A smart tip before you start filling out the application: Isn't submission in person or by posttoo much a hassle?

Apply Online to savetime and money!





在職家庭及學生資助事務處

學生資助處 WORKING FAMILY AND STUDENT FINANCIAL ASSISTANCE AGENCY

2023/24

STUDENT FINANCE OFFICE (SFO)

HOUSEHOLD APPLICATION FORM FOR STUDENT FINANCIAL ASSISTANCE SCHEMES (Please read the Guidance Notes and "Notes on How to Complete and Return Household Application Form" carefully before completion.) 學生資助計劃綜合申請表格

[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 of Applied Education Fee Reimbursement (DAEFR) / Diploma Yi Jin Fee Reimbursement (DYJFR) and Fee Reimbursement (Financial Assistance Scheme for Designated Evening Adult Education Courses) (FR(FAEAEC))] You may obtain the Sample Form for people of diverse race from the SFO starting from May 2023, if necessary.

本申請表格備有中文版本。如有需要,請向學生資助處索取。

(# Please put "\" in the appropriate box(es), * delete the inappropriate item(s) and @ are optional items.)

Particulars of the Applicant

(The	Applicant must be the parent or	guardian (as recognised under Guardianship of Minors Ordinance, Cap 13) of the student-applicant(s).)										
1.	Name in Chinese	2. Title @# A. Mr. B. Ms. C. Miss										
3. 4.	Name in English Correspondence Address	(Please fill out in English)										
		Flat										
	Name of Building											
	Estate / Village											
	No. & Name of Street											
	District											
	Area	# 1. HK 2. KLN 3. NT 4. OHK (Outside HK)										
5.	Year of Birth											
6.	HKID Card No.											
		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 1.1 of "Notes on How to Complete and Return Household Application Form")											
		Other Identity Document No.:										
7.	Home Tel No. @											
8.	HK Mobile Phone No.											
9.	Email Address											
10.	Your marital status during the	e period from 1.4.2022 to 31.3.2023										
	# A. Married B. * Divorced / Separated / Widowed / Single / Others (Please specify: (Please provide spouse's information in Part II) (Please provide spouse's information need not be provided in Part II)											
11.		form is needed in the next school year										
		t put "√" in the box will be treated as opting for electronic application form in the next school year. To facilitate application and for eSFO encourages applicants to submit electronic application.)										
12.	Ethnicity Note @# A. Ch	inese B. Pakistani C. Nepalese D. Others (Please specify:)										
	· · · · · · · · · · · · · · · · · · ·	tion about the ethnicity is for statistical and research purposes and will not affect the processing or assessment of the household assistance schemes.)										
Par	t II Particulars of Fam	ily 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.											

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Other Identity Document Type: Other Identity Document No.:

HK Mobile Phone No. @

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

(Please refer to paragraph 1.1 of "Notes on How to Complete and Return Household Application Form")

