



Financial Assistance Scheme for
Post-secondary Students (FASP)

Application for Financial Assistance for 2012/13

Form G

You **must** read the FASP Guidance Notes [FASP/1A(2012)] / [FASP/1B(2012)] carefully in completing Form G. The Guidance Notes are available at the Agency's Homepage at <http://www.sfaa.gov.hk/eng/public/index.htm#fasp>. Please visit our website [<http://www.sfaa.gov.hk>] for latest information. You may choose to submit your application by

by **This Sample provides a quick reference for Form G applicants in completing the application forms. It does not replace the Guidance Notes. Applicants MUST read the Guidance Notes carefully in completing Form G.**

(a) you have an unmarried sibling residing with you and who has submitted or is submitting an application for FASP under Form G [FASP/G(2012)] / [FASP/Gb(2012)] or Form D [FASP/D(2012)] / [FASP/Db(2012)] or (b) you are applying for the Tertiary Student Finance Scheme – Publicly-funded Programmes (TSFS) under Form G [FASP/G(2012)] / [FASP/Gb(2012)] / [FASP/D(2012)] / [FASP/Db(2012)] for the 1st academic year; and

(b) you are not married.

This Sample and the Guidance Notes are also applicable to Form S applicants.

Important points to note:

(1) If you fail to report / attach the required information / supporting documents at the time of application, and the information / supporting documents are reported / provided only upon the Agency's enquiry, these will be treated as misrepresentations and / or omissions. Therefore, please complete the application in detail and submit all the supporting documents. If misrepresentation(s) or omission(s) is / are found, your application may be rejected.

(2) If you choose to use Form S, you need not submit financial information and supporting documents in respect of your family members other than your own. The financial information provided in your sibling's application Form G / Form D will be used to assess your eligibility for assistance.

However, if you are eligible to use Form S but would like to provide a full set of information on yourself and your family members, you may still choose to submit Form G instead of Form S.

(3) Please complete all parts in **block letters** using black or dark blue ball pen.

申請人如需要此表格的中文版本，可向學生資助辦事處或所屬院校索取。

Copies of HKID card / Student card of Applicant and Family Members

Attention: Please stick below copies of HKID card / student card of the family members listed in Table 1 at page 8 of this application form. (You may make additional copy(ies) of this page for use if necessary)

<p align="center">Copy of Applicant's HKID card</p>	<p align="center">Copy of Applicant's student card</p>
<p align="center">Copy of HKID card of Applicant's father (For married applicant, please provide copy of HKID card of spouse)*</p>	<p align="center">Copy of HKID card of Applicant's mother</p>
<p align="center">Copy of HKID card / student card of family member listed in Sections B to D under Table 1#</p>	<p align="center">Copy of HKID card / student card of family member listed in Sections B to D under Table 1#</p>
<p align="center">Copy of HKID card / student card of family member listed in Sections B to D under Table 1#</p>	<p align="center">Copy of HKID card / student card of family member listed in Sections B to D under Table 1#</p>

* Please also provide copy of applicant's marriage certificate, as well as HKID card or birth certificate / student card copy of applicant's children.

Please provide his/her student card copy if the family member is a full-time student.

STUDENT FINANCIAL ASSISTANCE AGENCY

FINANCIAL
APPLICANT

SECONDARY STUDENTS
OR 2012/13 (FORM G)

1 2
P E

FOR INSTITUTION
USE

Application No.

3					
---	--	--	--	--	--

Enter your name in Chinese and English and the Chinese Character Codes as shown in your Hong Kong Identity Card. Please use BLOCK letters, start at the first box and leave a space after each word. Commas are not required.

PART A

DATA OF APPLICANT

Name in Chinese (if applicable)

姚新青
(Name)

9 1 2 0 2 2 4 5 0 7 2 3 0

Chinese Character Code

Full name in English (Surname first, personal name to be followed by Christian or first name, please leave one spacing inbetween surname/name.)

25 Y I U S U N C H I N G

Hong Kong Identity Card No.

