

香港城市大学（东莞）2025-2026 年度 学生境外交流交换资助办法

第一章 总则

第一条 为推进学校教育国际化进程，培养具有国际视野与竞争力的人才，根据《香港城市大学（东莞）学生资助管理办法（试行）》草案及国家相关政策，结合学校实际，设立“2025-2026 年度学生境外交流交换资助办法”，用于资助全日制本科生及硕士研究生赴境外开展交流交换学习活动，参与交流交换项目并交齐项目结项材料的时间截至 2026 年 11 月 30 日。

第二条 本办法适用于香港城市大学（东莞）全日制在籍本科生及硕士研究生的境外交流交换资助事宜。境外资助按照每学年预算额度设置，资助按人民币结算，每年评选优先资助第一次参加境外交流交换项目的学生。

第二章 奖励类型与基本申请条件

第三条 奖励类型

本办法涉及的境外交流交换资助项目包括“香港城市大学交换专项奖学金”“香港城市大学（东莞）本科生境外交流交换项目奖学金”“香港城市大学（东莞）硕士生境外交流交换

项目奖学金” “香港城市大学（东莞）学生境外实践奖学金”四种，上述项目的具体资助标准和要求详见附件。

第四条 申请基本条件

（一）热爱祖国，遵守法律法规及校规校纪，无违法违纪行为。

（二）身心健康，成绩良好，学生累计平均学分绩点（以下简称“GPA”）本科原则上不低于 3.0；硕士原则上不低于 3.3，且无学业警示记录，非延期毕业学生。针对 GPA 低于上述条件的学生，经学生资助委员会审议通过后方可获得资助。

（三）已于交流交换项目的校内申请流程中获得本校认可、已获得境外院校正式录取通知或邀请函、且交流交换时间符合学校规定。

（四）资助评审中，首次申请且符合毕业资格审核要求的学生优先纳入资助范围；曾获资助且持续参与国际交流项目并表现优异的学生，经综合评审后可给予持续支持。

（五）参加交流交换时间原则上为非毕业前最后一个学期。如院系（专业）确认确有必要在学生毕业前最后一个学期派出的，在确保毕业设计/毕业论文各环节符合学校相关管理规定的前提下，经学校批准，可以申请境外交流交换资助。

（六）有以下情形之一的学生不纳入奖助范围：

- 1.未经学校批准擅自出境；
- 2.申请材料弄虚作假；
- 3.学术不端行为经查实；
- 4.在校期间受过处分尚未解除的，或境外交流期间有违法违纪行为或受学业处分的；
- 5.境外交流交换资助评审小组认定的其他不适合获得资助情形的。

(七) 其他：

1.对于本办法附件二、三、四中免除合作院校方学费的项目，上述资助金总额相应减半。

2.参与一学年或联培项目等长期交流项目的学生可在项目第二学期再次申请资助，获批后可获得与第一学期同等金额资助。

第三章 评审流程

第五条 境外交流资助按项目每学期评审一次，实行等额评审。具体评审时间节点如下：

(一) 秋季学期评审：每年 11 月底前完成次年春季学期（1 月入学）资助申请的评审工作。

(二) 春季学期评审：每年 6 月底前完成次年秋季学期（9 月入学）资助申请的评审工作。

（三）各资助类型（包括“香港城市大学交换专项奖学金”“香港城市大学（东莞）本科生境外交流交换项目奖学金”“香港城市大学（东莞）硕士生境外交流交换项目奖学金”“香港城市大学（东莞）学生境外实践奖学金”）均须按照上述时间节点执行等额评审。

第六条 根据香港城市大学（东莞）学生资助管理办法（试行）》草案，成立由学生事务处牵头组建的“境外交流交换资助评审小组”，成员包括学术部门、教务处、国际交流处、学生事务处及本硕学生代表等共同组成，在评审过程中成员部门结合业务特点从教学安排、学术水平、交流交换项目信息、教务管理、学生管理等方面提供专业意见，共同评审资助申请。评审小组人数不得少于五人且为单数。评审小组主要负责制定评选办法并组织评选、内部公示，公示无异议后将初评结果报送“学生资助委员会”审核。评审小组负责在学生资助委员会审核批准后执行奖励的发布及发放事宜，并受理、处理学生申诉。

关于学生境外交流交换资助的申请与评审，具体按照如下原则进行：

（一）组织申报

境外交流交换资助评审小组根据境外交流资助标准条件，

组织符合条件的学生提交相关申请材料。

（二）初评与公示

境外交流交换资助评审小组等额确定拟推荐名单，在评审单位范围内公示不少于 3 个工作日。公示无异议后，将名单报学生资助委员会。

（三）会评审定

学生资助委员会审查公示后的初评结果，提请教务委员会审定。经教务委员会审定后，学生资助委员会办公室将审定结果在全校范围内公示不少于 3 个工作日。公示无异议后，由学生资助委员会办公室向全校公布结果。

