

**Form TSF/C/18A(E)****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.: NLSFT 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

For Office Use			
Unit	DA/P*	Initial	Date
NLSFT APU			
TSFS AP Registry			
CR(TSFS)			

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

**2023/24 Academic Year**

**Tertiary Student Finance Scheme – Publicly-funded Programmes (“TSFS”) and/or  
Non-means-tested Loan Scheme for Full-time Tertiary Students (“NLSFT”)  
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)/subsidy in the 2023/24 academic year:  
☐ TSFS ☐ NLSFT ☐ 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 the TSFS, NLSFT, “Financial Assistance Scheme for Post-secondary Students” (“FASP”), “Non-means-tested Loan Scheme for Post-secondary Students” (“NLSPS”) or STS, your personal particulars under the above mentioned 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 as proof):

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. & Name of Street/ Lot No. \_\_\_\_\_  
District \_\_\_\_\_ Area HK /KLN /NT (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. & Name of Street/ Lot No. \_\_\_\_\_  
District \_\_\_\_\_ Area HK /KLN /NT (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 the STS**, or you request to change your address **after the issuance of the “Notification of Result” under the TSFS/NLSFT**, you are required to submit **a copy of documentary proof** showing your updated address in the Hong Kong in the **past three months**. Documentary evidence of address should be a letter issued by bureaux/departments of the Government of the Hong Kong Special Administrative Region, public organisations/utilities or commercial organisations.

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

**(3) Contact Telephone Number:**

Residential Telephone No. : \_\_\_\_\_ Mobile Phone No. : \_\_\_\_\_

**Part C (Only applicable to TSFS applicants) – Change of Bank Account Number (if applicable)** <sup>Note 3</sup>

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

Bank Code    - Account Number \_\_\_\_\_

**Note 3**

- The relevant bank account should be your personal 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 security / investment account will **not be accepted**.
- Please attach a copy of **documentary proof** of the new bank account (e.g. the first page 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 bank account numbers previously provided by you under the TSFS, FASP, NLSPS and STS (if any) will be updated accordingly.

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

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