

2022/23 Student Financial Assistance for Pre-primary Students



在職家庭及學生資助事務處
學生資助處

Working Family and Student Financial Assistance Agency
Student Finance Office



在職家庭及學生資助事務處
Working Family and Student
Financial Assistance Agency



Fee Assistance

Kindergarten and Child Care Centre Fee Remission Scheme (KCFRS)

- To cover pre-primary students' school fee

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Grant for School-related Expenses for Kindergarten Students (Grant-KG)

- To cover kindergarten (KG) students' school-related expenses

- Applicants are encouraged to submit **electronic application** via SFO E-link (<https://ess.wfsfaa.gov.hk/>).
- Application forms are also available on WFSFAA's website (<https://ww.wfsfaa.gov.hk/sfo>), and can be obtained from KGs, SFO, Regional Education Offices of EDB and District Offices of HAD, in July.



1) Kindergarten and Child Care Centre Fee Remission Scheme (KCFRS)

- Means-tested
- Needy families who require financial assistance may apply for fee remission.
- Students (at 2 years & 8 months old or above on 31.8.2022) attending KGs under the KG education scheme of EDB / children receiving whole-day child care services (aged 0-3) in child care centres (CCC) under SWD, are eligible for the 2022/23 application. CCC student-applicants should also pass “social needs” assessment.
- Three levels of fee remission (full, $\frac{3}{4}$ and half) are available under KCFRS.
- Fee remission ceilings under KCFRS for 2022/23 school year will be promulgated on WFSFAA’s website in September 2022.



2) Grant for School-related Expenses for Kindergarten Students (Grant-KG)

Target beneficiaries:

1. Passing means test
2. Eligible for the KCFRS
3. Attending **KGs** under the KG education scheme of EDB (i.e. CCC students aged 0-3 not eligible)



2) Grant for School-related Expenses for Kindergarten Students (Grant-KG)

