

GOOD HOPE SCHOOL
DIRECT SUBSIDY SCHEME (DSS) FINANCIAL ASSISTANCE
Internal Subsidies Reckoner
(2018 – 2019)

A. Introduction

1. The Internal Subsidies for Textbooks, Stationery, Uniform, Lunch and Transportation (Internal Subsidies) aims at ensuring that no student will be deprived of their learning opportunities at Good Hope School because of financial hardship.
2. The amount of Internal Subsidies for an academic year is a 10-month subsidy (the school fees paid in a year are for 10 months) to support the financially needy students on education-related expenses.
3. The assistance is provided at three levels, namely 50%, 75% and 100%.
4. All applications for Internal Subsidies will be seriously assessed by the Scholarship, Subsidy and Fee Remission Team by using a point system. All recommendations made by the Team will be subject to the consideration and approval of the Principal or Vice Principal.
5. All applications should be forwarded to the school office by the end of the application period, except for applications with extenuating situations which can be submitted at any time subsequent to the extenuating situation.
6. For any application received after the deadline announced by the School, the subsidy granted, if approved, will only be effective starting from the date of submission till the end of June.

B. Good Hope School point system for Internal Subsidies

1. Internal Subsidies applications are open to all students of Good Hope School. The parents/guardians must apply on behalf of the students.
2. For applicants who have applied for Fee Remission, they are only eligible provided that the grant for the Fee Remission is 50% or above. This is an indicator that the family requires further financial assistance from the School.
3. Based on the Fee Remission application scheme, the applicants receive the same percentage of the subsidies advised in the Fee Remission reckoner. In other words, they are measured according to the same scale. For example, if an applicant is eligible for a Half Grant for Fee Remission, his / her recommended grant for The Subsidies will be 50%, if approved.
4. For applicants who have NOT applied for Fee Remission, families requiring further financial assistance but are / are not in receipt of other Scholarships are also eligible. The point system below will be used to assess the financial need of the family and the level of subsidies granted.

5. Level of assistance

According to the points scored for the applicant, Internal Subsidies will be given as listed in the table below:

Point Scored	Internal Subsidies
> = 18	100%
12 – 17	75%
8 – 11	50%
5 – 7	25%
< = 4	0%

6. Points scored under the Good Hope School point system are calculated according to the following three categories (for non-fee remission recipients):

i. Average monthly income (from **April 2017 to March 2018**)

- Average monthly income = (Yearly salary of Applicant and Spouse + 30% yearly contribution from other family members + other income within the year)/12 – monthly rent or mortgage
- For the details of other sources of income, see Note 1.
- Points scored for different average monthly income:

Average monthly income (\$)	Point
0-15000	16
15001-17000	13
17001-19000	12
19001-21000	7
21001-23000	6
23001-27000	5
27001-33000	3
33001-42000	1
42001-44000	-1
> 44000	*

- * Normally, Internal Subsidies would not be considered for applications of this situation. However, for applicants in this income range with extenuating situations, special consideration may be given. (Please refer to Part iii below)

ii. Family Situations

- Single-parent family – 4 points
- Dependents

Dependent	Point score for each dependent	
a) Spouse	1	
b) Dependent Parent	1	
c) Dependent Child (including student):		
<ul style="list-style-type: none"> • Attending local / international pre-primary, primary, secondary course and full-time Springboard Programme 	Aided / subsidised	DSS / Private
	2	3
<ul style="list-style-type: none"> • Receiving local / international full-time tertiary education up to first degree, including VTC, IVE, post-secondary courses and associate degrees, etc. (see Note 2) 	Government subvented	Private
	2	2
<ul style="list-style-type: none"> • Attending evening / part-time / special training courses 	under 18	18 or above
	1	0

iii. Extenuating family situations

- For any family experiencing extenuating situations, their applications will be assessed with compassion, and up to 2 points may be given to the applicant.

C. Application Procedures

1. Application forms can be obtained from the School Office or the What's New section of the Home page in eClass.
2. Completed application forms should be forwarded to the School Office together with the supporting documents (Please refer to Guidance Notes).
3. Applicants should ensure that all information provided in the application form is complete, true and accurate.
4. All information provided in the application form is subjected to strict verification. The applicant may be asked to provide proof for any information provided in the application form. Applicants may also be asked to come for an interview.
5. Application forms and documents submitted will not be returned.
6. Results of applications will be released within 4 weeks of the submission of all required documents. Applicants will be notified of their results individually. A longer processing time is expected for long holiday.

