



HKSTP x HYAB : Youth Start-up Internship Programme

Info pack



Introduction

HKSTP x HYAB : Youth Start-up Internship Programme, co-organised by the Hong Kong Science and Technology Parks Corporation (HKSTP) and the Home and Youth Affairs Bureau (HYAB)

Aims to provide **internship placements for young post-secondary and tertiary students** to gain valuable and meaningful working experience in Hong Kong's Innovation and Technology industry

The Scheme provides funding support for eligible partner companies of HKSTP, to create **new technical or non-technical internship placements**, for eligible students, nurturing them by providing on-job training and through various activities arranged by HKSTP.





Eligibility Criteria – Applicant company

Applicant Company

- The Applicant Company must be registered under the Business Registration Ordinance (Cap. 310) and possess a valid business registration certificate. It must be either a current incubatee of HKSTP or currently under the HKSTP's IDEATION programme.
- The Applicant Company must not be a government subvented organisation or a subsidiary of any government subvented organisation.
- The Applicant Company must provide details of the internship post including but not limited to job title and job description to HKSTP through the application form.





Eligibility Criteria – Student Intern under the Scheme

Student Intern

- A Hong Kong permanent identity card holder aged between **18 and 30** (i.e. a person reaching the age of 18 and before reaching the age of 31, at the time of application submission).
- A **full-time post-secondary or tertiary student** at any **local post-secondary or tertiary institution** in **Hong Kong** in any disciplines
- Must not be the proprietor, partner, shareholder, management of the Applicant Company or their relatives.
- **Must not be an employee of the Applicant Company** within the past three months prior to the Application submission date.
- Must not be receiving other employment subsidies provided by the Government of HKSAR and/ or other local public and private funding programme under the same employment period.





Application Procedure

Employer submit JDs to
[HKSTP](#)



Students visit the
[Programme website](#) and
look for job opportunities



Interested students
should follow the
instruction and submit
their job applications to
the Employer directly



HKSTP will assess the
application. If the
application is approved,
Employer could start the
employment



Employer submit
application to HKSTP
for approval, before
offering employment



Employer will do the
interview and selection
of the student applicants
independently



Application Procedure

- To apply for the subsidy under this Scheme (“Subsidy”), the Applicant Company must complete an Application Form (**Annex 1**) and submit it together with the required documents listed below to ysip@hkstp.org for prior approval (“Application”). The Application Form must be completed by an authorised representative of the Applicant Company. The required documents are as follows:-