The rates for Grant-KG for 2022/23 school year are listed in the table below -

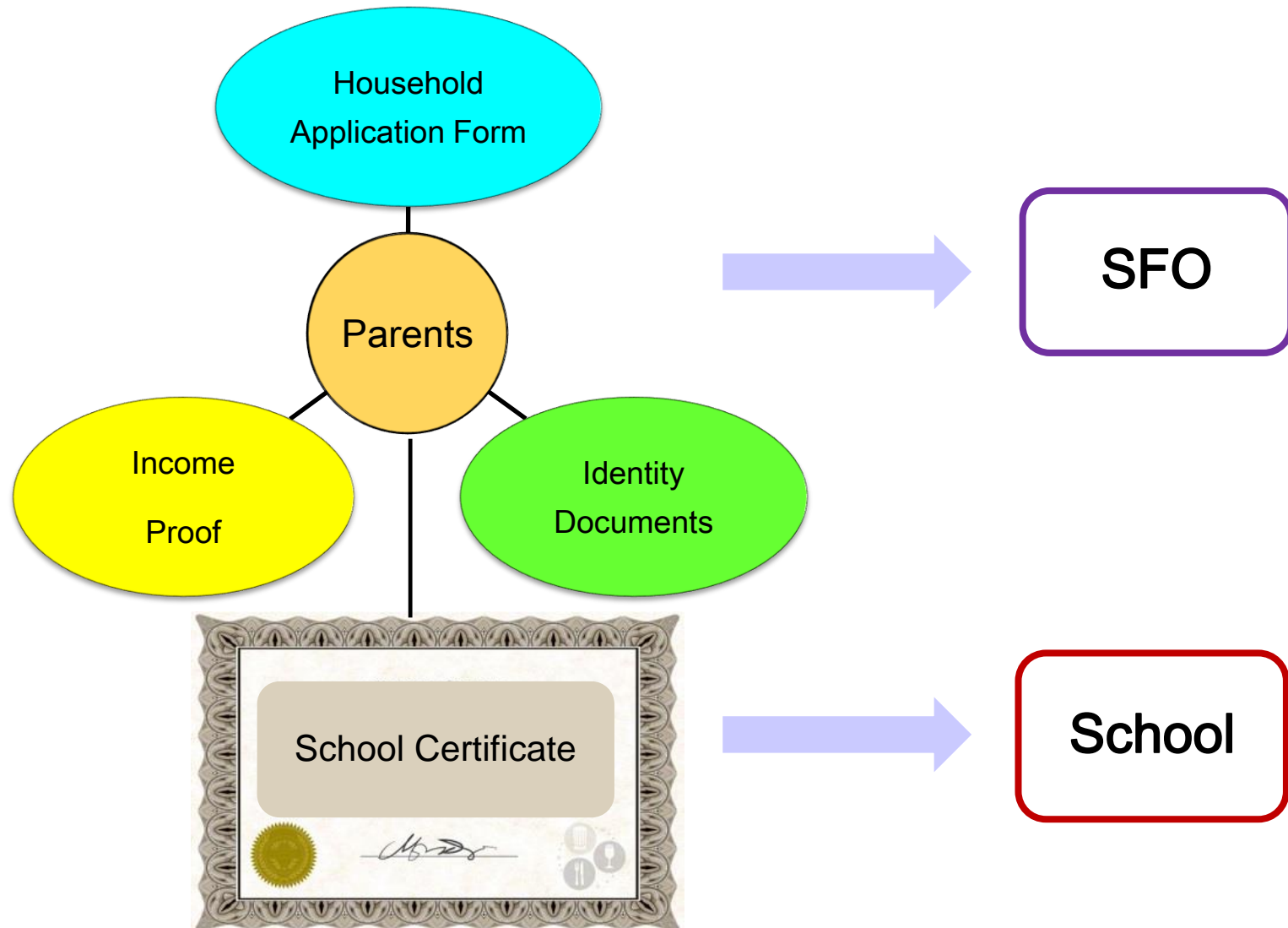
	Eligible KG Students
Full grant	\$4,270
3/4 grant	\$3,203
1/2 grant	\$2,135



Household Application for Student Financial Assistance Schemes

- Family-based application form
- New applicants of KCFRS/Grant-KG may complete e-form on SFO E-link starting from July; paper-based household application forms will also be distributed through schools for new students.
- “School Certificate” should be submitted to schools as soon as possible.

