

Lingnan University
Guidelines and Procedures for the
Research Postgraduate Scholarships for Overseas Research Visits

Purpose

1. In alignment with our goals on internationalisation, Lingnan has set up the Research Postgraduate Scholarships which aim to encourage Lingnan research postgraduate students to undertake a short-term research visit at an overseas institution and to attract overseas research postgraduate students to come to conduct research at Lingnan for a short period of time. Students approved for the research visit will be regarded as an exchange student.
2. The research visit shall normally last for a term and up to 6 months, unless otherwise approved by the Postgraduate Studies Committee (PSC) of Lingnan University.
3. The objectives of the scholarships are to:
 - enhance students' international learning experience, develop a global perspective and nurture respect for cultural diversity;
 - motivate students to conduct international and comparative researches;
 - develop a co-supervisory mechanism with host institutions so as to enable students to work closely with their supervisors from both Lingnan and home institutions;
 - strengthen Lingnan's partnership with our global network of partners; and
 - raise Lingnan's profile as a leading University in international and comparative researches in humanities, business and social sciences.

Eligibility

4. Full-time PhD students who are not on leave of absence are eligible to apply. The research visits shall take place during their study period.
5. Scholarships will be granted on a competitive basis on students' academic performance and the award of which is subject to availability of fund. Priority will be given to applicants whose proposed visits have a close link with their research.
6. A full-time PhD student will only be awarded this scholarship once during their entire period of study.

Value and Conditions of Scholarships

7. The value of scholarship awarded will vary based on the duration of the visit and

the country from which the overseas applicant is from. The amount of each scholarship ranges from \$HK\$25,000 to HK\$50,000 as given in Appendix 1.

8. The scholarship is awarded to cover mainly the travel cost and part of the living expenses of the awardee at Lingnan.
9. With the assistance of the Office of Global Education (OGE) of Lingnan and the corresponding office in the partner institution, the scholarship awardee will seek admission to Lingnan, look for and make arrangement with his/her supervisor at Lingnan and arrange the practicalities of his/her visit including but not limited to travelling plans, visa application, accommodation, and travel, health and medical insurance coverage as required.
10. The scholarship will be awarded only when the successful applicant is confirmed admission by Lingnan as an exchange student and a supervisor at Lingnan consent to supervise and comment on his/her research work during the visit.

The scholarship will be made as a lump sum payment on a non-accountable basis to the scholarship awardee upon the awardee's arrival to Lingnan.

11. Co-supervisory Mechanism

12. It is very important for the supervisors from both Lingnan and the home institution to keep regular contacts with the scholarship awardee and make sure that the research progress during his/her visit is satisfactory.
13. The supervisors from Lingnan and the home institution shall work together in advising the scholarship awardee and exchange information on his/her progress on a regular basis.

Applications

14. The OGE will normally invite applications once a year in January for research visit to be undertaken in the next academic year. Subject to availability of fund, another round of applications may be invited.
15. An applicant should submit a completed application form for Visiting Research Postgraduate Students to Lingnan and a completed application form for visa/entry permit for Hong Kong along with all the required documents. In support of the application, an agreement from the supervisor at his/her home institution and Lingnan and the Head of Department concerned at Lingnan should be sought. The completed application form should be sent to the OGE of Lingnan via the

corresponding office in the partner institution by the application deadline.

16. An application requires a clear proposal for the planned visit which usually involves a) a detailed plan of study at Lingnan, e.g. research project to be undertaken, other academic activities planned, b) an integration into the research environment of Lingnan, c) an outlet for work during the study, e.g. a presentation seminar, and d) the expected involvement of the co-supervisor at Lingnan.

Selection and Approval

17. The partner institutions will select the suitable candidate(s) and make nomination to Lingnan before the deadline. The applications will then be considered and approved, where appropriate, by the Postgraduate Studies Committee (PSC) of Lingnan University.
18. For scholarship awardees coming to Lingnan, they are required to comply with the residence requirement.

Post-visit Report

19. The scholarship awardees are required to submit a post-visit report within 30 days upon completion of the research visit. The report endorsed by the supervisors from the home institution and Lingnan and the Head of Department concerned will be presented to the PSC via the Registry of Lingnan.
20. If a scholarship awardee fails to perform satisfactorily during the research visit, the University reserves the right to adjust or demand a refund of the award.