

Global Research Fellowship Scheme - Nomination Form

Important Notes

The Global Research Fellowship Scheme (GRFS) aims to support eligible PhD students in undertaking non-local research attachments or research internships at designated institutions.

1. Eligible Students and Nomination Conditions:

- The student should be enrolled in a full-time PhD programme at the University.
- The student should be a studentship recipient with satisfactory academic progress.
- The student should undertake an in-person research attachment or research internship at a designated institution for a duration of at least one month.
- The research attachment or research internship should be completed during the student's normal study period and normally no later than the end of the academic year following the application year.
- Retrospective nominations will NOT be considered.

2. Eligible Institutions

2.1. Member institutions under the University's International Advisory Board for Graduate Studies

Adelaide University	Cornell University	McGill University
Nanyang Technological University	National University of Singapore	The Australian National University
The University of Western Australia	University of Science and Technology of China	Zhejiang University

2.2. Eligible universities under the HKSAR Immigration Department's Top Talent Pass Scheme in recent three years (excluding local institutions)

The aggregate list of eligible universities can be found [here](#).

3. Nomination Quotas

Faculties/Schools (Faculties) will be assigned nomination quotas each year based on their RPg student population. Unused quotas in AY2026/27 may be carried forward to AY2027/28 for use by the original Faculty/School. Any quotas remaining unused after the second year will be redistributed to other Faculties/Schools in AY2028/29, taking into account previous usage, the quality of the proposed attachments, the Faculty's RPg performance, and the University's strategic priorities.

4. Funding Support

- Up to HK\$60,000 per student.
- Basic economy-class return airfare on an actual-cost basis.
- Subsistence allowance based on the rates published by the HKBU Finance Office to cover accommodation, meals and local transportation during the attachment/internship period.
- Funding will normally be provided on a 2:1 matching basis, with the University contributing two-thirds of the award and the remaining one-third matched by the relevant Faculty or PS. Faculties encountering genuine difficulties in meeting the matching requirement may seek consideration by submitting strong justifications through the respective Dean.
- Each student may be granted funding support for one research attachment or research internship only.

- The student is required to submit the GRFS Completion Report within two months after completing the research attachment/internship. Funding will normally be disbursed upon receipt and acceptance of the Completion Report.

Pre-Nomination Checklist

- ☐ The student is enrolled in a full-time PhD programme at the University.
- ☐ The student will be a studentship recipient during the research internship/attachment period.
- ☐ The student has had satisfactory academic progress throughout his/her studies. (i.e. "Satisfied/Very satisfied" ratings have been recorded in all the student's/principal supervisor's bi-annual progress reports)
- ☐ The host institution of the research internship/attachment is among the list of eligible institutions (see section 2.1 and 2.2 above)
- ☐ The duration of the research internship/attachment is at least one month.

Part I: Nominee's Particulars

Name in English:	Student No.:
Academy/Department:	▼

Part II: Research Attachment/Internship Details

Name of Institution: _____

Country/Region: _____ Name of Supervisor at Host Institution: _____

Research Attachment/Internship Period: From: _____ (dd/mm/yyyy) To: _____ (dd/mm/yyyy)

Total Duration: _____ days (as shown in the invitation letter)

Supporting Documents:

Item	Amount (in HK\$)	Supporting Documents
a) Invitation letter on the host institution's letterhead	---	☐
b) Study plan	---	☐
c) Air ticket quotation(s)		☐
d) Subsistence allowance (reference rates)		---
Requested Amount		---

Faculty/School/Principal Supervisor (PS) Matching:

Support will be given on a two-to-one matching basis between the University and Faculty PS:

Unit	Recommended Amount	Account no. to be Charged	Signature of Budget Controller
University (max HK\$40,000)	HK\$	11.11.2421.365210.100002.00.00	<i>To be signed by GS in part IV</i>
Faculty/School/PS (max HK\$20,000)	HK\$		

Part III: Recommendations and Endorsements

Name of Principal Supervisor:		Signature:	Date:
Name of Academy Director/ Department Head:		Signature:	Date:
Name of Faculty/School Dean:		Signature:	Date:

Part IV: For GS Office Use

Approved Amount: Total: HK\$ _____ Quotas Remaining: _____
 Subsistence: HK\$ _____
 Airfare: HK\$ _____
 Approval Signature: _____ Date: _____

The Graduate School reserves the right to:

- i) request additional supporting documents as deemed necessary; and
- ii) deny any reimbursement deemed inappropriate.

Privacy Policy Statement and Personal Information Collection Statement of the University (PPS/PICS) is available at:

<https://bupdpdpo.hkbu.edu.hk/en/policies-and-procedures/pps-pics.html>