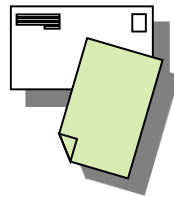
Application Procedures



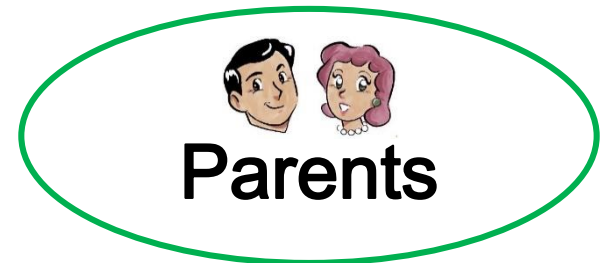
Notification and Payment for KCFRS



KCFRS



Notification
letter



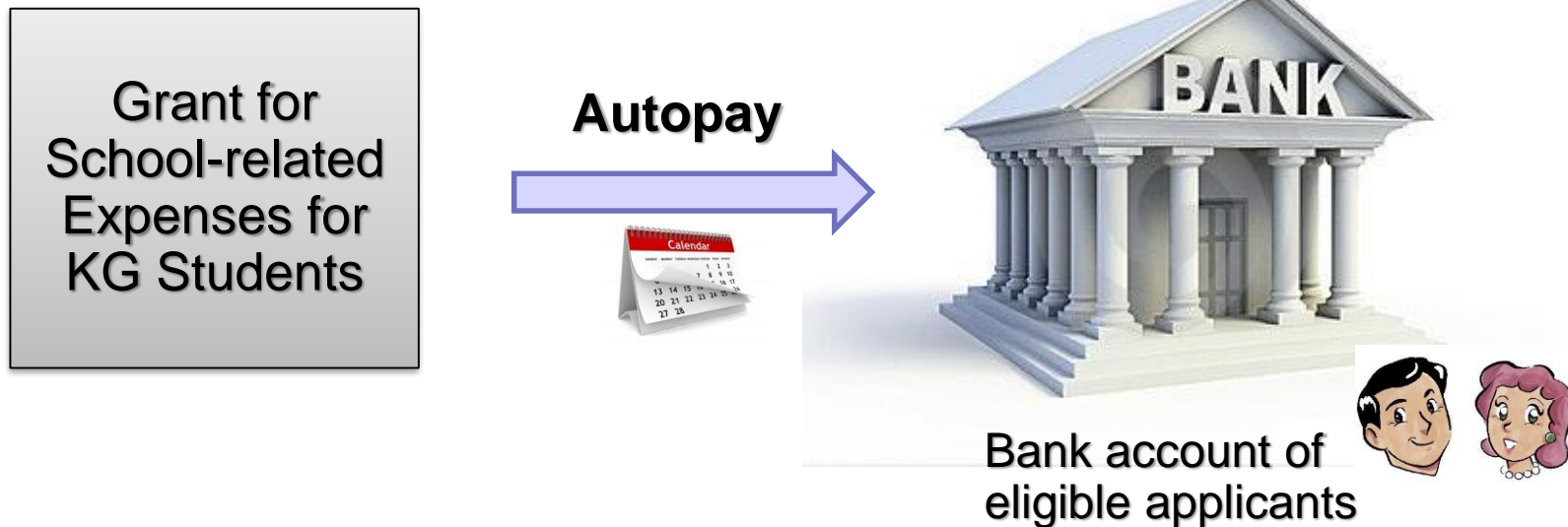
← 2 months →
(if complete information is provided)

Notification and Payment for Grant-KG



Grant-KG

Disbursement arrangement:



How to Complete Household Application Form (e-from)



Part I Particulars of the Applicant Part II Particulars of Family Members and Financial Assistance Schemes being Applied for

Part III Residential Address Part IV Family Income Part V Medical Expenses Incurred by Family Member(s) with Chronic Illness

Part VI Applicant's Bank Account for Payment of Assistance Part VII Applicant's Supplementary Information Part VIII Declaration

A. Spouse B. Student-applicant 1 / Unmarried child residing with the family 1 C. Subsidy for Internet Access Charges (SIA)

D. Dependent Parent

Part II Particulars of Family Members and Financial Assistance Schemes being Applied for

A. Spouse

1. Name in Chinese

2. Name in English *

3. Year of Birth*

4. HKID Card No. *

(If HKID Card No. is not available, please provide Other Identity Document No. with copy of relevant proof)

Other Identity Document Type* (Please refer to paragraph 2.1 of "Notes on How to Complete and Return Electronic Household Application Form")

Other Identity Document No. *

5. HK Mobile Phone No. @

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Part II :
Particulars of Family members
(A) Spouse (if applicable)

(B) Student-applicant and Unmarried children residing with the family

→ otherwise, they will not be counted as 'family members' under the Adjusted Family Income (AFI) mechanism.

Part I Particulars of the Applicant Part II Particulars of Family Members and Financial Assistance Schemes being Applied for

Part III Residential Address Part IV Family Income Part V Medical Expenses Incurred by Family Member(s) with Chronic Illness

Part VI Applicant's Bank Account for Payment of Assistance Part VII Applicant's Supplementary Information Part VIII Declaration

A. Spouse **B. Student-applicant 1 / Unmarried child residing with the family 1** C. Subsidy for Internet Access Charges (SIA)

D. Dependent Parent

B. Student-applicants and unmarried children residing with the family
(If more than one child, please fill out this part starting from the youngest child.)

