



**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)

Eligible post-secondary students whose families received CSSA throughout the period from 1 April 2018 to 31 March 2019 or are currently in receipt of the CSSA may wish to submit their applications for the Tertiary Student Finance Scheme - Publicly-funded Programmes or the Financial Assistance Scheme for Post-secondary Students in 2019/20, together with 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) the Social Welfare Department Notification Letter which advised the amount of CSSA approved for the applicant's family **OR** a photocopy of the valid Certificate of CSSA Recipients (for Medical Waivers) throughout the assessment period from 1.4.2018 to 31.3.2019 or for the current time.

The applicant is required to 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 incomes and assets are required.

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.