



## Pilot Project on “i-Journey” Scholarship (2024/25)

### Information Sheet

#### Background

1. The Pilot Project on “i-Journey” Scholarship (“the Scholarship”) is set up by the Education Bureau (EDB) to recognise the achievements and contributions of accomplished principals and teachers in Hong Kong and to enhance their professionalism through supporting their overseas professional development.

#### Eligibility for Application

2. Principals and full-time teachers serving in publicly-funded primary and secondary schools, including government, aided (including special schools), caput schools and schools under Direct Subsidy Scheme, and kindergartens joining the Kindergarten Education Scheme<sup>1</sup>, with not less than five years of services before normal retirement<sup>2</sup>, are eligible to apply for the Scholarship (2024/25).

#### Quota

3. A maximum of 30 recipients will be awarded the Scholarship in the 2024/25 school year.

#### Amount of the Scholarship

4. An amount of **HKS50,000** will be awarded to each Scholarship awardee.

---

<sup>1</sup> The Scholarship is targeted at full-time teachers in government schools, aided schools (including special schools), caput schools, schools under Direct Subsidy Scheme, and kindergartens joining the Kindergarten Education Scheme, including regular teachers and contract teachers, but excluding monthly-paid temporary teachers, daily-rated supply teachers and teachers employed under the Native-speaking English Teacher Scheme. Teachers who are on civil service terms serving in government schools and have not passed the probation period should observe relevant guidelines for participating in overseas government-sponsored training.

<sup>2</sup> The age of retirement may vary, dependent on the finance type of the school an applicant serves at.

### Granting of Scholarship

5. The selection results will be announced by the end of ~~May~~ **June** 2025. Each Scholarship awardee is required to submit a proposal to provide the details of the overseas training they will join at least two months before commencement of the training course(s) and professional development activity(ies), for approval by EDB. Scholarship awardees will also propose a budget for their training. This proposal shall include at least one overseas face-to-face training course. Upon the approval by EDB, the Scholarship of HK\$50,000 will be granted to each awardee. If there are any changes of their proposals, they should inform the School Leadership and Professional Development Section of EDB and seek EDB's prior approval in writing.

### Training to be Completed

6. Scholarship awardees will be required to use the Scholarship to cover expenses for participation in at least one face-to-face training course held overseas organised by an overseas institution / organisation. Scholarship awardees are also required to use the remaining amounts of the Scholarship, if any, to cover expenses of other online / face-to-face training organised by overseas institutions / organisations, such as online / face-to-face international education conferences and online / face-to-face short programmes. The accumulated duration of the face-to-face overseas training courses and professional development activities **should not exceed three weeks**. All training undertaken must be related to the Scholarship awardees' work in the education sector, and can facilitate the development of students and/or schools, which **must be completed within two years** upon result announcement in ~~May~~ **June** 2025.

### Themes of Overseas Training to be Given Priority Consideration

7. To tie in with the policy initiatives of EDB, as well as the development trend and direction of education, Scholarship awardees are encouraged to attend overseas training on the following themes:
  - (i) STEM/STEAM Education
  - (ii) Information Technology in Education
  - (iii) Assessment Literacy
  - (iv) Life-wide Learning
  - (v) Positive Values
  - (vi) Students' Balanced Development
  - (vii) Effective Leadership and School Management

8. Priority will be given to applicants who indicate on their application forms that at least one of the overseas face-to-face training they planned to attend is on the above theme(s).

#### Study Leave and Funding Support for Employment of Supply Teachers

9. To create space for the Scholarship awardees to participate in overseas training, each Scholarship awardee will be granted **a maximum of 15 days of full-pay study leave** during which funding for employment of daily-rated supply teachers will be provided for their serving schools on a reimbursement basis.

#### Application and Selection

10. The Scholarship (2024/25) is open for applications from **22 October 2024 to 14 February 31 March 2025**.
11. Principals and teachers who are interested in applying for the Scholarship should submit the Application Form at **Annex 2** with details of the applicants' achievements and contributions to the education sector. Applicants are also required to propose how to use the Scholarship, if awarded, to cover expenses of **at least one overseas face-to-face training course**. For principal applicants, the Recommendation Form at **Annex 3** should be completed and submitted by their school supervisors. For teacher applicants, the Recommendation Form at **Annex 4** should be completed and submitted by their school principals. Completed Application Forms and Recommendation Forms should be submitted to EDB by post or in person to the following address **on or before 14 February 31 March 2025**.

School Leadership and Professional Development Section  
Education Bureau  
5/F, East Wing, Central Government Offices  
2 Tim Mei Avenue  
Tamar, Hong Kong  
(Attn: PO(SLPD)1)

12. Please mark *Application Form – Pilot Project on “i-Journey” Scholarship (2024/25) or Recommendation Form (Principal) / (Teacher) – Pilot Project on “i-Journey” Scholarship (2024/25)* on the envelope. Application Forms and Recommendation Forms submitted in person must reach the above address **on or before 5:00 p.m. on 14 February 31 March 2025**. For Application Forms and Recommendation Forms submitted by post, the date of postmark must not be later

than 14 February 31 March 2025.

13. To ensure fairness, a selection committee will be set up to evaluate the professional competence of the applicants. The Scholarship will be awarded based on the initial plans provided in the Application Forms submitted by applicants, as well as their achievements and contributions to the education sector, such as the education-related awards they have received, their contributions to teachers' professional development, and their services in committees or professional education bodies.
14. Shortlisted applicants will be invited to attend **an interview** in which they will be required to deliver a **15-minute presentation in English** on their plans for overseas professional development, followed by a **10-minute question and answer session in English and Chinese**. The interviews are scheduled for March or April to June 2025. Applicants who do not show up for the interviews will not be considered.
15. Applicants and the school supervisors or principals of their serving schools will be informed of the selection results by email by the end of May June 2025. The selection results are final and appeals will not be entertained.

#### Dissemination of Learning

16. Upon completion of the overseas training, Scholarship awardees will be provided with the opportunities to share their learning and insights gained to the education community through submitting a written report and giving a presentation in a dissemination event.

#### Obligations and Undertaking

17. Scholarship awardees will be required to sign an undertaking which delineates the terms and conditions that they should comply with. These include, but are not limited to, the requirements for the Scholarship awardees to:
  - (a) spend the Scholarship monies on attending training organised by overseas institution(s) and organisation(s)<sup>3</sup>, which has to be approved by EDB in advance;
  - (b) complete **at least one overseas face-to-face training course** by May June 2027;
  - (c) submit a **written report within three months** after their overseas learning

---

<sup>3</sup> The Scholarship monies can be spent on course or programme fee, application fee, cost of passage and transportation, accommodation, payment for visa and other necessary and related cost.

to depict and reflect on their overseas learning experience and explain how it can be applied to enhance the learning of students and/or the development of schools; and

(d) present their learning at a dissemination event.

18. At any point of time, if a breach of the undertaking occurs, the Scholarship awardees will be required to make full / partial repayment of the Scholarship to the Government on an interest-free basis. However, the circumstance will be considered on a case-by-case basis for reasons of breaching the undertaking not within the awardees' control such as accidents and ill health.

#### Enquiries

19. For enquiries about the Scholarship (2024/25), please contact Ms Venus TSANG (Tel.: 3509 7526) or Mr Ron TAM (Tel.: 3509 8532) of the School Leadership and Professional Development Section.

Education Bureau

22 October 2024