

明愛屯門馬登基金中學  
2022-2023 年度 家長通告

敬啟者：

**學生津貼(2022/23 學年)**

就著教育局於2022年9月19日發出的通函，公布有關在2022/23學年為日校學生提供的2,500元學生津貼的事宜，本校現特函通知 貴家長有關申請安排。是項學生津貼不設資產審查。所有在申請日在香港就讀於本地或非本地課程的中學日校、小學和特殊學校及幼稚園的學生皆可獲得有關津貼，但如學生是持有入境事務處發出擔保書(坊間一般稱為「行街紙」)，則不符合資格。

申請表會由班主任派發給學生，每名學生將收到一張「表格B」或「表格A」。如學生不符合資格申請學生津貼，將不會獲發任何表格。所有填妥的申請表格必須交回學校，經由學校核實學生身分，教育局才會處理有關申請。

表格 B 上已預印學生及申請人的基本資料(原校就讀的學生適用)；表格 A 屬空白表格(本學年取錄的新生或插班生適用)。請家長/監護人按照下列情況填寫申請表：

(甲) 表格 B (樣本見附錄一)：

- ✧ 一般情況下，家長/監護人只須核對所載資料正確無誤，及**選擇接收短訊通知的語言**。如預印資料沒有更改，便可**在表格底部的指定確認方格加上「✓」號，並簽署確認**，然後交回班主任，無需重新填寫資料。
- ✧ 如表格 B 所列部分資料需要更新(學生英文姓名以外的資料)，家長/監護人請在有關資料的上方位置用**黑色或藍色原子筆以正楷作出修正(請勿使用塗改液或改錯帶)**，並**漏空表格底部的確認方格**，然後將表格交回班主任。
- ✧ **如表格 B 所列的學生英文姓名需作更改**，有關學生的家長/監護人需填寫表格 A 申請。如有此情況，請向班主任索取一張「表格A」填寫。

(乙) 表格 A (樣本見附錄二)：

- ✧ 新入學學生、插班生、個別沒有獲教育局提供表格 B 的學生，或上述需要修改主要資料(即學生英文姓名)的學生，家長/監護人需填寫表格 A 申請。家長/監護人在填寫申請表格時，請參閱已上載教育局網頁的參考資料(包括如何正確填寫銀行戶口資料)(<http://www.edb.gov.hk>) (主頁 > 學生及家長相關 > 支援及資助 > 學生津貼)。請將填妥的表格交回班主任。

當填寫申請表格時，請注意以下事項：

- (1) 申請人必須是學生的父母或監護人。
- (2) 請用**黑色或藍色筆以正楷填寫申請表格**。請勿使用塗改液或改錯帶。如有修改，申請人須在旁加簽作實。
- (3) 申請人的英文姓名必須與銀行紀錄的帳戶持有人名稱相同，否則自動轉帳可能會被拒絕。
- (4) 申請人必須填寫表格內所有各項資料，並在表格上簽署。如表格上的資料不完整、不準確或不正確，可能會令其申請延遲或無法處理。

- (5) 請參考附上的「一般銀行編號表」(附件三)，填寫正確的銀行編號。
- (6) 請掃描以下二維碼觀看有關「如何填寫申請表格(包括如何正確填寫銀行戶口資料)」的介紹短片。



(英文版)



(中文版)

請於 **2022 年 10 月 12 日或以前**，將填妥的表格交回班主任。學校收到表格後將盡快處理，並會於 2022 年 11 月 4 日或以前將所有申請表呈交教育局。津貼會透過銀行轉賬發放到家長的銀行戶口。

此致

貴家長

學生事務委員會彭惠卿副校長負責主理

校長

謹啟

袁國明

二零二二年九月二十九日



家長通告第 2223\_050 號

〔 回 條 〕

敬覆者：

本人已知悉有關「學生津貼(2022/23 學年)」事宜。

此覆

明愛屯門馬登基金中學

中\_\_\_\_\_班\_\_\_\_\_號 學生：\_\_\_\_\_

家長簽署：\_\_\_\_\_

家長姓名：\_\_\_\_\_

日 期：\_\_\_\_\_

Caritas Tuen Mun Marden Foundation Secondary School  
2022-2023 Parents Notice

29 September 2022

Dear Parents/Guardians,

**Student Grant (2022/23 School Year)**

In respect to the circular memorandum dated 19 September 2022 from the Education Bureau, the school was informed about the arrangements of providing day-school students with the student grant of \$2,500 in the 2022/23 school year. Please note that the student grant is non-means-tested. All students who, as at the date of application, study in secondary day-schools, primary schools, special schools and kindergartens are eligible for the grant. However, students who are holders of Form of Recognizance issued by the Immigration Department are NOT eligible.

Each student will receive either a “Form B” or a “Form A” from the class teacher. If a student is not eligible for the student grant, he/she will not be issued any form. All completed application forms have to be submitted to the Education Bureau through the school as we are required to certify the student concerned is our student.

Form B is pre-printed with the basic information of the student as well as that of the applicant (applicable to students who have been studying at our school since last school year or before) while Form A is a blank form (applicable to students who are newly admitted or transferred to our school in this school year). Parents/guardians are advised to fill in the application forms according to the circumstances set out below:

**(A) Form B (sample at Appendix 1):**

- ✧ In general, parents/guardians are only required to check the accuracy of the pre-printed information and **choose the language of SMS notifications**. If there is no change in the information pre-printed, **put a “✓” in the confirmation box** at the bottom part of the form, **sign to confirm** and submit the application form to the class teacher. There is no need for parents/guardians to fill in the information anew.
- ✧ If some of the pre-printed information on Form B requires updating (information other than Student’s Name in English), parents/guardians have to provide the amendment(s) in the space above the relevant information in **BLOCK letters** using **black or blue ball pen (correction fluid or tapes should not be used for making amendment(s))**, **leave the confirmation box at the bottom part of the form blank** and submit the application form to the class teacher.
- ✧ If Student’s Name in English pre-printed on Form B requires amendment(s), parents/guardians of the students concerned **should use Form A for application**. You may obtain a Form A from the class teacher.

