

Esports Internship Scheme Application Form

For Official Use Only

Ref. No.:

Part A) Particulars of the Applicant			
1. Name of Company/ Organisation (as shown on the Business Registration)			
2. Contact Person	:	3. Position	:
4. Telephone No.	:	5. Email address	:
Part B) Details on Internship (1 st Intern)			
6. Position of Intern	:		
7. Job Description	:		
8. Feature of Projects/ How it relates with esports/ digital entertainment	:		
9. Expected Deliverables from the Intern	:		
10. Entry Requirements	:	(a) Academic Qualifications: (b) Skills: (c) Language: (i) Cantonese <input type="checkbox"/> Fair <input type="checkbox"/> Fluent (ii) Mandarin <input type="checkbox"/> Fair <input type="checkbox"/> Fluent (iii) English <input type="checkbox"/> Fair <input type="checkbox"/> Fluent (d) Others:	
11. Internship Period	:	From ____ (dd/mm/yyyy) to ____ (dd/mm/yyyy), ____ weeks/months in total	
12. Address of Workplace	:		
13. Terms and Conditions of Employment	:	(a) Working hours: From ____ am/pm to ____ am/pm Working days per week: ____ days (b) Require Shift Work?	

	<input type="checkbox"/> Yes (Shift hours from ____ To ____) <input type="checkbox"/> No (c) Holidays: <input type="checkbox"/> Public Holidays <input type="checkbox"/> Statutory Holidays (d) Proposed Salary (subsidy included): (e) Other Benefits of Allowance:
14. Training Objectives :	
15. Skills and Knowledge to be Acquired :	
16. Type of Training Offered :	
Part C) Details on Internship (2nd Intern)	
17. Position of Intern :	
18. Job Description :	
19. Feature of Projects/ How it relates with esports/ digital entertainment :	
20. Expected Deliverables from the Intern :	
21. Entry Requirements :	(a) Academic Qualifications: (b) Skills: (c) Language: (i) Cantonese <input type="checkbox"/> Fair <input type="checkbox"/> Fluent (ii) Mandarin <input type="checkbox"/> Fair <input type="checkbox"/> Fluent (iii) English <input type="checkbox"/> Fair <input type="checkbox"/> Fluent (d) Others:
22. Internship Period :	From ____ (dd/mm/yyyy) to ____ (dd/mm/yyyy), ____ weeks/months in total
23. Address of Workplace :	
24. Terms and Conditions of Employment :	(a) Working hours: From ____ am/pm To ____ am/pm Working days per week: ____ days (b) Require Shift Work? <input type="checkbox"/> Yes (Shift hours from ____ To ____) <input type="checkbox"/> No (c) Holidays: <input type="checkbox"/> Public Holidays <input type="checkbox"/> Statutory Holidays (d) Proposed Salary (subsidy included):

	(e) Other Benefits of Allowance:
25. Training Objectives :	
26. Skills and Knowledge to be Acquired :	
27. Type of Training Offered :	
Part D) Details on Internship (3rd Intern)	
28. Position of Intern :	
29. Job Description :	
30. Feature of Projects/ How it relates with esports/ digital entertainment :	
31. Expected Deliverables from the Intern :	
32. Entry Requirements :	<p>(a) Academic Qualifications:</p> <p>(b) Skills:</p> <p>(c) Language:</p> <p>(i) Cantonese <input type="checkbox"/> Fair <input type="checkbox"/> Fluent</p> <p>(ii) Mandarin <input type="checkbox"/> Fair <input type="checkbox"/> Fluent</p> <p>(iii) English <input type="checkbox"/> Fair <input type="checkbox"/> Fluent</p> <p>(d) Others:</p>
33. Internship Period :	From _____ (dd/mm/yyyy) to _____ (dd/mm/yyyy), _____ weeks/months in total
34. Address of Workplace :	
35. Terms and Conditions of Employment :	<p>(a) Working hours: From _____ am/pm To _____ am/pm Working days per week: _____ days</p> <p>(b) Require Shift Work? <input type="checkbox"/> Yes (Shift hours from _____ To _____) <input type="checkbox"/> No</p> <p>(c) Holidays: <input type="checkbox"/> Public Holidays <input type="checkbox"/> Statutory Holidays</p> <p>(d) Proposed Salary (subsidy included):</p> <p>(e) Other Benefits of Allowance:</p>
36. Training Objectives :	

37. Skills and Knowledge to be Acquired :	
38. Type of Training Offered :	
Part E) Agreement	
<p>In case of application being approved, the company will be committed to:</p> <p><input type="checkbox"/> training and educating the intern</p> <p><input type="checkbox"/> providing full-time employment opportunity for, or first priority to hire qualified intern</p> <p><input type="checkbox"/> providing feedback to tertiary institutes/professional academies for e-sports related course review and future course development</p> <p><input type="checkbox"/> participating in industry manpower survey as appropriate, if any</p> <p><input type="checkbox"/> co-developing industry qualification framework and best practices</p> <p><input type="checkbox"/> sharing of knowledge/experience with other industry practitioners</p>	
Part F) Undertakings	
<p>1) In case of application being approved, the company will:</p> <p>(a) Ensure that the objectives of the submitted training plan set out in Parts B-D in their applications are fulfilled;</p> <p>(b) Provide all profiles applied for the intern place offered to the Secretariat for record purpose;</p> <p>(c) Keep the Secretariat informed of any changes/ updates of the internship at the earliest convenience;</p> <p>(d) Acknowledge the subsidy of the Internship Scheme and the Secretariat in all publicity materials including both printed and online material;</p> <p>(e) Attend the review sessions with interns arranged by the Secretariat during and after the internship for the benefits of future programme development and enhancement and submit the Progress Report [EYT.SF.090] shall the internship period be longer than six months;</p> <p>(f) Prepare the review reports in accordance with the prescribed format as [EYT.SF.100] and [EYT.SF.110];</p> <p>(g) Submit the statement of accounts with proof of salary disbursement to interns to the Secretariat after the salary disbursement of whole internship period for verification and release of the subsidy; and</p> <p>(h) Comply with the employment laws of Hong Kong.</p> <p>2) The company would make necessary arrangement to release interns to attend suitable off-the-job vocational training courses, including part-time-day-release courses, if necessary.</p> <p>3) The company would not displace existing staff with trainees during the period of training.</p> <p>4) The company certifies that all the information provided above is true. The company understood that it is a criminal offence if the company provide false or withhold information in order to obtain the training subsidy.</p>	

Name and Position:	Authorised Signature and Company Chop:	Date:

Please return the filled application form by email to e-sports@cyberport.hk.

For the Use of HKCMCL		
Part G <i>(To be certified by the Esports team)</i>		
This application is: <input type="checkbox"/> recommended Recommended sponsorship amount: <u> HK\$ </u>		
<input type="checkbox"/> not recommended Event category: _____		
Name:	Signature:	Date:
Part H <i>(To be approved by Manager or above)</i>		
This recommendation is: <input type="checkbox"/> Confirmed <input type="checkbox"/> Not Confirmed		
Remarks :		
Name:	Signature:	Date: