

SALEM–Immanuel Lutheran College  
Careers Guidance Unit (2016-2017)  
Introduction to Career and Life Planning Grant

(I) Objectives

Career and Life Planning Grant aims to strengthen life planning education and career guidance in secondary schools. In order to foster students' career and life planning, we allocate partial subsidy for enhancing their exposure to study or career related activities.

(II) Scope of Subsidized Activities

- (1) Activities at school or outside recommended by the Careers Guidance Unit
- (2) Activities hosted by universities or institutes, e.g. seminars, workshops, courses and camps
- (3) Other study or career related activities
- (4) Activities held during September, 2016 to August, 2017

(III) Eligibility for Application

(1) All students

Each applicant is granted \$300 maximum or full fee of each activity which is \$300 or below \$300 without any conditions. The maximum amount that each applicant can receive in a school year is \$1,000 without limitation on the number of participation.

(2) Students with financial difficulty

(a) Each applicant who receives Comprehensive Social Security Assistance is granted \$1,000 maximum or full fee of each activity which is \$1,000 or below \$1,000. The maximum amount that each applicant can receive in a school year is \$3,000 without limitation on the number of participation.

(b) Each applicant who receives Full Paid from Book Subsidy Scheme is granted \$500 maximum or full fee of the activity which is \$500 or below \$500. The maximum amount that each applicant can receive in a school year is \$2,500 without limitation on the number of participation.

(c) Each applicant who receives Half Paid from Book Subsidy Scheme is granted \$400 maximum or full fee of the activity which is \$400 or below \$400. The maximum amount that each applicant can receive in a school year is \$2,000 without limitation on the number of participation.

(d) Applicants who have other financial difficulties will be assessed by the Careers Guidance Unit for approval.

(IV) Period for Application: 24<sup>th</sup> April, 2017 to 7<sup>th</sup> July, 2017

(V) Procedure for Application

(1) Applicants can obtain the application form from the teachers of the Careers Guidance Unit or Ms Sun Yi Jia or by downloading it from the Parent's Corner on the ILC website.

(2) Applicants should submit their completed application form with receipt of payment and proof of participation to Ms Sun Yi Jia.

(3) Once approval is released, applicants will receive a notice of granting. Unsuccessful applicants will also receive notification.

(4) Successful applicants should return the reply slip of the notice of granting to Ms Sun Yi Jia on or before the designated deadline.

(5) The school office will inform the successful applicants to collect the cheques. Successful applicants should sign to acknowledge receipt of the grant.

(6) Applicants who cannot submit receipt of payment or proof of participation before the deadline for application can apply from 4<sup>th</sup> September, 2017 to 8<sup>th</sup> September, 2017.

Remarks: Late application will not be accepted.