

Guidelines for Employers

7th Hong Kong Digital Entertainment Industry Fresh Graduate Support Scheme

Background

As one of the core sectors of Hong Kong's vibrant creative industries, the digital entertainment (DE) industry has been changing rapidly in the past few years. DE companies are more and more technology driven. The prevalence of social media and mobile platforms has driven new ways of operation and development. It has been a challenge for DE companies to recruit new talent who have limited relevant trade experience to meet the DE industry's technical needs and cope with the new business environment.

The Hong Kong Digital Entertainment Association (HKDEA, the Organizer) is pleased to organize the 7th Hong Kong Digital Entertainment Industry Fresh Graduate Support Scheme (Support Scheme) with staunch support and generous sponsorship from the Cultural and Creative Industries Development Agency (CCIDA) of the Government of the Hong Kong Special Administrative Region. The Support Scheme has the following objectives:

- ◆ To subsidize and encourage local DE companies to employ and train fresh graduates and nurture the latter to become new blood of the industry;
- ◆ To pair up local fresh graduates and potential employers to facilitate the former to enter into the industry and be advised of the prospects in the DE industry;
- ◆ To foster the development of the DE digital entertainment industry with more abundant supply of digital talent working in the industry

Scheme Outline

The Support Scheme aims to match up DE companies with graduates from the related disciplines for full-time employment (Graduate Employees). During the employment period, the companies will provide their Graduate Employees with on-the-job training.

A monthly subsidy of HK\$4,000 for a maximum of 12-month per Graduate Employee will be provided by the Support Scheme under the funding from CCIDA's CreateSmart Initiative (CSI) to the successful applying company ("Employing Company") to support the salary of the Graduate Employee under the Support Scheme. Up to 50 Graduate Employees will be subsidized in the two program years of the Support Scheme.



Hong Kong Digital
Entertainment Association
香港數碼娛樂協會



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文化體育及旅遊局
Culture, Sports and Tourism Bureau
The Government of the Hong Kong Special Administrative Region
of the People's Republic of China



The Support Scheme offers an online CV and e-portfolio platform which is open to all Employing Companies for recruitment purposes. Career and CEO / Master Talks, Professional Talks on New Technologies, and a Study Tour to SIGGRAPH Asia 2026 will be also organized to help Employing Companies recruit graduate employees and to help train DE talent.

Application Procedures

- Interested companies (applying companies) should fill in the application form (e-form) from the Support Scheme's website (<http://www.gradsupport.hk>) and submit other required documents via the official portal by **31 May 2026 (Sunday)**.
- A Vetting Committee will review the applications based on the relevance of business nature of applying companies to the Support Scheme and their track record, as well as the effectiveness of the training program to be provided by the applying companies to the Graduate Employee(s) under the Support Scheme as outlined in the application form.
- Employing Companies will be notified of the application result together with a user password for accessing the online platform of the Support Scheme at the Support Scheme's website. The online platform will allow Employing Companies to post information on their job vacancies that could be offered under the Support Scheme and to review the applying graduates' CVs and e-portfolios.
- The monthly subsidy provided by the Support Scheme to Employing Companies for each Graduate Employee will be reimbursed to the companies on a quarterly basis upon presentation of proof of employment.

Eligibility

To be eligible for applying to the Support Scheme, a company:

- should be a local business enterprise holding valid Business Registration Certificate or Certificate of Incorporation
- should have substantial business connection and ongoing development in Hong Kong
- should have digital entertainment as business focus
- should provide a 12-month employment with on-the-job training for the Graduate Employee(s) recruited under the Support Scheme; company which could offer new staff training plan will be accorded with higher priority
- can provide up to 2 full-time job employments to graduates per program year
- must comply with the minimum wage requirement (please visit the official web site of Labour Department for more information:
<http://www.labour.gov.hk/eng/news/mwo.htm>)