61 A 1 2 3 4 5 6 (7)

Right-justify your Hong Kong Identity Card number.

Date of Birth/Sex

70 0 1 d 72 0 9 m 74 1 9 8 9 y 78 M ('M' male, 'F' female)

Marital Status

79 S ('S' single, 'M' married/separated/divorced/widowed)

Residential Address

(If your residential address cannot be reached by post, please provide a correspondence address.)

Please leave a space after each word. Punctuation marks are not necessary. If no postal service is provided at your address, please put down your correspondence address here and give the address of your live-in place in Table 7.

80 ROOM 8 8 8 T I N G L I N G H O U S E

104 T I N G D O N G E S T A T E

128 K W U N T O N G

144 K O W L O O N

Residential Phone No.

160 2 3 4 5 6 7 8 9

Other Contact Phone No.
(mobile phone no.)

168 9 8 7 6 5 4 3 2 - 176

Applicable to Pager number only.

PART B

BANK NAME & ACCOUNT NO. FOR PAYMENT OF FINANCIAL ASSISTANCE

Note :

Enter your bank name, code and account number in the boxes provided. Some bank codes are listed in para 2.2.1 of Part II of the Guidance Notes. Please check with your bank if necessary.

NAME OF BANK : HANG SENG BANK LTD.

Bank Code - Account Number

180 0 2 4 1 2 3 4 5 6 7 8 9 0

Attention
Please ensure accuracy.

If you wish to apply for Non-means-tested Loan Scheme for Post-secondary Students, enter 'Y'. Otherwise, write 'N'.

PART C

APPLY FOR NON-MEANS-TESTED LOAN SCHEME FOR POST-SECONDARY STUDENTS

Do you wish to apply for Non-means-tested Loan Scheme for Post-secondary Students?

195 Y ('Y' Yes, 'N' No)

Please see Para. 6.3 of Part I of the Guidance Notes

STUDENT FINANCIAL ASSISTANCE AGENCY

FINANCIAL
APPLICANT

SECONDARY STUDENTS
OR 2012/13 (FORM G)

1
P

2
E

FOR INSTITUTION
USE

Application No.

3					
---	--	--	--	--	--

Enter your name in Chinese and English and the Chinese Character Codes as shown in your Hong Kong Identity Card. Please use BLOCK letters, start at the first box and leave a space after each word. Commas are not required.

PART A

PERSONAL DATA OF APPLICANT

Name in Chinese (if applicable)

姚新青
(Name)

9 1 2 0 2 2 4 5 0 7 2 3 0

Chinese Character Code

Full name in English (Surname first, personal name to be followed by Christian or first name, please leave one spacing inbetween surname/name.)

25 Y I U S U N C H I N G

Hong Kong Identity Card No.

61 A 1 2 3 4 5 6 (7)

Right-justify your Hong Kong Identity Card number.

Date of Birth/Sex

70 0 1 d 72 0 9 m 74 1 9 8 9 y 78 M ('M' male, 'F' female)

Marital Status

79 S ('S' single, 'M' married/separated/divorced/widowed)

Residential Address

(If your residential address cannot be reached by post, please provide a correspondence address.)

Please leave a space after each word. Punctuation marks are not necessary. If no postal service is provided at your address, please put down your correspondence address here and give the address of your live-in place in Table 7.

80 ROOM 8 8 8 T I N G L I N G H O U S E

104 T I N G D O N G E S T A T E

128 K W U N T O N G

144 K O W L O O N

Residential Phone No.

160 2 3 4 5 6 7 8 9

Other Contact Phone No.
(mobile phone no.)

168 9 8 7 6 5 4 3 2 - 176

Applicable to Pager number only.

PART B

BANK NAME & ACCOUNT NO. FOR PAYMENT OF FINANCIAL ASSISTANCE

Note :

Enter your bank name, code and account number in the boxes provided. Some bank codes are listed in para 2.2.1 of Part II of the Guidance Notes. Please check with your bank if necessary.