**(B) Form A (sample at Appendix 2):**

- ✧ For students who are newly admitted or transferred to our school, individual students without Form B provided by the EDB or those with the aforementioned essential particulars (i.e. Name in English) requiring amendment(s), parents/guardians should use Form A for application. In completing the application form, parents/guardians may refer to the reference information (including how to fill in bank account information correctly) uploaded onto the EDB website (<http://www.edb.gov.hk>) (Home > Students and Parents Related > Support and Subsidies > Student Grant).

Please note the following points when completing the application form:

- (1) The applicant must be the parent or guardian of the student.
- (2) Please complete the application form **in BLOCK letters using black or blue pen. Avoid using correction fluid or tapes. Any amendments made must be counter-signed by the applicant.** It is advisable for the applicant to keep a copy of the completed form for future reference.
- (3) The **applicant's name in English** must be the **same as the account holder name registered with the bank**, otherwise autopay may be rejected.
- (4) Please fill in all parts of the application form and sign it. Failure to provide the required information, or if any information is found to be false, incomplete, inaccurate or incorrect, may result in delay or non-processing of the application.
- (5) Please fill in the correct bank code. A "Common Bank Code List" (**Appendix 3**) is attached for your reference.
- (6) You may watch the video on how to fill in the application form (including how to fill in the bank account information correctly) by scanning the QR codes below.



(English version)



(Chinese version)

Please submit the completed application form together with the reply slip below to the class teacher **on or before 12 October 2022**. After we have received and processed the application forms, the school will submit them to the Education Bureau as soon as possible before 4 November 2022. The subsidy will be disbursed to parents' bank accounts via bank transfer after the Education Bureau has processed the applications.

For enquiries, please contact Ms. Pang Wai Hing, the Vice Principal (Student Affairs), at 24610304.

Yours faithfully,

\_\_\_\_\_  
Mr. Yuen Kwok Ming  
Principal



Parents Notice No.: 2223\_050

**Reply slip**

Dear Sir,

I acknowledge the notice on 'Student Grant (2022/23School Year)'.

Name of Student	:	_____
Class and Class no.	:	_____ (     )
Signature of Parent / Guardian	:	_____
Name of Parent / Guardian	:	_____
Date	:	_____

(供學校參考)  
For School Reference)

2021/22

級別 Class Level

4A

教育局

EDUCATION BUREAU

2022/23「學生津貼」申請表

2022/23 "STUDENT GRANT" APPLICATION FORM

(表格 B FORM B)

(教育局專用 For EDB Use)



123456-0001-12345678-01

## 須知事項 Notes to Complete this Form

- 本表格用作申請 2022/23 學年「學生津貼」。學生必須在 2022/23 學年就讀中學日校、小學、特殊學校或幼稚園。  
This application form ("Form") is for application for Student Grant for the 2022/23 school year. The student must attend secondary day school, primary school, special school or kindergarten in the 2022/23 school year.
- 學生必須是香港居民。只持有學生簽證或入境事務處發出的擔保書（坊間一般稱為「行街紙」）的學生均不符合資格。  
The student must be a Hong Kong resident. Students holding student visas only or recognizance forms issued by the Immigration Department are not eligible.
- 申請人必須是學生的父母或監護人。  
The applicant must be the parent or guardian of the student.
- 如本表格所列資料需要更新（學生英文姓名、日校名稱及學校類別除外），請在有關資料的上方位置用黑色或藍色筆以正楷作出修正。請勿使用塗改液或改錯帶。如學生英文姓名、日校名稱或學校類別需作更改，請使用表格 A。建議申請人備存一份填妥的表格以供日後參考。  
If the pre-printed information on this Form requires updating (except Student's Name in English, Name of Day-school and School Type), please provide the amendment in the space above the relevant information in BLOCK letters using black or blue pen. Please do not use correction fluid or tapes. If Student's Name in English, Name of Day-school or School Type requires amendment, please use Form A. It is advisable for the applicant to keep a copy of the completed Form for future reference.
- 申請人於填寫及簽署本表格時，即表示申請人同意提供第 I 和第 II 部分所需資料以及第 III 部分的聲明。如申請人未能提供所需資料，可能會令其申請延遲或無法處理。  
Upon completing and signing this Form, the applicant is deemed to have agreed to provide the required information in Parts I and II, and the declaration in Part III. Failure to provide the required information may result in delay or non-processing of the application.
- 填妥的表格須在指定時間內透過學生就讀的學校提交。  
The duly completed Form should be submitted through the student's attending school within a specified period of time.

(# 請填寫適當的選擇 Please fill in the appropriate option)

## I 學生資料 Student Information

英文姓名  
Name in English C H A N T A I M A N

(姓 Surname) (名 Other Name)

(按香港身份證、香港出生證明書或其他身份證明文件所示；略去逗號。) (as shown on the HK Identity Card, HK Birth Certificate or other identity document; comma excluded.)

日校名稱  
Name of Day-School X X X S C H O O L

學校類別 School Type # 3 ([1] 幼稚園 Kindergarten [2] 小學 Primary [3] 中學 Secondary) 級別 Class Level S 5

## (學校專用 For School Use)

茲證明本表格所示的學生就讀於本表格第 I 部分指明的日校，並未曾在 2022/23 學年「學生津貼」就此學生遞交申請。

This is to certify that the student shown in this Form is enrolled in the day-school as specified in Part I of this Form, and there is no previous submission for Student Grant for the 2022/23 school year in respect of this student.

學校蓋章  
School Chop

## II 申請人資料 Applicant Information

英文姓名  
Name in English W O N G M E I F A N

(必須與銀行記錄的帳戶持有人名稱相同，否則自動轉帳可能會被拒絕。) (must be the same as the account holder name registered with the bank, otherwise autopay may be rejected.)

