

# FAQ – Frequently Asked Questions

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G1	Frequently Asked Questions	What types of companies can apply for the Scheme?	<p>The Scheme only accepts applications from Eligible Companies, which must fulfil all the criteria listed below:</p> <p>(1) Companies registered at the Business Registration Office under the Business Registration Ordinance (Cap. 310, Laws of Hong Kong);</p> <p>(2) <b>Main Contractors</b> or <b>Consultancy Firms</b> of the construction industry undertaking private sector construction works projects in Hong Kong, and on any one of the following lists of the five construction sectors (engineering, architectural, surveying, planning and landscape architectural):</p> <p>(a) <b>Main Contractors</b> – Main Contractors which have paid levy for their construction works under the Construction Industry Council Ordinance (Cap. 587) to the CIC on or after 17 March 2023 (i.e. on the CIC List of levy-paying main contractors as of 16 April 2025)</p> <p>(b) <b>Consultancy Firms</b> – Consultancy Firms on any one of the following lists maintained by the Government and professional institutes:</p> <ol style="list-style-type: none"> <li>1. The Engineering and Associated Consultants Selection Board;</li> <li>2. The Architectural and Associated Consultants Selection Board;</li> <li>3. The Band 3 Architectural Consultants and the list of Registered Practices maintained by the Hong Kong Institute of Architects;</li> <li>4. The Band 3 Architectural Consultants maintained by the Association of Architectural Practices Ltd;</li> <li>5. Member companies of the Association of Consultant Quantity Surveyors;</li> <li>6. Member companies of the Hong Kong Institute of Surveyors;</li> <li>7. Member companies of the Association of Consulting Engineers of Hong Kong;</li> </ol>

			<p>8. Member companies of the Association of Registered Engineering Consultants;</p> <p>9. Member Companies of The Hong Kong Institute of Planners; or</p> <p>10. Registered Practices under The Hong Kong Institute of Landscape Architects.</p> <p>Employ construction industry Young Graduates to undertake construction-related professional tasks on a full-time basis during the subsidy period.</p>
G2	Frequently Asked Questions	Who are considered Young Graduates under the Scheme?	<p>To apply for the subsidy, eligible companies should have employed Young Graduates who have fulfilled the following criteria before 1 July 2025 under <b>full-time</b> employment (“Young Graduate Employees”):</p> <p>1. Valid Hong Kong identity card holders at the age of 35 or below; and</p> <p>2. Graduates of professional degree or higher diploma programmes (only applicable to employees of Main Contractors) in the five construction-related professional disciplines as recognised by the construction-related statutory professional institutes in Hong Kong (including (i) The Hong Kong Institution of Engineers, (ii) The Hong Kong Institute of Architects, (iii) The Hong Kong Institute of Surveyors, (iv) The Hong Kong Institute of Planners and (v) The Hong Kong Institute of Landscape Architects) for qualifying to be professionals of the relevant profession and are yet to obtain the professional memberships; and engaging in professional tasks in the engineering, architectural, surveying, planning and landscape architectural discipline. (Employees who have obtained the professional memberships during the subsidy period may continue to receive the subsidy if they fulfill the other requirements under the Scheme.)</p> <p>Resident site staff directly subsidised by the Government, employees who have received subsidies under the “Engineering Graduate Training Scheme” (EGTS) or “On-the-Job Training</p>

			Allowance Pilot Scheme” are not eligible for subsidy under the Scheme.
G3	Frequently Asked Questions	How many subsidy quotas are allocated to each professional sector? Is there any application limit on the number of quotas for each company? How many eligible Young Graduates can they apply for?	<p>The Scheme offers a total of 2,500 subsidy quotas for graduates of related professional degree programmes and 400 subsidy quotas for graduates of related professional higher diploma programmes. The subsidy quotas will be allocated to eligible Applicants in accordance with the parameters approved by an advisory panel comprising representatives from various stakeholders in the construction industry.</p> <p>Each eligible Applicant will be allocated at least one subsidy quota, as far as practicable.</p>
G4	Frequently Asked Questions	How will the subsidy quotas be allocated?	<p>Subsidy quotas will be allocated to eligible Applicants in accordance with the parameters approved by an advisory panel comprising representatives from various stakeholders in the construction industry. The parameters shall include but not limited to:</p> <ul style="list-style-type: none"> <li>(i) company size of the Applicants;</li> <li>(ii) number of eligible employees employed by the Applicants in each sector under application;</li> <li>(iii) number of subsidy quotas applied for each professional sector;</li> <li>(iv) the prevailing employment market situation and/or unemployment rate of the professional sector; and</li> <li>(v) any other factors which the advisory panel considers appropriate.</li> </ul>