Student-applicant 1 / Unmarried child residing with the family 1

1. Name in Chinese

2. Name in English *

3. Date of Birth (DD/MM/YYYY)*

DD MM YYYY

4. HKID Card No./ Birth Certificate No.*

If not available, please provide:
Other Identity Document Type *(Please refer to paragraph 2.1 of "Notes on How to Complete and Return Electronic Household Application Form")

Other Identity Document No. *

5. Status for 2021-22 #
☐ A. Under education ☐ B. In employment ☐ C. Unemployed ☐ D. Other

6. Name of School / Institution in 2022/23

7. 2022-23 Class level #

8. Mode of study #
☐ A. Whole-day ☐ B. Half-day (A.M. session) ☐ C. Half-day (P.M. session) ☐ D. Part-time

9. Apply for schemes (On student basis and you may choose more than 1 item, if applicable) #
☐ Need ☐ Do not need

Undergraduate & below levels #

☐ (1) SCFRS + (2) Grant-KG ^
Grant-KG only applicable to KG students (K1-K3)

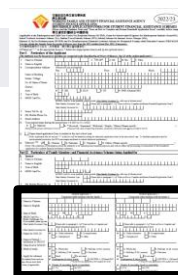
Applicants with children receiving whole-day child care services (N1-N2) should complete the "Social Needs" Assessment Form (SFO 235A) below and submit together with the supporting documents.

Primary & secondary levels or equivalent #

☐ (3) TA
☐ (4) STS
☐ (5) DVJFR
☐ (6) FR/FAEAC

Previous Page Next Page Add Child

How to Complete Household Application Form (paper-based)



Part II Particulars of Family Members and Financial Assistance Schemes being Applied for

A. Spouse

1	Name in Chinese	
2	Name in English	
3	Year of Birth	
4	HKID Card No.	()
<i>(If HKID Card No. is not available, please provide Other Identity Document No. with copy of relevant proof.)</i>		
	Other Identity Document Type:	(Please refer to paragraph 1.1 of "Notes on How to Complete and Return Household Application Form")
	Other Identity Document No.:	
5	HK Mobile Phone No. @	

B. Student-applicants and unmarried children residing with the family (If more than one child, please fill out this part starting from the youngest child.)

	Student-applicant 1 / Unmarried child residing with the family 1	Student-applicant 2 / Unmarried child residing with the family 2
1	Name in Chinese	
2	Name in English	
3	Date of Birth	D M Y
4	HKID Card No. / Birth Certificate No.	()
	<i>If not available, please provide:</i>	
	Other Identity Document Type:	(Please refer to paragraph 1.1 of "Notes on How to Complete and Return Household Application Form")
	Other Identity Document No.	
5	Status for 2021-22	
	# A. Under education B. In employment	# A. Under education B. In employment
	C. Unemployed D. Other	C. Unemployed D. Other
6	Name of School / Institution in 2022/23	
7	Class level in 2022/23	
8	Mode of study	
	# A. Whole-day B. Half-day (A.M. session)	# A. Whole-day B. Half-day (A.M. session)
	C. Half-day (P.M. session) D. Part-time	C. Half-day (P.M. session) D. Part-time
9	Apply for schemes	
	<i>(On student basis and you may choose more than 1 item, if applicable)</i>	
	# Need Do not need	# Need Do not need
	# Kindergarten & below levels: (1)KCFRS + (2)Grant-KG [^]	# Kindergarten & below levels: (1)KCFRS + (2)Grant-KG [^]
	<i>(^ Grant-KG only applicable to KG students (K1-K3))</i>	<i>(^ Grant-KG only applicable to KG students (K1-K3))</i>
	# Primary & secondary levels or equivalent:	# Primary & secondary levels or equivalent:
	(3) TA (4) STS	(3) TA (4) STS
	(5) DYJFR (6) FR(FAEAC)	(5) DYJFR (6) FR(FAEAC)

Part II :

Particulars of Family members

(A) Spouse (if applicable)

(B) Student-applicant and Unmarried children residing with the family

→ otherwise, they will not be counted as 'family members' under the Adjusted Family Income (AFI) mechanism.



