

**HONG KONG BAPTIST UNIVERSITY  
INTERNATIONAL OFFICE**

**Summer Abroad Programme 20\_\_**

**Form of Undertaking for Receiving HKBU Summer Abroad Programme Sponsorship / Scholarships**

In consideration of Hong Kong Baptist University (“University”) granting me an exchange Sponsorship of HK\$ \_\_\_\_\_ and a \_\_\_\_\_  
*(name of Scholarship awarded to you)*

of HK\$ \_\_\_\_\_ for participating in the Summer Abroad Programme (“Exchange”) tenable at \_\_\_\_\_, in \_\_\_\_\_,  
*(name of host institution)* *(name of host country / region)*

for \_\_\_\_\_, I, \_\_\_\_\_ (*(name in Chinese)*),  
*(period of exchange, e.g. 1 – 14 July 2023)* *(full name as shown on HKID card)*

\_\_\_\_\_ of \_\_\_\_\_  
*(HKBU student number)* *(residential address in English) (P.O. box number NOT acceptable)*

Residential Phone No.: \_\_\_\_\_ Mobile Phone No.: \_\_\_\_\_ and HKID Card

No.: \_\_\_\_\_ do hereby undertake to:  
*(please attach a copy of HKID card)*

- (a) Notify the International Office (“INTL”) in writing immediately and without failure about any changes on the above residential address and contact numbers.
- (b) Refund the full amount of the scholarship and in one lump sum, immediately upon the occurrence of any one of the following events:
  - i. If I fail to complete the Exchange; or
  - ii. If I withdraw from the University.
- (c) If I fail to refund the full sponsorship/scholarship (arising from the event (b) above) within the stipulated deadline, the University will reserve the right to impose a reasonable administrative charge and bank interest on the outstanding amount. Further, the University shall withhold the student’s academic transcripts until the sponsorship/scholarship is repaid to the University in full.
- (d) Provide the Academic Registry at HKBU with an official academic transcript/grade report upon completion of my academic exchange at the host institution;
- (e) Declare that the information provided by me in this Undertaking is complete, true and accurate. Any misrepresentation or omission may lead to disqualification from the Sponsorship/Scholarship already awarded by the University.

I confirm that I have read and fully understand the declaration stated above. I agree to the use of my personal data<sup>Notes</sup> and disclosure of such data by the University to relevant parties. This Undertaking shall take effect upon my signature below. However, should my application for the Sponsorship/Scholarship be cancelled by the University for whatever reason, this Undertaking shall become void.

Signature of Student: \_\_\_\_\_ Date: \_\_\_\_\_

**Notes:**

Under the provision of the Personal Data (Privacy) Ordinance, request for personal data access or correction may be made in writing to: International Office, Hong Kong Baptist University, Room AAB 703, Level 7, Academic and Administration Building, Baptist University Road Campus, Kowloon Tong, Hong Kong. By submitting your content and/or data to us, you acknowledge that you have read, understood and agreed to be bound by the [HKBU Privacy Policy Statement and Personal Information Collection Statement](#). For inquiries regarding these statements related to the International Office, please email us at [intl@hkbu.edu.hk](mailto:intl@hkbu.edu.hk)