



Early Partial / Lump Sum Repayment of Loan under Non-means-tested Loan Scheme (NLS)

I understand and agree that my request will be processed according to the following conditions:

1. Request for early repayment of loan must be made in writing by post, fax, email or via the SFO E-link online platform. All items in this form are mandatory. If the required information is missing without reasons, the request will not be processed.
2. If the request is cancelled and another request is made within the same month, SFO may consider not accepting the second / revised application. If the “Early Partial/ Lump Sum Repayment Demand Note” was settled, cancellation request to ask for refund of the repayment will not be accepted.
3. For early partial repayment, the repayment amount shall not be less than an amount determined by the Student Finance Office (“SFO”) (currently set at HK\$5,000.00) or the total of one repayment instalment plus the remaining study interest already accrued before commencement of the repayment, whichever is greater.
4. Early partial repayment is not applicable to settlement of any arrears.
5. Interest of early repayment is calculated as follows:

Loan Account Status	Early Lump Sum Repayment Interest Cut-off Date	Early Partial Repayment Interest Cut-off Date
Before commencement of repayment	Preceding day of the date of request	Preceding day of the date of request
During the repayment period	Preceding day of the date of request	Preceding day of the due date of the forthcoming instalment

6. For request by mail, the postmark date will be regarded as the request date. For proper delivery of the mail items to SFO, and to avoid unnecessary delivery delay or unsuccessful delivery, please ensure that the mail items bear sufficient postage with return address before mailing. Underpaid mail items will be returned to the senders (with return address) or disposed of (without return address) by the Hongkong Post. For request by fax, email or via the “SFO E-link” online platform, the date received by SFO will be regarded as the date of request. Normally repayer have to settle the “Early Partial / Lump Sum Repayment Demand Note” in full within 14 days from its issue date.
7. The early repayment demand note will be posted to the correspondence address of repayer/ indemnifier. If the repayer/ indemnifier would like to confirm receipt of the request, or they do not receive the demand note by post 14 days after the request was made, please contact our staff of the Student Loan Unit at 2150 6211 or 2150 6212. Otherwise, SFO will assume that the demand note has been received by you.
8. If repayment has not been made duly, repayer/ indemnifier will be required to repay to the Government of the Hong Kong Special Administrative Region the overdue amount together with overdue interest.
9. If the above loan account(s) have been granted approval for deferment of loan repayment, the period of deferment would be shortened accordingly. Repayer/ indemnifier would have to submit a new application if they wish to defer loan repayment for the remaining instalment(s) of the above loan account(s). All applications for deferment of loan repayment will be considered on individual merits.
10. If the above loan account(s) are currently under application for deferment of loan repayment, the deferment application would be cancelled.

I would like to make an early partial / lump sum repayment of the following NLS loan(s)

(Please mark a tick “✓” in the box below as appropriate and write down the student loan account(s) information. If you wish to submit an application for more than three loan accounts, please fill in another application form):

(1) Loan Ref. No.(s): _____

Lump Sum Repayment Partial Repayment (Amount: HK\$ _____)

(2) Loan Ref. No.(s): _____

Lump Sum Repayment Partial Repayment (Amount: HK\$ _____)

(3) Loan Ref. No.(s): _____

Lump Sum Repayment Partial Repayment (Amount: HK\$ _____)

Name of Applicant / Indemnifier (in block letters): _____ Contact Number: _____

Applicant / Indemnifier’s HKID Card No.: _____ Date: _____

Correspondence Address: (Please provide in block letters) : _____

- If repayer/ indemnifier need to update the correspondence address, they are required to provide together with a copy of **documentary evidence showing the new address** in the past three months. Documentary evidence of address should be letters issued by government bureaux / departments, public organisations / utilities or authorised financial organisations. If necessary, repayer/ indemnifier may be required to produce in original your documentary evidence.

Signature: _____