（四）表彰

学生资助委员会办公室向全校公布结果后，如有相关证书等奖励，由评审小组进行公布与发放。

（五）申诉处理

对初评或推荐与会评结果有异议的，可在初评或推荐与会评结果的公示期内，实名向评审小组提出异议，评审小组应在接受异议后 5 个工作日内做出书面答复。对评审小组答复有异议的，可在学校公示期内，实名向学生资助委员会提出书面申诉，并附评审小组答复意见。学生资助委员会对申诉进行复查，在收到书面申诉之日起 10 个工作日内做出复查结论，由学生资

助委员会办公室告知申诉人及评审小组。复查结论为学校最终处理意见。

第四章 资助形式及发放流程

第七条 资助形式

获得境外交流交换资助的学生结束交流/交换项目返校后提交资助发放申请，申请人须根据以下程序申报资助，材料经审核后，将按照相应资助标准发放。

发放形式：统一发放至学生在学校财务处登记的中国工商银行银行卡中，按学期发放。

凭证提交：学生完成交流返校后，应于 15 个工作日内向学生事务处提交以下材料：

（一）境外交流期间完整学业成绩单或项目组织机构的结项证明（须注明项目在境外的实际起止日期，不含国内日期数）；

（二）往返交通票据原件（含国际机票、火车票等，电子票据需附登机牌及付款凭证，用于核验出入境日期）；

（三）出入境记录证明（加盖边检部门公章或通过国家移民管理局政务服务平台下载电子版，仅计算出入境记录覆盖的境外时长，未出境天数不计入资助）；

（四）交流学习报告（包含项目实际完成情况及成果汇

报)；

(五) 硕士生境外交流项目学生应提供境外院校正规录取文件；

(六) 其他所需文件。

第五章 附则

第八条 本办法涉及交流交换项目咨询，由国际交流处负责解释；涉及境外学分认定由教务处负责解释；涉及资助发放由学生事务处负责解释；其他有关境外交流交换资助事宜，由境外交流交换资助评审小组负责解释。

第九条 如本办法中英文版本存在差异，以中文版为准。

第十条 本办法自正式发布之日起试行，试行期至 2026 年 11 月 30 日。试行期满前，由学生资助评审委员会组织评估并制定后续实施方案。

第十一条 本办法涉及的执行组织架构、评选公示程序、监督与档案管理等具体规定，依照《香港城市大学（东莞）学生资助管理办法（试行）》草案第五章至第七章相关条款执行。

第十二条 本办法未涵盖的学校主办项目，如需发放额外奖学金，由学生资助委员会在项目通告中明确说明资助标准及发放规则。

附件 1

香港城市大学交换专项奖学金

第一条 奖励对象：已获得香港城市大学交换项目资格的全日制本科生及硕士研究生。

第二条 奖励金额：3 万元/人。

第三条 覆盖范围：100%覆盖当期提出申请的资助对象。

第四条 增补说明：依据香港城市大学（东莞）与香港城市大学（以下简称“港城大”）所签署的交换项目协议，学校本科生及硕士研究生可申请赴港城大作为交换生开展学习交流活动，参与项目的要求如下：

（一）交换内容：本科生赴港城大交换期间主要以修读课程为主，通过参与港城大对应专业课程学习获取学分；硕士研究生交换内容由本校相关学术单位与港城大对应学术部门协商确定，以契合硕士研究生学术研究的个性化需求。