NAME OF BANK : HANG SENG BANK LTD.

Bank Code - Account Number

180 0 2 4 1 2 3 4 5 6 7 8 9 0

Attention
Please ensure accuracy.

If you wish to apply for Non-means-tested Loan Scheme for Post-secondary Students, enter 'Y'. Otherwise, write 'N'.

PART C

APPLY FOR NON-MEANS-TESTED LOAN SCHEME FOR POST-SECONDARY STUDENTS

Do you wish to apply for Non-means-tested Loan Scheme for Post-secondary Students?

195 Y ('Y' Yes, 'N' No)

Please see Para. 6.3 of Part I of the Guidance Notes

PART D		INFORMATION ON COURSE OF STUDY IN 2012/13	
Student Identity Card No. (1)	Enter the student identity card number if you have one. Left-justify your data.	196	0 1 6 5 4 3 2 1
Institution Code	(You should check the institution code and the course code with your institution or visit SFAA before completing boxes 207-208. (p3.htm))	207	A Z 208
Year of Intake	Please check the institution code and course code with your institution or visit the Agency's Homepage to check the required information.	2011	
Institution Course/Programme Name		ASSOCIATE OF ARTS IN BUSINESS (YEAR 2)	
SFAA Course Code		209	1 2 3 4 5 6 E D 216
SFAA Course Description	Please note that some of the institution course/programme names are different from SFAA Course Description.	ASSOCIATE OF ARTS IN BUSINESS (YEAR 2)	
Annual Total Tuition Fee for the		217	4 0 0 0 0 . 0 0 224
Were you a full-time student of the institution reported in boxes 207-208 in the 2011/12 academic year?		225	Y ('Y' Yes, 'N' No)
Year of study in the 2012	Enter your year of study in the 2012/13 academic year.	226	2 "1" for Year 1, "2" for Year 2 and so on
Expected graduation date	Enter your anticipated date of graduation here.	227	2 0 1 3 230 231 0 6 232 Year Month
No. of credit units to be taken in the 2012/13 academic year (Applicable to applicable credit units taken.)	Enter the number of credits (right-justified) if your tuition fees are based on the number of credits you will take. Otherwise, leave the boxes blank.	233	. 236

PART E		STUDENT TRAVEL SUBSIDY (2012/13)	
If you wish to apply for Student Travel Subsidy, please tick box 237 and complete boxes 238 – 351. 237 <input checked="" type="checkbox"/>			
Your 2012/13 term-time residential address is:			
Flat/Room 238	8 8 8	Floor 243	
Name of Building 251	TING LING HOUSE		
Estate/Village 276	TING DONG ESTATE		
No. and Name of Street 301			
District 326	KWUN TO		
Area 351	2 (1 – Hong K)		

PART F		INFORMATION	
Did any member(s) of your family in Table 1 Section A / Section B receive Comprehensive Social Security Assistance between 1.4.2011 and 31.3.2012?		352	N
Did your parents run any business between 1.4.2011 and 31.3.2012 apart from the self-occupied home property / land / carpark as at 31.3.2012?	If your parents ran their own businesses between 1.4.2011 and 31.3.2012 (for instance, they are the proprietors of factories, transportation companies or trading companies), enter 'Y'. Otherwise, please write 'N'.	353	Y
No. of Family Members (Table 1, Section A)		354	Y ('Y' Yes, 'N' No)
Annual Income (Table 1, Section A)	The figures entered in boxes 355 to 358 should be the same as the number of persons entered in Sections A, B+C and D of Table 1. The amounts of ANNUAL income entered in boxes 359 to 372 should be the same as the amounts entered in Sections A and B of Table 1.	355	3
Annual Income (Table 1, Section B)		356	0 4
HKID No. of your father		358	1
HKID No. of your mother	The data of your parents' Hong Kong Identity Card numbers should be right-justified.	359	\$ 3 3 2 0 0 0
		366	\$ 1 6 4 0 0 0 372
		373	B 1 2 3 3 2 1 (8)
		382	C 4 5 5 6 5 5 (7)

