

Hong Kong Coaching Committee
香港教練培訓委員會

Hongkong Bank Foundation Coach Accreditation Programme
Sports-General Theory (Part A) Course
滙豐銀行慈善基金教練級別評定計劃運動通論(甲部)課程

CAP Financial Assistance Scheme
經濟援助計劃

OBJECTIVES 宗旨

- The Financial Assistance Scheme aims to provide subsidies for CAP Sports-General Theory (Part A) Level 1 participants who have financial hardship in gaining entry to the sports coaching industry.
計劃旨為資助因經濟困難而未能投身運動教練行業的參加者而設，對象是參加第一級運動通論(甲部)課程的人仕。

ELIGIBILITY AND LEVEL OF ASSISTANCE 申請資格及援助標準

- All Level 1 participants who have completed the Sports-Specific components (Parts B to D) and are nominated by their NSAs for the CAP Sports-General Theory (Part A) course are eligible to apply for the Financial Assistance Scheme.
已完成第一級教練專項訓練課程(乙至丁部)並獲得體育總會推薦報讀運動通論(甲部)課程的學員均可申請。
- Course fee will be refunded in full if the applicants fulfill the following requirements:
申請者須符合下列所有要求方可獲發回全數學費：
 - a) Current beneficiary of the “Comprehensive Social Security Assistance” (CSSA) granted by the HKSAR; AND
現為「綜合社會保障援助計劃」受惠者; 及
 - b) Successfully completed the CAP Sports-General Theory (Part A) course and passed in the examination
成功完成運動通論(甲部)課程及考試合格
- For special cases where financial assistance is required, written requests with strong justifications should be submitted to the Hong Kong Coaching Committee for special consideration.
如申請人未符合上述要求，但有特殊情況極需要經濟援助，可個別向香港教練培訓委員會作出書面申請。

APPLICATION 申請手續

- Applicants should complete the application form (CAP/FAS/2006) and send together with **certified true copies** of documentary evidence of financial hardship (e.g. Proof of CSSA, etc.) to the Coach Education Department at least three months prior to the commencement of the course. The Scheme is open for application throughout the year.
申請人須於開課前最少三個月把填妥之報名表格(CAP/FAS/2006)及有關證明經濟困難之文件認證副本(如：「綜合社會保障援助計劃」證明書等)寄交至教練培訓部審批。此計劃全年接受申請。

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CAP Financial Assistance Scheme Application Form
經濟援助計劃申請表

Notes to Applicants:

1. Information provided herein will be used for assessing the CAP Financial Assistance Scheme application. The information will be accessed by the Hong Kong Coaching Committee, Coach Education Department or related staff who will process the application and refund matters.
表格內所提供的資料將用作審批經濟援助申請之用。有關資料將由香港教練培訓委員會、教練培訓部及有份參與學費回款手續的工作人員處理。
2. Application form and all the supporting documents submitted will not be returned. Information from unsuccessful applicants will be destroyed afterwards.
所有申請表格及有關證明文件均不獲發還。所有未能獲得經濟援助的申請人資料將於審批完成後銷毀。
3. ALL fields on the application form must be filled. If the item(s) is/are not applicable, "N/A" should be marked.
申請表格內之所有欄位均須填寫。如項目不適用者，請填上「不適用」。
4. Incomplete application will not be processed.
資料不全之申請將不獲處理。
5. The Hong Kong Coaching Committee has full discretion on the grant of CAP Financial Assistance Scheme.
香港教練培訓委員會擁有全權決定批核有關經濟援助計劃款項。

PART 1 第一部份 : PERSONAL PARTICULARS 個人資料

Name (Chinese) _____ (English) _____ Male Female
姓名 (中文) _____ (英文) _____ 男 女

I.D. No. _____ () Date of Birth (D) / (M) / (Y) _____ Place of Birth _____
身份證號碼 出生日期 (日) (月) (年) 出生地點

