香港科技大学(广州)
THE HONG KONG UNIVERSITY OF SCIENCE AND TECHNOLOGY (GUANGZHOU)

# Terms and Conditions of Overseas Research Award 2026/27

## 1. Objectives

The Overseas Research Award (ORA) for PhD Students aims to:

1.1 Enrich students' research experience through interacting in a different research environment with researchers;

1.2 Provide students with exposure to a foreign culture and environment, with a view to strengthening their cross-cultural understanding as well as social and communication skills;

1.3 Better prepare students for their academic as well as career developments; and

1.4 Widen the circle of professional contacts for the awardees, which may help them in their future work.

## 2. About the Award

2.1 The number of research awards may vary from year to year depending on the funding availability as well as the extent to which the awards will benefit the nominated student(s).

2.2 The research attachment period may range from two to six months and the start date must fall within the current academic year (i.e. 1st September 2026 to 31st August 2027).

2.3 Awardees shall receive a monthly subsidy of CNY 8000 per month for an overseas attachment. 50% of the ORA award will be supported by Central, while the remaining 50% will be borne by the supervisor(s). Awardees may continue to receive postgraduate studentship (PGS) from the University or financial support from other sources during the attachment period.

2.4 The subsidy will be released in two installments. 60% of the total subsidy will be released to awardees before the attachment period, while the remaining 40% of the total subsidy will be released to awardees after the research attachment.

2.5 The research attachment should be conducted physically at the approved destination. It should be relevant to the student's study and serve to enrich his/her research experience in the field. This is not meant to bear the nature of employment or internship. The host institution/unit must be a higher education institution or research facility of reputable standing.

2.6 The host institution/unit should be located outside the student's country/region of origin.

2.7 A successful applicant will be supported by the Overseas Research Award only once throughout the program of study at HKUST(GZ).

2.8 On completion of the research attachment and fulfillment of requirements stipulated in paragraph 4.1 below, a statement about the award will be shown on awardees' transcripts.

## 3. Eligibility

To be eligible for the Overseas Research Award, an applicant must have fulfilled all the criteria listed below:

3.1 The student is a registered full-time PhD student at the time the application is submitted, and throughout the attachment period. Continuing Students are not eligible for the Overseas Research Award.

3.2 The student has enrolled in the current PhD program for a minimum of one FTE year at the time the application is submitted. One FTE year of study equates with one year of full-time study or two years of part-time study.

3.3 The student has completed all coursework requirements of the current PhD program with a cumulative grade average (CGA) of 3.500 or above.

3.4 The student must have passed the qualifying examination prior to his/her leaving HKUST(GZ) for the host institution/unit.

3.5 The student must be able to demonstrate how the proposed attachment will benefit him/her in research work, with full support from the supervisor(s), the PG Coordinator/Thrust Head and the Associate Dean/Dean of Hub.

3.6 The student must have the written consent of the head of the hosting institution/unit or designee who will be hosting the attachment visit prior to the commencement of the research attachment. The student must show that the host institution/unit would identify at least one supervisor who should oversee the work of the student, provide professional and personal advice, and prepare reports on the performance and progress of the student for the review and retention of the home Thrust at HKUST(GZ), when necessary.

3.7 The student has done exceptionally well in teaching assistant and/or research assistant duties assigned.

3.8 Exceptional cases where students do not meet the ORA criteria may be considered on a case-by-case basis, with strong justifications provided by the Hub to FYTGS.

## 4. Obligations of the Student

4.1 A student who has been granted the Award must:

- Be accessible by members of the Program Planning cum Thesis Supervision Committee (PPTSC) of the University throughout the attachment period.
- Be responsible for all expenses incurred, including airfare/transportation cost, and optional insurance other than the University's travel insurance plan, throughout the attachment period. Students may refer to the details of the University's travel insurance plan.
- Submit to the Hub/Thrust the itinerary and/or air tickets at least 14 days before the commencement of the research attachment for the release of the first installment of the subsidy. However, applicants are advised NOT to purchase transportation ticket(s) before obtaining approval from FYTGS, particularly if they expect the ORA subsidy will serve as the primary funding source for the proposed research attachment.
- Submit an summary report covering work done and professional activities participated in and the boarding passes/transportation tickets (if applicable), to FYTGS via the Hub within 30 days of completing the research attachment, for the release of the second installment of the subsidy.
- Apply for the "Off-campus Research" status for Thrust's approval prior to the commencement of the research attachment.

4.2 In the event that any of the following situation occurs, a student shall refund to the University in full/pro rata the subsidy amount as well as the total PGS amount that has been provided for the period of attachment:

- The student withdraws from the PhD program during the research attachment or within one year after the attachment; or
- The student transfers to another program of study at the University during or after the research attachment; or
- The student is on Leave from Study or registered as "Continuing Student" during the research attachment; or
- The student completes the PhD program during the research attachment; or
- The student fails to fulfill the special conditions and requirements set by the Hub by the stipulated date; or
- The student fails to submit a summary report and the boarding passes/transportation tickets to FYTGS via the Hub within 30 days on completion of the research attachment.

4.3 The home Thrust reserves the right to terminate the award and request the student to return to HKUST(GZ) at short notice. Should the request be ignored, the student may lose his/her registration status and be required to refund to the University the amount given in the form of PGS and/or the subsidy provided by the Award.

4.4 If, for any reasons, the period of attachment is changed, the student should consult and seek endorsement from the supervisor. On completion of the research attachment, the student should modify the period of attachment visit in the summary report, along with supporting documents such as endorsement from supervisor and host unit, and boarding passes/transportation tickets. The total subsidy amount may be adjusted accordingly. In case the revised subsidy amount is less than the first installment subsidy amount, the student will be required to refund the difference to the University.

## 5. Application Procedures

5.1 Applicant shall first discuss the proposed research attachment arrangements with the thesis supervisor(s) and obtain written recommendation from the thesis supervisor(s) before approaching the intended host institution/unit. The written recommendation is prepared for the review of the student's affiliated Hub that includes the following information:

- The stage of study which the applicant has reached;
- Statements of full support to the application; and
- How the research attachment with the particular institution/unit will benefit the student.

5.2 Applicant should submit the application form. The application must include the written consent of the head of the host institution/unit or designee which states:

- The purposes and duration of the proposed research attachment;
- The name of the institution/unit the applicant will be attached to;
- The name of the responsible supervisor(s) at the host institution/unit, and
- A detailed program of the research attachment, listing the objectives to be met and the academic activities the student will engage in during the attachment period.

5.3 The duly endorsed application with all supporting documents must be submitted to FYTGS via the Hub at least 45 days before the commencement of the proposed attachment. Late application will not be processed.

5.4 The Hub will inform the applicant in writing the result of the application normally at least 21 days before the commencement of the proposed attachment.

## 6. Selection Process and Award Administration

6.1 Individual Hub may form a Selection Committee and set different selection criteria that befit their own needs. The selection records must be kept by the Hub.

6.2 Hubs/Thrusts are expected to:

- Ensure that the student is well informed of the requirements and arrangements for the release of the subsidy;

- Assist the student with necessary documentations required for the trip;
- Prepare the duly endorsed application with all supporting documents (including the itinerary, air tickets and/or other relevant documents) to FYTGS for funding approval;
- Notify FYTGS if any of the above mentioned in paragraph 4.2 occur.

6.3 FYTGS will liaise with the Finance Department on the release of the subsidy before and after the attachment period.

HKUST Fok Ying Tung Graduate School – *Guangzhou Office*
July 2025