

Application Form for “Book with Love” Book Donation Project by The Sun Charitable Fund and Henderson Warmth Foundation

Section A - for teacher					
Name of School					
Name of Student		Class Attended			
Rank of Position in Class Last Term		Rank of Position In Grade Last Term		Conduct	
Teacher's Comment for the Student				School Chop	
Name of teacher		Position		Phone Number	

Section B – for student

Please complete every item

Personal Particulars					
Name in Chinese		Residential Telephone Number		Age	
Name in English		Mobile Phone Number		Sex	
Residential Address (please specify own property or rental)			HKID card Number (first 4 digits)		
*Family Members (Student not included)					
Name	Age	Relationship with student	Occupation/Enrolment		Average Income Per Month
		Father			
		Mother			
Total Income Per Month :					
Are you receiving Comprehensive Social Security Assistance(CSSA) ?			<input type="checkbox"/> Yes (Subsidy Per Month : _____)		<input type="checkbox"/> No
Did you receive School Textbook Assistance from Student Financial Assistance Agency Last Year?			<input type="checkbox"/> Full Grant <input type="checkbox"/> Half Grant		<input type="checkbox"/> No
Have you obtained grant from 「 Book with Love 」 before?			<input type="checkbox"/> Yes (How many times? _____) <input type="checkbox"/> Other family member have obtained grant from “Book with Love”		<input type="checkbox"/> No

Reasons for Application (Family/Personal Difficulties) :

Award-winning Records(include extra-curricular activities, services inside/outside school and volunteer work) :

Declaration :

(1)We (parents, students and teachers), by signing this application form, confirm that the above information is true and complete. Should there be any untrue information, The Sun Charitable Fund reserves all its rights to pursue against provision of such untrue information.

(2)Successful candidate must attend the ceremony of the “Book with Love” Book Donation Project , **and must be willing to** attend interview and photo shooting by Oriental Press Group.

(3)We (parents, students and teachers) have thoroughly read and clearly understand the content of “Notes for Applicants” of this application form and agree that The Sun Charitable Fund may collect our personal information and use such personal information for the purpose of assessment of the application for this Book Donation Project and it can use and/or handle such personal information in accordance with paragraph 6 headed “Privacy Policy” of the “Notes for Applicants” (the “Privacy Policy”). I have obtained the authorization from my family members stated above to give consent, for and on their behalf, to The Sun Charitable Fund to use and/or handle their personal information stated in this application form in accordance with the Privacy Policy.

Name of Student _____ Signature _____ Date _____

Name of Parent _____ Signature _____ Date _____

Name of Teacher _____ Signature _____ Date _____

〈Notes for Applicants〉

1. The Sun Charitable Fund (The Fund) holds “Book with Love” Book Donation Project, aims at providing textbook assistance to students with outstanding performances in both academic and conduct, but have financial difficulties.
2. Requirements :
 - a. Student advancing to Form 1 next term ;
 - b. Rank the 5 highest position in class last term ;
 - c. Have financial difficulties ;
 - d. With conduct mark A/B ◦
3. Grants :

Successful applicants will be given new textbooks (Dictionary and Reference books not included) or vouchers of same value, students can use the vouchers on textbooks or stationary in a bookstore chain selected by The Fund.
4. Procedures :

Students should submit their application forms with copies of academic results last term to their respective Schools. The Teacher Referee must fill in the relevant sections of the application form and a School Chop must be present on the appropriate blank. The Fund reserves all rights to verify each application.
5. Deadline :

Deadline for application will be on the 30th of April 2014. For More information, please refer to The Sun’s Website at <http://the-sun.on.cc>(The Sun Charitable Fund). Successful applicants will be notified and required to attend the book with love ceremony in late July or August.
6. Privacy Policy :
 - a. The personal information collected by the Fund (including the candidate, his/her family members and teachers) shall be used for the purpose of assessment of the application for subsidy solely and shall be kept in confidence and shall be handled in accordance with the applicable provisions of the Personal Data (Privacy) Ordinance. In general, the Fund may, in relation to this project and/or the related matters, transfer or disclose the personal information contained in this application form to Oriental Press Group Limited or its subsidiary(ies) or associated entity(ies) and/or Henderson Warmth Foundation for assessment and communication purposes.
 - b. The candidate shall ensure that provision of personal data is totally voluntary (or is authorized). However, the Fund can reject the application due to failure to provide sufficient data.
 - c. The Fund shall not retain the personal data of unsuccessful applicants and their personal data will be destroyed immediately after assessment. The personal data of successful applicants shall be retained for the duration of one year from the date of submission of this application form. If the personal data of the applicant(s) has been destroyed, any request for access to or correction of their personal data will not be entertained.
 - d. Applicants have the rights of access to and correction of their personal data through email charity@ts.on.cc) or contact The Fund at 3600 9988.

The Fund reserves all rights in the application process, as well as the rights to amend the above terms.

Amended 21/03/2014