



香 港 骨 科 醫 學 會

THE HONG KONG ORTHOPAEDIC ASSOCIATION

**APPLICATION FOR HKOA TRAVELING SCHOLARSHIP (ASSOCIATE MEMBER)**

Applicant's name (in capitals): \_\_\_\_\_ (Chinese) \_\_\_\_\_

Correspondence Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Name of Proposed Event:

\_\_\_\_\_  
(Please enclose a preliminary program)

Location (City, Country): \_\_\_\_\_

Starting to ending dates: \_\_\_\_\_ to \_\_\_\_\_

**Declaration**

Please tick whichever is applicable.

I will present paper / poster at the proposed event

Title of paper \_\_\_\_\_

I presented paper / poster at the previous HKOA congress

Title of paper \_\_\_\_\_

I have not received any sponsorship from the HKOA 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.

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 Traveling Scholarship for Associate Member (rev. Jan 2007)

One scholarship up to a maximum of HK\$ 5,000 is available 2 times per year for associate members. The applicants should be aware that it would take 4 to 6 weeks after the closing date 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 for full-pay study leave.
3. The individual should contribute towards his/her own further education: the scholarship is not intended to provide 100% cover of expenses
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 HKOA 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

Payment will be made if the Honorary Secretary receives an acceptable report accompanied by a copy of the Certificate of Attendance if available, 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:

2 selection rounds per years.

Mid-April: for events taking place from 1<sup>st</sup> July to 31<sup>st</sup> December

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

#### Announcement:

To be advertised in the website or by letter 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 close.

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).
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