

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 ("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			
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)

2024/25 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 2024/25 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 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** ^{Note 1} (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** ^{Note 2} _____

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 or 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 evidence** showing your new address in Hong Kong in the **past three months**. Documentary evidence of address 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 evidence of address.**

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 Applicant's Bank Account for Receipt of Financial Assistance (if applicable) ^{Note 3}**(4) Bank Account** (Please ensure accuracy)Bank Code - 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 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 under your previous application for the TSFS, FASP, NLSPS, NLSFT and STS (if any) will be updated accordingly.

Signature of Applicant: _____ Date: _____

(Note: You are required to counter-sign against any alternations or deletions on this form.)