

HONG KONG BAPTIST UNIVERSITY**Student Exchange Programme 2012/13****FORM OF UNDERTAKING FOR LOW-INTEREST LOAN**

In consideration of the Hong Kong Baptist University (University) granting me:

Loan of HK\$ _____¹ at 2.5% interest per annum on the loan amount for participating in the Student Exchange Programme (Exchange) tenable at

(Name of Host University)

I, _____ (_____), _____,
(Name in Block Capitals as shown on HKID card) (Name in Chinese Characters) (Student No.)

of _____
(Residential address in English) (Post office box no./hall address/ overseas address is NOT acceptable)

Residential Phone No.: _____ Mobile Phone No.: _____

Personal Email: _____ and
(for contact after graduation)

Holder of Hong Kong Identity Card
No.: _____
(please attach a photocopy of HKID card)

do hereby undertake to:

- (a) Notify the International Office (INTL) in writing immediately and without failure about any changes on the above Home Address, email address and contact numbers.
- (b) Refund the full amount of loan in one lump sum, immediately (within two weeks) upon the occurrence of any one of the following events:
 - i. If I fail to complete the Exchange; or
 - ii. If I withdraw from the University; or
- (c) If I fail to refund the full amount of loan (arising from event (b) above) within the stipulated deadline, the University will reserve the right to impose a reasonable administrative charge and bank interest on the outstanding amount. Further, the University shall withhold the student's academic transcripts until the loan is repaid to the University in full.
- (d) Submit (1) "Application for Resumption of Studies" and (2) grade report from the host institution to the Undergraduate Studies Section of Academic Registry within three weeks upon return from the Exchange, in order to resume study at the University
- (e) Repay the Low-Interest Loan amount which I have borrowed and its interest by 36 monthly installments to the University starting from October in the year of my graduation.

- (f) Declare that the information provided by me in the Application Form, the Undertaking and the Guarantee Form is complete, true and accurate. Any misrepresentation or omission may lead to disqualification from application and/or full recovery of financial assistance already awarded together with any related recovery costs incurred by the University.

I confirm that I have read and fully understand the declaration stated above. I agree to the use of my personal data² and other supplementary information in connection with my application for the Low-Interest Loan and disclosure of such data by the University to relevant parties for activities relating to the acceptance, payment and repayment of the Low-Interest Loan and for the compilation of the relevant statistics to facilitate the review of the Exchange. This Undertaking Form shall take effect upon my acknowledgement of receipt for the Low-Interest Loan from the University signed by me on the _____ day of _____ (month) _____ (year). However, should my application for the Low-Interest Loan not be approved by the University for whatever reason, this Undertaking Form shall become void.

Signature of Student: _____ Date: _____

Notes: 1. Please refer to the website of the International Office for the maximum Loan amount for different zones - www.hkbu.edu.hk/~intl/exchange/

Note: 2. Under the provision of the Personal Data (Privacy) Ordinance, request for personal data access or correction may be made in writing to: International Office, Room DLB 825, Level 8, David C. Lam Building, Shaw Campus, Hong Kong Baptist University.