

The Singapore International School Foundation Limited Ng Teng Fong Merit Scholarship Application Form

We are delighted that you are interested to apply for the Singapore International School Foundation Limited (SISF) Ng Teng Fong Merit Scholarship. This scholarship, awarded on the basis of merit, aims to provide financial scholarships to students, irrespective of means, to receive a quality Singapore-styled education at the Singapore International School (Hong Kong) [SISHK]. The scholarship is provided by the sponsoring body of the school, SISF.

The School was set up by the Ministry of Education (Singapore) with the vision of a vibrant community of learners striving for excellence and the aim to provide a holistic education to develop inquiring, knowledgeable and caring young people through a rigorous bilingual programme, intercultural understanding and respect.

The School offers a “through-train” education to students from Preparatory Year (4 years old) through to Pre-University Levels. SISF has established funds to award this scholarship annually to outstanding Hong Kong local students to diversify and enrich the school community.

Students applying for the Scholarship must satisfy the following criteria:

- Currently studying in a public school in Hong Kong
- Entering Secondary One to Three or First year of IBDP
- Displaying excellent performance in both academic and non-academic areas
- Demonstrating leadership ability and positive mind-set
- Showing resilience and good character traits
- Extensive involvement in community services

SISHK reserves the right to award or not to award any scholarship as it shall think fit.

The awardees of the scholarship will be exempted from application fees, debenture, capital levies and all tuition fees for an entire academic year subject to an awardee’s continuing eligibility to hold the scholarship.

The scholarship will also include full or partial subsidies for the following for the whole secondary education until graduation at the end of the IBDP, subject to continual good conduct and satisfactory performance in examinations each year to be determined solely by SISHK:

- Textbooks, uniform, laptop, lunch, local transportation allowance;
- Field trips and co-curriculum activities; and
- Fees for permitted public examination (e.g. International General Certificate of Secondary Education and IBDP)

Timeline

- Start date for applications: 15 September (in the year before entry)
- Application Deadline: 15 February (in the year of entry)
- Notification to Applicants: 28 February (in the year of entry)
- Panel Interview: Early March (in the year of entry)
- Written test: Mid-March (in the year of entry)
- Release of result: Mid-April (in the year of entry)

Application Process

- Complete the scholarship application form
- Submit it along with the necessary supporting documents to:
Ng Teng Fong Merit Scholarship
23 Nam Long Shan Road,
Aberdeen, Hong Kong

Suitable applicants will be shortlisted for a panel interview and written test. Those who do not receive a written reply from SISHK will be considered as unsuccessful. Successful applicants will be notified in writing together with the terms and conditions of the Scholarship.

For more information about the scholarship, please contact the Admissions Team at 2870 6880 or email admissions@singapore.edu.hk.

CHECKLIST

For the applicant

- One recent passport-sized photograph, to be placed on the space provided in the application form
- Copy of birth certificate
- Copy of passport or Hong Kong identity card
- Copies of the most recent two years' school reports
- Any other information to demonstrate excellent academic and/or non-academic records, and
- Letter of support from current principal or form teacher
- (If applicable) Applicants with special circumstances and/or hardships are most welcome to apply. Please include a written statement and supporting documents (if applicable) for special consideration.

For both parents

- Copies of passports or Hong Kong identity cards

Please complete all sections of the application form:

Grade level applying for: Secondary 1 Secondary 2
 Secondary 3 IBDP Year 1

**Recent photograph
of applicant**

Expected entry: _____ / _____
(Month) (Year)

Part 1: Applicant's Personal Information *Please fill in as per passport or birth certificate where applicable*

Name of applicant
(as per passport):

(Family name)

(Given name)

Chinese name, if any:

Preferred name:

(Nickname)

Date of birth:

(YYYY-MM-DD)

Race/Ethnicity:

Gender:

M F

Passport no.:

Citizenship:

Birth certificate no.:

Place of birth:

HK Permanent Resident:

No Yes

HK ID, if any:

Previously applied to
SISHK?

No Yes, please specify the year of entry: _____

Part 2: Family Information

Residential address in Hong Kong

Flat / Floor / Block/ Building: _____

Street no. & name: _____

District / Town: _____

Region:

HK Island

Kowloon

N.T.

Outlying Islands

Parents' Information

Relation to applicant

Father Stepfather Divorced

Mother Stepmother Divorced

Separated Deceased

Separated Deceased

Name (as per
passport)

(Family Name) (Given Name)

(Family Name) (Given Name)

HK ID no. (if any)

Citizenship:

Occupation / Job title:

Company Name:

Mobile phone no.:

Email address:

Information on sibling(s)

My child has sibling(s) who are currently student(s) of SISHK

Not applicable

Name of sibling(s)	Class

My child has sibling(s) who are applying to SISHK at the same time

Not applicable

Name of sibling(s)	Year applying for	Level applying for

Part 3: Applicant's Education Background

School(s) attended (starting with current or most recent school)

Name of school(s)	Language of instruction	Level (From – To)	Date (From – To)
		to	to present
		to	to
		to	to
		to	to
		to	to

Address of current or most recent school: _____

Phone no.: _____ Email: _____

Additional Information

Has the applicant repeated or advanced any grades? No Yes, please provide details:

Does the applicant have any special educational needs? No Yes. If yes, please specify:

Does the applicant have any health/medical/physical concerns? No Yes. If yes, please specify:

Part 4: Applicant's Supporting Information

a) Awards and Achievements: Please list and provide copies of transcripts, certificates/awards received in the past two years.

b) Co-curricular Activities in and/or outside of school: Please give details of your roles involved and include any supporting documents where applicable.

