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

Terms and Conditions of Postgraduate Studentships

The terms and conditions in this document apply to all postgraduate studentships (PGS) granted to research postgraduate (RPg) students in HKUST(GZ) irrespective of the sources of funding.

1. Purpose and Nature of PGS

1.1 PGS is a form of financial support provided to full-time RPg students to ensure that they do not need to be concerned with looking for other sources of income to support themselves.

1.2 All full-time RPg students are required to fulfill Graduate Teaching Assistant (GTA) duties. PGS should not be mistaken as the remuneration for GTA duties. Given that students receiving PGS do not enter an employer-employee relationship with the University, the PGS award is not taxable income.

2. Eligibility

2.1 PGS is given based on academic merit including English language proficiency, and the suitability of the RPg students for the program of study.

2.2 Full-time regular RPg students, except those on "Off-campus Study" status, are eligible to be considered for PGS.

2.3 Holders of other scholarships/awards may be considered for receiving PGS on a case-by-case basis, with support from the respective Hub/College/Thrust/Base.

3. Duration and Amount

3.1 Selected students will be notified of the PGS award granted to them in the admission offer letters. The PGS will be awarded on the condition that the student registers as a full-time RPg student at HKUST(GZ) in the specified program of study.

3.2 PGS is offered on a yearly basis. PGS for subsequent academic year(s) will be reviewed and determined subject to satisfactory academic performance, research progress, English language proficiency, GTA performance, and compliance with the University Academic Honor Code (in case of disciplinary issues) and etc.

3.3 Students will receive PGS in each calendar month starting from September in Fall and February in Spring. Under special circumstances, a student may start

his/her study substantially after the term has commenced and the PGS provided will be adjusted accordingly on a pro-rata basis.

3.4 The PGS rate listed in the table below is applicable to all RPg students.

	Regular PGS (per month)
PhD	CNY 15000
MPhil	CNY 10000

3.5 A graduating student will receive PGS payment up to and including the month that he/she submits the final thesis to the University's Thesis Submission System.

3.6 Faculty members have the option to continue to provide PGS to students under their supervision, who are studying beyond their normative study period, subject to availability of funding.

4. Reduction, Suspension and Termination

4.1 English language proficiency is a factor in granting PGS to a student. In general, students are expected to have passed the English Language Proficiency Assessment (ELPA) Speaking Test administered by the Pillar of Language Education (PLE) or the English course, LANG 5000, by the end of the first term of their study at HKUST(GZ). Failure to do so may result in 25% reduction of PGS, except in the case that exemption from ELPA is granted by PLE.

4.2 Students not performing satisfactorily in their program of study or GTA duties may result in reduction or suspension of PGS, normally with at least one month's written notice from the respective academic unit. PGS reduction due to unsatisfactory progress in Annual Progress Report (APR) and Quarterly Progress Evaluation (QPE) follows the below rules:

	PGS reduction (%)
Point 2 (Unsatisfactory) First Time	50
Point 2 (Unsatisfactory) After First Time	100
Point 1 (Very Unsatisfactory)	100

The warning letter issued by the Thrust to student following his/her unsatisfactory progress in APR/QPE will specify PGS reduction, expectations, courses of action for performance improvement, and possible consequences, such as suspension of PGS, if the student's performance continues to be unsatisfactory.

4.3 PGS recipients shall comply with the relevant leave guidelines as stated in the Handbook for Research Postgraduate Studies under "Study Commitment". Unauthorized leave will result in immediate suspension of PGS.

4.4 In the case that a student takes leave from study or is required to take academic leave, the PGS will be suspended during the leave period, or from an earlier date as advised by the Thrust/Base. PGS will also be suspended if a student is exceptionally approved under special circumstance to take leave additional to the annual leave.

4.5 Being full-time RPg students, PGS recipients should devote full efforts to their studies. They are not allowed to take up any part-time work, winter/summer work, or internship. Engagement in unauthorized work will lead to termination of PGS.

4.6 During Winter or Summer Term, an RPg student may, subject to prior approval, engage in full-time research assistantship work within the University, under the condition that his/her PGS will be suspended during assistantship period. International students must be mindful that they comply with the conditions of their stay as laid down by the corresponding regulations on entry and exit of foreigners.

4.7 For the PGS arrangement due to a change of supervisor, if a good working relationship fails to develop between the student and the supervisor despite sincere efforts and the student requests a change of supervisor, PGS may not be available unless a replacement supervisor who is willing to provide the PGS has been identified.

4.8 In the event that any misrepresentation and fraudulence of information during the application for admission stage is detected, the PGS shall be terminated immediately, and the student concerned is liable to refund in full the PGS paid. Additional sanctions may be imposed in accordance with the University regulations and policies to address the misrepresentation and fraudulence of information.

4.9 Other circumstances that affect PGS include but are not limited to violation of student honor code and disciplinary issues, depending on the nature of the infraction. Under exceptional circumstances and with the support of respective Hub/College and FYTGS, the termination of a PGS may be effective immediately without prior notification.

HKUST Fok Ying Tung Graduate School - *Guangzhou Office*
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