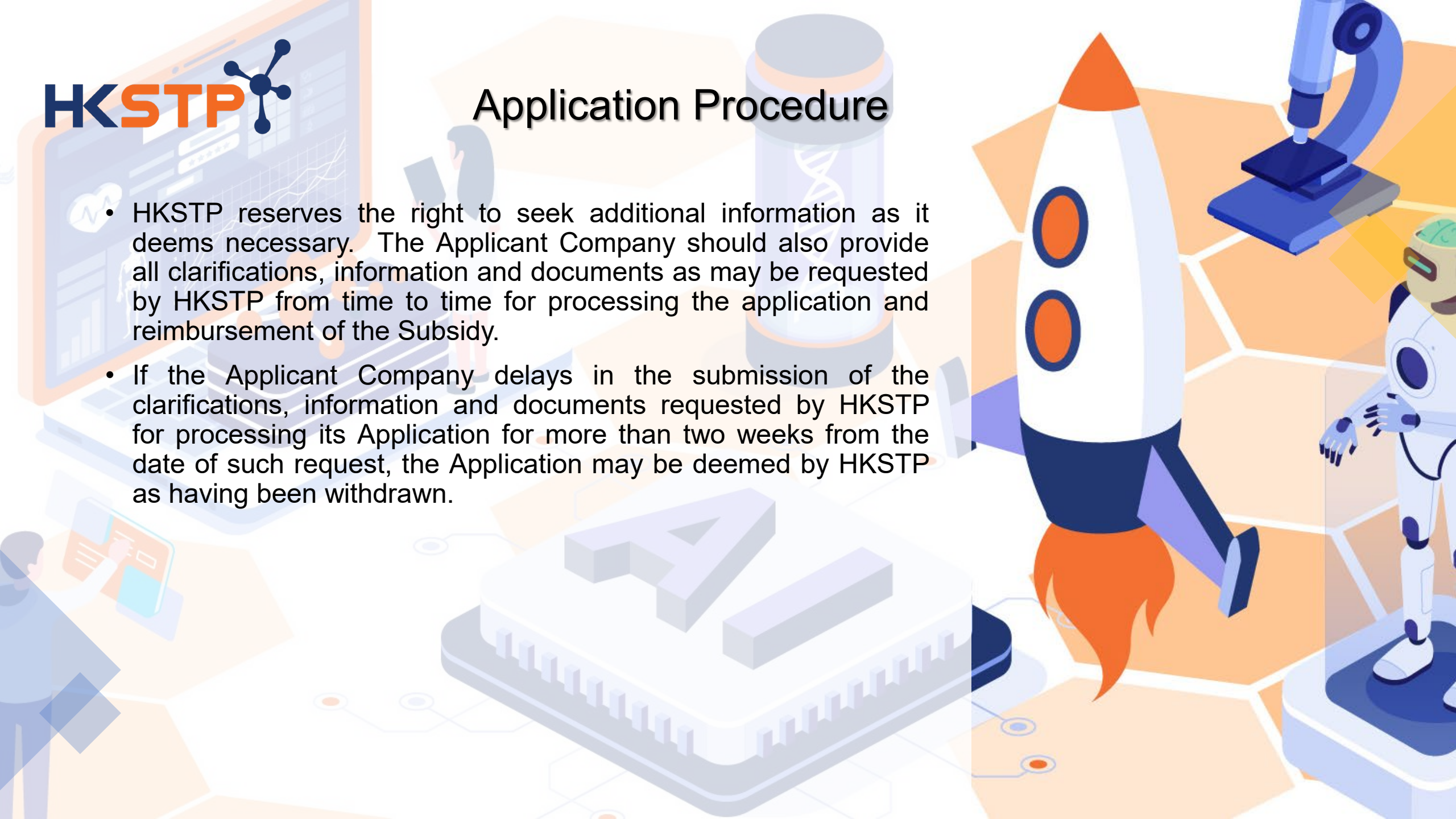
- Duly completed Application Form
- Copy of HKID card of the proposed student intern, for proving the permanent residency and age of the student intern
- Copy of a document (e.g. student card or transcript) showing that the proposed intern is a full-time student
- Copy of MPF records of Applicant Company covering all employees in the past three months prior to the Application submission date
- Copy of Business registration certificate of the Applicant Company
- Proof of job advertisement posted on the designated job posting platform. Please visit our [programme webpage](#).





Application Procedure

- HKSTP reserves the right to seek additional information as it deems necessary. The Applicant Company should also provide all clarifications, information and documents as may be requested by HKSTP from time to time for processing the application and reimbursement of the Subsidy.
- If the Applicant Company delays in the submission of the clarifications, information and documents requested by HKSTP for processing its Application for more than two weeks from the date of such request, the Application may be deemed by HKSTP as having been withdrawn.





Highlights of the Programme

- Open for application from **11 January 2023 until 15 March 2023** (both dates inclusive).
- Limited quotas, approving on **first-come-first-served basis**.
- The subsidy is provided for **max. 2 eligible student interns at one time** for each eligible applicant company.
- The amount of subsidy per eligible student intern is capped at **HK\$10,500 per month** or **HK\$60 per hour** subject to **the working mode** and on **reimbursement basis** upon completion of the subsidy period.
- The subsidy period for each eligible student intern is **capped at 3 months**. The Subsidy Period must fall into the period of **1 February 2023 to 30 April 2023**.
- Training activities will be arranged by HKSTP





Programme timeline





Email:

ysip@hkstp.org

Telephone:

2629 0135/ 2629 7002/ 2780 6938/ 2780 6900 (TecONE)

Address:

S046, G/F, Lakeside 2, Hong Kong Science Park, Shatin,
New Territories, Hong Kong

Opening Hours:

9:00-18:00; Monday to Friday, except Public Holidays

Enquiry