（二）交换时长：交换学习期限为 1 个学期，建议 A 或 B 学期前往。

（三）交换起始时间：2024 级本科生可于 2026 年 1 月开始交换学习；2024 级硕士研究生可于 2025 年 9 月开始交换。

香港城市大学（东莞）本科生境外交流交换项目奖学金

第一条 本科生境外交流交换项目分为短期交流交换和长期交流交换两种方式，不同方式对应要求具体如下：

（一）短期交流交换项目：

1.奖励对象：短期交流交换项目将奖励参加为期不超过 3 个月交流交换项目之学生，例如专业课程项目、短期科研项目、短期科研实习、文化语言类项目等。

2.奖励内容：学习费用补助（0.3 万元/周，上限 3 万元）+ 交通补助（亚洲 0.2 万元，其他地区 0.5 万元）。

（二）长期交流交换项目：

1.资助对象：长期交流交换项目将奖励参加为期 3 个月及以上交流交换项目之学生，例如学期交流、交换项目、联培项目、学期科研等。

2.奖励内容：10 万元 *（交流时长/12 个月）+ 交通补助（亚洲 0.2 万元，其他地区 0.5 万元）+ 申请院校学术水平额外奖。

3.额外奖标准：院校学术水平额外奖励以院校或学科排名

作为分档标准，排名参考最新 QS/THE/软科三大排行榜（满足其一即可）。具体如下：

- （1）排名前 20 院校，奖励 6 万元/人/年；
- （2）排名前 50 院校，奖励 4 万元/人/年；
- （3）排名前 100 院校，奖励 2 万元/人/年。

奖励金额按出境实际时长折算，具体排名榜单以奖励申请截止日最新 QS/THE/软科榜单为准。上述奖励仅可领取一个档位，不可重复申领。

第二条 增补说明：

符合本细则规定的学生，无论参加短期或长期交流交换项目，学校均给予相应奖励或资助。

香港城市大学（东莞）硕士生境外交流交换项目奖学金

第一条 奖励对象：学校将优先支持参与科研合作项目或有志于申请博士学位的研究生，条件如下：

（一）参与我校国际合作科研项目（需提供合作项目编号及科研合作协议）。

（二）获得境外 QS/THE/软科三大排行榜（满足其一即可）大学排名或学科排名前 50 高校博士学位项目录取通知或科研实习项目录取通知。申请人需提交正规录取文件，其中科研实习时长必须大于或等于三个月。

（三）研究生需提交研究方向或研究计划，且经本校专家审批后方可申请资助。

（四）如学生已经在境外获得资助，则无法申请本奖学金项目。

（五）本科生直博的学生若满足本项目要求亦可申请本项目奖学金。

第二条 奖励内容：境外合作院校须在申请年度 QS/THE/软

科三大世界大学排名或学科排名前 50 名内，按以下标准执行：

（一）排名前 20 名院校，资助总额 12 万元/人/年；

（二）排名前 21-50 名院校，资助总额 8 万元/人/年。

奖励金额按出境实际时长折算，具体排名榜单以奖励申请截止日最新 QS/THE/软科榜单为准（满足其一即可）。上述奖励仅可领取一个档位，不可重复申领。

香港城市大学（东莞）学生境外实践奖学金

第一条 奖励对象：不属于附件一、二、三范畴的境外交流交换项目（如学生社会实践、校际交流学习等），且时长大于等于 7 个自然日的“学生境外实践资助专项”项目，学校将给予一定金额的奖励或资助。

第二条 奖励内容：学习费用补助（0.3 万元/周，上限 3 万元）+交通补助（亚洲 0.2 万元，其他地区 0.5 万元）。

第三条 增补说明：

（一）对于需教师带队参与的项目，出国境须先经学校相关部门审批同意，后续依据财务制度办理报销手续。

（二）项目结束返校后 15 个工作日内，学生需提交一篇不少于 2000 个单词的英文总结报告至学生事务处（含学术成果、跨文化体验及个人成长），方可申请奖学金。

2025-2026 Student Overseas Exchange Scholarships of City University of Hong Kong (Dongguan)

Chapter I General Provisions

Article 1 To promote the internationalization of education and cultivate globally competitive talents, the "2025-2026 Student Overseas Exchange Scholarships of City University of Hong Kong (Dongguan)" has been established in accordance with the draft of *Implementation for Student Scholarships Management of City University of Hong Kong (Dongguan)* and relevant national policies. This implementation provides financial support for full-time CityU (Dongguan) students to engage in overseas exchange programs. The deadline for submission of application materials is November 30, 2026.

Article 2 The scholarships of student overseas exchange will be allocated annually within budget limits, denominated in RMB. Priority is given to students participating in overseas exchange/mobility programs for the first time each academic year.

Chapter II Scholarships and Basic Eligibility Criteria

Article 3 Types of Scholarships

The student overseas exchange scholarships include as follows:

- 3.1 Scholarship for the City University of Hong Kong Exchange Program;
- 3.2 Scholarship for City University of Hong Kong (Dongguan) Undergraduates' Overseas Study and Exchange Programs;
- 3.3 Scholarship for City University of Hong Kong (Dongguan) Postgraduates' Overseas Study and Exchange Programs;
- 3.4 Scholarship for City University of Hong Kong (Dongguan) Overseas Practice Programs.

Specific criteria and requirements for each scholarship are detailed in the appendix.

