

Henry Chan Inclusive Education Grant for Students with a Disability or Special Educational Needs Application Guideline

1. Objective

To provide financial assistance to students with a disability or special educational needs to support their university learning.

2. Eligibility

Current full-time HKU students on UGC funded programmes with a disability or special educational needs¹ (including physical disability, hearing impairment, visual impairment, speech impairment, visceral disability, specific learning disabilities, attention deficit / hyperactivity disorder, autism spectrum disorder, developmental coordination disorder, mental illness and chronic medical illness) are eligible to apply for the Grant to support their university learning in any of the following areas:

- (a) Procurement of learning aids, equipment and services to assist their learning, which includes reading, note-taking and other forms of assistance;
- (b) Participation in extra-curricular or outside classroom learning activities;
- (c) Facility improvement² (e.g. furniture, equipment);
- (d) Special transport arrangements; and
- (e) Special medical intervention related to disability.

Important note: students are advised to submit their application for consideration *before investing in areas a) to d)*. Thus, apart from area e) 'Special medical intervention related to disability', *retrospective* applications will **not** normally be funded. Applications will be reviewed in November and April of each academic year.

Full-time students on self-financed programmes and all part-time students with a disability or SEN will be considered on a case-by-case basis, based on proven financial needs.

¹ The definition of "disability" in this Fund follows the Disability Discrimination Ordinance under Hong Kong law. For details, please refer to: <http://www.eoc.org.hk/EOC/GraphicsFolder/DDOandI.aspx?DDO=1>. The definition of 'SEN students' follows the JUPAS sub-system for applicants with a disability. For details, please refer to : <http://www.jupas.edu.hk/en/j4/applications/application-procedures/disability>

² The subsidy for facility improvement or transport arrangements is used for tailor-made facilities /arrangements based on the assessed needs of the student. This should not be used for improvement of infrastructure.

Supporting documentation should show the *full name* of the applicant.

3. **Amount of Grant**

The maximum value of the Grant to each applicant for the whole study period is calculated according to the following formula (**not applicable** to applications seeking support for area e) 'Special medical intervention related to disability'):

Total grant for the whole study period =

HK\$10,000 x the full-time equivalent of the normal duration of the programme.

For applications **seeking support for area e)** 'Special medical intervention related to disability':

Each applicant will be granted not more than \$3,000 per academic year. Funding will be granted for one year at a time.

The Steering Committee, however, may exercise discretion to approve grants over the maximum value, subject to proven financial needs.

4. **Application Procedure**

Applicants should submit the following documents to the Counselling and Person Enrichment Section, Centre of Development and Resources for Students (CEDARS) via email at cedars-cope@hku.hk:

- (a) The completed [application form](#);
- (b) A copy of the most recent medical or professional report which indicate the current level of disability; and
- (c) Two quotations of the learning aids, equipment and services to be procured; and/or information of the learning activity/medical intervention related to disability

5 **Application Deadline:** The grant is open for application throughout the year.

6 **Assessment of Application**

The application will be assessed and considered by the Steering Committee on a regular basis and the applicant will be notified of the application result by email.