How to complete Household Application Form (e-form)

Part I Particulars of the Applicant **Part II Particulars of Family Members and Financial Assistance Schemes being Applied for**

Part III Residential Address Part IV Family Income Part V Medical Expenses Incurred by Family Member(s) with Chronic Illness

Part VI Applicant's Bank Account for Payment of Assistance Part VII Applicant's Supplementary Information Part VIII Declaration

A. Spouse B. Student-applicant 1 / Unmarried child residing with the family 1 C. Subsidy for Internet Access Charges (SIA)

D. Dependent Parent

D. Dependent Parent

(If Applicant or his/her spouse have no dependent parent, please do not fill out the spaces below.)

Is / are the dependent parent(s) (i) currently in receipt of the Comprehensive Social Security Assistance (CSSA) and/or (ii) under employment during the assessment period?#

☐ Yes ☐ No

(If yes, please skip Part 'D'. If no, please continue to complete Part 'D' and refer to Paragraph 3.3 of "Notes on How to Complete and Return Electronic Household Application Form" for definition of "Dependent Parent". Please also provide supporting documents for dependence of the parents including tenancy agreement, residential address proof or receipt of the home for the elderly, etc.)

Dependent Parent 1

Name in Chinese

Name in English

HKID Card No.*

Other Identity Document Type* (Please refer to paragraph 2.1 of "Notes on How to Complete and Return Electronic Household Application Form")

Other Identity Document No.*

Year of Birth

Dependency Status (at least 6 months during 1.4.2021 to 31.3.2022)

Please select one of the following dependency status

☐ Resided with the applicant's family

☐ Resided in premises owned or rented by the applicant or his/her spouse

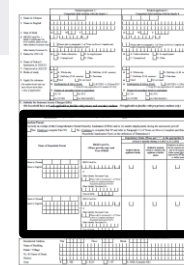
☐ Resided in an elderly home and the expenses were fully paid by the applicant or his/her spouse OR totally supported by the applicant or his/her spouse

Part II (D):

-Dependent Parent
(parents of applicant or spouse)

-Dependency status

How to complete Household Application Form (paper-based)



D. Dependent Parent

(i) Currently in receipt of the Comprehensive Social Security Assistance (CSSA) and/or (ii) under employment during the assessment period?

☐ Yes (Need not complete Part 'D') ☐ No (Continue to complete Part 'D' and refer to Paragraph 2.3 of 'Notes on How to Complete and Return Household Application Form' on the definition of 'Dependency')

Name of Dependent Parent	HKID Card No. (Please provide copy) and Year of Birth	Dependency Status (Please put "✓" in the appropriate box) at least 6 months during 1.4.2021 to 31.3.2022		
		Resided with the applicant's family	Resided in premises owned or rented by the applicant or his/her spouse	Resided in an elderly home and the expenses were fully paid by the applicant or his/her spouse OR totally supported by the applicant or his/her spouse
(1) Name in Chinese Name in English	HKID Card No. or Other Identity Document Type: Other Identity Document No.: Year of Birth			
(2) Name in Chinese Name in English	HKID Card No. or Other Identity Document Type: Other Identity Document No.: Year of Birth			

Part II (D):

-Dependent Parent
(parents of applicant or
spouse)

-Dependency status



How to complete Household Application Form (e-form)

Part I Particulars of the Applicant Part II Particulars of Family Members and Financial Assistance Schemes being Applied for

Part III Residential Address **Part IV Family Income** Part V Medical Expenses Incurred by Family Member(s) with Chronic Illness

Part VI Applicant's Bank Account for Payment of Assistance Part VII Applicant's Supplementary Information Part VIII Declaration

