

(For Official Use Only)

Date of receive : _____

Serial No. : _____

Application Form

Grant for Programme Area Accreditation & Subsidy for QR Registration Fees

Notes for Applicants

- Applicants who wish to apply for the Grant for Programme Area Accreditation (PAA Grant) **AND** Subsidy for QR Registration Fees (QR Subsidy) should complete this application form.
- Applicants should read the Guidance Notes for Grant for Programme Area Accreditation and Subsidy for QR Registration Fees carefully before submitting the application. (Copy of the guidance notes can be downloaded from the websites of QF: www.hkqf.gov.hk or QR: www.hkqr.gov.hk).
- Applicants should ensure that all parts in the form are fully completed and the information is accurate. The application will not be processed if the applicant fails to provide all the information requested.
- When submitting the application form, the applicant should enclose a copy of the letter of exemption from tax issued by the Inland Revenue Department confirming that it is an approved charitable institution or trust of a public character exempt from tax under section 88 of the Inland Revenue Ordinance (Cap. 112).
- The personal data provided in this form will be used by the Secretary for Education for processing application for the PAA Grant and the QR Subsidy. It may be disclosed to officers within or outside the Education Bureau who are required to handle the PAA Grant and the QR Subsidy.
- Applicants have the right to request access to or correction of personal data provided in this form in accordance with the provisions of the Personal Data (Privacy) Ordinance. Such requests may be made in writing to the Education Bureau.
- All correspondences should be addressed to the Further Education Division, Education Bureau at Room 1156, 11/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong (Telephone no : 3540 7306, Fax no: 2899 2967).

Application Form
Grant for Programme Area Accreditation
&
Subsidy for QR Registration Fees

Part A Particulars of Applicant

Name of Organisation*

(English) _____

(Chinese) _____

Correspondence Address _____

Tel No _____ Fax No _____

Website (if applicable) _____

Name of Representative

(English) _____

(Chinese) _____

Tel No _____ Fax No _____

E-mail Address _____

* If the organisation has already had an operator account in the QR, please use the same name as registered in the QR.

Part B Application for the Grant for Programme Area Accreditation

I, _____ (name of representative), on behalf of
 _____ (name of organisation),
 hereby submit an application for the Grant for Programme Area Accreditation for the programme
 areas listed in **Table 1** below:

Table 1

(Please use supplementary sheet if the space provided is insufficient)

Programme Area covered by the PAA Exercise	Sub-area	QF Level	Date of Entering Agreement with HKCAAVQ <i>(e.g. 01-06-2008)</i>

Part E Declaration and Undertaking

I, on behalf of, _____ (name of organisation), declare that all information given above is true and accurate and that if I wilfully give information which is false or which I do not believe to be true or if I withhold any material information, any PAA Grant or QR Subsidy approved will become void and any sums received by me or my organisation must be refunded to the Government immediately and that I or my organisation is to be responsible for all costs (whether directly or indirectly) incurred by the Government for the recovery of the PAA Grant and or the QR Subsidy.

I undertake that I and my organisation will provide information on the operation of the programmes upon request by the Education Bureau after receiving the PAA Grant or the QR Subsidy.

Signature _____

Name of Representative _____

Post-title _____

Organisation Chop _____

Date _____

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Non-profit-making organisation

First time PAA exercise

Self-financing programmes

Approved on _____