Simplified application procedures for post-secondary students from families in receipt of the Comprehensive Social Security Assistance (CSSA)

Post-secondary students who (i) meet the eligibility requirements of the Tertiary Student Finance Scheme - Publicly-funded Programmes or the Financial Assistance Scheme for Post-secondary Students; and (ii) whose families received CSSA throughout the period from 1 April 2019 to 31 March 2020 or are receiving CSSA currently may submit their applications for the aforesaid schemes in 2020/21 using the simplified application form for CSSA families available on “SFO E-link – My Applications” (https://ess.wfsfaa.gov.hk) and provide the supporting documents as listed below -

(1) photocopies of the HKID Cards of the applicant (i.e. the student) and his/her family members;
(2) a photocopy of the applicant’s student identity card issued by the post-secondary institution;
(3) a photocopy of the applicant’s bank passbook or statement showing his/her full name and the number of his/her bank account for receiving the payment of student financial assistance; and
(4) a photocopy of the Social Welfare Department Notification Letter which stated the amount of CSSA approved for the applicant’s family throughout the assessment period from 1.4.2019 to 31.3.2020 or at the time when an application for student financial assistance is submitted.

The Student Finance Office (SFO) of the Working Family and Student Financial Assistance Agency may contact an applicant if any supplementary information / documents about his/her family incomes and assets are required.

Please note that the SFO will assess an application on reliance of the documentary proof provided by the applicant showing he/she or his/her family was in receipt of CSSA at the time of the submission of his/her application or received CSSA throughout the relevant assessment period (“CSSA status”). If it comes to the knowledge of the SFO that the applicant or his/her family was obtaining / obtained CSSA by misrepresentation or provision of false information or omission of information or withholding any information or deceptive means or that his/her documentary proof contained inaccurate particulars to show his/her or his/her family’s CSSA status, his/her application may be rejected. The applicant will be required to refund all student financial assistance he/she has received. The applicant and his/her family may also be liable to prosecution.

The SFO strongly advises eligible applicants to prepare the above information and submit their applications as soon as practicable in order to have early receipt of the student financial assistance.

Student Finance Office
Working Family and Student Financial Assistance Agency
April 2020