Appendix 1

**Shaw College**
**Cultural Integration Index**

**Proposal for Cultural Integration Activities**
**organized by student bodies / students of Shaw College**

1. **Information of applicant**

   Name (in English): _____    Name (in Chinese): _____

   Student I.D. No.: _____    Major/Year: _____

   Contact No.: _____    Email address: _____

2. **Details of event**

   Organizing body:    ☐ Student body^ (Please specify): _____

   ☐ Non-student body

   Date: _____    Time: _____

   Venue: _____

   Target participants: _____    Expected no. of participants: _____

   Project title: _____

   Objective(s): _____

   _____

   What cultural integration element(s) will be involved? How will it / they be involved?

   |  |
   |---|
   |  |

   Remarks
   ^ refer to student bodies registered under the Student Union of Shaw College.

3. **Details of organizers or helpers** *(Please fill in the details of <u>students of Shaw College</u> ONLY. You may use additional paper if necessary.)*

(a) Organizer(s) *(students who plan and execute the event)*

| Name (in English) | Name (in Chinese) | Student I.D. No. | Major/Year: | Accountabilities |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

(b) Helper(s) *(Students who help the organizers during the event)*

| Name (in English) | Name (in Chinese) | Student I.D. No. | Major/Year: | Accountabilities |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

4. **Declaration**

I _____ (name of applicant) declare that the information given in this form is complete, accurate and true. I hereby authorize Shaw College to use information herein for cultural integration related purpose and allow the College to release information to Committees and personnel who will process related matters. I understand that the final decision of granting points in Cultural Integration Index rests with Shaw College.

Signature of applicant: _____

Date: _____

Note:
- Please complete ALL sections in this proposal and submit to the College for approval by email to emilyymng@cuhk.edu.hk or in person to General Office at LG1, Wen Lan Tang, Shaw College **at least 2 weeks in advance**. Late or incomplete application will NOT be considered.
- Please complete and submit the *Report on Cultural Integration Activities organized by student bodies / students of Shaw College* and supporting documents (*Attendance List* and photos) to College **within 1 week** after completion.

Application no. : _____

## Shaw College
## Cultural Integration Index

## Report on Cultural Integration Activities
## organized by student bodies / students of Shaw College

1. **Details of event**

   Date: _____    Time: _____

   Venue: _____

   No. of participants
   (local students): _____

   No. of participants
   (non-local or
   exchange students): _____

   What cultural integration element(s) had been involved? How had it / they be involved?

2. **Details of organizers or helpers** (*(Please fill in the details of students of Shaw College ONLY.* No need to fill in this part if they are the same as the proposal.)

(a) Organizer(s) *(students who plan and execute the event)*

| Add (A) or Delete (D) | Name (in English) | Name (in Chinese) | Student I.D. No. | Major/Year | Accountabilities |
|---|---|---|---|---|---|
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

(b) Helper(s) *(Students who help the organizers during the event)*

| Add (A) or Delete (D) | Name (in English) | Name (in Chinese) | Student I.D. No. | Major/Year | Accountabilities |
|---|---|---|---|---|---|
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**3. Declaration**

I _____ (name of applicant) declare that the information given in this form is complete, accurate and true. I hereby authorize Shaw College to use information herein for cultural integration related purpose and allow the College to release information to Committees and personnel who will process related matters. I understand that the final decision of granting points in Cultural Integration Index rests with Shaw College.

Signature of applicant: _____

Date: _____

Note:

- Please complete this report and submit together with supporting documents (*Attendance List* and photos) to College by email to emilyymng@cuhk.edu.hk or in person to General Office at LG1, Wen Lan Tang, Shaw College **within 1 week** after completion.

Appendix 3

_____ (Name of event)

_____ (Date)

## Attendance List

| No. | Name (in English) | Name (in Chinese) | Student I.D. No. | Major / Year | College | Local / Non-local student | Attend (Please sign) |
|---|---|---|---|---|---|---|---|
| Example | CHAN Tai Ming | 陳大明 | 1155000000 | IBBA / 2 | Shaw | Local | |
| 1 | | | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |
| 6 | | | | | | | |
| 7 | | | | | | | |
| 8 | | | | | | | |
| 9 | | | | | | | |
| 10 | | | | | | | |
| 11 | | | | | | | |
| 12 | | | | | | | |
| 13 | | | | | | | |
| 14 | | | | | | | |
| 15 | | | | | | | |