

**Guidelines for Mingle Fund**

**1) Introduction**

Mingle Fund aims at encouraging interaction among local, international and incoming exchange students of Wu Yee Sun College. The Fund mainly supports daily and social activities with the participation of **Both** local students **And** international / incoming exchange students.

Successful applicants will receive subsidy on reimbursement basis. For each successful application, each participant may receive, at most, HK\$100 subsidy for the activity.

**2) Eligibility**

Any Wu Yee Sun College students are eligible. The Fund supports daily and social activities, which shall include participation of **BOTH** local students and international / incoming exchange students (i.e. there should be at least one local student **AND** at least one international / incoming exchange student.) **Each student listed on the application form will be funded no more than five times each semester.**

- a) First semester : Activities held from 1<sup>st</sup> September to 31<sup>st</sup> December (Both dates inclusive)
- b) Second semester : Activities held from 1<sup>st</sup> January to 31<sup>st</sup> August (Both dates inclusive)

Activities that may be considered as inappropriate by the College, such as those involving gambling, will not be supported by this Fund.

**3) Application**

Applicants need to submit the following documents to the Dean of Students' Office of Wu Yee Sun College (Room UG09, UG/F, Wu Yee Sun College) **within 2 weeks after the activity.**

- a) Email photos (over 1 MB size) showing all participants joining the event to [rachelpoon.cuhk.edu.hk](mailto:rachelpoon.cuhk.edu.hk) for publication purpose ;
- b) Hard copy of the completed application form;
- c) All true-copy receipt(s) **that are pasted on A4 papers**

Late or incomplete submission **will NOT** be accepted and the College has the discretion to decide the funding amount.

**4) Enquiries**

Miss Rachel Poon : [rachelpoon@cuhk.edu.hk](mailto:rachelpoon@cuhk.edu.hk) / 3943 3942

Miss Kiki Chan : [kikiwkchan@cuhk.edu.hk](mailto:kikiwkchan@cuhk.edu.hk) / 3943 3935

**5) Payment**

**Reimbursement will be paid by cheque to the applicant only.** Upon received of complete and accurate documents, it may take around 1 month for the applicant to receive the cheque. Therefore, the participants need to settle the payment first. For example, the applicant may pay the total cost for all participants first and then submit application documents to the College to get back the reimbursement later.