PART G ADDITIONAL INFORMATION FOR APPLICANTS WHO ARE NOT REQUIRED TO ATTEND WHOLE YEAR STUDY OR NOT REQUIRED TO PAY FULL AMOUNT OF TUITION FEE OR WILL ATTEND GRADUATION-TIED PLACEMENT (irrespective of whether the placement is compulsory or optional) IN THE 2012/13 ACADEMIC YEAR (INCLUDING THE SUMMER MONTHS OF YEAR 2012)

Part G : Please indicate whether you will attend graduation-tied placement in the 2012/13 academic year which counts towards the completion of your course, irrespective of whether the placement is compulsory or optional.

Will you attend graduation-tied placement in the 2012/13 academic year (Please put a '✓' in the appropriate box.)

of Year 2012)?

- Yes, and I will receive income from the graduation-tied placement. [Please ask your institution to complete Part H (c) or attach written confirmation on details of the placement issued by your faculty / department / employer.]

Details of graduation-tied placement are:

(i) Period (including summer months of Year 2012):
 From 1/10/2012 to 31/12/2012
 DD/MM/YYYY DD/MM/YYYY

If you will receive income from the graduation-tied placement, please ask your institution to complete Part H(c) or attach written confirmation on details of the placement issued by your faculty/ department/ employer.

(ii) Amount of income received / to be received in the 2012/13 academic year (including the summer months of Year 2012):
 Amount \$ 8,000

- Yes, but I will not receive any income from the graduation-tied placement.
- Details of the graduation-tied placement have not been finalised yet and will not be finalised in the coming 2 weeks. I will inform SFAA and provide written confirmation by institution / faculty / department / employer once the duration of the placement and amount of income are confirmed.
- No, I will not attend any graduation-tied placement.

PART H ADDITIONAL INFORMATION FOR APPLICANTS WHO ARE NOT REQUIRED TO ATTEND WHOLE YEAR STUDY OR NOT REQUIRED TO PAY FULL AMOUNT OF TUITION FEE OR WILL ATTEND GRADUATION-TIED PLACEMENT WITH INCOME IN THE 2012/13 ACADEMIC YEAR

(a) (To be completed by applicant)

Reason for not attending whole year study or not attending whole year study or do not need to pay full amount of tuition fee (e.g. suspension / deferment of studies; repeat failed modules; being granted a leave of absence):

Part H : If you do not need to attend whole year study or do not need to pay full amount of tuition fees in the 2012/13 academic year, you **must** complete Part H(a) and ask your institution to complete Part H(b).

(b) (To be completed by institution)

This is to certify that the applicant is a registered full-time student of this institution in the 2012/13 academic year.

The amount of tuition fee paid by the applicant in the 2012/13 academic year is: _____

The applicant's period of study is: _____ in the appropriate box):

- 1st semester/term only
- others (please specify _____ year _____ Y)

Applicant to request institution to complete Part H(b) and/or H(c) and stamp its chop on this part.

(c) (To be completed by institution)

This is to certify that the amount of placement income received/ to be received by the applicant in the 2012/13 academic year (including the summer months of year 2012) is: Amount \$ 8,000

Signature: _____

Name: _____ Position: _____

Institution: _____ Date: _____

Contact Telephone No./Fax No.: _____ Institution Chop

If you will attend graduation-tied placement with income in the 2012/13 academic year (including the summer months of year 2012), you may contact your institution to complete this part or attach written confirmation on details of the placement issued by your faculty/ department/ employer.