Article 4 Basic Eligibility Criteria

- 4.1 Demonstrating patriotism, abide by laws, regulations, and university rules, with no record of violations.
- 4.2 Maintaining good physical and mental health, and achieving satisfactory academic performance:

- (1) For undergraduates: Minimum cumulative Grade Point Average (GPA) of 3.0;

(2) For taught postgraduates: Minimum cumulative GPA of 3.3;

(3) Students who will be awarded overseas exchange scholarships with GPA below the above standards should be approved by the Student Scholarships Committee.

4.3 Have obtained official acceptance/invitation letters from overseas institutions and got approval by CityU (DG).

4.4 For first-time applicants who meet eligibility criteria are given priority consideration. Students who have previously been awarded scholarships will be reviewed whether to provide financial support by the Student Scholarships Committee.

4.5 Exchange periods should generally not be in the final semester of students' last year. Exceptions will be considered if students get approval from colleges.

4.6 Students who have any of the following conditions will not be considered the awards of scholarships:

(1) Going abroad without prior approval from the university.

(2) The submitted materials are not authentic.

(3) with academic misconduct record.

(4) Students who have disciplinary actions after their enrollment at the university or who have committed illegal acts or disciplinary

violations, or received academic penalties during their overseas exchange, are subject to consideration.

(5) Other circumstances recognized by the Student Scholarships Committee.

4.7 Additional Notes

(1) For those overseas exchange programs which the partner institutions waive tuition fees, the total funding amounts will be reduced by half.

(2) Students engaged in full-year or dual-degree programs may reapply for funding support in the second semester, and upon approval, they will receive equal funding to that of the first semester.

Chapter III Review Arrangement

Article 5 Review Schedule

The overseas exchange scholarships are reviewed once per semester:

5.1 Semester A (Fall): Completing the review for the following spring semester (January intake) by late November.

5.2 Semester B (Spring): Completing the review for the following autumn semester (September intake) by late June.

5.3 All overseas exchange scholarships should adhere to these

deadlines. For details, please refer to Appendix I to IV.

Article 6 Review Mechanism

6.1 Review Group

According to the draft of *Implementation for Student Scholarships Management of City University of Hong Kong (Dongguan)*, the Student Overseas Exchange Scholarships Review Group has been consisted of academic departments, Academic Regulations and Records Office, Global Engagement Office, Student Development Office, and student representatives. The review group should consist of at least five members (odd number). The review group is responsible for developing selection criteria, organizing reviews, conducting internal announcements of preliminary results, and submitting recommendation lists to the Student Scholarships Committee for approval.

6.2 Application and Review Procedures

- (1) Call for applications;
- (2) Initial review and internal announcement;
- (3) Submit recommendation list to Student Scholarships Committee for approval and for university official announcement;
- (4) Awardees list release;

(5) Appeals (if any).

For any objection to the preliminary evaluation, the concerned party may submit a real-name appeal to the review group during the announcement period. The evaluation panel shall provide a written response within 5 working days upon receipt of the objection. If the party concerned disagrees with the response of the review group, they may submit a real name written appeal to the Student Scholarships Committee during the university official announcement period, with the evaluation response attached. The Student Scholarships Committee shall review the appeal and issue a final decision within 10 working days from receipt of the written appeal. The Committee's Office will then notify both the appellant and the review group of the appeal outcome. The Committee's decision shall be deemed as the university's final resolution.

Chapter IV Scholarships Distribution Procedures

Article 7 Scholarships Distribution

Students awarded overseas exchange scholarships can apply for scholarships distribution after completion of their programs and returning to the university. Applicants should follow the procedures below. Upon verification of submitted materials, the funding will be

distributed to students' Industrial and Commercial Bank of China (ICBC) account with the University's Finance Office on a semester-base.

Students should submit the following documents to the Student Development Office within 15 working days of returning from their programs:

7.1 Completed academic transcripts/project completion certificates (indicating overseas duration).

7.2 Original transportation receipts (including e-tickets with boarding passes and payment proof).

7.3 Exit and entry records (official stamps or digital records from the National Immigration Administration).

7.4 A comprehensive exchange report with detailed achievements and outcomes.

7.5 For postgraduates: Official acceptance letters from overseas institutions.

7.6 Other required documents (if applicable).

Chapter V Supplementary Terms

Article 8 For application details of overseas study and exchange programs, students shall inquire into the Global Engagement Office,

while credit recognition falls under the purview of the Academic Regulations and Records Office. Scholarships distribution procedures are managed by the Student Development Office, and all other interpretations related to overseas exchange scholarships shall be determined by the Student Overseas Exchange Scholarships Review Group.

Article 9 In case of discrepancies between Chinese and English versions, the Chinese version shall prevail.