與學生的關係 Relationship with the Student # 2 ([1] 父 Father [2] 母 Mother [3] 監護人 Guardian)

銀行帳戶號碼  
Bank Account Number 0 2 4 - 1 2 3 4 5 6 7 8 9 0

銀行代碼 Bank Code 分行編號及帳戶號碼 Branch Code and Account Number

(按存摺或銀行結單上所示) (as shown on passbook or bank statement)

如申請人對於銀行帳戶號碼有任何疑問，請向有關銀行查詢。

If the applicant is in doubt about the bank account number, please check with the bank concerned.

(必須是申請人在其指定銀行以個人名義開立的本地港元儲蓄或往來帳戶號碼。定期存款帳戶，信用卡帳戶，外幣帳戶及貸款帳戶概不適用) (must be a local Hong Kong dollar sole-name savings or current bank account number of the bank designated by the applicant. The account must not be a fixed deposit account, a credit card account, a foreign currency account or a loan account.)

銀行名稱  
Name of Bank H A N G S E N G B A N K香港流動電話號碼  
HK Mobile Phone No. 9 1 2 3 4 5 6 7 電郵地址  
Email Address m f w o n g @ h o n g k o n g . h k

(用作接收香港短訊通知) (For receiving HK SMS notification)

短訊通知的語言  
Language of SMS notification 1 ([1] 中文 Chinese [2] 英文 English)

上述學生不是持學生簽證來港就學或持有入境事務處發出的擔保書（坊間一般稱為「行街紙」）。本人，並代表在表格內填報的學生，同意政府把其資料與教育局及／或入境事務處及／或其他政策局／部門及／或其代理人／承辦商所持有關於其個人資料進行核對，以便處理本人就該等計劃的申請及領取事宜。本人明白核對程序旨在確定填報的學生是否符合該等計劃的資格；如填報的學生不符合資格，將不能在該等計劃下領取款項。

The student specified above is not a holder of student visa for entry into Hong Kong for studies or a holder of recognizance form issued by the Immigration Department. I, and on behalf of the student specified in this Form, consent to the matching of the Data with the personal data held by the Education Bureau and/or the Immigration Department and/or other bureaux/departments and/or their agents/contractors in relation to my application and receipt of payment under such scheme(s), and understand that the matching procedure is conducted for ascertaining whether the student is eligible under such scheme(s) or not, and therefore I will not receive payment under such scheme(s) in case the student is ineligible.



請在此方格加上「✓」號，以茲確認本表格所列資料並沒有更改。如有更改，請留空此格。  
Please "✓" in this box to confirm that there is no change of the pre-printed information on this Form. If there are changes, please leave this box blank.

申請人簽署 Signature of Applicant: \_\_\_\_\_

日期 Date: \_\_\_\_\_



### III 聲明 Declaration

1. 本人（即本表格簽署人）聲明本人為表格第 I 部分所示的學生的父母或監護人。  
I, the signatory of this Form, declare that I am the parent or guardian of the student as specified in Part I of this Form.
2. 本人已閱讀以下「收集個人資料的聲明」及完全明白其內容。  
I have read the following "Personal Information Collection Statement" and fully understand its content.

#### 收集個人資料的聲明 Personal Information Collection Statement

##### 收集個人資料的目的 Purpose of Collection

1. 你在本表格提供的個人資料，會供教育局用於以下一項或多項用途：  
The personal data provided by you in this form will be used by the EDB for one or more of the following purposes:  
(a) 處理、核實、審核資格及查證各項補助和津貼，以及由教育局提供的教育服務的申請；  
Activities relating to the processing, authentication and assessment on eligibility and counter-checking of the application for individual grant and subsidy as well as education service provided by the EDB;  
(b) 就上文(a)項所述申請的處理、核實、審核資格及查證，將個人資料與政府相關政策局／部門資料庫進行核對；  
Activities relating to matching of the personal data with the database of other relevant Government bureaux / departments in connection with the processing, authentication, assessment on eligibility and counter-checking of the application mentioned in (a) above;  
(c) 將個人資料與教育局資料庫進行核對，以核實／更新教育局的記錄；以及  
Activities relating to matching of the personal data within the database of EDB for purposes of verifying / updating records of the EDB; and  
(d) 編製統計資料、研究及政府刊物。  
Activities relating to compilation of statistics, research and Government publications.
2. 你必須按本表格的要求及於本局處理本表格的過程中提供個人資料。假如你沒有提供該等個人資料，本局可能無法辦理或繼續處理有關表格。  
The provision of personal data required by this form and during the processing of this form is obligatory. In the event that you do not provide those personal data, we may not be able to handle or further process the form.

##### 可獲轉移資料者 Classes of Transferees

3. 你提供的個人資料會供教育局人員取閱。除此之外，本局亦可能會向下列各方或在上述情況轉移或披露該等個人資料：  
The personal data you provide will be made available to persons working in EDB. Apart from this, they may be transferred or disclosed to the parties or in the circumstances listed below:-  
(a) 政府其他政策局及部門，包括入境事務處和社會福利署，以用於上文第 1 段所述的用途；  
other Government bureaux and departments, including but not limited to Immigration Department and Social Welfare Department, for the purposes mentioned in paragraph 1 above;  
(b) 與本表格相關的學校，以用於上文第 1 段所述的用途；  
the school in which the form relates for the purposes mentioned in paragraph 1 above;  
(c) 受聘於教育局以提供服務或意見的人員、代理人、服務供應商或機構，包括銀行、數據處理服務供應商、印刷服務供應商和短訊服務供應商，以用於上文第 1 段所述的用途；  
personnel, agent, service provider or organisations, including but not limited to bank, data processing service provider, printing service provider and short message service provider, engaged by EDB to provide services or advice for the purposes mentioned in paragraph 1 above;  
(d) 你曾被披露個人資料給予訂明同意；以及  
where you have given your prescribed consent to such disclosure; and  
(e) 根據適用於香港的法例或法庭命令授權、規定或准許披露個人資料。  
where such disclosure is authorised, required or permitted under the law or court order applicable to Hong Kong.

