



July 25, 2022

Mr SEOW Han Cong (UNo: 3030075310)
PhD Candidate
Department of Pharmacology and Pharmacy

Dear Mr Seow,

Bau Tsu Zung Bau Kwan Yeu Hing Research and Clinical Fellowship

I am pleased to inform you that the captioned Fellowship will be awarded to you to support your research training at the University College London, UK from October 1, 2022 to February 28, 2024 under the supervision of Dr Jenny KW Lam.

Your attention is drawn to the following details of the fellowship:

1. Funding Support

The award shall cover:	HK\$
One round-trip airfare at economy class	up to 20,000*
Subsistence allowance/Accommodation (HK\$5,000/month x 17 months)	up to 85,000
Tuberculosis Testing	up to 1,500*
UK Immigration Health Surcharge (£940)	up to 12,000*
Travel Health Insurance (HK\$4,000 per year x 2 year)	up to 8,000*
Total:	up to 126,500

* Actual amount to be reimbursed is based upon production of receipt(s) subject to the maximum amount indicated above

Receipt(s) should be submitted to the Faculty Office (Attn: Ms Amy Leung) for reimbursement within one month of the end of the training period. If you withdraw from the fellowship programme, or have made inadequate progress in the opinion of the Selection Committee, you may be required to repay the whole or part of the sum received.

Postgraduate Scholarship (PGS) will continue to be paid during the period of fellowship/study leave. In order for students to continually receive the PGS and subsistence allowance during their study leave period, they are required to report their progress to their supervisor(s) on a monthly basis. The provision of PGS and subsistence allowance will be terminated in any of the following cases:

- (i) students fail to report their progress to their supervisors continually;
- (ii) their progress is not satisfactory;
- (iii) they have withdrawn from their studies; or
- (iv) for any reason the fellowship programme cannot be completed as proposed.

2. Duration of Fellowship/Study Leave

Students are required to apply for study leave through the student interface of the Online Leave System (via HKU Portal > SIS Main Menu > Online Applications > Application for Leave of Absence) before they actually go abroad for the fellowship. Students on study leave are required to report their progress to their supervisors continually.

Students should inform the Faculty Office immediately if there are any changes in the duration or period of fellowship/study leave (e.g. late commencement, early completion or intermittent departure from the host institution during the fellowship period, etc).

Upon the expiry of the fellowship and study leave, students are required to return to Hong Kong and report to their primary supervisor immediately for resumption of their research work and completion of the studies at the University of Hong Kong (HKU). They should make up for any coursework and/or research which have been missed as a result of their absence.

3. Registration/Conferment of Degree

Students will remain registered under HKU during the fellowship, and the relevant degrees will be conferred upon them by HKU subject to satisfactory completion of the degree requirements. The approved fellowship will be recorded on their transcripts.

4. Regulations

Students will be subject to HKU's Regulations and Procedures governing research postgraduate degrees, as well as the host institution's policies and regulations concerning research personnel and intellectual property during the fellowship period.

5. Travel and Medical Insurance

Travel and medical insurance will be covered by the University. The document "Travel/Personal Accident Insurance for Students" is attached. If students plan to stay overseas for more than 180 days continuously without coming back to Hong Kong, please contact Ms Amy Leung (Tel: 3917 9070; Email: leung922@hku.hk) well before their departure for extension of their insurance coverage.

It has been noted that the number of claims for travel insurance increased substantially in the past few years. Because of the unfavorable claim history, the annual premiums that the University paid for the same periods also increased accordingly. To comply with the terms of the insurance policy, students are required to take good care of their belongings at all time while on trips.

6. Student Visa

Students are expected to arrange for their own student visa.

7. Vaccination

Students are reminded to get vaccinated before departing Hong Kong for their own protection as well as the protection of others, and to comply with each country/partner institution's infection control measures and vaccination requirements.

8. Research Equipment and Supplies

The host institution is expected to provide research supplies and consumables, as well as access to library, research equipment/facilities and computer for students during the fellowship.

9. Submission of Report on Fellowship Activity
Students are also required to submit to the Selection Committee a completion report within 30 days after returning to the University, stating specifically how the objectives stated in the proposal have been fulfilled. The report form can be downloaded from <http://www.med.hku.hk/download/bulkmail/4167220324164605.doc> and submitted to Ms Amy Leung via leung922@hku.hk.
10. Experience Sharing
On completion of the fellowship, students are encouraged to deliver a departmental presentation to share their experience and what they have learned with their fellow students in order to maximize the benefits of the fellowship.

Yours sincerely,



(Ms) Ada Siu
Administrative Assistant

AS/al
Encl.

- cc: Dr Aviva SF Chow, Primary Supervisor, Department of Pharmacology and Pharmacy
Dr Jenny KW Lam, Co-supervisor, Department of Pharmacology and Pharmacy, HKU;
Primary Supervisor, University College London, UK
Professor Yu Wang, DRPC Chairperson, Department of Pharmacology and Pharmacy
- Appropriate arrangements should be made for continued and adequate supervision.
 - Please report to the Faculty Office immediately if Mr Seow fails to report to you as requested or if his progress is unsatisfactory.
 - Please make arrangement with regard to point 10.
- International Affairs Office, Registry
Centre of Development and Resources for Students
Development and Alumni Affairs Office
Finance and Enterprises Office
- Please earmark HK\$5,000/month (or a pro-rata amount for partial month) to Mr Seow for accommodation/subsistence allowance for the period October 1, 2022 to February 28, 2024 from the Bau Tsu Zung Bau Kwan Yeu Hing Research and Clinical Fellowship account (*200008682.920006.20006.400.01).

w/o
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