



香 港 骨 科 醫 學 會

THE HONG KONG ORTHOPAEDIC ASSOCIATION

HKOA SCHOLARSHIP TRAVELLING APPLICATION (ASSOCIATE MEMBERS)

Applicant's Name: (in capitals) _____ (Chinese) _____

Correspondence Address:

Telephone Number: _____ Fax Number: _____

E-mail Address: _____

Name of Proposed Event:

(Please enclose a preliminary program)

Organizer of Event: _____

Starting to Ending Dates: _____ to _____

Declaration

- I will present paper at the proposed event (*Please indicate whether it is oral / poster presentation*)

Title of Paper:

- _____

I presented paper / poster at previous HKOA Annual Congress

Title of Paper:

- _____

I have not received any sponsorship from the HKOA (including its affiliated Chapters) in

- the 36 months immediately prior to the starting date of the proposed event.

- I last received sponsorship from the HKOA to attend a meeting which started on _____ (DD/MM/YY), which was _____ (integral number) months prior to the starting date of the proposed event.

- By the starting date of the proposed event, I have been an associate member of the HKOA for _____ (integral number) completed years, as detailed in my enclosed CV.

*You must attach a CV detailing your qualifications with dates, work experience including position, sub-specialty etc, with dates, and any other relevant information concerning your professional career development and achievement.

- I understand that any dishonesty or false representation, both on this application form and in the information contained in my CV, will lead to disqualification.

Signature of Applicant: _____ Date: _____



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Regulations of The HKOA Travelling for Associate Member (revised in Sept 2022)

One scholarship of up to a maximum of HK\$ 7,500 is available two times per year for associate members. The applicants should be aware that it would take 4 to 6 weeks after the closing date of application for the Council to complete the selection process and to notify successful applicants.

Principles:

1. The scholarship is to encourage further education and research.
2. The scholarship is to facilitate the application of full-pay study leave.
3. The individual should contribute towards his/her own further education: the scholarship is not guaranteed to provide 100% coverage of the application fee for the online education event.
4. The scholarship should be the sole source of financial subsidy for the applied activity.

Selection Criteria and Rules:

The Council will first evaluate whether the proposed event is appropriately beneficial to the applicant, taking into account the experience of the applicant and the quality of the proposed event, and reserve the right to execute any unfavorable consideration. Selection will be based on a point system listed below.

Points System:

- Years of documented HKOA membership: 1 point for each year up to a maximum of 3 (Based on candidate's own record and subject to verification by the Association)
- Presenting papers at the proposed meeting: Each oral paper 3 points; each poster 1 point
- Presentation at the HKOA Annual Congress (including chapters) in the immediate 3 years prior to the closing date: Each oral paper 2 points; each poster 1 point (Each paper will be counted once only)
- Deduction: Points are to be deducted if HKOA sponsorship has been awarded* within the following period prior to the closing date of application:
12 months or less: NOT ELIGIBLE
13-24 months: 6 points
25-36 months: 3 points
Over 36 months: Nil

* The word "awarded" includes those who have been offered a scholarship but withdrew after the selection, or that the final payment of sponsorship was forfeited due to violation of rules. Penalty points for withdrawal could be mitigated if a very good reason existed for the withdrawal, e.g. illness.

Concomitant sponsorship may not be held. In case of equal points, lots will be drawn.

Claims and Payment:

Receipted claims have to be supported by original documents: air ticket, tour agent receipt and hotel receipt on the following expenses:

1. Economy return air ticket and airport tax.
2. Hotel (room charge and tax only).
3. Conference/meeting registration fees.

****The scholarship is not intended to reimburse expense for quarantine hotel stay as a result of COVID-19 travel restrictions.**

Payment will only be made if the Honorary Secretary receives an acceptable report accompanied by a copy of the Certificate of Attendance, and the original documents to support the receipted claims, within 30 days from the last day of the meeting. Payment will be forfeited if these rules are not strictly adhered to.

Administration:

Two selection rounds per years.

Mid-April : for events taking place from 1st July to 31st December

Mid-October : for events taking place from 1st January to 30th June

Announcement:

To be advertised in the website or by e-mail to fully paid-up members at least one month prior to the closing dates.

Application:

Applicants must be fully paid-up associate members of the Association on the day the application closes.

Applicants must submit the following to HKOA Honorary Secretary:

1. A completed standard application form.
2. Preliminary programme pamphlet about the proposed conference/meeting.
3. A brief CV (detailing qualifications with dates, work experience including position and subspecialties with dates, and any other relevant information concerning your professional career development and achievement).