



Hong Kong Institute of Medical Laboratory Sciences Limited

Training Grant

APPLICATION FORM

1. Personal particulars

Last Name : _____ First Name : _____

Name in Chinese : _____ Title : Prof / Dr / Mr / Mrs / Miss

Membership No.: _____ Join HKIMLS Since : _____ Class of Membership : _____

Correspondence Address : _____

Telephone No.: _____ Mobile : _____ E-mail : _____

Working Institution : _____ Telephone No.: _____

Address : _____

Service History to HKIMLS : _____

2. Previous sponsorship provided by HKIMLS

(A) Amount of Sponsorship : \$ _____ Date : _____

Purpose : _____

(B) Amount of Sponsorship : \$ _____ Date : _____

Purpose : _____

3. Details of the event to be sponsored :

Document Attached Yes No

Event : _____

Location : _____

Role of Participation : Oral Presentation Poster Presentation

(Please tick in the box as appropriate)

Passive Participation Others : _____

Date of Travel : from _____ to _____

Registration Fee for Conference/Seminar/Workshop/Course : \$ _____

Transportation : \$ _____ Accommodation : \$ _____ [for a total of _____ night(s)]
(Cheapest available economy class fare)

Others : \$ _____ *(please specify)* _____

Total Amount : \$ _____

4. I undertake to refund the total sponsorship received to the Institute if I fail to attend the event and/or fulfil all the requirements.

Signature : _____ Date : _____

Hong Kong Institute of Medical Laboratory Sciences Limited

Training Grant for HKIMLS Members to attend Conferences, Seminars, Workshops or Courses Related to Medical Laboratory Sciences

Remarks

1. The Training Grant (“the Grant”) is set up to support HKIMLS members pursuing the recent advances in medical laboratory sciences by attending conferences, seminars, workshops, or courses related to the profession.
2. The Grant cannot be held concurrently with any other subsidy or award.
3. The Grant will only be awarded to applicants with more than 2 years of HKIMLS membership.
4. Applicants must complete the Application Form and return it to the Chairman of Training Grant Subcommittee (“the Subcommittee”), before the closing dates normally in January and July of each calendar year.
5. HKIMLS members applying for the Grant to attend conference, seminar, workshop or course held between April and September must submit the application in January. Likewise, the application of sponsorship for event scheduled between October and March in the following year must reach the Chairman of the Subcommittee in July.
6. Should there be overwhelming submissions, the precedence is given to active attendants with oral or poster presentation.
7. A copy of the abstract must accompany with the application.
8. An announcement of awards will be made in March and September and applicants will be individually notified.
9. Reimbursements of expenses will be made upon presentation of the original receipts and certificate of attendance.
10. Awardees are required to submit a written report of the training and to present a seminar normally at a time that is convenient to both presenter and the Institute, preferably not more than 6 months upon the completion of the event.