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Deciding to Use the FIFE Fund

When you choose to participate in a specific learning activity and wish to use the FIFE Fund to cover your expenses

2



Submit Your Application

Fill in the online application form before the activity begins

3



Prepare Your Documentation

Ensure you have proof of participation and payment ready

- **If Yes:** Upload the documents with your online application
- **If No:** Email your supporting documents later to fife@hku.hk

4



Review Process

Your application will be assessed by the Steering Committee

- Only cases with full set of supporting document will be processed
- Processing Time: 4-6 weeks
- Results will be announced by email

5



Successful Applications

Return the signed award letter to Room 301-323, 3/F, Main Building

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Receiving Your Funds

The Finance and Enterprise Office will deposit the approved amount to your bank account registered in HKU Portal

- Processing Time: 4 weeks