



## **Outstanding Service Awards for Tertiary Students 2016/2017**

### **Guidelines 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 Hong Kong Institute of Education (HKIED);
- 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 (HKSJU), Hang Seng Management College (HSMC) 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;
- Satisfactory results in public examinations and current academic studies.

### 3. Application

- 3.1 Completed application forms must be submitted to the corresponding institutions by 03 March 2017 (Friday).
- 3.2 Applicants should complete all relevant sections in the form and follow the required format strictly. Any alternation 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 11 March 2017 (Saturday). Short-listed applicants will be notified three weeks before the interview. Applicants who do not receive an invitation to the interview may consider their application unsuccessful.

### 5. Orientation Programme

A two-day orientation programme will be scheduled for the selected candidates. The programme will be tentatively scheduled in June 2016. Selected candidates will have the chance to meet and build friendships with our previous awardees. The details will be announced after the interview.

### 6. Engagement in Community Service

- 6.1 All selected candidates are required to participate in one of the HKOTSSA's existing community services between July and August 2016.



Hong Kong Student Services Association

Hong Kong Outstanding Tertiary Students' Services Association

- 6.2 Selected candidates who will not be in Hong Kong or will have internships or other work commitments between July and August 2017 should discuss with the executive committee of HKOTSSA for alternative arrangements.
- 6.3 The details will be announced after the interview.

### **7. Awards Presentation Ceremony & Dinner**

Upon satisfactory completion of Engagement in Community Service, selected candidates will receive the Award at the Award Presentation Ceremony & Dinner in September 2017. Selected candidates may not be awarded if they fail to join/complete the Engagement in Community Service.

### **8. Membership of Hong Kong Outstanding Tertiary Students' Services Association (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.

### **9. Schedule**

Application deadline	03 March 2017 (Friday)
Notification on the Interview	05 Mar– 08 March 2017
Interview	11 March 2017 (Saturday)
Release of Result	7 May 2017 (Saturday)
Orientation Programme	June
Engagement in Community Service	July – August 2017
Award Presentation & Dinner	September 2017



Hong Kong Student Services Association



Hong Kong Outstanding Tertiary Students' Services Association

## **10. Enquiries**

Applicants may contact HKOTSSA at [info@hkotssa.org.hk](mailto:info@hkotssa.org.hk) if you have any enquiries. HKOTSSA will reply in three working days. Thank you.

## **January 2017**

Hong Kong Outstanding Tertiary Students' Services Association