##### 查閱個人資料 Access to Personal Data

4. 你有權要求查閱及更正教育局所持有關於你的個人資料。如需查閱或更正個人資料，請以書面向高級行政主任(特別職務)提出，並寄交九龍觀塘觀塘道 410 號觀點中心 10 樓 1001-3 室教育局特別職務辦事處或電郵至 [spdoenquiry@edb.gov.hk](mailto:spdoenquiry@edb.gov.hk)。  
You have the right to request access to and correction of your personal data held by EDB. Request for access or correction of personal data should be made in writing to Senior Executive Officer (Special Duties) by post to Special Duties Office, Education Bureau, Unit 1001-3, 10/F, Kwun Tong View, 410 Kwun Tong Road, Kwun Tong, Kowloon or email to [spdoenquiry@edb.gov.hk](mailto:spdoenquiry@edb.gov.hk).

3. 本人**授權並同意**本人在表格內填報的銀行及其在香港特別行政區境內或境外營運的代理人／承辦商，使用他們所持有關於本人的個人資料（包括姓名、銀行帳戶號碼及電郵地址），並向政府的有關政策局及部門（包括其代理人／承辦商）、銀行及資料的其他承辦人或其他參與該等計劃的行政及運作的各方披露該等資料，以處理本人就該等計劃的申請及領款事宜，以及作任何與該等目的直接有關的其他用途。  
I hereby **authorise and consent** to the bank as specified in this Form and its agents/contractors operating in or outside Hong Kong using the personal data in their possession including name, bank account number and email address; and releasing such data to the relevant bureaux and departments, including their agents/contractors, of the Government, banks and other transferees and any other parties involved in the administration and operation of such scheme(s) for the purposes stated in this Form, to process the application and receipt of payment under such scheme(s) and for any purpose directly related to such purposes.
4. 本人，並代表在表格內填報的學生，**同意**上文第 3 段所述的有關政府政策局及部門（包括其代理人／承辦商）使用其資料，進行任何與本人就該等計劃的申請及領款有關的審核及／或調查，並同意在審核及／或調查工作必須披露有關資料的情況下，他們可向任何其他各方披露該等資料。  
I, and on behalf of the student specified in this Form, **consent** to the use of the Data for any checking and/or investigation relating to my application and the receipt of payment under such scheme(s) to be carried out by the relevant bureaux and departments of the Government mentioned in paragraph 3 above, including their agents and contractors, and that they may disclose the Data to any other parties if the disclosure is necessary for such checking and/or investigation.
5. 本人，並代表在表格內填報的學生，**同意**政府把其資料與教育局及／或入境事務處及／或其他政策局／部門及／或其代理人／承辦商所持有關於其個人資料進行核對，以便處理本人就該等計劃的申請及領款事宜。本人明白核對程序旨在確定填報的學生是否符合該等計劃的資格；如填報的學生不符合資格，將不能在該等計劃下領取款項。  
I, and on behalf of the student specified in this Form, **consent** to the matching of the Data with the personal data held by the Education Bureau and/or the Immigration Department and/or other bureaux/departments and/or their agents/contractors in relation to my application and receipt of payment under such scheme(s), and understand that the matching procedure is conducted for ascertaining whether the student is eligible under such scheme(s) or not, and therefore I will not receive payment under such scheme(s) in case the student is ineligible.
6. 本人同意政府把該等計劃的款項直接存入本人在表格內指定的銀行帳戶。本人亦同意並承諾，如政府就該等計劃向本人支付的款項超過既定款額，或誤向本人支付任何款項，本人定當立即通知政府並退回任何多付或誤付的款項。就此，本人授權銀行從本人的帳戶扣除經政府核實為多付或誤付的款項。  
I agree that the payment under such scheme(s) be effected directly into the bank account as specified in this Form. I also agree and undertake to notify the Government forthwith of any overpayment or any payment by mistake to me under such scheme(s) and refund the same to the Government. In this respect, I hereby authorise the bank to debit the bank account with such amount certified by the Government as overpayment or payment by mistake.
7. 本人聲明填報的學生就讀於本表格第 I 部分指明的日校；填報的學生符合該等計劃的資格準則，他／她並非持學生簽證來港就學，亦非持有人入境事務處發出的擔保書（坊間一般稱為「行街紙」）。本人明白如填報的學生不符合資格，將不能在該等計劃下領取款項。  
I declare that the student is enrolled in the day-school as specified in Part I of this Form; the student satisfies the eligibility criteria for such scheme(s), and he/she is neither a holder of student visa for entry into Hong Kong for studies, nor a holder of recognition form issued by the Immigration Department. I understand that I will not receive payment under such scheme(s) in case the student is ineligible.
8. 本人明白只有其中一位父母或監護人可為每一符合資格學生提交一份申請。本人聲明本人已與本人的配偶及其他監護人（如適用）核實，並沒有就填報的學生重複遞交申請；亦未曾在有關的學年在該等計劃下就填報的學生遞交申請或領取款項。如申請人為同一名學生重複遞交申請，其後重複申請將不獲處理。  
I understand that only one of the parents or guardians can submit an application for each eligible student once only. I declare that I have checked with my spouse and other guardian(s) (if applicable) that there are no duplicate submissions for the student in this form under such scheme(s); and I have no previous application and/or receipt of payment under such scheme(s) in the school year concerned in respect of the student. Submitting more than one application for the same student will result in disqualification of the duplicated applications.
9. 本人聲明在本表格填報的資料均屬正確無訛。本人明白倘若本人蓄意或存心虛報資料或隱瞞任何事項，或錯誤引導政府以獲取該等計劃的款項，本人有可能被刑事檢控。  
I declare that the Data is true, complete and accurate. I understand that if I knowingly or wilfully make any false statement or withhold any information, or otherwise mislead the Government for the purpose of obtaining payments under such scheme(s), it will render me liable to prosecution.
10. 本人同意，政府並無責任處理就學生在該等計劃下的申請及付款事宜，如：  
I agree that the Government shall have no obligation to process the application or to make any payment under such scheme(s) in respect of a student if:  
(a) 本人在任何時候被發現現在該等計劃下或與其有關的計劃提供予政府的資料屬虛假、不完整、不準確、不正確或具誤導性；  
or  
any information provided by me to the Government under or in relation to such scheme(s) is at any time found to be false, incomplete, inaccurate, incorrect or misleading;  
(b) 該學生不符合資格領取在該等計劃下的款項。  
the student is not eligible to receive any payment under such scheme(s).
11. 如政府在任何時候證實：  
If the Government certifies at any time that:  
(a) 政府就該等計劃向本人支付的款項超過既定款額；  
the Government has made any overpayment to me under the scheme(s);  
(b) 政府就該等計劃誤向本人支付任何款項；或  
the Government has made any payment by mistake to me under such scheme(s); or  
(c) 出現第 10(a)或(b)段所述的任何情況，  
any situation mentioned in paragraph 10(a) or (b) occurs,  
本人定當立即退回政府就該等計劃多付或誤付給本人的款項，並賠償政府可能出現或招致的損失、損害賠償、費用、收費或支出，其中可能包括因延遲或未能退回多付或誤付的款項而出現的情況。  
I shall return to the Government forthwith such overpayment or payment by mistake made to me by the Government under such scheme(s) and indemnify the Government against any losses, damages, costs, charges and expenses which the Government may sustain or incur, which may include those as a result of delay in returning or failure to return such overpayment or payment by mistake.

