

Operation Guidelines of the Student Society Support Fund (SSSF)

1. According to the approved Students' Association (SA) Constitution, 50% of the SA fee collected from her members will be allocated to the executive committee for the SA's daily operations and projects in relation to her annual business plan as approved by Student Affairs Office (SAO). The other 50% of the SA fee will be allocated to Student Society Support Fund (SSSF) which will be managed by SAO for the necessary support provided to all registered student societies and clubs in the College.
2. Each society registered under SAO will receive a basic allocation of HKD1,000 annually to support their daily expenses.
3. To encourage the incentive for members recruitment, societies that recruit more than 25 members will receive an additional HKD40 per head from the SSSF.
4. Each society can receive a maximum funding of HKD3,000 per year, including the basic allocation of HKD1,000.
5. The first cut-off date for the number of new members is the second week of October, while the second cut-off date for the number of new members is the last week of the first month of Semester 2.
6. The funding will be held in the individual account of each society, monitored by the Finance Office. Student societies can request reimbursement by providing invoice through SAO.
7. The remaining balance of the allocated SSSF for each society could be carried forward to the next cabinet.
8. If a society is terminated or suspended without a governing body, the unspent balance will be returned to the SSSF pool.