ARCH Community Outreach

CAREERS PROGRAM 2021
APPLICATION FORM

Please return this application form via e-mail or post.

ARCH Community Outreach, Unit 202-205, 2/F, Wilson House, 19-27 Wyndham Street, Central, Hong Kong
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www.arch-community-outreach.com

INSTRUCTIONS:

- Please complete all sections of the application form in English.
- Only completed and signed application forms will be processed.

1. APPLICANT INFORMATION

Name (Last Name / First Name):		Chinese Name:	**Please attach photo of Applicant**
Preferred Name:	Date of Birth (MM/DD/YYYY):		
Age:	Gender: □ Male □ Female	Contact Number:	
HKID Number:	E-mail (Capital letters):		
Home Address:			

2. CURRENT SCHOOL INFORMATION

Applicant's School:	
School Address:	
Current Grade / Form:	School Curriculum (i.e. HKDSE, IB)
Rank in Class (Position / Class Size):	Rank in Form (Position / Form Size):
Has the Applicant skipped or repeated a form during his/her schooling? □ Yes □ No If yes, please explain:	

3. PARENT/LEGAL GUARDIAN INFORMATION

Please complete all sections below and include legal guardian information if mother/father information is not applicable.

Parent / Legal Guardian 1

Parent/Legal Guardian 1: □ Mother □ Legal Guardian	
Name (Last Name / First Name):	
Contact Number:	
Current Employer:	Occupation and Position (Title):
Highest Level of Education: □ Primary □ Secondary □ University □ Other: _____	
University (if any):	
E-mail (Capital letters):	

Parent / Legal Guardian 2

Parent/Legal Guardian 1: □ Father □ Legal Guardian	
Name (Last Name / First Name):	
Contact Number:	
Current Employer:	Occupation and Position (Title):
Highest Level of Education: □ Primary □ Secondary □ University □ Other: _____	
University (if any):	
E-mail (Capital letters):	

Additional Family Details

Please indicate your household size: _____ and indicate members who the Applicant resides with: □ Both Parents □ Father □ Mother □ Other(s): _____
Please indicate the estimated monthly household income (including wages & commissions; fees received for services rendered; profits from business; rental income, etc.; and assistance provided by the Government allowances) of the Applicant: □ Government subsidy ($_____) □ Less than HKD 10,000 □ Between HKD 10,000 – 15,000 □ Between HKD 15,000 – 25,000 □ Between HKD 25,000 – 35,000 □ Above HKD 35,000
Is the Applicant's residence self-owned by family or rented? □ Self-owned □ Rented
Does the Applicant's family receive subsidy from government for housing? □ Yes, $_____ □ No

Does the Applicant's family receive any subsidy from government? □ Yes, $_____ □ No If Yes, please specify the scheme: □ Comprehensive Social Security Assistance (CSSA) □ The School Textbook Assistance (TA) Scheme <□ Full □ Half> □ The Student Travel Subsidy (STS) Scheme □ The Subsidy Scheme for Internet Access Charges (SIA) □ Other(s): _____
Does the Applicant's family receive company allowance for housing? □ Yes, $_____ □ No
Please indicate number of dependents in the Applicant's family and their respective ages: _____
On average how often do you travel overseas in a year? Please specify destinations you have travelled in the past: _____

4A. EXTRACURRICULAR ACTIVITIES & INTERESTS

Please list below, in order of importance to you, your main extra-curricular interests and activities. These may include but are not limited to academics, athletics, music, theater, visual arts and other arts, school clubs and organizations, community service, employment experiences, and more. You may also attach an additional resume.

Activity / Name of Organization	Year(s) of Participation	Position held (e.g. Leader /Participant)	Awards, achievements and/or recognition

4B. COMMUNITY SERVICE

Activity / Name of Organization	Year(s) of Participation	Type of Service/Role (e.g. Helping the Elderly/Homeless/Children/Environment)

5. CAREER INTEREST(S)

Please indicate your potential career interests and preference for summer job shadowing. You may select more than one industry.

□ Accounting □ Architecture □ Arts and Communications
□ Banking / Finance □ Business / Corporate (Diversified industries)
□ Health and Medicine □ Hospitality / Food & Beverage
□ Infrastructure, Transportation and Logistics □ Law
□ Natural Resources and Environment □ Technology, Engineering and Science
□ Other(s): Please specify _____

Preference for Summer Job Shadowing		
Priority	**Field of Interest** *(e.g. Legal / Medical)*	**Company / Organization** *(If Any)* *(e.g. Allen & Overy / Queen Mary Hospital)*
1st		
2nd		
3rd		
Are you interested in studying overseas if financial support (e.g. grants, scholarship) is provided? *(This information will only be used to allocate mentors. It will NOT affect your chance of admission.)* □ Yes, country: _____ □ No		
Which subjects are you interested in studying at university? *(You may indicate more than one subject):* _____		

6. PERSONAL STATEMENT

In less than 1,000 words, please write an English essay that tells us more about yourself – your family, upbringing, achievements, interests, motivation, study goals, etc. Please share with us why you are interested in the Careers Program and what you expect to achieve by participating in the program. What are your future aspirations? What do you plan to do with the experiences gleaned and lessons learned at the Careers Program?

As we already have your academic record, this personal essay is intended NOT as a recitation of your grades but as a way for us to learn more about you as a person and a student – and evaluate the level of your interest in the Careers Program.

7. OTHER MENTORSHIP PROGRAMS APPLICATION

Have you submitted your application(s) (or is a shortlisted applicant) for other career-focused mentoring programs being offered by other organisations or sources? If so, please indicate your application(s),

□Boundless □Future Stars Mentoring Programme □ HKU Academy for the Talented
□ Hong Kong Academy for Gifted Education □ JA Mentorship Program □ Life Buddies
□ Project Access Hong Kong □Teach4HK □ Other(s), please specify:
_____

_____

8. REQUIRED DOCUMENTS

Please include the following documents with your application:

- ☐ Personal Statement (per instructions above)
- ☐ Teacher's Recommendation Form and Letter, including required school transcript
- ☐ Photograph of Applicant (attach to page 1 of this application form)
- ☐ Family Financial Support Document(s) (If available)

9. DECLARATION

We, the persons named below confirm that the information we have supplied in this application is accurate to the best of our knowledge. We are fully aware that the ARCH Community Outreach Selection Board will rely on the accuracy of information provided by the Applicant. If any incorrect or inaccurate information is found, we understand that this application will be deemed void. We also acknowledge and hereby give our consent that the given information be used by the ARCH Community Outreach's committee members, industry partners, and other reviewers to further the Careers Program and other ARCH Community Outreach offerings.

_____	_____
Applicant's Signature	Parent / Legal Guardian's Signature
_____	_____
Name (IN PRINT)	Name (IN PRINT)
_____	_____
Date	Date