Wu Yee Sun College
Self-Motivation Fund for Sports Activities
Guidelines

1. Overview

Self-Motivation Fund for Sports Activities *encourages students to participate in various kinds of sports activities, in order to live up the spirit "Sports for Everyone".*

2. Funding Amount

Sports Activities organized by organization(s) other than College ***Examples:*** *Standard Chartered Hong Kong Marathon, Oxfam Trailwalker, Hong Kong Cyclothon, Spartan Race, Yoga Class, Dance Workshop*	**Maximum $1,500 or Up to 60%** *(whichever is lower)* • **Application fee:** sports activities/ events/ competitions • **Course fee:** sports workshops/ classes
Qualification Courses for Sports Coach ***Examples:*** *Rowing, Rope-skipping, Orienteering, Taekwondo*	**Maximum $3,000 or Up to 60%** *(whichever is lower)* • **Course fee**
Note: Subscription fee of a fitness / sports club solely for access to facilities / amenities / service is **ineligible**.	

Maximum Funding Amount per Student per Academic Year* (1 Aug – 31 Jul):

- **Up to a maximum sum of $3000 including Sports Activities and Qualification Courses for Sports Coach**

3. Application

- All WYS undergraduate students (include exchange students) are eligible to apply.
- The fund will be open in the following two phases on a first-come-first-served basis. If the fund is exhausted in each phase, application will be closed and submitted application(s) will not be processed.
  Phase I : 1 Aug – 31 Jan
  Phase II : 1 Feb – 31 Jul
- For graduating students, the end date of the activity should not be later than their graduation date.
- Application together with activity details must be submitted at https://cloud.itsc.cuhk.edu.hk/webform/view.php?id=13636283 at least 14 working days BEFORE the start date of the activity. Late submission will not be considered.
- Students are required to indicate if the sports activities consist of *resilience elements, and elaborate how the activity could enhance ones resilience.
  **Resilience refers to ones' ability to adapt to difficult or challenging life, and to withstand adversity and bounce back and grow despite life's downturns.*
- Each student must complete the applied activity with submission of receipts and report approved by the Committee before submitting another application. Otherwise, the new application will not be processed. In other words, each student can only submit one application at a time.
- The College reserves the right to decide the amount of approved subsidy. Applicants must provide all the necessary information including qualifications of instructors, organization background, activity date and course fee. Insufficient information will affect the application result and subsidy amount.
- Each eligible activity will be funded by one of the three Self-Motivation Funds (Health and Well-being / Sports / Green) only.
- The total amount of subsidy to be received by the applicants from all sources should not exceed the total application and course fees.

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- The College will notify applicants the application results within two weeks. After the application has been approved, actual reimbursement will be subject to the approved subsidy amount or actual expenses, whichever lower. Applicants have to bear the responsibility to provide accurate information for their application.
- In case of changing of the event date(s), applicants must seek approval from the College with justification before the start of the activity. Otherwise, the subsidy will not be reimbursed.
- If applicants decide to change to another organization for whatever reason, a new application must be submitted at least 14 working days BEFORE the start of the activity.

4. Application Requirements for Qualification Courses for Sports Coach

- The qualification/certificate should be recognized in Hong Kong and applicants have to provide the supporting evidence.
- A copy of certificate issued by the organization proving that the applicant becoming a qualified instructor is required to submit to the College after completion of the Qualification Courses for Sports Coach.
- Applicants are required to undertake to host/coordinate activities for College students upon request.
- Applicants need to propose how they will contribute back to the College after completion of the course for Committee's consideration.
- If applicants fail to host/coordinate College activities, the College reserves the right to call back the subsidy and their new applications will not be considered.

5. Terms and Reimbursement

- Both face-to-face / online courses are welcome.
- The activities must be organized by organization(s) other than the College. Self-initiated activities are not accepted.
- Successful applicants should submit a brief reflection with at least 200 words and 5 photos together with receipts and certificate (if any) within two weeks after completion of the activity. The photos should be taken during the activity. The applicants should be seen in at least one of these photos and showing his/her face. Students who do not submit required documents within the specified time and without justification will be considered automatically withdrawing the application.
- For online courses / workshops, if no photos can be provided, a valid proof of completion of the activity such us a certificate / letter of completion issued by the organization will be required.
- Reflection template can be downloaded at https://www.wys.cuhk.edu.hk/whole-person-development/sports-health-education/
- The subsidy will be reimbursed upon completion of the activity, and submission of reflection and original valid receipts with company information (including authorized signature and stamp).
- The successful applicants will be invited to give a sharing of their activities at College event(s) and/or co-ordinate sports activities in the College upon request.

College reserves the final right of approving applications.

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