

# **Evangel College**

## **Policy of School Fee Remission, Education Subsidies & Scholarship**

### **1. Objectives**

- 1.1 To support students from low-income families for studying in the school.
- 1.2 To grant scholarships to students to reinforce high attainments.

### **2. The Sub-committee of School Fee Remission, Education Subsidies & Scholarship**

- 2.1 The school sets up The Sub-committee of School Fee Remission, Education Subsidies & Scholarship (The Committee) in the Evangel College School Management Committee Limited (SMC).
- 2.2 Members of The Committee include:
  - The School Supervisor
  - The Principal (or the Vice-Principal in case that the Principal has a child/ children studying at school)
  - An additional SMC member (except for those who have a child/children studying at school)
- 2.3 Responsibilities:
  - To monitor the expenditure on related items, audit and report the related financial statements to SMC.
  - To review and amend (if necessary) the policy annually.
  - To discuss and approve the processed applications submitted by the School Fee Remission, Education Subsidies & Scholarship Team.

### **3. The School Fee Remission, Education Subsidies & Scholarship Team**

- 3.1 The school sets up The School Fee Remission, Education Subsidies & Scholarship Team (The Team) to implement the related policy of SMC and report to The Committee.
- 3.2 Members of The Team include:
  - The Vice-Principal / the Assistant Vice-Principal of the secondary school section
  - The Vice-Principal / the Assistant Vice-Principal of the primary school section
  - The social workers of the secondary school section
  - The social workers of the primary school section
  - An assigned clerk in the General Office
- 3.3 Responsibilities:
  - To update the figures according to the amendments by the Student Financial Assistance Agency annually for assessing applications for school fee remission.
  - To process the applications for school fee remission, education subsidies and scholarship.
  - To submit the processed applications for school fee remission, education subsidies and scholarship to The Committee for approval.

- To follow the delivery of financial subsidies to students.
- To instruct the school's accounting department to compile to the annual financial report of school fee remission, financial subsidies and scholarship.
- To review the annual financial report of school fee remission, financial subsidies and scholarship and submit it to The Committee.

#### **4. Subsidies for Low-income Families**

##### **4.1 School Fee Remission**

- 4.1.1 The school adapts by relaxing the criteria used by the Student Financial Assistance Agency (SFAA) of the Government of the HKSAR to assess the eligibility for half, 3/4 or full school fee remission. (Appendix 1)
- 4.1.2 The student-applicants must be unmarried Hong Kong Residents, residing with the family of applicants, with right of abode, right to land or valid permission to remain without any condition of stay (other than the limit of stay) in Hong Kong. Students holding visitor visas, two-way exit permits, student visas or who are dependents of non-local students / student-visa / visitor-visa holders are not eligible to apply for student financial assistance.
- 4.1.3 Applicants must pass the means test. (Appendix 1)
- 4.1.4 Students receiving the CSSA and students receiving financial assistance provided by SFAA could apply for school fee remission.

##### **4.2 Subsidy for Life-wide Learning Activities**

- 4.2.1 To implement the One Student One Life-wide Learning Activity Policy, the school will provide full subsidy for every student granted Type I to Type IV School Fee Remission to attend one whole-year extra-curricular activity after school.
- 4.2.2 To enable students granted Type I to Type IV School Fee Remission to attend outing activities (e.g. school picnics, local or cross-boundary learning activities etc.) organized or endorsed by the school, the school will provide full subsidy for them to attend the function.

##### **4.3 School Textbook Assistance**

- 4.3.1 Since successful applicants for 3/4 or full school fee remission in our school are eligible for School Textbook Assistance offered by SFAA of the government on application, the school will not provide them with School Textbook Assistance. Similarly, CSSA families have received assistance for expenditures on items such as uniforms and textbooks, they will not be granted related subsidy from the school.
- 4.3.2 Applicants belonging to Category III and IV listed in Table 1 of Appendix 1 will be granted School Textbook Assistance. The amount is equal to the half grant provided by the SFAA of the government.
- 4.3.3 The aforementioned subsidy will be paid to the needy family in form of one-off grant at the beginning of the school year.

##### **4.4 School Fee Remission for Families with 3 or More Children Studying in the School**

- 4.4.1 For parents who have 3 or more children studying in our school at the same time,

on application, the school may charge the school fees of the two children in the upper forms only.

**5. Subsidies for Students from Families which Come Across Sudden & Serious Financial difficulties**

In case that a family comes across sudden and serious financial difficulty due to bankruptcy, passing away of the family member who is the major source of income of the family, divorce, serious sickness/ injury, the parent(s) of the student may apply for school fee remission or other financial subsidies. “The Team” might re-assess the total income of the family and/or deduce the sudden medical expenditure and/or death gratuity from the total income of the family; and then submit the application to the Principal for approval. “The Team” then needs to write and submit a report to “The Committee”. The school will vet the application case by case. The approval will only be valid maximum for one year. The school will review the case by the end of the school year.

**6. Subsidy for Students from Families Receiving CSSA**

- 6.1** The school will grant full school fee remission, full subsidy for life-wide learning activities for students from families receiving CSSA.
- 6.2** Although the government provides a variety of other subsidies for the students, the school will consider their applications for other education subsidies, case by case, when necessary.

