

# 自動轉帳服務登記方法

## Instructions of registering Autopay service

<p>1</p> <p>仔細閱讀直接付款授權書的內容及注意事項後，填寫相關個人資料並簽署。</p> <p>Carefully read the content of the direct debit authorisation form and the important notes. Then fill in the personal information and sign.</p>	<p>仔細閱讀直接付款授權書的內容及注意事項後，填寫相關個人資料並簽署。</p> <p>Carefully read the content of the direct debit authorisation form and the important notes. Then fill in the personal information and sign.</p>	
<p>2</p> <p>在債務人參考一欄內，請填上還款表上方的繳款帳戶編號(不需填寫上連字號“-”)。每個繳款帳戶編號需填寫一張直接付款授權書。</p> <p>In the box marked 'Debtor's Reference', please fill in the D/N Reference Number (Omitting the hyphen symbol “-”) as shown on the top of your Repayment Schedule. A separate Direct Debit Authorisation form is required for each D/N Ref. No.</p>	<p>在債務人參考一欄內，請填上還款表上方的繳款帳戶編號(不需填寫上連字號“-”)。每個繳款帳戶編號需填寫一張直接付款授權書。</p> <p>In the box marked 'Debtor's Reference', please fill in the D/N Reference Number (Omitting the hyphen symbol “-”) as shown on the top of your Repayment Schedule. A separate Direct Debit Authorisation form is required for each D/N Ref. No.</p>	
<p>3</p> <p>請沿表格上的虛線撕下注意事項以供日後參考，並將已填寫好的上半部分交回貴戶所屬銀行。</p> <p>如成功登記自動轉帳服務，你將會收到由學資處發出的確認信。</p> <p>Please tear off the important notes for further reference, and return the completed form to your bank.</p> <p>You will receive a confirmation letter from Student Finance Office upon successful registration of the Autopay service.</p>	<p>請沿表格上的虛線撕下注意事項以供日後參考，並將已填寫好的上半部分交回貴戶所屬銀行。</p> <p>如成功登記自動轉帳服務，你將會收到由學資處發出的確認信。</p> <p>Please tear off the important notes for further reference, and return the completed form to your bank.</p> <p>You will receive a confirmation letter from Student Finance Office upon successful registration of the Autopay service.</p>	