Contact Phone No. _____ (Daytime) _____ (Mobile) _____ Fax No. _____
聯絡電話 (日間) (手提電話) 傳真號碼

Residential Address _____
住宅地址

Email Address _____
電郵地址

PART 2 第二部份 : EDUCATIONAL BACKGROUND 教育背景

Highest Education Level Obtained _____
最高學歷

Secondary level 中學程度
Post-secondary level 大專程度
University level 大學程度
Others 其他

Year of Graduation 畢業年份 _____

PART 3 第三部份 : EMPLOYMENT STATUS 受僱情況

Are you employed now? Yes 是
你現在是否受僱 No 否 (please go to Part 4 請到第四部份)

a) Full time Staff 全職僱員 Part time Staff 半職僱員

b) Name of Employer 僱主名稱 _____

Position _____ How long have you worked in the company? _____ Year(s)
職位 受僱於現時工作公司的年份 年

PART 4 第四部份 : COACHING EXPERIENCE 教練經驗

Coaching programmes completed in the past two years 過去兩年曾經完成之教練訓練課程:

Coaching Programme 教練培訓課程	Organiser 主辦機構	Certificate/Level Obtained 獲取證書/級別	Date of Completion 完成日期
1) _____			
2) _____			
3) _____			

Years of Coaching Experience _____ Year(s)
教練工作年資 年

PART 5 第五部份 : FINANCIAL SITUATION 經濟情況

a) Are you a beneficiary of the “Comprehensive Social Security Assistance ” Scheme?
你現在是否「綜合社會保障援助計劃」受惠者?
Yes 是 No 否 (please go to c 請到 c)

b) How long have you been a recipient of the “Comprehensive Social Security Assistance”?
由哪時起為「綜合社會保障援助計劃」受益人?

From 由 (date 日期) _____ to 至 _____ (No. of years 總共年份 _____)

c) For this HKCAP Sports-General Theory (Part A) course, have you applied for other financial assistance (including subsidies from employer, scholarships, bursaries and other loans)?
你有沒有向其他機構(包括僱主資助、獎學金、助學金或其他貸款)申請資助完成教練級別評定計劃運動通論(甲部)課程?
Yes 有 No 沒有

d) Have you ever received any financial assistance for the HKCAP Sports-General Theory (Part A) course?
你曾否接受其他資助以完成教練級別評定計劃運動通論(甲部)課程?
Yes 是 Sources 資源 _____
No 否

PART 6 第六部份 : HKCAP SPORTS-GENERAL THEORY (PART A) COURSE 教練級別評定計劃運動通論(甲部)課程

Nominated by NSA (Name) _____ Enrolled Course Code _____
推薦之體育總會 (名稱) 已報讀之課程編號

Date of Commencement _____ Expected Completion Date _____
開課日期 完成日期

PART 7 第七部份 : DECLARATION 聲明

I, _____ (Name of applicant), declare that to the best of my knowledge and as far as I can ascertain, all the information provided in this application is complete and true. I understand that my willful misrepresentation of facts and figures renders me liable to disciplinary action by the Hong Kong Coaching Committee. Also, I have read, understood and agreed that information I provided will be used for purposes specified in the guidance notes.

本人, _____(申請人姓名), 現作出聲明據本人所知及最確定的, 所有在本申請表格內填報的資料均屬真確無訛。本人明白故意虛報或隱瞞任何重要資料, 申請即告無效。同時亦須接受由香港教練培訓委員會對本人作出的處分。本人已閱讀、明白及同意由本人提交的資料僅用作經濟援助申請之用。

Signature of Applicant _____
申請人簽名

Date _____
日期

Submission Checklist 遞交文件

- 1) Completed application form with the signature of applicant;
填妥申請表格並附有申請人簽名
- 2) Copy of HKID.;
身分證副本
- 3) Documentary evidence of financial hardship (e.g. Copy of CSSA's reference letter, etc.)
證明經濟困難之文件 (如:「綜合社會保障援助計劃」證明副本等)