**7. Scholarship**

- 7.1** The school will present scholarships to students to recognize student achievement.
- 7.2** The kinds of scholarships include the following:

Awards	Grades	Amount
Student of the Year	Once in KS4	\$ 10,000
Form Rank	P.1-S.3	First: \$1,000 Second: \$800 Third: \$500
Subject Rank <ul style="list-style-type: none"> <li>Scholarship for the First is only for class with 5 students or less.</li> <li>Scholarship for the First and Second is only for class with 6 to 10 students.</li> <li>Scholarship for the First, Second and Third is only for class with 11 students or more.</li> <li>Students receiving subject rank scholarship must pass in that subject.</li> </ul>	S.4-S.6	(Core Subjects: Chinese, English, Math, Citizenship and Social Development) First : \$800 Second : \$500 Third : \$300 Electives (including Math M1/M2) First : \$800 Second : \$500 Third : \$300

Awards	Grades	Amount
Outstanding Service Award Scholarship	P.6; once in KS3 and KS4 respectively	\$500
Best Sportsman Award Scholarship	P.6; once in KS3 and KS4 respectively	\$800
Best Musician Award Scholarship	P.6; once in KS3 and KS4 respectively	\$800
Best Artist Award Scholarship	P.6; once in KS3 and KS4 respectively	\$800
Fruit of the Spirit Award Scholarship (Type: Love, Joy, Peace, Patience, Kindness, Goodness, Faithfulness, Gentleness, Self-Control)	Once for each type of the “Fruit of the Spirit Award” from KS2 to KS4	\$800
Good Samaritan Award Scholarship ● Recognize students showing a helping hand in the community. (Nominated by the Principal & Vice-Principals)	Primary and Secondary School	\$800
Other Outstanding Performance Scholarship (recommended by the school) ● IELTS (Outstanding Exam Result) ● LCCI (Outstanding Exam Result) ● Essential cross-boundary competitions	Primary and Secondary School	Subsidy to exam fee (\$1,600 maximum) Two-way Air Tickets Fee (Economy Class/ \$10,000 maximum/ for amount more than \$10,000, seek special approval from The Sub-committee of School Fee Remission, Education Subsidies & Scholarship)

Awards	Grades	Amount
Gifted Student Subsidy	Primary and Secondary School	<ol style="list-style-type: none"> <li>1. The School will subsidize 50% of the course fee paid by the student (up to a maximum of HKD\$1,600).</li> <li>2. If students have received course fee remission or subsidy from other institutes, the School will only subsidize 50% of the amount paid by the student (up to a maximum of HKD\$1,600).</li> </ol>

*Remarks : KS1 =P.1-P.3, KS2=P.4-P.6, KS3=S.1-S.3, KS4=S.4-S.6*

- *Evangel College reserves the right to amend the Terms and Conditions stipulated in the policy without prior notice. Should any dispute arise, the decision of Evangel College shall be final.*

## **8. Review of Policy**

The Committee will review and amend, if necessary, the policy on scholarship, educational subsidies and school fee remission for submission to SMC for endorsement every school year.

## **9. Effective Date and Amendments**

This Policy shall take effect on 1st September 2023. Any amendments other than appendices to this document shall require approval of the SMC.

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### **A. The Means Test (Student Financial Assistance Agency)**

The SFAA will use the "Adjusted Family Income" (AFI) mechanism as the means test to assess the eligibility of a family for student financial assistance and its assistance level. The AFI mechanism is based on the following formula:

$$\text{AFI} = \frac{\text{Gross annual income of the family}}{\text{Number of family members} + (1)}$$

- ▶ Gross annual income of the family includes the annual income of the applicant and his/her spouse; 30% of the annual income of unmarried child / children residing with the family if applicable; and the contribution from relatives / friends if applicable.
- ▶ The members of a family normally refer to the applicant, his/her spouse, unmarried child / children residing with the family and the dependent parent(s) who are supported by the applicant and/or his/her spouse (Please refer to the Guidance Notes on Application for Assessment of Eligibility for definition of “Dependent Parent”).
- ▶ For single-parent families of 2 to 3 members, the ‘plus 1 factor’ in the divisor of the AFI formula will be increased to 2.

### **B. Level of Assistance**

The AFI and the school’s eligibility benchmarks for various levels of assistance in the 2023/24 school year are listed below. **Please note that the AFI is not the average monthly income of a family.**

**Table 1: Various Level of Assistance Offered by the School****(For School Year 2023/2024)**

	AFI Groups between  (HK\$)		Level of Assistance				
			By Government (For Reference Only)	By Evangel College			
			School Fee Remission	School Fee Remission	Life-wide Learning Grant	School Text-book Assistance (STA)	Subsidy for School or School- endorsed External Activities #
<b>I</b>	0	43,495	Full	Full	Full  (1 item)	Nil	Full
<b>II</b>	43,496	84,105	Half	3/4	Full  (1 item)	Nil	Full
<b>III</b>	84,106	X	Ineligible	Half	Full  (1 item)	Equivalent to half grant of STA by government	Full
<b>IV</b>	X+1	Y	Ineligible	Ineligible	Full  (1 item)	Equivalent to half grant of STA by government	Full
<b>V</b>	Y+1	Above	Ineligible	Ineligible	Ineligible	Ineligible	Ineligible
<b>VI</b>	ON CSSA		-	Full	Full  (1 item)	Nil  (Provided by Government)	Full

# The school may impose attendance requirement in some activities. Students do not meet the attendance requirement may not receive the subsidy.

**Remarks:**

$$X = \frac{\text{Upper limit of gross annual income of Category II family} + 75\% \text{ annual school fee}}{\text{Number of family members} + 1}$$

$$Y = \frac{\text{Upper limit of gross annual income of Category III family} + 50\% \text{ annual school fee}}{\text{Number of family members} + 1}$$

*AFI thresholds for full level of assistance for 3-member and 4-member families are **\$52,657 and \$48,445** respectively. For 2-member single-parent families and 3-member single-parent families, they are regarded as 3-member families and 4-member families respectively for determining the AFI thresholds for full level of assistance and calculation of AFI.* °