G5	Frequently Asked Questions	What is the subsidy level and subsidy period?	<p>Approved companies will receive a monthly subsidy of HK\$5,000 for each of their Young Graduate quotas for a period of 12 months.</p> <p>For eligible employees who obtained their recognised academic qualifications before 2025, their subsidy period should be from 1 July 2025 to 30 June 2026. For eligible employees who obtained their recognised academic qualifications in 2025, their subsidy period should be from 1 December 2025 to 30 November 2026.</p>
G6	Frequently Asked Questions	How do I submit the application? What kind of documents are required?	<p>Eligible companies should submit their application online through the dedicated portal of the Scheme [ <a href="#">Construction Industry Council   Construction Industry Degree Graduate On-the-Job Training Subsidy Scheme</a>] during the period from 17 March to 16 April 2025 (both dates inclusive).</p> <p><b>Note: Applications submitted by other means, with incomplete application information or late submissions will not be accepted.</b></p>
AE1	Application Requirements and Approval Flow – Companies	An error was found after the application was submitted. What should I do?	<p>Applications with incorrect/inaccurate information will be considered invalid. The CIC will also inform the Applicant via email. Companies may re-submit their application online through the dedicated portal of the Scheme [ <a href="#">Construction Industry Council   Construction Industry Degree Graduate On-the-Job Training Subsidy Scheme</a>] within the application period.</p>

AE2	Application Requirements and Approval Flow – Companies	If the Young Graduate Employee terminates his employment during the subsidy period, can the company still receive any subsidy for the employment period?	The subsidy will be disbursed in arrears on a half-yearly basis, covering a subsidy period of six months. The Young Graduates applied for should be employed for the entire six-month subsidy period. The subsidy will <b>NOT</b> be paid on a pro-rata basis for employment periods of less than six months. In case of termination of the employment contract of the Young Graduates within the six-month subsidy period, the Applicant is allowed to have another substitute, i.e. one subsidy quota can cover a maximum of 2 Young Graduates during the entire 12-month subsidy period. Such arrangement should be specified in the claim form for CIC's consideration.
AC1	Application Requirements and Approval Flow – Young Graduates	Can self-employed persons apply for the subsidy in person?	The Scheme only accepts applications from eligible companies, offering disbursements on a company basis. Companies may claim the subsidy according to the approved quota from the CIC upon fulfilling the specified employment period for Young Graduates.
AC2	Application Requirements and Approval Flow – Young Graduates	Will there be interviews for Young Graduate Employees during the application approval process?	No.
AC3	Application Requirements and Approval Flow – Young Graduates	Are Young Graduate Employees who hold HKID cards without permanent residence status eligible for application?	Young Graduate Employees who hold valid HKID cards without permanent residence status are also eligible for application under the Scheme.

AC4	Application Requirements and Approval Flow – Young Graduates	Are Young Graduate Employees holding academic qualifications issued by non-local tertiary institutes eligible for application?	<p><u>Young Graduates of related professional degree programmes</u> (2,500 quota)</p> <p>Young Graduates of related degree programmes (including academic qualifications issued by local and non-local tertiary institutes) as recognised by the five construction-related professional institutes (including The Hong Kong Institution of Engineers, The Hong Kong Institute of Architects, The Hong Kong Institute of Surveyors, The Hong Kong Institute of Planners, and The Hong Kong Institute of Landscape Architects) for qualifying to be professionals of the relevant profession and are yet to obtain the professional memberships are eligible for application under the Scheme.</p> <p><u>Young Graduates of related professional higher diploma programmes (only applicable to employees of Main Contractors)</u> (400 quota)</p> <p>Young Graduates of related higher diploma programmes (including academic qualifications issued by local and non-local tertiary institutes) as accredited by the five construction-related professional institutes (including The Hong Kong Institution of Engineers, The Hong Kong Institute of Architects, The Hong Kong Institute of Surveyors, The Hong Kong Institute of Planners, and The Hong Kong Institute of Landscape Architects) as associate members of the relevant profession are eligible for application under the Scheme.</p>
AC5	Application Requirements and Approval Flow – Young Graduates	Do Young Graduate Employees have to join or become members of related professional institutes or organizations to be eligible for application?	<p>Not necessary.</p> <p><u>Young Graduates of related professional degree programmes</u> (2,500 quota)</p> <p>Young Graduates of related degree programmes as recognised by the five construction-related professional institutes (including The Hong Kong Institution of Engineers, The Hong Kong Institute of Architects, The Hong Kong Institute of Surveyors, The Hong Kong Institute of Planners, and The Hong Kong Institute of Landscape Architects) for qualifying to be professionals of the relevant profession and are yet to obtain the professional memberships are eligible for application under the Scheme.</p>