IMPORTANT POINTS TO NOTE

1. This application must be completed **FULLY and TRUTHFULLY**. The information supplied by the applicant in this application will be used to determine the appropriate level of financial assistance to be offered to the applicant and, if appropriate, the applicant's sibling(s) if the latter's application(s) is/are submitted under FASP/SA(2012) or FASP/SB(2012) (i.e. Form S for FASP), FASP/SDA(2012) or FASP/SDB(2012) (i.e. Form SD for FASP), TSFS/SA(2012) or TSFS/SB(2012) (i.e. Form S for TSFS). Any misrepresentation or omission or improperly filling in information in this application form and/or Form S / Form SD for the FASP or the TSFS may lead to **disqualification from application and/or full recovery of financial assistance already paid to the applicant and/or the applicant's sibling(s), and court proceedings**. Applicants are reminded that it is an offence to obtain property or pecuniary advantage by deception. Any person who does so commits an offence and shall be liable on conviction upon indictment to imprisonment for 10 years under the Theft Ordinance (Chapter 210 of the Laws of Hong Kong). Applicants are also reminded that if any person being required or authorised by law to make any statement on oath for any purpose and being lawfully sworn (otherwise than in a judicial proceeding) wilfully makes a statement which is material for that purpose and which he knows to be false or does not believe to be true, he shall be guilty of an offence and shall be liable on conviction upon indictment to imprisonment for 7 years and to a fine under the Crimes Ordinance (Chapter 200 of the Laws of Hong Kong).
2. Applicants should inform the Student Financial Assistance Agency (SFAA) at Room 1201, 12/F, Trade and Industry Department Tower, 700 Nathan Road, Kowloon in writing immediately of any changes of information in Parts A to H after submission of the application. The form "Notification of Change of Personal Data (FASP/C/1A)" and the form "Notification of Change of Institution / Course Data (FASP/C/1B)" are obtainable at applicant's institution, the SFAA or the SFAA homepage (<http://www.sfaa.gov.hk/eng/public/index.htm#fasp>). Outdated information will cause unnecessary delay in processing of applications. If applicants change to study in another institution after submission of the application, they need not submit a fresh application. They just need to inform SFAA of the changes by completing the form "Notification of Change of Institution / Course Data (FASP/C/1B)".
3. Every year, the SFAA selects a number of successful applicants for counter-checking and home visits. Applicants and their family members are requested to co-operate with our staff. Intentional obstruction to our staff in their course of investigation or concealment of information may lead to **full recovery of the financial assistance already paid and even court proceedings**.
4. If applicants are not married, both of their parents should sign the declaration on Page 16 of this Application. If applicants are married, their spouse should sign the declaration. Applicants should **NOT** sign the declaration on behalf of their parents / spouse. If applicants do so, the application will be **REJECTED**. Applicants are reminded that a person who makes a false instrument, with the intention that he or another shall use it to induce somebody to accept it as genuine, and by reason of so accepting it to do or not to do some act to his own or any other person's prejudice, commits the offence of forgery and is liable on conviction on indictment to imprisonment for 14 years under the Crimes Ordinance (Chapter 200 of the Laws of Hong Kong).
5. **Please note that if applicants fail to provide the required information with necessary supporting documents at the time of submitting application, and the information / supporting documents are provided only upon the Agency's enquiry, these will be treated as misrepresentations and/or omissions of information.**

For Official Use:

BEFORE COMPLETING TABLES 1-7, PLEASE

TABLE 1 FAMILY MEMBERS

Code No. (CN)	Name	Age	Relationship with Applicant	Place/Country of Study	Name of Institution	Course Name	Study Level	Year of Study	Expected Month and Year of Graduation	Whether dependent on applicant's parents for living*	Section C No. of persons
1	姚新青	22	Applicant		STUDENT						
2	姚大志	54	Father [^]		BUSINESSMAN						
2	王美美	52	Mother [^]		DOMESTIC EMPLOYER						

Column A
Enter the present average monthly income, including salary or wages, business profit, fees received for services rendered, bonuses, cash awards, commission, tips, allowances, and other earnings of each member of the family. If your family member is now unemployed, you should still fill in his/her income for the period 1.4.2011 - 31.3.2012 in Columns A - G. In addition, you should state in Table 7 the period(s) of and reason for unemployment. Please provide documentary proof on unemployment, e.g. termination letter, medical proof, proof of looking for jobs, proof of studying full-time courses, etc.

