

2nd September, 2024

Dear Parents / Guardians,

The Application for the Subsidy of the ‘Student Activities Support Grant’ (SAS Grant)

To support students with financial needs to participate in life-wide learning activities organised or recognised by schools, the Education Bureau (EDB) set up in early 2019 the “Student Activities Support Fund”, the investment return of which will be used to provide the SAS Grant for application from schools starting from the 2019/20 school year. Details are as follows:

Subsidised Activities	Eligibility for Application	Subsidies
Life-wide learning activities organised or approved by school (In or out of Hong Kong)	S.1 to S.6 students receiving Comprehensive Social Security Assistance (CSSA), full grant under the School Textbook Assistance Scheme or financially needy students (capped at 25% of the total grant)	The school would decide the amount of subsidy according to the actual amount of the funding received, the number of applicants and the number of school activities.

Students who meet the eligibility of the aforementioned subsidy application criteria are welcome to make application. Their parents/guardians need to fill in the reply slip as below and submit it to the class teacher on or before 16th September, 2024. Students have to pay the fees of each activity first. Subsidies will be given to the students concerned once their attendance and assignment meet the target. The sum of the subsidies will be refunded to the parents/guardians by the early of September 2025 (for S.1 to S.5 students) and the end of May 2025 (for S.6 students).

Thank you for your attention.

Yours faithfully,

Principal of Lock Tao Secondary School

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To Principal,

Reference No. : 019/24-25

The Application for the Subsidy of the ‘Student Activities Support Grant’ (SAS Grant)

I am the parent/guardian of _____ (Name) of Class _____ (Class No.: ____).
I acknowledge that I have read and understood the contents of the matter regarding “The Application for the Subsidy of the Student Activities Support Grant”. I decide that I:

- ☐ do not need to apply.
- ☐ need to apply for the subsidy concerned. I am now receiving Comprehensive Social Security Assistance (CSSA). (A copy of the exemption of medical fees is attached for the school’s reference)
- ☐ need to apply for the subsidy concerned. My child is receiving a full grant under School Textbook Assistance Scheme, (STAS – full). (If necessary, the school may ask the student to submit a copy of evidence on Financial Assistance Scheme)
- ☐ need to apply for the subsidy concerned owing to the financial difficulties (including School Textbook Assistance Scheme (half grant)) of my family. A letter is attached to justify the application for the subsidy concerned.

(Please “✓” the appropriate box)

Name of parent / guardian : _____

Signature of parent / guardian : _____

Date : _____