D. Important Notes:

1. 30% of family members' contribution will be calculated in the annual income.
2. 100% of the rent and mortgage of a self-occupied property can be deducted from the calculation of annual income.
3. A single-parent family can be awarded with 4 points.
4. The maximum amount for The Subsidies for each student is \$10,000.
5. The Internal Subsidies will be divided into TWO parts: \$2,000 for textbooks and transportation, and \$8,000 for maintenance allowance (which includes stationery, uniform and lunch). The rationale of dividing this lump sum into two parts is to avoid double benefit from both the School and Student Financial Office (SFO) (i.e. the government).
6. If a student-applicant is in receipt of subsidies from either the Student Travel Subsidy Scheme (STSS) or School Textbook Assistance Scheme (STAS) from the SFO, she must specify the grant rates in her application and \$2,000 will be deducted from the \$10,000.
7. Based on the Fee Remission calculation, the student will receive the same percentage as advised in the Fee Remission Scheme. For example, if a student is in receipt of a Half Grant for Fee Remission, her recommended grant for The Subsidies will be 50%, which is \$5,000 if no SFO subsidies have been granted, if approved. Please refer to section E case studies for further illustrations.
8. Students eligible for scholarships can apply for both Internal Subsidies and scholarships. They may receive a scholarship and Internal Subsidies and other provisions under the school fee remission scheme.
9. Students receiving Internal Subsidies can also apply for Co-curricular Activities Subsidies of the school.
10. The level of Internal Subsidies may be adjusted according to the applicant's latest financial situation.
11. The Internal Subsidies Scheme is subject to review annually to meet the needs of continual changes.
12. The offer of the school Internal Subsidies is subject to the financial viability of the school for that year.
13. The Internal Subsidies is granted on a 10-month basis. If the application is made after the application period announced by the School, the subsidies will be given based on the month(s) remaining in the academic year. For example, if the application is made and approved by early March, 4 months of subsidies will be released (March, April, May and June).
14. The amount of Internal Subsidies granted will not be more than the numbers of months the student officially attended in the School. In case any Internal Subsidies recipients withdraw before the end of the school year, part/ all of the Internal Subsidies have to be returned to the School, depending on the month(s) that they are staying in the School.
15. For the subsidy that is already approved by the School, the amount will not be changed even

when the family has a change in the fee remission level approved by the School.

Note 1: Income from All Sources

Annual Income

A: Income that will be assessed	B*: Income that will not be assessed
<ol style="list-style-type: none"> 1. Basic salary 2. Year-end double pay 3. Allowance (including housing / travel / meals / education / shift allowance, etc.) 4. Leave pay / pay in lieu of leave 5. Bonus 6. Commission 7. Profit from business / investment 8. Interest earned from bank deposits, stocks and shares, etc. 9. Rent earned from property 10. Monthly pension / widow and children's compensation 11. Alimony / living expenses from ex-spouse 	<ol style="list-style-type: none"> 1. Old age allowance 2. Disability allowance 3. One-off retirement gratuity 4. One-off provident fund or MPF 5. Severance pay 6. Traffic accident indemnity 7. Insurance indemnity 8. Injury indemnity 9. Inheritance 10. Charity donations 11. Loans 12. Comprehensive Social Security Assistance (CSSA)

* Income drawn under column B, though not assessed, should be listed in the application form for reference.

Note 2: Full-time Education

Full-time education is defined as day courses last for 1 year or more, with 5 meetings per week, each lasting more than 3 hours, including, but not limited to, the following institutions:

- Hong Kong Institute of Vocational Education (Formerly known as Technical Institutes/Technical College)
- Vocational Training Centre
- Construction Industry Training Authority
- The Clothing Industry Training Authority
- Sheltered Workshop
- Skills Centre
- The Hong Kong Academy for Performing Arts
- Commercial Schools
- Other local / overseas education institutions

E. Case Studies

Case	Applied Fee Remission	Subsidies from SFAA granted	Fee remission / Internal subsidies calculation	Subsidies for textbooks and transportation (maximum amount: \$2000 in 10 months)	Subsidies for maintenance allowance (maximum amount: \$8000 in 10 months)
I	Yes	No	25%	\$0	\$0
II	Yes	No	50%	\$1000	\$4000
III	Yes	No	75%	\$1500	\$6000
IV	Yes	No	100%	\$2000	\$8000
V	No	Yes	25%	\$0	\$0
VI	No	Yes	50%	\$0	\$4000
VII	No	Yes	75%	\$0	\$6000
VIII	No	Yes	100%	\$0	\$8000
IX	Yes	Yes	50%	\$0	\$4000
X	Yes	Yes	75%	\$0	\$6000
XI	Yes	Yes	100%	\$0	\$8000