Part IV Family Income

Please provide information on your position and relevant actual income (including part-time income and no need to fill in decimal places) and those of your family member(s) during the period from **1 April 2021 to 31 March 2022** (please refer to Paragraph 13.4(v) of "Notes on How to Complete and Return Electronic Household Application Form" (Notes)). If you / your family member(s) was a housewife, was unemployed or has retired during the period, please specify the status and relevant duration. Additional sheet may be added if there is insufficient space to provide the information. For self-employed persons, please provide the relevant income proof (e.g. receipt for services rendered, profit and loss account (please refer to Sample II of the "Notes" or Personal Assessment Notice issued by the Inland Revenue Department). The SFO may make adjustment and apply benchmark figures on the basis of statistical information provided by relevant government departments (e.g. Census and Statistics Department) to assess your income and those of your family member(s) if you are unable to provide income proof or detailed calculation of income earned during the assessment period.

1. Applicant

Mode of employment ☐ Full-time ☐ Part-time

Position * (Please specify period if it is not a whole year)

Total Annual Income (\$) Including bonus / allowance / part-time income (excluding Mandatory Provident Fund (MPF) / Provident Fund contribution by employee)

Salary (\$) *

Business profit (\$) * (If you did not carry on any business, please input "0" in this field.)

2. Spouse

Mode of employment ☐ Full-time ☐ Part-time

Position (Please specify period if it is not a whole year)*

Total Annual Income (\$) Including bonus / allowance / part-time income (excluding Mandatory Provident Fund (MPF) / Provident Fund contribution by employee)

Salary (\$) *

Business profit (\$) * (If you did not carry on any business, please input "0" in this field.)

Part IV:
Breakdown
of total
Family
Income

How to complete Household Application Form (paper-based)



Part IV Family Income

Please provide information on your position and relevant actual income (including part-time income and no need to fill in decimal places) and those of your family member(s) during the period from **1 April 2021 to 31 March 2022** (please refer to Paragraph 9.2(v) of "Notes on How to Complete and Return Household Application Form" (Notes)). If you / your family member(s) was a housewife, was unemployed or has retired during the period, please specify the status and relevant duration. Additional sheet may be added if there is insufficient space to provide the information. For self-employed persons, please provide the relevant income proof (e.g. receipt for services rendered, profit and loss account (please refer to the enclosed Sample II) or Personal Assessment Notice issued by the Inland Revenue Department). The SFO may make adjustment and apply benchmark figures on the basis of statistical information provided by relevant government departments (e.g. Census and Statistics Department) to assess your income and those of your family member(s) if you are unable to provide income proof or detailed calculation of income earned during the assessment period.

Applicant and Family Member	Mode of employment	Position (Please specify period if it is not a whole year)	Total Annual Income (\$) (Including bonus / allowance / part-time income (excluding Mandatory Provident Fund (MPF) / Provident Fund contribution by employee))		For Office Use
			Salary (\$)	Business profit (\$)	
① Applicant	# <input type="checkbox"/> Full-time # <input type="checkbox"/> Part-time		Salary (\$)	<input type="text"/>	
			Business profit (\$)	<input type="text"/>	
② Spouse	# <input type="checkbox"/> Full-time # <input type="checkbox"/> Part-time		Salary (\$)	<input type="text"/>	
			Business profit (\$)	<input type="text"/>	
③ Unmarried child residing with the family (if applicable) Name:	# <input type="checkbox"/> Full-time # <input type="checkbox"/> Part-time		Salary (\$)	<input type="text"/>	
			Business profit (\$)	<input type="text"/>	
④ Unmarried child residing with the family (if applicable) Name:	# <input type="checkbox"/> Full-time # <input type="checkbox"/> Part-time		Salary (\$)	<input type="text"/>	
			Business profit (\$)	<input type="text"/>	
⑤ Other income (if applicable)	Contribution from children not residing together, relatives or friends (\$)	Rental income of property, land, carpark, vehicle or vessel (\$)	Interests from investments, fixed deposit (\$)	Alimony (\$)	
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
	Pension (excluding lump sum retirement gratuity) (\$)	Widow's & Children's Compensation (\$)	Others (\$)		
	<input type="text"/>	<input type="text"/>	<input type="text"/>		
Total =			<input type="text"/>		

