

# Form FASP/C/1A

**By Mail:**

Student Finance Office,  
Working Family and Student Financial Assistance Agency,  
Room 1204, 12/F, Cheung Sha Wan Government Offices,  
303 Cheung Sha Wan Road, Kowloon  
(Attn.: NLSPS Application Processing Unit)

**By Fax:** 3101 1908

**Through SFO Drop-in Boxes:** 11/F (during office hours) or G/F lift lobby (outside office hours) of the Cheung Sha Wan Government Offices (“CSWGOs”). The SFO’s office hours are 8:45 a.m. to 1:00 p.m. and 2:00 p.m. to 5:45 p.m. from Monday to Friday, except public holidays. Please enter the CSWGOs through the side entrance near the security counter outside office hours.

For Office Use Only			
Unit	DA/P*	Initial	Date
CR			
NLSPS			
APR/SA			

\*DA: Data amended / P : Already passed to data input  
c.c. STS Section (if applicable)

**2025/26 Academic Year**  
**Financial Assistance Scheme for Post-secondary Students (“FASP”) and / or**  
**Non-means-tested Loan Scheme for Post-secondary Students (“NLSPS”)**  
**Notification of Change of Applicant’s Personal Particulars**

**Part A – Information of applicant (The following items are mandatory)**

English Name : \_\_\_\_\_ Hong Kong Identity Card (“HKIC”) No. : \_\_\_\_\_

Institution: \_\_\_\_\_ Application Reference No.: \_\_\_\_\_

Please put a “✓” if you have applied for the following scheme(s) and / or subsidy in the 2025/26 academic year:

 **FASP**       **NLSPS**       **Student Travel Subsidy for Tertiary or Post-secondary Students (“STS”)****Part B – Change of Personal Particulars (Please fill in the item(s) requiring change(s))**

*Note: If you have previously applied for FASP, NLSPS, “Tertiary Student Finance Scheme – Publicly-funded Programmes” (“TSFS”), “Non-means-tested Loan Scheme for Full-time Tertiary Students” (“NLSFT”) or STS, your personal particulars under the relevant financial assistance schemes will also be updated in accordance with the details provided in this form.*

**(1) Name** (Please fill in the name as recorded in your HKIC and provide a copy of the HKIC and / or Deed Poll):

English Name : \_\_\_\_\_

Chinese Name : \_\_\_\_\_

**Attention**  
Please ensure accuracy of the updated information.

**(2) Address** <sup>Note 1</sup> (Please fill in both addresses):**Correspondence address**      Flat \_\_\_\_\_ Floor \_\_\_\_\_ Block \_\_\_\_\_

Name of Building \_\_\_\_\_

Estate / Village \_\_\_\_\_

No. &amp; Name of Street / Lot No. \_\_\_\_\_

District \_\_\_\_\_ Area HK / KLN / NT & ISLANDS(Please delete as appropriate)**Term-time residential address** Please put a “✓” in the box and you are **not required to write again** if it is the same as the correspondence address.**Date of removal** <sup>Note 2</sup> \_\_\_\_\_

Flat \_\_\_\_\_ Floor \_\_\_\_\_ Block \_\_\_\_\_

Name of Building \_\_\_\_\_

Estate / Village \_\_\_\_\_

No. &amp; Name of Street/ Lot No. \_\_\_\_\_

District \_\_\_\_\_ Area HK / KLN / NT & ISLANDS(Please delete as appropriate)

**Note 1** Post Office Box numbers, Public Letter Boxes, care of addresses and student hostels will not be accepted as valid **residential** address. If you **have applied for STS**, or you request to change your address **after the issuance of the “Notification of Result” under FASP / NLSPS**, you are required to submit **a copy of documentary proof** showing your new address issued within the **last three months**. Documentary proof of address should bear your name and Hong Kong address in English, and should be letters issued by bureaux / departments of the Government of the Hong Kong Special Administrative Region, public organisations / utilities or commercial organisations. **The new address should be filled according to the copy of documentary proof.**

**Note 2** Please fill in the date of removal for change of residential address. You are **not required** to report hostel address.

**(3) Residential Telephone No.:** \_\_\_\_\_

If you wish to update the **mobile phone number and email address**, please log in to the “eWFSFAA”. On the menu, click “User Profile”, then click “Edit User Profile” on the upper right-hand side for amendment.

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**Part C – Change of Bank Account Number (if applicable)** Note 3

**(4) Bank Account Number (Please ensure accuracy)**

Bank Code

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- Account Number

- Note 3**
- The relevant bank account should be your personal Hong Kong dollar savings / current account and you must be the **sole holder** of the account.
  - Time-deposit account, credit card account, foreign currency account, personal loan account and securities / investment account will **not be accepted**.
  - Please submit **a copy of documentary proof** of the new bank account (e.g. the first page and the page showing the latest transaction records of the bank passbook of the savings account, a bank ATM card or a bank statement issued within the last three months). Such proof should bear your name and bank account number.
  - All the bank account(s) reported for receiving financial assistance under your previous application(s) for FASP, NLSPS, TSFS, NLSFT and STS (if any) will be updated accordingly.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

(Note: Please counter-sign against any alternations or deletions on this form.)