong Kong Outstanding Tertiary Students' Services Association

OUTSTANDING SERVICE AWARD FOR TERTIARY STUDENTS 2018/2019

GUIDANCE NOTES FOR APPLICANTS

1. Background

The Outstanding Service Awards for Tertiary Students (“Award”) were introduced in 1991 to recognize tertiary students with outstanding leadership and significant contribution to the community. The award selection is co-organized by the Hong Kong Student Services Association (“HKSSA”) and the Hong Kong Outstanding Tertiary Students’ Services Association (“HKOTSSA”). Around 20 students are selected each year.

2. Eligibility

2.1 All students enrolled in **full-time University Grants Committee (“UGC”) undergraduate programmes** from the following institutions may apply:

- City University of Hong Kong (“CityU”);
- Hong Kong Baptist University (“HKBU”);
- Lingnan University (“LU”);
- The Chinese University of Hong Kong (“CUHK”);
- The Education University of Hong Kong (“EdUHK”);
- The Hong Kong Polytechnic University (“PolyU”);
- The Hong Kong University of Science and Technology (“HKUST”); and
- The University of Hong Kong (“HKU”).

2.2 All students from Hong Kong Shue Yan University (“HKSYU”), The Hang Seng University of Hong Kong (“HSUHK”) and Open University of Hong Kong (“OUHK”) are also eligible for the Award.

2.3 **Previous awardees and incoming exchange students are NOT eligible for the Award.**

2.4 Selection criteria:

- Proven record of leadership experiences and organizational skills;
- Outstanding contribution to fellow students, schools/institutions and/or the community;
- Active participation in extra-curricular activities; and
- Satisfactory results in public examinations and current academic studies.



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3. Application

- 3.1 Completed application forms (with documentary proof) must be sent to HKOTSSA's email: info.hkotssa@gmail.com by **23 March 2019 (Saturday)**.
- 3.2 Applicants should complete all relevant sections in the form and follow the required format strictly. Any alteration of the application form may lead to disqualification of the application.
- 3.3 Incomplete application form, inaccurate or false statements may also result in disqualification.

4. Interview

Short-listed applicants will be invited to attend a group interview on **13 April 2019 (Saturday)** and each short-listed applicant has to provide **two hard copies** of the completed application form on that day. Applicants who do not receive an invitation to the interview one week before the interview may consider their application unsuccessful.

5. Activities

The selected candidates **should attend all the activities**. Only those who have satisfactory overall performance will be given the Award.

5.1 *Orientation Programme*

The orientation programme is scheduled in June 2019. Selected candidates will have the chance to meet and build friendships with our previous awardees. The details will be announced after the interview.

5.2 *Engagement in Community Service*

The HKOTSSA's community services project will be held between July and August 2019. The details will be announced after the interview.

5.3 *Awards Presentation Ceremony*

Upon satisfactory completion of the above activities, selected candidates will receive the Award at the Award Presentation Ceremony in October 2019. The details will be announced after the interview.

6. Membership of HKOTSSA

All awardees will be invited to join the HKOTSSA founded by past recipients of the Award. They will be given opportunities to meet alumni and advisors with rich experiences in community services.



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7. Key Dates

Application deadline	23 March 2019 (Saturday) [deadline extended!]
Notification on the Interview	30 March 2019 (Saturday)
Confirmation of the Interview	5 April 2019 (Friday)
Interview	13 April 2019 (Saturday)
Release of Result	11 May 2019 (Saturday)
Orientation Programme	June 2019
Engagement in Community Service	July – August 2019
Award Presentation	October 2019

8. Enquiries

Applicants may contact HKOTSSA at info.hkotssa@gmail.com if you have any enquiries. HKOTSSA will reply as soon as possible. Thank you.

February 2019

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