**教育局**  
**EDUCATION BUREAU**  
**2022/23「學生津貼」申請表**  
**2022/23 "STUDENT GRANT" APPLICATION FORM**  
**(表格 A FORM A)**

**須知事項 Notes to Complete this Form**

- 本表格用作申請 2022/23 學年「學生津貼」。學生必須在 2022/23 學年就讀中學日校、小學、特殊學校或幼稚園。  
This application form ("Form") is for application for Student Grant for the 2022/23 school year. The student must attend secondary day school, primary school, special school or kindergarten in the 2022/23 school year.
  - 學生必須是香港居民。只持有學生簽證或入境事務處發出的擔保書（坊間一般稱為「行街紙」）的學生均不符合資格。  
The student must be a Hong Kong resident. Students holding student visas only or recognizance forms issued by the Immigration Department are not eligible.
  - 申請人必須是學生的父母或監護人。  
The applicant must be the parent or guardian of the student.
  - 請用黑色或藍色筆以正楷填寫本表格。請勿使用塗改液或改錯帶。建議申請人備存一份填妥的表格以供日後參考。  
Please complete this Form in BLOCK letters using black or blue pen. Please do not use correction fluid or tapes. It is advisable for the applicant to keep a copy of the completed Form for future reference.
  - 申請人於填寫及簽署本表格時，即表示申請人同意提供第 I 和第 II 部分所需資料以及第 III 部分的聲明。如申請人未能提供所需資料，可能會令其申請延遲或無法處理。  
Upon completing and signing this Form, the applicant is deemed to have agreed to provide the required information in Parts I and II, and the declaration in Part III. Failure to provide the required information may result in delay or non-processing of the application.
  - 填妥的表格須在指定時間內透過學生就讀的學校提交。  
The duly completed Form should be submitted through the student's attending school within a specified period of time.
- (# 請填寫並圈出適當的選擇 Please fill in and circle the appropriate option)

**I 學生資料 Student Information**

英文姓名 Name in English

(姓 Surname) (名 Other Name)

(按香港身份證、香港出生證明書或其他身份證明文件所示；略去逗號。) (as shown on the HK Identity Card, HK Birth Certificate or other identity document; comma excluded.)

性別 Sex #  ([1] 男 Male [2] 女 Female) 出生日期 Date of Birth  日 Day  月 Month  年 Year

香港身份證號碼 HK Identity Card No. /  香港出生證明書號碼 HK Birth Certificate No.  (倘若學生沒有香港身份證或出生證明書，請留空此欄。) (Please leave it blank if the student does not have a HK Identity Card / Birth Certificate.)

日校名稱 Name of Day-School

學校類別 School Type #  ([1] 幼稚園 Kindergarten [2] 小學 Primary [3] 中學 Secondary) 級別 Class Level

**(學校專用 For School Use)**

茲證明本表格所示的學生就讀於本表格第 I 部分指明的日校，並未曾在 2022/23 學年「學生津貼」就此學生遞交申請。

This is to certify that the student shown in this Form is enrolled in the day-school as specified in Part I of this Form, and there is no previous submission for Student Grant for the 2022/23 school year in respect of this student.

學校蓋章  
School Chop

**II 申請人資料 Applicant Information**

英文姓名 Name in English

(必須與銀行記錄的帳戶持有人名稱相同，否則自動轉帳可能會被拒絕。) (must be the same as the account holder name registered with the bank, otherwise autopay may be rejected.)

與學生的關係 Relationship with the Student #  ([1] 父 Father [2] 母 Mother [3] 監護人 Guardian)

銀行帳戶號碼 Bank Account Number  (按存摺或銀行結單上所示) (as shown on passbook or bank statement)

銀行編號 Bank Code  分行編號及帳戶號碼 Branch Code and Account Number

(如申請人對於銀行帳戶號碼有任何疑問，請向有關銀行查詢。 If the applicant is in doubt about the bank account number, please check with the bank concerned.)

(必須是申請人在其指定銀行以個人名義開立的本地港幣儲蓄或往來帳戶號碼。定期存款帳戶，信用卡帳戶，外幣帳戶及貸款帳戶概不適用) (must be a local Hong Kong dollar sole-name savings or current bank account number of the bank designated by the applicant. The account must not be a fixed deposit account, a credit card account, a foreign currency account or a loan account.)