Article 10 This Implementation takes effect upon official announcement and remains valid until November 30, 2026. A review will be conducted before expiration to formulate subsequent implementation.

Article 11 Organizational structures, review procedures, and supervision mechanism comply with Chapters V-VII of the draft *Implementation for Student Scholarships Management of City University of Hong Kong (Dongguan)*.

Article 12 For university-sponsored programs not covered by this implementation, additional scholarships will be specified in program announcements by the Student Scholarships Committee.

Appendix I

Scholarship for the City University of Hong Kong Exchange Program

Article 1 Eligibility

Full-time undergraduates/postgraduates accepted into CityUHK exchange programs.

Article 2 Award Amount

RMB 30,000 per student.

Article 3 Coverage

100% coverage for eligible applicants.

Article 4 Additional Notes

4.1 Undergraduates during their exchange at City University of Hong Kong mainly focus on taking courses and earn credits by participating in the corresponding courses offered by CityUHK. The content of the exchange for postgraduates is determined through consultation between the relevant academic units of our university and the academic departments of CityU. It should meet the academic research needs of the individual postgraduate students.

4.2 Duration: 1 semester (Term A/B).

4.3 Start dates: Undergraduates (Class of 2024) from January 2026; postgraduates (Class of 2024) from September 2025.

Appendix II

Scholarship for City University of Hong Kong (Dongguan) Undergraduates' Overseas Study and Exchange Programs

Article 1 Program Types

1.1 Short-Term Programs (≤ 3 months):

(1) Eligibility: Participation in academic/language programs, short-term research, or internships.

(2) Funding: RMB 3,000/week (max. RMB 30,000) + transportation subsidies (Asia: RMB 2,000; others: RMB 5,000).

1.2 Long-Term Programs (≥ 3 months):

(1) Eligibility: Semester exchanges, dual-degree programs, or research placements.

(2) Funding: RMB 100,000 \times (duration/12 months) + transportation subsidies + academic ranking bonuses:

(3) The specific ranking list shall be subject to the latest QS/THE/ARWU (软科) (anyone) as of the deadline for reward application.

a. Top 20 universities: RMB 60,000/year;

b. Top 50 universities: RMB 40,000/year;

c. Top 100 universities: RMB 20,000/year.

The reward amount will be calculated based on the actual duration of the overseas stay. The above rewards can only be claimed for one tier and cannot be applied for repeatedly.

Article 2 Supplementary Note

Qualified students participating in either short or long-term exchanges shall receive institutional awards/funding as stipulated.

Appendix III

Scholarship for City University of Hong Kong (Dongguan) Postgraduates' Overseas Study and Exchange Programs

Article 1 Eligibility

To encourage students to engage in scientific research and motivate those who plan to further study for their PhD, priorities of subsidy are given to:

1.1 International research collaborations (provide project codes and agreements).

1.2 Accepted into PhD programs or research internships (last ≥ 3 months) at universities ranked top 50 in QS/THE/ARWU (anyone).

1.3 Postgraduates should submit their research direction or research plan, which should be endorsed by university, before scholarships distribution.

1.4 Students who have already received funding overseas are ineligible to apply for this scholarship program.

1.5 Undergraduates admitted to direct PhD programs who meet the program's requirements are also eligible to apply for this

scholarship.

Article 2 Award Amount

Overseas partner institutions must be ranked within the top 50 of the QS/THE/ARWU in the university rankings or subject rankings in the specific application year, and distribution shall be implemented according to the following criteria:

2.1 Top 20 universities: RMB 120,000/year/per person;

2.2 Top 21-50 universities: RMB 80,000/year/per person.

The reward amount will be calculated based on the actual duration of the overseas stay. The specific ranking list shall be subject to the latest QS/THE/ARWU (anyone) as of the deadline for reward application. The above rewards can only be claimed once and cannot be claimed repeatedly.

Appendix IV

Scholarship for City University of Hong Kong (Dongguan) Overseas Practice Programs

Article 1 Eligibility

Students who participate in overseas programs that are inapplicable to the Appendix I, II, III (e.g., non-academic programs, social practice, cultural exchanges) but lasting ≥ 7 days.

Article 2 Funding

RMB 3,000/week (max. RMB 30,000) + transportation subsidies (Asia: RMB 2,000; others: RMB 5,000).

Article 3 Additional Notes

3.1 Teacher-led programs require prior departmental approval.

3.2 Upon receiving scholarship, students should submit an English summary report of no less than 2,000 words to the Student Development Office within 15 working days after program completion and returning to campus. The report should include detailed academic achievements, cross-cultural experiences, and personal growth.