B. Student-applicants youngest child.)	and unmarried children residing with the family (If more	e than one child, please fill out this part starting from the	
	Student-applicant 1 / Unmarried child residing with the family 1	Student-applicant 2 / Unmarried child residing with the family 2	
1. Name in Chinese			1 2
2. Name in English			CC
3. Date of Birth	D M Y		
4. HKID Card No. / Birth Certificate No. If not available, please provide: Other Identity Document Type	(Please refer to paragraph 1.1 of "Notes on How to Complete and		
Other Identity Document No.	Return Household Application Form")	Return Household Application Form")	
5. Status for 2022-23	# A. Under education B. In employment	#A. Under educationB. In employment	SS
6. Name of School /	C. UnemployedD. Other	C. Unemployed D. Other	
Institution in 2023/24			YY
7. Class level in 2023/24			
8. Mode of study	#A. Whole-dayB. Half-day (A.M. session) C. Half-day (P.M. session) D. Part-time	#A. Whole-dayB. Half-day (A.M. session) C. Half-day (P.M. session) D. Part-time	ВВВ
9. Apply for schemes	# Need Do not need	# Need Do not need	<u> </u>
(On student basis and you	# Kindergarten & below levels: (1)KCFRS + (2)Grant-KG^	# Kindergarten & below levels: (1)KCFRS + (2)Grant-KG^	1 11
may choose more than	(^ Grant-KG only applicable to KG students (K1-K3))	(^ Grant-KG only applicable to KG students (K1-K3))	
1 item, if applicable)	# <u>Primary & secondary levels or equivalent:</u> (3) TA	# <u>Primary & secondary levels or equivalent:</u> (3) TA	
	(5) DAEFR / DYJFR (6) FR(FAEAEC)	(5) DAEFR / DYJFR	
	Student-applicant 3 /	Student-applicant 4 /	
	Unmarried child residing with the family 3	Unmarried child residing with the family 4	
1. Name in Chinese			3 4
2. Name in English			CC
3. Date of Birth	D M Y	D Y	
4. HKID Card No. / Birth Certificate No. If not available, please provide:			
Other Identity Document Type	(Please refer to paragraph 1.1 of "Notes on How to Complete and Return Household Application Form")	(Please refer to paragraph 1.1 of "Notes on How to Complete and Return Household Application Form")	
Other Identity Document No.			
5. Status for 2022-23	#A. Under educationB. In employment	#A. Under educationB. In employment	$S \mid S$
6. Name of School /	C. UnemployedD. Other	C. UnemployedD. Other	
Institution in 2023/24			YY
7. Class level in 2023/24			
8. Mode of study	#A. Whole-dayB. Half-day (A.M. session)	#A. Whole-dayB. Half-day (A.M. session)	
	C. Half-day (P.M. session) D. Part-time	C. Half-day (P.M. session) D. Part-time	BB
9. Apply for schemes	# Need Do not need	# Need Do not need	
(On student basis and you may choose more than	# Kindergarten & below levels: (1)KCFRS + (2)Grant-KG^ (^ Grant-KG only applicable to KG students (K1-K3))	# Kindergarten & below levels: (1)KCFRS + (2)Grant-KG^ (1) (1) (2) (3) (3) (4) (4) (4) (4) (4) (5) (6) (6) (6) (6) (6) (6) (6) (6) (6) (6	
1 item, if applicable)	# Primary & secondary levels or equivalent:	# Primary & secondary levels or equivalent:	
	(3) TA(4) STS	(3) TA(4) STS	
	(5) DAEFR / DYJFR (6) FR(FAEAEC)	(5) DAEFR / DYJFR (6) FR(FAEAEC)	
C. Subsidy for Internet Ac	ccess Charges (SIA)		
(On household basis and	only applicable to families with students of primary and secondary leve	els. Not applicable to families with pre-primary students only.)	
SIA will be disbursed to	eligible families.		
For families which do no	ot need SIA, please put "√" in the box on right-hand side.	Do not need	

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		Household Application Form' on the	definition of Depe	ildelicy)				
			Dependency Status (Please put "✓" in the appropriate box)					
Name o	of Dependent Parent	HKID Card No. (Please provide copy) and Year of Birth	at least 6 n Resided with the applicant's family	Resided in premises owned or rented by the applicant or his/her spouse	to 31.3.2023 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			
Name in Chinese Name in English		HKID Card No. 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.: Year of Birth						
2) Name in Chinese Name in English		HKID Card No. 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.: Year of Birth						
Name in Chinese Name in English		HKID Card No. Or 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.: Year of Birth		Ш				
4) Name in Chinese Name in English		HKID Card No. 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.: Year of Birth						