銀行名稱 Name of Bank

香港流動電話號碼 HK Mobile Phone No.  電郵地址 Email Address

(用作接收香港短訊通知) (For receiving HK SMS notification)

短訊通知的語言 Language of SMS notification #  ([1] 中文 Chinese [2] 英文 English 如沒有選擇短訊通知的語言，申請人將會收到中文短訊。 If not choosing the language of SMS notification, the applicant will receive the SMS in Chinese.)



上述學生不是持學生簽證來港就學或持有入境事務處發出的擔保書（坊間一般稱為「行街紙」）。本人，並代表在表格內填報的學生，同意政府把其資料與教育局及／或入境事務處及／或其他政策局／部門及／或其代理人／承辦商所持有關於其個人資料進行核對，以便處理本人就該等計劃的申請及領款事宜。本人明白核對程序旨在確定填報的學生是否符合該等計劃的資格；如填報的學生不符合資格，將不能在該等計劃下領取款項。

The student specified above is not a holder of student visa for entry into Hong Kong for studies or a holder of recognizance form issued by the Immigration Department. I, and on behalf of the student specified in this Form, consent to the matching of the Data with the personal data held by the Education Bureau and/or the Immigration Department and/or other bureaux/departments and/or their agents/contractors in relation to my application and receipt of payment under such scheme(s), and understand that the matching procedure is conducted for ascertaining whether the student is eligible under such scheme(s) or not, and therefore I will not receive payment under such scheme(s) in case the student is ineligible.

申請人簽署 Signature of Applicant:

日期 Date:  日 Day  月 Month  年 Year

### III 聲明 Declaration

1. 本人（即本表格簽署人）聲明本人為表格第 I 部分所示的學生的父母或監護人。  
I, the signatory of this Form, declare that I am the parent or guardian of the student as specified in Part I of this Form.
2. 本人已閱讀以下「收集個人資料的聲明」及完全明白其內容。  
I have read the following "Personal Information Collection Statement" and fully understand its content.

#### 收集個人資料的聲明 Personal Information Collection Statement

##### 收集個人資料的目的 Purpose of Collection

1. 你在本表格提供的個人資料，會供教育局用於以下一項或多項用途：  
The personal data provided by you in this form will be used by the EDB for one or more of the following purposes:  
(a) 處理、核實、審核資格及查證各項補助和津貼，以及由教育局提供的教育服務的申請；  
Activities relating to the processing, authentication and assessment on eligibility and counter-checking of the application for individual grant and subsidy as well as education service provided by the EDB;  
(b) 就上文(a)項所述申請的處理、核實、審核資格及查證，將個人資料與政府相關政策局／部門資料庫進行核對；  
Activities relating to matching of the personal data with the database of other relevant Government bureaux / departments in connection with the processing, authentication, assessment on eligibility and counter-checking of the application mentioned in (a) above;  
(c) 將個人資料與教育局資料庫進行核對，以核實／更新教育局的記錄；以及  
Activities relating to matching of the personal data within the database of EDB for purposes of verifying / updating records of the EDB; and  
(d) 編製統計資料、研究及政府刊物。  
Activities relating to compilation of statistics, research and Government publications.
2. 你必須按本表格的要求及於本局處理本表格的過程中提供個人資料。假如你沒有提供該等個人資料，本局可能無法辦理或繼續處理有關表格。  
The provision of personal data required by this form and during the processing of this form is obligatory. In the event that you do not provide those personal data, we may not be able to handle or further process the form.

##### 可獲轉移資料者 Classes of Transferees

3. 你提供的個人資料會供教育局人員取閱。除此之外，本局亦可能會向下列各方或在下述情況轉移或披露該等個人資料：  
The personal data you request access to will be made available to persons working in EDB. Apart from this, they may be transferred or disclosed to the parties or in the circumstances listed below:-  
(a) 政府其他政策局及部門，包括入境事務處及社會福利署，以用於上文第 1 段所述的用途；  
other Government bureaux and departments, including but not limited to Immigration Department and Social Welfare Department, for the purposes mentioned in paragraph 1 above;  
(b) 與本表格相關的學校，以用於上文第 1 段所述的用途；  
the school in which the form relates for the purposes mentioned in paragraph 1 above;  
(c) 受聘於教育局以提供服務或意見的人員、代理人、服務供應商或機構，包括銀行、數據處理服務供應商、印刷服務供應商和短訊服務供應商，以用於上文第 1 段所述的用途；  
personnel, agent, service provider or organisations, including but not limited to bank, data processing service provider, printing service provider and short message service provider, engaged by EDB to provide services or advice for the purposes mentioned in paragraph 1 above;  
(d) 你曾被披露個人資料給予訂明同意；以及  
where you have given your prescribed consent to such disclosure; and  
(e) 根據適用於香港的法例或法庭命令授權、規定或准許披露個人資料。  
where such disclosure is authorised, required or permitted under the law or court order applicable to Hong Kong.

