

**APPENDIX B**

Application No.

**HONG KONG BAR ASSOCIATION**  
**CHARLES CHING MEMORIAL SCHOLARSHIP**  
**APPLICATION FORM**

Please refer to the Hong Kong Bar Association – Charles Ching Memorial Scholarship Rules (“the Rules”) before filling out this form

The Charles Ching Memorial Scholarship sponsors successful candidates to attend advocacy courses (in the UK and other common law jurisdictions). These courses would benefit the most those who have had some professional advocacy experience. Accordingly, priority would be given to those candidates who have begun or completed their pupillage. Depending on the number of applications received in the year, candidates who have not begun pupillage by the time of the interviews, which usually take place in December each year, may not be considered for interviews until the following year.

**A. PERSONAL INFORMATION**

Name : \_\_\_\_\_

Date of Birth : Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

H.K.I.D. Card/Passport no. : \_\_\_\_\_

Sex : \_\_\_\_\_ (M / F)

Correspondence Address :

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Contact no. : \_\_\_\_\_

Home telephone no. : \_\_\_\_\_ Email: \_\_\_\_\_

**PHOTO**

**B. EDUCATION**

Name and address of Secondary School(s) attended:

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Class of degree and year in which the degree was obtained:

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Name and address of Tertiary Education Institution(s) attended:

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Current study course, year of study and tertiary institution:

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**C. ACADEMIC RESULTS** (Please list below results of all the examinations you have sat for in your graduate and post-graduate studies) and the results at first sitting.

| Year | Institution | Subjects | Grades |
|------|-------------|----------|--------|
|      |             |          |        |

**D. AWARDS AND ACHIEVEMENTS** (Please list below any awards you have won and any special achievements during your graduate and post-graduate studies)

| Year | Institution | Awards and Achievements |
|------|-------------|-------------------------|
|      |             |                         |

**E. POSITIONS OF RESPONSIBILITY** (Please list below positions of responsibility that you held during your graduate and post-graduate studies)

| Year | Institution | Positions of Responsibility |
|------|-------------|-----------------------------|
|      |             |                             |

**F. EXTRA-CURRICULAR ACTIVITIES** (Please list below any extra-curricular activities which you took during your graduate and post-graduate studies)

| Year | Institution | Activities |
|------|-------------|------------|
|      |             |            |

**G. MISCELLANEOUS**

Career or study plans in the next 12 months:

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Other scholarship applications:

(Please give details of any other application for scholarship award which you have made in the past 6 months and which you will make in the next 6 months and the result if available of such application)

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Pupillage/Job applications:

(Please give details of any pupillage/job application you have made in the past 6 months and which you will make in the next 6 months and the result if available of such application)

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## **H. INTERVIEWS**

Applicants must be able to attend interviews which are normally to be held in the autumn by the Scholarship Committee (see paragraph 14 of the Rules) in Hong Kong, otherwise their applications will not be considered. Please refer to paragraph 5 of the Rules.

## **I. DVD RECORDING (See paragraph 13 of the Rules)**

Each application must be accompanied by a DVD recording and the written script of a speech of not more than 3 minutes in duration delivered by the Applicant detailing his or her career aspirations and other information which the Applicant believes will be helpful to the Scholarship Committee.

## **J. ACADEMIC REFEREES**

Each application must also be accompanied by at least 2 Confidential Reports by 2 Academic Referees. Completed Reports must be put in a sealed envelope addressed to the Scholarship Committee and either returned to the Applicant for submission to the Bar Secretariat with the Application Form or sent direct by the Academic Referee to the Bar Secretariat.

## **K. SUBMISSION OF APPLICATION**

Completed application forms must be addressed to the Charles Ching Memorial Scholarship Committee and submitted to the Bar Secretariat (LG2 Floor, High Court, 38 Queensway, Hong Kong) **on or before** 31 May every year. For the purpose of postal submissions, the submission date will be the day of arrival of the application form at the Bar Secretariat.

## **DECLARATION**

I, \_\_\_\_\_ ( \_\_\_\_\_ ), hereby apply for

Surname Given Name

Chinese Name

the Charles Ching Memorial Scholarship. I declare that the information given in support of this application is accurate and complete, and I authorize the Charles Ching Memorial Scholarship Committee (see paragraph 14 of the Rules) to obtain, and the relevant authorities and institutions to release, any and all information about my candidature for examinations and my current studies in institutions in Hong Kong and elsewhere.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## PERSONAL INFORMATION COLLECTION STATEMENT

Your personal data collected using this form and in response to any request by the Bar Council for further information in relation to the application for membership (the “**Data**”) will be used for the purposes of :-

- (1) the processing of your application for membership of the Hong Kong Bar Association, the management of your membership and related matters;
- (2) the directory published in the Bar List for the purpose of facilitating the public and members of the Hong Kong Bar Association in identifying practising barristers and barristers’ chambers in Hong Kong registered with the Hong Kong Bar Association;
- (3) conducting any disciplinary investigation or proceedings against you;
- (4) enabling the Hong Kong Advocacy Training Council to fulfil its aims.

It is voluntary for you to provide the data requested in this form. However, if you fail to provide data requested in this form, the Hong Kong Bar Association may not be able to process the application.

The data will be disclosed to members of the Hong Kong Bar Association, the staff members of the Secretariat of the Hong Kong Bar Association, the members and employees of the Hong Kong Advocacy Training Council, and the public, as the case may be and to the extent required for carrying out the above purposes.

You are entitled to request access to and correction of the data. Any such request should be made by completing the Data Access Request Form (OPS003) specified under the Personal Data (Privacy) Ordinance (Cap. 486) and sending it to :-

The Honorary Secretary, the Bar Secretariat, LG2, High Court Building, 38 Queensway, Hong Kong.

A fee is chargeable by the Hong Kong Bar Association for complying with a data access request as permitted under the Personal Data (Privacy) Ordinance (Cap. 486).

The Privacy Policy Statement of the Hong Kong Bar Association is available on its website at [www.hkba.org](http://www.hkba.org).

Application No.

HONG KONG BAR ASSOCIATION

CHARLES CHING MEMORIAL SCHOLARSHIP APPLICATION

**Confidential Report Form**

To be completed and put in a sealed envelope addressed to the Charles Ching Memorial Scholarship Committee by the Academic Referee and either returned to the Applicant for submission to the Bar Secretariat or sent direct to the Bar Secretariat by the Academic Referee

Name of Applicant: \_\_\_\_\_ ( \_\_\_\_\_ )  
Surname Given Name Chinese Name

Please comment on the Applicant's aptitude for, and interest in, a career at the Bar. Please also comment on the Applicant's power of analysis, independence of mind and initiative, power of expression (both oral and written), industry, perseverance, reliability and sense of responsibility, and strengths and weaknesses which are relevant to this application.

Name of Referee: \_\_\_\_\_ Signature: \_\_\_\_\_

Name of Institution: \_\_\_\_\_ Occupation/Position held: \_\_\_\_\_

Relationship with Applicant: \_\_\_\_\_ Date: \_\_\_\_\_