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fan Ho	ily n iseho	rovide information on your prember(s) during the period ld Application Form" (Notes	from)). I	n 1 April f you / yo	2022 to 3 our family n	1 March 2023 nember(s) was a	(please refe a housewife.	er to Paragraph 9.2(v , was unemployed or	i) of "Note has retired of	s on How to during the pe	Compleriod, ple	ete and lase spec	Return ify the	
the issu	relev ed b	d <u>relevant duration</u> . Addition ant income proof (e.g. receip y the Inland Revenue Depart	nt for	r services t). The SF	rendered, j O may ma	profit and loss a ke adjustment	account (ple and apply b	ase refer to the enclo enchmark figures on	sed Sample the basis of	e II) or Perso f statistical in	nal Assenformation	essment on provio	Notice ded by	
			f inc		d during the assessment period.			Total Ar	e and those of your family member(s) if you Total Annual Income (\$) (Including bonus / allowance / part-time income					
	I Applicant and Family Member			Adde of Position (Please specify period if it is not a whole year)			,	ory Provident	Fund (MPF) /	For C	Ol	M		
	①	Applicant	#	Full-time Part-time				Salary (\$) Business profit (\$)						Ī
	2	Spouse	# _	Full-time Part-time				Salary (\$) Business profit (\$)						_
	3	Unmarried child residing with the family (if applicable)	#	Full-time Part-time				Salary (\$) Business profit (\$)						
	4	Name: Unmarried child residing with the family (if applicable)	#	Full-time Part-time				Salary (\$)						
Name: # Cont					ition from children Rental income of property			Business profit (\$) Interests from investments	δ, Δ1	mony (\$)				
	_		not i	or frien		. 1		fixed deposit (\$)						
	(5)	Other income (if applicable)	lum		cluding Widow's & Children's Compensation (\$)		Ot	thers (\$)						
				(\$)										
<u></u>						Total =								
Pa	rt V	Medical Expenses I	ncu	rred by	Family N				ovide a cop	y of supporti			hin the	
Name Nature of incapacity or Chronic illness									ssment pe	eriod (\$)				
Pa	rt V	Applicant's Bank A						ant / first naga of hank ho	ak)					
		nolder's name in English: 's bank account no.: Ban	k Coo		Bank Acc	count Number]
(e.g. Standard Chartered Bank 003; HSBC 004; Hang Seng Bank 024) Bank name:														
Part VII Applicant's Supplementary Information (Please append a separate sheet for supplementary information, if necessary) 1. If you have filled in Part II particulars of any student-applicant who is not a self-bearing child of yours, please specify his/her name and explain in detail														
	with proof why the application is not submitted by the parent of the student.													
2.		your family is receiving / has a evant duration, names of the fa							ubmission o	of application,	, please s	pecify th	Y	·I
3.	If y	ou have special financial hards	hip, լ	please state	e details of t	he situation, rele	evant duration	n and submit supporting	g documents	i.				
		III Declaration											Y	J
For prodire (a)	m" (Nisions ctions The i us in (WFS applic	we read the "Household Application of the Shand Notes as may be a as specified from time to time by the formation in this application for relation to my / our application for relation to my / our application; EFAA) will assess the eligibility areation (including home visits and cation is true, complete and accumake adjustment to the assistance with the application of misleading or false information with the same of the HKSAR any of FAA, regardless of the cause for so ym me / us to the Government und mount overpaid or the amount due to the same of the the same of t	agreemend mendemenders menders	e to the arraed by the Government of opplementarine, completistance levelomentarine, is hall fully all amount or intention essult of my yment of fiverpaymen in connections the fina	angements state overnment of the HKSAR by form(s) (if the and accurate of the and accurate of the and take of	ted therein in relaf the Hong Kong S. I / We hereby S any) and the supparte. I / We under the relationship was a necessistance granted on of the authenticion, restitution in ance granted to my upon request. I of the financial assice which I am / w	tion to my / or opportant Admini my cleare that: corting documerstand and core cessary) to inv my family me based on the full of the ass at / We also agristance scheme e are entitled to the desired to the core core.	ar application. I/We uncertainty Region (HKSAR) ents and all other information in that (i) the Workin wided by me / us; (ii) the estigate and verify whether the findings of the authenticated by WFSFAA staff may istance granted and possiny of the financial assistate that if any overpaymers and loan schemes admit ounder any financial assistate that if any overpaymers and loan schemes admit ounder any financial assistance.	dertake and w from time to ation and rep g Family and every the inform with staff of tion. Any m r lead to revoc ible prosecuti ance schemes t was made t nistered by the	varrant that I / time and such presentation pr 1 Student Fina nay conduct au nation provided the WFSFAA. sirepresentatio cation of an issuent on I / We un and loan scher o me / us or an he WFSFAA, thee(s) administer	we shall co other required or cial Assis thentication in relation in relation in conceal and (iii) n, conceal and ed eligibil lertake to mes admin y amount ne WFSFA red by the	omply with uirements made by I stance Age on of my / on to my / the WFSI ment of fa lity certific refund in istered by was due to AA may see	h all and me / ency our our FAA acets, cate full t the to be t off	
(b) I / We give consent to the WFSFAA and its authorized bodies (including but not limited to relevant government bureaux / departments such as the Education Bureau (EDB), the Immigration Department (ImmD), Social Welfare Department (SWD), the agents of the WFSFAA / EDB, the schools / institutions concerned, etc.) to process my / our application and use the personal data provided to the WFSFAA in connection with this application form and supplementary form(s) (if any) in accordance with Paragraph 5 of the GN and to liaise with related parties to verify and disclose the information provided by me / us. I/We agree that the relevant Government bureaux/departments/organisations (including but not limited to EDB, ImmD and SWD) to release my/our personal data to the WFSFAA for the purpose of processing and vetting any information in this application. (c) I am / We are authorized by all the family members listed in this application form to give consent and hereby give consent on their behalf to the WFSFAA and its authorized														
Thi	bodies to access such family members' personal data in accordance with Paragraph 5 of the GN and to liaise with related parties to verify and disclose the information provided to the WFSFAA and the relevant government bureaux/departments/organisations (including but not limited to EDB, ImmD and SWD) to carry out the matching procedure for the purposes of processing the application and the granting of other student financial assistance, which may include the recovery of overpayment(s) (if applicable) from me / us. This declaration shall be governed by and construed in accordance with the laws of the HKSAR. I / We and the Government of the HKSAR shall irrevocably submit to the													
		on of the Courts of the HKSAR. I			•		•		Ü					i
		ature of Applicant :						f Spouse of Applica	·]
	Ider	atity Document No. :					dentity Do	cument No.	:				— 🗀	J

Part IV Family Income (Please provide a copy of supporting document)