Co-curricular Activity Lists	Period of involvement	Role

c) Volunteer Community Service: Please give details of your contributions with supporting documents.

Volunteer Community Service Details	Period of involvement	Role

d) **To be completed by the applicant:** Please use the space below to write about the given topic. The essay can be handwritten or printed. You may also attach the essay as an attachment.

Depending on the level you are applying for, please adhere to the suggested word count:

Secondary 1: 200-400 words

Secondary 3: 400-700 words

Secondary 2: 300-500 words

IB Diploma: less than 1000 words

“What are your dreams and ambitions?”

Part 5: Other Information

How did you know about SISF Ng Teng Fong Merit Scholarship (choose all that applies)?

- School website
- Friends
- Social media
- Internet search
- MTR advertisements
- Newspaper or magazine advertisements
- Exhibitions / Fairs
- Education agent / consultants
- School events such as Family Festival, open days, school tours, etc.
- Others, please specify: _____

Privacy Policy

1. The personal data collected from applicants and/or their parents/guardians in this application form will be used by the Singapore International School (Hong Kong) ("SISHK") and The Singapore International School Foundation Limited ("SISF") for various purposes including but not limited to:
 - assessing the suitability of applicants for places in SISHK or SISF
 - processing applications for admissions
 - verification of the applicant's examination results, academic records and other information
 - school administration and operation after admissions
 - statistical and research purposes; and
 - other school related purposes.
2. Personal data of applicants and their parents/guardians collected pursuant to this application form will be handled by relevant SISHK or SISF staff members and will be kept confidential.
3. SISHK or SISF may disclose some of the data to third parties such as agencies (including the Hong Kong government), service providers and contractors (whether within or outside Hong Kong) appointed by SISHK or SISF to undertake some of its academic, pastoral and administrative functions. This includes transferring data between SISHK and SISF.
4. Apart from the parties listed above, SISHK or SISF will not disclose any personal data to any external bodies or organisations unless:
 - such disclosure is expressly provided for under this Statement;
 - permitted to do so by the applicant or his/her parent/guardian; and/or
 - permitted or required by law.
5. Personal data may be stored in the SISHK or SISF database systems and online portals and whether the application is successful, such personal data will form part of the applicant's official student records.
6. In schools where there are Parent Teacher Associations (PTA) or Alumni Associations, SISHK or SISF may provide such personal data to the relevant Association for relevant activities conducted by the Association.
7. After enrolment, SISHK or SISF may place a student's photo, name or school work in SISHK or SISF website for publications.
8. In the event where an applicant already has a sibling in SISHK or SISF, the school records of such sibling may be updated according to the data provided on the applicant's application form where relevant.

9. Failure to provide the requested data may result in SISHK or SISF being unable to process the application and influence the outcome of the application.

Parental Agreement

It is important that parents read and understand the following before submitting an application for a place in SISHK on behalf of their child.

1. Only complete applications will be processed by the school.
2. Applications received are only valid for the year of entry as per the application form and cannot be deferred to another academic year. If an offer of a place is made for an academic year and the applicant wishes to defer entry to another academic year, the applicant will be required to submit a new application and undergo another admissions assessment.
3. Offering advantages to SISHK and the school's staff in relation to the application may constitute a bribery offence under the laws of Hong Kong. In the event that such a situation should arise, SISHK reserves the right to restrict the admissions entry or withdraw the admissions offer.
4. If an applicant is absent for an admissions assessment without first notifying the Admissions Team, the school reserves the right to close an application without further notice.
5. SISHK has permission from the parent(s)/legal guardian(s) to obtain records from the applicant's current and previous schools.
6. A student may only enrol in SISHK if he/she is living with a parent or legal guardian who is a full-time resident in Hong Kong.
7. In accordance with the regulations of the Education Bureau and Immigration Department of Hong Kong SAR, all SISHK students must hold a valid Hong Kong permanent ID card and/or a valid passport with authorised residency status. A visitor visa does not entitle the holder to attend any school in Hong Kong.
8. The school tuition fees and charges for admission are due as stated in the Fee Schedule. Tuition fees are payable via Autopay four times a year as per the Fee Schedule.
9. The information provided in the application is accurate and complete to the best of the parent's/legal guardian's knowledge. SISHK reserves the right to restrict admissions entry or withdraw an admission offer if any information about the applicant is found to be inaccurate or if any important information is withheld from the school during the admissions process.

By signing and submitting this application form to SISHK, I verify that I have read, understood and agree to

1. the school's admission policy and procedures, and
2. the statements in the Privacy Policy and Parental Agreement.

Signature of Parent

Name of Parent

Date