Other Requirements

1. The monthly subsidy of HK\$4,000 to be reimbursed by the Support Scheme under CSI funding (“monthly subsidy”) should not constitute more than 50% of the monthly basic salary paid by the Employing Company to each of its Graduate Employee.
2. The monthly subsidy should be used solely and directly to cover the salary of the Graduate Employee only. Disbursement of the monthly subsidy to cover any other costs incurred in employment is strictly prohibited.
3. Employing Company could apply to offer a maximum of 2 job positions under the Support Scheme in each program year, i.e. 2026 and 2027, and the total number of subsidized Graduate Employee(s) to be covered by the Support Scheme for each Employing Company should not exceed 3 within the two program years.
4. Employing Company should ensure that the recruitment process is conducted in a fair and impartial manner without any conflict of interests.
5. Appraisal and questionnaire reviews should be conducted by the Employing Companies with their Graduate Employees on a half-yearly basis during the subsidized employment period and reports of the appraisal and questionnaire reviews must be submitted to the Organizer within 2 weeks after the appraisals.
6. After completing the supporting program, some indicative information will be collected to keep track of the post-project career development of the participating graduates. Such information may include whether your company still employs the fresh graduate, his/her position, salary and whether he/she still stays in the digital entertainment industry, etc.,
7. Employing Company agrees and will encourage its Graduate Employee(s) to attend at least one of the Career and CEO / Master Talks and Professional Talks on New Technologies organized by the Organizer under the Support Scheme as part of the Graduate Employees’ continuous training.
8. Employing Company should arrange for its Graduate Employee(s) to report duty within 3 months upon a quota for monthly subsidy is assigned by the Organizer to the Employing Company. Should the Graduate Employee fail to report duty within the specified period, the Organizer reserves the right to release the quota and allocate it to another Employing Company.
9. In case of termination of employment by either the Employing Company or the Graduate Employee, the Employing Company is required to inform the Organizer of the reasons for the termination and the effective date in writing within 2 weeks after the employment is terminated. In addition, the employing companies and graduate employees need to attend an Exit Interview, fill in the eform (the employers) and questionnaire (the graduate employees).
10. One-time replacement of Graduate Employee is allowed for each quota of monthly

subsidy allocated to the Employing Company. The Employing Company should offer the job position to the replacing Graduate Employee who should report duty within 3 months after the employment of the leaving Graduate Employee has been terminated. The subsidized period of the replacing Graduate Employee under the Support Scheme should only be the remaining subsidized period not completed by the leaving Graduate Employee.

11. Employing Company should comply with **Hong Kong Personal Data (Privacy) Ordinance** and ensure that all personal information of applying graduates received from the Organizer or accessed by the Employing Company from the Support Scheme's website is strictly used for recruitment purpose. The Employing Company agrees to publicize its company information (including company name, company profile and contact information) and details of the job to be offered under the Support Scheme on the Support Scheme's website.
12. Upon acceptance of the offer by the Support Scheme, Employing Company agrees to provide information on its employment of Graduate Employee(s) under the Support Scheme to the Organizer. The required information includes but is not limited to the respective position and salary of the Graduate Employee(s) at the beginning and completion of the subsidized period. (Note: the data collected by the Organizer will only be used for compiling statistics to evaluate the effectiveness of the project in collective manner, project promotion purposes and will not be released individually).
13. The admitted company must NOT receive other government funding to subsidise the same fresh graduate, to avoid double subsidies being granted for the same individual.
14. The organizer reserves the right to require the admitted company to return the subsidy, in whole or in part, to the CSI via the organizer should there be an irremediable breach of the agreement.

Application Deadline

Completed e-application form and related documents must be submitted via official portal by **31 May 2026 (Sunday)**.

Important dates to note:

Online platform for registration by eligible graduates and for their submission of CVs and e-portfolios of digital creative works	Available now
1 st Career and CEO Master Talk	Now – Dec 2026
Open for registered graduates to apply for jobs offered by Employing Companies with job information posted onto online platform Note: Registered graduates will receive email alerts whenever information on new jobs is posted and they can apply for the interested jobs by logging in the Support Scheme's website.	Mid of Jun 2026
Offer of employment by Employing Companies Note: Employing Companies may require applying graduates to attend job interviews. Interviewees will receive notifications from the Employing Companies directly.	Jun – Dec 2026
1 st Professional Talk on New Technologies	Jun – Dec 2026
Visiting to SIGGRAPH Asia 2026 (Malaysia)	Dec 2026

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