



Chaplain's Office, Chung Chi College, The Chinese University of Hong Kong

Love in Action - In Jesus We Bond

Application Form

NOTES TO APPLICANTS:

1. All information given in this form will be treated in STRICT CONFIDENCE.
2. The personal data in relation to your application will be used by the Chaplain's Office of Chung Chi College to assess and may be provided to authorized parties to process the information for purposes relating to the Programme where applicable.
3. It is our policy to retain the personal data of unsuccessful applicants for future reference purpose for a period of not longer than two years.
4. Under the Personal Data (Privacy) Ordinance, you may request for access to, and/or correction of your personal data in relation to your application. If you wish to do so, please write to chaplaincy@cuhk.edu.hk.

I Personal Data, Team Leader

Student ID Number	
Full Name in English	
Full Name in Chinese	
Gender	<input type="checkbox"/> Female <input type="checkbox"/> Male
Year of Study 2019-20	
Faculty	
Department/ School	
College	
Hostel Name	
Personal E-mail Address	
Contact Number	



Would you join / Have you planned an outbound exchange programme in 2019/20?	<input type="checkbox"/> No <input type="checkbox"/> Yes (please specify the period)
Do you guarantee to attend the kick off activity on 8 Jan 2020 (Wed)?	<input type="checkbox"/> No <input type="checkbox"/> Yes

Please tick as appropriate

II Personal Data, Team Member (2-4 participants)

	Student ID No.	Full Name in English	Full Name in Chinese	Contact No.
Team Member(s)				

III Your achievements

List in the order of **THREE** (at least) important achievements/contribution/participation in **CO-CURRICULAR ACTIVITIES** (internal or external) and **COMMUNITY SERVICES** since you have studied in CUHK. The Chaplain's Office reserves the right to ask for relevant supporting evidence.

	Achievement/Contribution/Participation	Date & Duration
1		
2		
3		
4		
5		



IV Activity Planning

Name of Activity	English: Chinese:
Objective(s)	
Content(s)	
Rundown/ Operation	e.g. 10:00-10:15 Meet at xxx
Proposed Available Date	(Please provide some options)
Proposed Event Time	(if any)
Proposed Venue	(Must be conducted at Chung Chi College)
-Venue Booking	<input type="checkbox"/> No <input type="checkbox"/> Yes (Please specify the location)
-Classroom Booking	<input type="checkbox"/> No <input type="checkbox"/> Yes (Please specify the room size: < 30 / 30 – 50 / 50 – 100 / >100)
- Reserve Time	DD / MM / YY 00:00 – 00:00
Target No. of Participant	
- Min. No. of Participant	
- Max. No. of Participant	



No. of Helper(s)	Do you need CO's support to recruit the helper(s)?		<input type="checkbox"/> No <input type="checkbox"/> Yes
- Duties			
Equipment/ Facilities Required	<u>Item</u>	<u>Quantity</u>	<u>Provided by CO</u>
			<input type="checkbox"/> No <input type="checkbox"/> Yes
			<input type="checkbox"/> No <input type="checkbox"/> Yes
			<input type="checkbox"/> No <input type="checkbox"/> Yes
			<input type="checkbox"/> No <input type="checkbox"/> Yes
Other Request(s)			
Budget Breakdown	<u>Item (Please specify the item names, estimated quantities and individual costs, if applicable)</u>	<u>Cost (HK\$)</u>	
Remarks: Please adjust your budget after confirming the number of participants			
	Total		

Please tick as appropriate



V Declaration

I fully understand the “Handling of Information and Personal Data Provided”. I declare that the information given in Application Form for Love In Action and any documents provided are complete and true to the best of my knowledge.

I authorize Chaplain’s Office to publish my name, programme, year of studies and photos in relevant publications and/or the Internet/Intranet if I have been selected for the programme.

Signature of Applicant

Date