Hong Kong 香港科技園
Science & Technology Parks - ***Technical Assistance Programme for HKSTP Partner Companies***

Professional Qualification/ Corporate Membership

Hong Kong Science & Technology Parks Corporation (HKSTP) supports partner companies to pursue the following membership/ qualifications to promote professional competence in engineering and qualify disciplines, and to expand the business network by subsidizing **75%** of the cost incurred:-

i) Acquire the membership of **The Hong Kong Institution of Engineers (HKIE)** i.e. application fee, assessment fee, annual membership fee
ii) Acquire the **industry standards**/ **quality qualifications** i.e. ISO, CMM, Six Sigma
iii) **Corporate membership** of related industry i.e. annual membership fee

Notes:
1) HKSTP will sponsor max. 75% of the fee incurred up to the limit of the TAP fund's balance in tenant's account.
2) For item (i), the applicant of HKIE membership should be the current staff of the applicant company. For item (ii) professional qualifications, all applicants should provide details of the certified body/ organizations, application requirement, examination procedures, qualification standard recognized by the relevant industry, etc for HKSTP's approval.
3) For reimbursement of item standards/ qualification/ membership not listed in the above, partner companies are encouraged to seek approval in advance from HKSTP for the eligibility of the proposed reimbursement with provision of information about the certified organization, qualification/ membership to be acquired and incurred expenses.
4) Reimbursement for professional qualification/ corporate membership fee is capped at HK$20,000 in each case commenced on or after 1-Apr-2008.
5) **Documents needed for reimbursement:**
   (i) This completed "Application Form of Reimbursement"
   (ii) Original payment receipt or true copy certified by the service provider/ organization
   (iii) Copy of certificate/ written proof on the qualifications/ membership obtained

---

Application/ Reimbursement Form

To: **Industry & University Collaboration**, BDTS, HKSTP Date: _____
Office: Unit 307, IC Development Centre, HK Science Park
Attn: Officer – TAP (Enquiry: 2629 6697 / tap@hkstp.org)

Company: _____ Contact Person: _____
Tel:_____ Email:_____ Title:_____

❑ Application of The Hong Kong Institution of Engineers (HKIE) Membership
Name of Applicant: _____ Title:_____ Fee (HKD):_____
❑ I herewith enclose the original receipt of payment and a copy of HKIE membership confirmation.

❑ Application of industry standard/ quality qualification
Name of qualification: _____ (Ref website:_____)
Brief Description on industry standards:_____
_____
Certification body: _____ Obtained in (MM/YY):_____
Total Cost (HKD):_____ (required payment schedule & breakdowns)
❑ I herewith enclose the copy of original payment receipt and copy of certificate for the accredited qualification.

❑ Application of corporate membership of related industry
❑ I herewith enclose the original receipt of membership fee

Please read and indicates with a ☑ to the following terms and conditions. Upon submission of this form,

☐ I declare that the service mentioned above has not received and will not apply for any other funding provided by the government or government appointed agent.

☐ I understand that HKSTP reserves the right to cancel my company's entitlement to the HKSTP's funding scheme and my company maybe liable to prosecution should my company fail to comply with this rule.

Signature of the Authorized Executive (With Company Chop):_____

Print Name: _____ Title: _____