



**STUDENT FINANCE OFFICE
WORKING FAMILY AND STUDENT FINANCIAL ASSISTANCE AGENCY**

Expediting the processing of applications from post-secondary students whose families are in receipt of the Comprehensive Social Security Assistance (CSSA)

To enhance the support for needy students, the Student Finance Office (SFO) of the Working Family and Student Financial Assistance Agency will continue expediting the vetting of applications for the 2018/19 Tertiary Student Finance Scheme - Publicly-funded Programmes or the Financial Assistance Scheme for Post-secondary Students from post-secondary students whose families are in receipt of the CSSA. For an applicant whose family received CSSA **throughout the assessment period** from 1.4.2017 to 31.3.2018 or is currently in receipt of the CSSA, it is sufficient for him/her to provide the following documents together with his/her online application –

- (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 valid Certificate of CSSA Recipients (for Medical Waivers) **OR** the Social Welfare Department Notification Letter which advised the amount of CSSA approved for the applicant's family **throughout the assessment period** from 1.4.2017 to 31.3.2018 or for the current time.

The above applicant should submit his/her application using the simplified application form for CSSA family available on "SFO E-link – My Applications". The SFO may contact the applicant if supplementary information / documents about his / her family income and assets are required.

Please note that the SFO will assess an application on reliance of the documentary proof provided by the applicant showing the applicant's or his/her family's eligibility for receiving CSSA. If it comes to the knowledge of the SFO that the applicant and his/her family are ineligible for CSSA in view of their actual family income and/or assets, his/her application may be rejected. The applicant will also 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.