##### 查閱個人資料 Access to Personal Data

4. 你有權要求查閱及更正教育局所持有關於你的個人資料。如需查閱或更正個人資料，請以書面向高級行政主任(特別職務)提出，並寄交九龍觀塘觀塘道 410 號觀點中心 10 樓 1001-3 室教育局特別職務辦事處或電郵至 spdoenquiry@edb.gov.hk。  
You have the right to request access to and correction of your personal data held by EDB. Request for access or correction of personal data should be made in writing to Senior Executive Officer (Special Duties) by post to Special Duties Office, Education Bureau, Unit 1001-3, 10/F, Kwun Tong View, 410 Kwun Tong Road, Kwun Tong, Kowloon or email to spdoenquiry@edb.gov.hk.
3. 本人**授權並同意**本人在表格內填報的銀行及其在香港特別行政區境內或境外營運的代理人／承辦商，使用他們所持有關於本人的個人資料（包括姓名、銀行帳戶號碼及電郵地址），並向政府的有關政策局及部門（包括其代理人／承辦商）、銀行及資料的其他承轉人或其他參與該等計劃的行政及運作的各方披露該等資料，以處理本人就該等計劃的申請及領款事宜，以及作任何與該等目的直接有關的其他用途。  
I, and on behalf of the student specified in this Form, **consent** to the use of the Data for any checking and/or investigation relating to my application and the receipt of payment under such scheme(s) to be carried out by the relevant bureaux and departments of the Government mentioned in paragraph 3 above, including their agents and contractors, and that they may disclose the Data to any other parties if the disclosure is necessary for such checking and/or investigation.
4. 本人，並代表在表格內填報的學生，**同意**上文第 3 段所述的有關政府政策局及部門（包括其代理人／承辦商）使用其資料，進行任何與本人就該等計劃的申請及領款有關的審核及／或調查，並同意在審核及／或調查工作必須披露有關資料的情況下，他們可向任何其他各方披露該等資料。  
I, and on behalf of the student specified in this Form, **consent** to the use of the Data for any checking and/or investigation relating to my application and the receipt of payment under such scheme(s) to be carried out by the relevant bureaux and departments of the Government mentioned in paragraph 3 above, including their agents and contractors, and that they may disclose the Data to any other parties if the disclosure is necessary for such checking and/or investigation.
5. 本人，並代表在表格內填報的學生，**同意**政府把其資料與教育局及／或入境事務處及／或其他政策局／部門及／或其代理人／承辦商所持有關於其個人資料進行核對，以便處理本人就該等計劃的申請及領款事宜。本人明白核對程序旨在確定填報的學生是否符合該等計劃的資格；如填報的學生不符合資格，將不能在該等計劃下領取款項。  
I, and on behalf of the student specified in this Form, **consent** to the matching of the Data with the personal data held by the Education Bureau and/or the Immigration Department and/or other bureaux/departments and/or their agents/contractors in relation to my application and receipt of payment under such scheme(s), and understand that the matching procedure is conducted for ascertaining whether the student is eligible under such scheme(s) or not, and therefore I will not receive payment under such scheme(s) in case the student is ineligible.
6. 本人同意政府把該等計劃的款項直接存入本人在表格內指定的銀行帳戶。本人亦同意並承諾，如政府就該等計劃向本人支付的款項超過既定款額，或誤向本人支付任何款項，本人定當立即通知政府並退回任何多付或誤付的款項。就此，本人授權銀行從本人的帳戶扣除經政府核實為多付或誤付的款項。  
I agree that the payment under such scheme(s) be effected directly into the bank account as specified in this Form. I also agree and undertake to notify the Government forthwith of any overpayment or any payment by mistake to me under such scheme(s) and refund the same to the Government. In this respect, I hereby authorise the bank to debit the bank account with such amount certified by the Government as overpayment or payment by mistake.
7. 本人聲明填報的學生就讀於本表格第 I 部分指明的日校；填報的學生符合該等計劃的資格準則，他／她並非持學生簽證來港就學，亦非持有人入境事務處發出的擔保書（坊間一般稱為「行街紙」）。本人明白如填報的學生不符合資格，將不能在該等計劃下領取款項。  
I declare that the student is enrolled in the day-school as specified in Part I of this Form; the student satisfies the eligibility criteria for such scheme(s), and he/she is neither a holder of student visa for entry into Hong Kong for studies, nor a holder of recognizance form issued by the Immigration Department. I understand that I will not receive payment under such scheme(s) in case the student is ineligible.
8. 本人明白只有其中一位父母或監護人可為每一合資格學生提交一份申請，本人聲明本人已與本人的配偶及其他監護人（如適用）核實，並沒有就填報的學生重複遞交申請；亦未曾在有關的學年在該等計劃下就填報的學生遞交申請或領取款項。如申請人為同一名學生重複遞交申請，其後重複申請將不獲處理。  
I understand that only one of the parents or guardians can submit an application for each eligible student once only. I declare that I have checked with my spouse and other guardian(s) (if applicable) that there are no duplicate submissions for the student in this form under such scheme(s); and I have no previous application and/or receipt of payment under such scheme(s) in the school year concerned in respect of the student. Submitting more than one application for the same student will result in disqualification of the duplicated applications.
9. 本人聲明在本表格填報的資料均屬正確無訛。本人明白倘若本人蓄意或存心虛報資料或隱瞞任何事項，或錯誤引導政府以獲取該等計劃的款項，本人有可能被刑事檢控。  
I declare that the Data is true, complete and accurate. I understand that if I knowingly or wilfully make any false statement or withhold any information, or otherwise mislead the Government for the purpose of obtaining payments under such scheme(s), it will render me liable to prosecution.
10. 本人同意，政府並無責任處理就學生在該等計劃下的申請及付款事宜，如：  
I agree that the Government shall have no obligation to process the application or to make any payment under such scheme(s) in respect of a student if:  
(a) 本人在任何時候被發現該等計劃下或與其有關的計劃提供予政府的資料屬虛假、不完整、不準確、不正確或具誤導性；  
or  
any information provided by me to the Government under or in relation to such scheme(s) is at any time found to be false, incomplete, inaccurate, incorrect or misleading;  
or  
(b) 該學生不符合資格領取在該等計劃下的款項。  
the student is not eligible to receive any payment under such scheme(s).
11. 如政府在任何時候證實：  
If the Government certifies at any time that:  
(a) 政府就該等計劃向本人支付的款項超過既定款額；  
the Government has made any overpayment to me under the scheme(s);  
(b) 政府就該等計劃向本人支付任何款項；或  
the Government has made any payment by mistake to me under such scheme(s); or  
(c) 出現第 10(a) 或 (b) 段所述的任何情況，  
any situation mentioned in paragraph 10(a) or (b) occurs,

本人定當立即退回政府就該等計劃多付或誤付給本人的款項，並賠償政府可能出現或招致的損失、損害賠償、費用、收費或支出，其中可能包括因延遲或未能退回多付或誤付的款項而出現的情況。  
I shall return to the Government forthwith such overpayment or payment by mistake made to me by the Government under such scheme(s) and indemnify the Government against any losses, damages, costs, charges and expenses which the Government may sustain or incur, which may include those as a result of delay in returning or failure to return such overpayment or payment by mistake.