Part IV:
Breakdown
of total
Family
Income



How to complete Household Application Form (e-form)

HOUSEHOLD APPLICATION FORM FOR STUDENT FINANCIAL ASSISTANCE SCHEMES

(Please read the [Guidance Notes](#) and "[Notes on How to Complete and Return Electronic Household Application Form](#)" carefully before completion.)

[Applicable to the Kindergarten and Child Care Centre Fee Remission Scheme (KCFRS), Grant for School-related Expenses for Kindergarten Students (Grant-KG), School Textbook Assistance Scheme (TA), Student Travel Subsidy Scheme (STS), Subsidy Scheme for Internet Access Charges (SIA), Diploma Yi Jin Fee Reimbursement (DYJFR) and Fee Reimbursement (Financial Assistance Scheme for Designated Evening Adult Education Courses) (FR(FAEAEC))]

(# Please select the appropriate item, * are mandatory items and @ are optional items.)

Application Progress

50%

Save Application

Upload Saved Form

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Part VI Applicant's Bank Account for Payment of Assistance

(The account must be under the applicant's name and please provide copy of the bank statement / first page of bank book)

Account holder's name in English *

Applicant's bank account no. *

Bank Code*

Bank Account Number*

(e.g. Standard Chartered Bank 003; HSBC 004; Hang Seng Bank 024)

Bank name

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Part VI:

Since the Grant-KG will be disbursed to the bank account of the eligible applicants through autopay, the applicant must provide a valid bank account and supporting proof to SFO.

How to complete Household Application Form (paper-based)



Part VI Applicant's Bank Account for Payment of Assistance

(The account must be under the applicant's name and please provide copy of the bank statement / first page of bank book)

Account holder's name in English:		
Applicant's bank account no.:		
	Bank Code	Bank Account Number
	(e.g. Standard Chartered Bank 003; HSBC 004; Hang Seng Bank 024)	
Bank name:		



Part VI:

Since the Grant-KG will be disbursed to the bank account of the eligible applicants through autopay, the applicant must provide a valid bank account and supporting proof to SFO.

Overview of Financial Assistance for pre-primary students for 2022/23



Kindergarten and Child
Care Centre Fee
Remission Scheme
(KCFRS)

Fee remission



Grant for
School-related
Expenses for
Kindergarten Students
(Grant-KG)

School-related expenses



Electronic Application Form



- Applicants are encouraged to use electronic form (e-form) to submit application online.
- Completed “**School Certificate**” in paper format should be submitted to schools.
- If applicants have submitted an e-form online, they need NOT submit the paper-based form to SFO.



Leaflet on Household Application for Student Financial Assistance Schemes



Leaflets on household application for student financial assistance schemes in eight languages including Hindi, Indonesian, Nepali, Tagalog, Thai, Urdu, Punjabi(Indian) and Vietnamese can be obtained from the following places –

- SFO
- Kindergartens
- District Offices of HAD
- District Social Welfare Offices of the SWD
- Regional Education Offices of the EDB
- Various support service centres for people of diverse race

They are also available at WFSFAA's website at <https://www.wfsfaa.gov.hk/sfo>.



Enquiry



SFO Hotline : 2802 2345



Website:

<https://www.wfsfaa.gov.hk/sfo>



Enquiry

- Office: 12/F, One Mong Kok Road Commercial Centre, 1 Mong Kok Road, Kowloon
- You may approach services centres for people of diverse race for assistance.





धन्यवाद

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ਤੁਹਾਡਾ ਧੰਨਵਾਦ

Thank you

ਧੰਨਵਾਦ

Terima kasih

Cảm ơn bạn

آپ کا شکریہ

Salamat