			<p><u>Young Graduates of related professional higher diploma programmes (only applicable to employees of Main Contractors)</u> (400 quota)</p> <p>Young Graduates of related higher diploma programmes as accredited by the five construction-related professional institutes (including The Hong Kong Institution of Engineers, The Hong Kong Institute of Architects, The Hong Kong Institute of Surveyors, The Hong Kong Institute of Planners, and The Hong Kong Institute of Landscape Architects) as associate members of the relevant profession are eligible for application under the Scheme.</p>
AC6	Application Requirements and Approval Flow – Young Graduates	Are Young Graduate Employees who have obtained the related professional membership eligible for application?	Young Graduate Employees who have obtained the professional membership of related professional institutes by 1 July 2025 are not eligible for application under the Scheme.
AC7	Application Requirements and Approval Flow – Young Graduates	Are Young Graduate Employees stationed outside Hong Kong eligible for the subsidy?	If both the Applicants and the related Young Graduate Employees fulfill the application requirements under the Scheme, they can apply for the subsidy.
AC8	Application Requirements and Approval Flow – Young Graduates	Can Applicants apply for the subsidy for Young Graduate Employees seconded to other companies?	<p>Yes, as long as the Young Graduates are employed by the Applicant, they are eligible to apply under the Scheme, regardless of whether they are seconded to other companies.</p> <p>Applicants are required to submit supporting documents showing a direct employment relationship with the Young Graduate Employees during the subsidy period when they submit the claim form.</p>



P1	Subsidies and Disbursements	<p>How should companies that have received approval-in-principle submit their disbursement applications? What documents are required to be submitted with the disbursement application?</p>	<p>Companies that have received approval-in-principle for the subsidy quota should complete their online claim form and upload the below documents through the dedicated portal of the Scheme <a href="#">[Construction Industry Council   Construction Industry Degree Graduate On-the-Job Training Subsidy Scheme]</a>:</p> <ol style="list-style-type: none"> <li>1. Related academic qualification obtained by the Young Graduate Employees (transcripts or certificates);</li> <li>2. Supporting documents showing the direct employment relationship between the Applicants and the Young Graduate Employees (e.g. employment contracts, salary statements, remittance statements for Mandatory Provident Fund, etc.);</li> <li>3. Documentary proof of the bank account of the Applicants (which should tally with that of the Applicants), name of the bank account holders and account numbers (e.g. bank statements issued within the last 3 months upon submission of the disbursement application, the first page of the bank books, etc.); and</li> <li>4. Employment proof and its declaration (if applicable) between the Young Graduates and the Applicants and the subsidiaries during the entire subsidy period.</li> </ol>
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P2	Subsidies and Disbursements	When will the disbursements be made upon submission of the claim form? Can we receive the disbursements by cheque or in cash?	<p>Disbursement arrangements under the Scheme are as follows:</p> <table border="1"> <thead> <tr> <th></th><th>Subsidy period</th><th>Deadline for submission of claim form by Applicants</th><th>Disbursements by the CIC by</th></tr> </thead> <tbody> <tr> <td colspan="4">For Young Graduates who have obtained their recognised academic qualifications before 2025</td></tr> <tr> <td>(1)</td><td>1 July – 31 December 2025</td><td>31 January 2026</td><td>31 March 2026</td></tr> <tr> <td>(2)</td><td>1 January – 30 June 2026</td><td>31 July 2026</td><td>30 September 2026</td></tr> <tr> <td colspan="4">For Young Graduates who have obtained their recognised academic qualifications in 2025</td></tr> <tr> <td>(1)</td><td>1 December 2025 – 31 May 2026</td><td>30 June 2026</td><td>31 August 2026</td></tr> <tr> <td>(2)</td><td>1 June – 30 November 2026</td><td>31 December 2026</td><td>28 February 2027</td></tr> </tbody> </table> <p><b>Applications for disbursements submitted by other means, with incomplete application information or late submissions will not be accepted.</b> The CIC will also inform the Applicant via email.</p> <p><b>Disbursements</b> under the Scheme will be made through direct bank transfer.</p>		Subsidy period	Deadline for submission of claim form by Applicants	Disbursements by the CIC by	For Young Graduates who have obtained their recognised academic qualifications before 2025				(1)	1 July – 31 December 2025	31 January 2026	31 March 2026	(2)	1 January – 30 June 2026	31 July 2026	30 September 2026	For Young Graduates who have obtained their recognised academic qualifications in 2025				(1)	1 December 2025 – 31 May 2026	30 June 2026	31 August 2026	(2)	1 June – 30 November 2026	31 December 2026	28 February 2027
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