



UNV-Hong Kong Universities Volunteer Programme

Section I : TO BE COMPLETED BY THE APPLICANT

Notes for Applicants

1. Please ensure that all parts in the form should be fully completed, otherwise your application will not be considered.
2. All documents and information submitted will be kept strictly confidential except for the purposes of selection and for the promotion of volunteerism in Hong Kong.
3. If necessary, please attach copies of the relevant documents and information. All documents and materials submitted will not be returned.
4. This application form should be completed in block letters and submitted via your corresponding University on or before **22 December 2016**.

Please as appropriate.

Personal Particulars

Name	(Chinese)	<input type="checkbox"/> 先生	
		<input type="checkbox"/> 女士	
	(English)	<input type="checkbox"/> Mr	
		<input type="checkbox"/> Ms	
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female	
	Date of Birth (dd/mm/yyyy)	Age	
Nationality	Place of Birth		
HKID Card No.	Passport No.		
Contact No.	Mobile Phone No.		
Email Address			
Correspondence Address			
<u>Emergency Contact</u>			
Name	<input type="checkbox"/> Mr		
	<input type="checkbox"/> Ms		
Contact No.	Mobile Phone No.		
Email Address	Relationship with Applicant		

Current Academic Status	
Name of University	
Major Field of Study	Minor (if applicable)
Year of Study	Cumulative GPA
Qualifications/ Awards obtained (if applicable)	

Volunteer Experiences (If necessary, please provide with additional pages.)		
Volunteer Experience _____ Year(s)		
Scope of Volunteer Service	Role / Service Details	Achievements (if applicable)

Language Skills				
	Speaking	Writing	Listening	Reading
English <input type="checkbox"/> Mother Language	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Basic <input type="checkbox"/> Non user	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Basic <input type="checkbox"/> Non user	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Basic <input type="checkbox"/> Non user	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Basic <input type="checkbox"/> Non user
Chinese - Mandarin <input type="checkbox"/> Mother Language	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Basic <input type="checkbox"/> Non user	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Basic <input type="checkbox"/> Non user	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Basic <input type="checkbox"/> Non user	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Basic <input type="checkbox"/> Non user
Chinese - Cantonese <input type="checkbox"/> Mother Language	<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Basic <input type="checkbox"/> Non user		<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Basic <input type="checkbox"/> Non user	

Others (please specify) _____	<input type="checkbox"/> Excellent	<input type="checkbox"/> Excellent	<input type="checkbox"/> Excellent	<input type="checkbox"/> Excellent
	<input type="checkbox"/> Good	<input type="checkbox"/> Good	<input type="checkbox"/> Good	<input type="checkbox"/> Good
	<input type="checkbox"/> Fair	<input type="checkbox"/> Fair	<input type="checkbox"/> Fair	<input type="checkbox"/> Fair
	<input type="checkbox"/> Basic	<input type="checkbox"/> Basic	<input type="checkbox"/> Basic	<input type="checkbox"/> Basic

Computer Skills			
Software	Level of Knowledge		
Word Processor (MS Word)	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Basic
Spreadsheets (MS Excel)	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Basic
Presentations (MS PowerPoint)	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Basic
Agenda (MS Outlook)	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Basic
Reporting/ Databases (Business Objects, MS Access, Oracle SQL)	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Basic
Graphics Tools (Illustrator, Photoshop)	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Basic
Social Media (Facebook, Twitter, YouTube, Instagram)	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Basic
Others (please specify : _____)	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Basic

Preference of Volunteer Assignments			
Please refer to the Description of Assignments(DOAs) and indicate your first 3 preferences, either by DOA or service location, by code number.			
If you do not have any preference, please tick the box "No preference"			
First Priority:	Second Priority:	Third Priority:	<input type="checkbox"/> No preference

Motivation Statement (Please describe why you wish to serve as a UN Youth Volunteer in approximately 200 words.)

Additional Remarks (Other relevant information that is not provided above.)**Declaration**

I attest to the veracity of the information in this application form and supporting documents and give permission for their publication related to the Programme and promotion of volunteer service.

I understand and agree that any misstatement will render my candidature liable to immediate dismissal or disqualification and subject to penalty to recover AVS for all spending relating to my participation. I agree that all arrangements and decisions made by the organizer and the host are final.

Collection of Personal Information

AVS may use your personal data for compile statistics, data analysis, promotion or fundraising purposes. Please "✓" in the box below if you object to the above arrangement. For correction of access to or cessation to use your personal data, please contact us at 2527 3825 or by email avs@avs.org.hk.

I object to the proposed use of my personal data for the above-mentioned purposes.

Name of Applicant : _____

Signature of Applicant : _____ Date : _____

Agency for Volunteer Service

Address: Room 602, Duke of Windsor Social Service Building, 15 Hennessy Road, Wanchai, Hong Kong

Tel : (852) 2527 3825

Fax : (852) 2866 2721

Email : unv@avs.org.hk

Section II : TO BE COMPLETED BY THE NOMINATING UNIVERSITY

Name of Student Nominated Mr
 Ms

Contact Details

Name of University

Name of Responsible Person <input type="checkbox"/> Mr <input type="checkbox"/> Prof <input type="checkbox"/> Ms <input type="checkbox"/> Dr	Position
Contact No.	E-mail Address
Correspondence Address	

Particulars of Nominator

Name <input type="checkbox"/> Mr <input type="checkbox"/> Prof <input type="checkbox"/> Ms <input type="checkbox"/> Dr	Position
Relationship with Nominee	Duration of Acquaintance
Contact No.	Email Address

Please state why the nominee should be considered for the UNV-Hong Kong Universities Volunteer Programme.

Other merits/ distinctions of the nominee to support your nomination.

Recommendation

We recommend Mr / Ms _____ for the UNV-Hong Kong Universities Volunteer Programme and agree to try our best to provide the necessary support to the Programme. (please refer to the "Expected Support from Partner Universities" of the Programme Brief.)

Declaration and Collection of Personal Information

I understand and agree that such data will be used for this programme. AVS may use your personal data for compile statistics, data analysis, promotion or fundraising purposes. Please "✓" in the box below if you object to the above arrangement. For correction of access to or cessation to use your personal data, please contact us at 2527 3825 or by email avs@avs.org.hk.

I object to the proposed use of my personal data for the above-mentioned purposes.

Name of Nominator : _____ Signature : _____

University Chop : _____ Date : _____