

THE HONG KONG COLLEGE OF ORTHOPAEDIC SURGEONS

YOUNG FELLOWS COMMITTEE

Academic Travel Subsidy for Young Fellows

Regulations and Application Guidelines

Principles

1. Sponsorship is to encourage further education after the Fellowship Examination in Orthopaedic Surgery for young fellows.
2. Sponsorship is to facilitate the applicant for full-pay study leave.
3. The individual should contribute towards his/her own further education: the sponsorship should not provide 100% cover of expenses.

Standard Amount of Sponsorship

HK\$4,000 will be provided to each successful applicant.

Announcement

To be advertised in the HKCOS website or by e-mail to Young Fellows.

Application

Applicants must be Young Fellows of the HKCOS on the day the applications close.

Applicants must submit:-

1. A completed application form (Academic Travel Subsidy for Young Fellows).
2. Preliminary program pamphlet about the proposed conference/meeting.

Selection Criteria and Rules

1. Priority shall be given to applicants not receiving other means of subsidy. For individuals with comparable qualifications in their application portfolio, the sponsorship will be handed out on a first come first serve basis.
2. The application must be submitted no later than 6 weeks prior to the proposed event in order to allow sufficient time for processing.

Exclusion

1. Applicant who is not a Young Fellow (\leq Age 40) on the day the application close.
2. Applicant who received sponsorship from HKCOS within 12 months prior to the close date of application.

Claims and Payment

Received claims have to be supported by original documents and receipts (amount in HK\$) for the following expenses:-

1. Economy return air ticket and airport tax (between meeting venue and Hong Kong).
2. Accommodation fee (room charge and tax only).
3. Conference/meeting registration fees.

Conditions of Acceptance of Sponsorship

1. Provide original receipts within 30 days from the last date of the applied activity.
2. Provide copy of certificate of attendance.
3. Payment will be forfeited if rules are not adhered to.