**一般銀行編號 Common Bank Code List**

中國銀行有多個編號，請勿同時填上“012”及其他銀行編號。如有疑問，請向有關銀行查詢。

Bank of China (Hong Kong) Limited has different bank codes, please do not fill in “012” with other bank code. You may verify with the Bank if you are in doubt.

星展銀行有多個編號，請勿同時填上“016”及其他銀行編號。如有疑問，請向有關銀行查詢。

DBS Bank (Hong Kong) Limited has different bank codes, please do not fill in “016” with other bank code. You may verify with the Bank if you are in doubt.

銀行編號	銀行名稱
003	渣打銀行 Standard Chartered Bank (Hong Kong) Limited
004	香港上海滙豐銀行 The Hong Kong & Shanghai Banking Corporation Limited
009	中國建設銀行(亞洲) China Construction Bank (Asia) Corporation Limited
012 或 or 014 019 026 030 031 033 036 064 070	中國銀行 Bank Of China (Hong Kong) Limited 中國銀行（前稱「鹽業銀行」） 中國銀行（前稱「廣東省銀行」） 中國銀行（前稱「中南銀行」） 中國銀行（前稱「金城銀行」） 中國銀行（前稱「新華銀行」） 中國銀行（前稱「國華商業銀行」） 中國銀行（前稱「浙江興業銀行」） 中國銀行（前稱「華僑商業銀行」） 中國銀行（前稱「寶生銀行」）
015	東亞銀行 The Bank of East Asia, Limited
016 或 or 032 052 185	星展銀行 DBS Bank (Hong Kong) Limited 星展銀行（前稱「廣安銀行」，應連帶分行編號 002/ 200/ 201/ 202/ 235） 星展銀行（前稱「海外信託銀行有限公司」） 星展銀行香港分行 DBS Bank Ltd, Hong Kong Branch
018	中信銀行 Citic Bank International Limited
020	招商永隆銀行 CMB Wing Lung Bank Limited
022	華僑銀行 Oversea-Chinese Banking Corporation Ltd.
024	恒生銀行 Hang Seng Bank Limited
025	上海商業銀行 Shanghai Commercial Bank Limited
027 或 or 382	交通銀行 Bank of Communications Co., Ltd. 交通銀行 Bank of Communications (Hong Kong) Limited
028	大眾銀行 Public Bank (Hong Kong) Limited
035	華僑永亨銀行（前稱永亨銀行） OCBC Wing Hang Bank Limited (Previously known as WING HANG BANK LTD.) Wing Hang Bank, Limited
038	大有銀行有限公司 Tai Yau Bank Limited
039	集友銀行 Chiyu Banking Corporation Limited
040	大新銀行 Dah Sing Bank Limited
041	創興銀行 Chong Hing Bank Limited
043	南洋商業銀行 Nanyang Commercial Bank, Limited
050	印度海外銀行 Indian Overseas Bank
060	巴基斯坦國民銀行 National Bank Of Pakistan
061	大生銀行 Tai Sang Bank Limited
063	馬來亞銀行 Malayan Banking Berhad (Maybank)

銀行編號	銀行名稱
066	印尼國家銀行 PT. Bank Negara Indonesia (Persero) TBK
071	大華銀行 United Overseas Bank Ltd.
072	中國工商銀行（亞洲） Industrial and Commercial Bank of China (Asia) Limited
082	印度國家銀行 State Bank of India
128	富邦銀行 Fubon Bank (Hong Kong) Limited
198	華南商業銀行香港分行 Hua Nan Commercial Bank, Ltd (Hong Kong Branch)
203	第一商業銀行 First Commercial Bank
214	中國工商銀行 Industrial and Commercial Bank of China Limited
221	中國建設銀行 China Construction Bank Corporation
222	中國農業銀行香港分行 Agricultural Bank of China Limited (Hong Kong Branch)
229	中國信託商業銀行 CTBC Bank Co., Ltd.
238	招商銀行香港分行 China Merchants Bank Co., Ltd. (Hong Kong Branch)
006 或 or 250	花旗銀行 Citibank N.A. 花旗銀行 Citibank (Hong Kong) Limited
269	上海商業儲蓄銀行 The Shanghai Commercial & Savings Bank, Ltd.
353	中國民生銀行香港分行 China Minsheng Banking Corp., Ltd. (Hong Kong Branch)
368	中國光大銀行香港分行 China Everbright Bank Co., Ltd. (Hong Kong Branch)
377	興業銀行香港分行 Industrial Bank Co., Ltd. (Hong Kong Branch)
378	元大商業銀行 Yuanta Commercial Bank Co. Ltd.
387	眾安銀行 ZA Bank Limited
388	Livi bank Limited
389	Mox Bank Limited
390	匯立銀行 Welab Bank Limited
391	富融銀行 Fusion Bank Limited
395	天星銀行 Airstar Bank Limited

註：申請人須小心核對以確保填寫的銀行戶口號碼與存摺或銀行結單上所顯示的號碼相同。如有疑問，請向有關銀行查詢。

如需更詳盡銀行編號資料，請瀏覽以下香港銀行同業結算有限公司網址(只以英文列出)：

[https://www.hkicl.com.hk/chi/information\\_centre/clearing\\_code\\_and\\_branch\\_code\\_list.php](https://www.hkicl.com.hk/chi/information_centre/clearing_code_and_branch_code_list.php)

Remarks: Applicants are advised to check carefully to ensure that the bank account number provided is same as the bank account number shown on the passbook or bank statement, or to verify with the Bank if in doubt.

Please browse the following website of the Hong Kong Interbank Clearing Company Limited (listed in English only) for a detailed bank code list:

[https://www.hkicl.com.hk/eng/information\\_centre/clearing\\_code\\_and\\_branch\\_code\\_list.php](https://www.hkicl.com.hk/eng/information_centre/clearing_code_and_branch_code_list.php)