



1st September 2016

Dear Parents / Guardians,

**The Application for the Subsidy of the
'Hong Kong Jockey Club Life-wide Learning Fund'**

In order to support financially needy students not to miss the opportunities to participate in various learning activities organised or approved by schools, Education Bureau has rolled out the Hong Kong Jockey Club Life-wide Learning Fund. Details are as follows:

Name of Foundation	Subsidized Activities	Qualification for Application	Subsidies
The Hong Kong Jockey Club Life-wide Learning Fund	Life-wide learning activities organised or approved by schools (In or out of Hong Kong)	F. 1 to F.6 students receiving Comprehensive Social Security Assistance" (CSSA), full grant / half grant under Financial Assistance Schemes of Student Finance Office , or meeting our School's established "financially needy" criteria	F.1 to F.3 : Each student : \$300 F.4 to F.6: Each student : \$500 (Subject to a ceiling of actual funding amount of subsidies)

Students who meet the qualification of the aforementioned subsidy application criteria are welcome to make application. Their parents/ guardians only need to fill in the reply slip as below and submit to the class teacher on or before September 5th. (Our School will not disclose your personal data to any third parties without your prior consent in order to secure your privacy.)

Students have to pay the fees of each activity first. Subsidies will be given to the students concerned once their attendance rate meets the target. The sum of the subsidies will be deposited to the bank accounts of parents/ guardians concerned by the end of February (For F.1 to F.6 students) and by the end of August (For F.1 to F.5 students.)

Thank you for your attention.

Yours faithfully,

Principal of Lock Tao Secondary School

To: Principal

RE: The Application for the Subsidy of the ‘ Hong Kong Jockey Club Life-wide Learning Fund’

I am the parent/ guardian of (Class) _____ (Name)_____.

I understood the matters regarding the Application for the Subsidy of the Hong Kong Jockey Club Life-wide Learning Fund. I decide that I:

- do not need to apply
- need to apply for the subsidy concerned. I am now receiving "Comprehensive Social Security Assistance" (CSSA). (A copy of the exemption of medical fee is attached for the School's reference)
- need to apply for the subsidy concerned. My son/ daughter is receiving a full grant under School Textbook Assistance Scheme (full grant), (STAS-Full). (It is not necessary to provide any copy of evidence on Financial Assistance Scheme)
- need to apply for the subsidy concerned owing to the financial difficulties of my family. A letter is attached to justify the application for the subsidy concerned.

(Please put "✓" in the boxes as appropriate)

Name of the parent / guardian: _____

Signature of parent / guardian: _____

Date: _____