



Our Ref : HAB/CA1/7-1/7
 Tel No : 3509 8088
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5 January 2012

Dear Sir/Madam,

International Youth Exchange Programme 2012-13

The International Youth Exchange Programme (IYEP) is administered by the Commission on Youth, an advisory body on youth matters under the purview of Home Affairs Bureau. IYEP aims to provide opportunities for youths to broaden their horizons and international perspectives. It also renders them the chances to exchange ideas and experiences with their counterparts in other countries.

Selected candidates will have the opportunity to represent Hong Kong as youth delegates to visit the United Kingdom, Ireland, Japan, Singapore or other countries, which deem appropriate in 2012-13. They will receive overseas delegates when they pay their visit to Hong Kong. If suitable opportunities arise, they may also be nominated to attend large-scale international youth conference held overseas. As a youth delegate representing Hong Kong, he/she should be knowledgeable about Hong Kong, have good knowledge on China, have sound common sense and good academic background, have impressive record of volunteer/community service in the past three years and be proficient in English.

The 2012-13 IYEP is about to start. You are invited to nominate suitable candidates for the programme. Your support will be vital to the success of the programme!

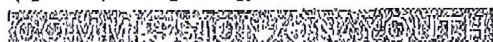
Yours faithfully,

(Bunny CHAN)

Chairman

Commission on Youth

青年事務委員會



香港添馬添美道二號政府總部西翼十三樓
 13/F, West Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, HK

Appendix I

International Youth Exchange Programme 2012-13

(I) Objectives

The Programme aims to provide opportunities for youths to broaden their horizon and international perspective, and to exchange ideas and experiences with their counterparts in other countries.

(II) Nomination Criteria

Nominees for the Programme should -

- (a) be aged between 18-24 as at 1 April 2012, i.e. candidates born between 31.3.1988 and 1.4.1994;
- (b) be proficient in English ;
- (c) be knowledgeable about Hong Kong ;
- (d) have good knowledge on China ;
- (e) have sound common sense and good academic background ;
- (f) have impressive record of volunteer/community service in the past three years; and
- (g) have a valid travel document.

(III) The Programme

The Programme offers homestay, visits, interactions with youths of the visiting country and provides a variety of cultural and educational experiences.

(IV) Place and Tentative Date of Outgoing Visit

Successful candidates would visit the United Kingdom, Ireland, Japan, Singapore and other countries, which deem appropriate. The place to be visited by each successful candidate is subject to the recommendations of the selection board. The length of stay is usually around 7 – 14 days and the tentative date is some time between July 2012 and March 2013.

(V) Programme Expenses

Programme expenses such as air fares, board and lodging are provided by the Home Affairs Bureau. Successful candidates are required to purchase their own travel insurance which should include illness and accident hospitalization insurance cover and worldwide emergency assistance service.

(VI) Obligations of the Youth Delegates

Candidates selected will be required to attend ALL pre-trip complimentary sessions and deliver ALL post-trip requirements. These obligations include but not limited to -

- (a) attend all pre-trip briefings, workshops, meetings, discussions, rehearsals, etc;
- (b) prepare presentations (e.g. cultural performance, video, research on a topic) of Hong Kong with other members of the delegation;
- (c) compile a report on the visit within one month after the overseas visit;
- (d) organise a group presentation on the exchange programme at a selected school/tertiary institution/organisation within two months after the overseas visit;
- (e) report at the meeting of the concerned working group of the COY;
- (f) submit an article about the Programme and the outbound visit to printed media within one month after the overseas visit;
- (g) perform at least 50 hours of voluntary services within the year on returning from the overseas visit;
- (h) receive the overseas delegates when they visit Hong Kong; and
- (i) attend the functions organised by the Home Affairs Bureau and/or the Commission on Youth as and when invited or requested.

(VII) Nominations

The following documents, in quadruplicate, in respect of each nominee, should be submitted -

- (a) Duly-completed nomination form;
- (b) Copies of certificate of public examinations;
- (c) Academic transcripts; and
- (e) A detailed account of the nominee's community involvement, including voluntary and social services. *(Please specify the positions held and duration of services; and attach*

*DOCUMENTARY PROOF WHICH IS DULY SIGNED BY THE
OFFICER-IN-CHARGE OF THE ORGANIZATION.)*

(VIII) Interview

Nominees selected for interview should be prepared to attend a group interview in April/May 2012.