Column B
Enter the total salary or wages received during the year 2011-12. The total income for the period should also include leave pay, bonuses, cash awards, commission, tips, payment in lieu of notice, part-time income and allowances, including allowances for overtime work, living allowances, housing or rent allowances, travel allowances, food allowances, and back pay, etc.

Column C
Enter business profits or other incomes earned during the year 2011-12 by means of self-employment, such as hawking, driving taxis/minibuses, and fees received for services rendered, etc.

Column D
Enter the total sum of pension received during the year 2011-12 by each member of the family who has retired, with the exception of once-and-for-all lump sum gratuities on retirement, which should be stated separately in Table 2 below.

Column E
Enter the total amount of remittances, alimony or contributions received (e.g. family/living expenses, mortgage repayment, rental expenses, etc.) during the year 2011-12 from other family members (such as those listed in Table 3) and relatives or friends.

Column F
Enter the total rent received during the year 2011-12 from property, land, carpark, vehicle and vessel owned by family members. Enter the total annual income from subletting the property occupied by the family.

Column G
Enter other incomes received during the year 2011-12, such as Disability Allowance (ie. DA), Comprehensive Social Security Assistance from the Social Welfare Department, etc.

Code No. (CN)	Name	Age	Relationship with Applicant	Place/Country of Study	Name of Institution	Course Name	Study Level	Year of Study	Expected Month and Year of Graduation	Whether dependent on applicant's parents for living*	Section C No. of persons
5	姚威威	17	BROTHER		STUDENT						
6	姚健康	20	BROTHER		UNEMPLOYED						
7	姚小蕙	21	SISTER		CLERK / PART-TIME SALES						

Section B
Enter the information required on your unmarried siblings who are residing with you and/or your parents, including those who reside in hostels/mini halls and attending one of the institutions covered by the Tertiary Student Finance Scheme - Publicly-funded Programmes or FASP. If you are married/separated/ divorced/ widowed, enter information of your children in this section.

Section C
Enter the information on unmarried siblings who have left Hong Kong for studies and are dependent on your parents for living. Such sibling may be regarded as family member if his/her level of study is up to first degree. If you are married, leave this section blank.

Code No. (CN)	Name	Age	Relationship with Applicant	Place/Country of Study	Name of Institution	Course Name	Study Level	Year of Study	Expected Month and Year of Graduation	Whether dependent on applicant's parents for living*	Section C No. of persons
10	YIU MEI LAI	23	SISTER	UNITED STATES	YYZ UNIVERSITY	BACHELOR OF BUSINESS STUDIES	DEGREE	3	JUNE 2012	YES	1
11											

Section D
Enter the information of your paternal/maternal grandparents (paternal/maternal great-grandparents are also applicable) who are dependent on your parents for living.

Section D
Enter the information of your paternal/maternal grandparents (paternal/maternal great-grandparents are also applicable) who are dependent on your parents for living.

Code No. (CN)	Name	Age	Sex	Relationship with Applicant	Whether dependent on applicant's parents for living*	If resided in an elderly home, whether the expenses were fully paid by applicant's parents for an aggregate period of six months more*	Whether receiving CSSA**	Section D No. of persons
12	WONG YING	70	F	YES	NO	YES	NO	1
13								

TABLE 2 ADDITIONAL INFORMATION ON RETIRED PARENTS

Code No.	Name	Retirement Date	Name and Telephone No. of Employer	Lump Sum Gratuity	Present Monthly Pension
2					
3	WONG MEI MEI	9.9.2004	CCF COMPANY LTD. (TEL. 2626 2266)	\$200,000	0

If your parents have retired, enter your parents' once-and-for-all lump sum gratuity received upon retirement and the pensions that they now receive each month.

TABLE 3 APPLICANT'S OTHER FAMILY MEMBERS - Applicant's sibling(s) living away from applicant and/or applicant's parent(s) (including those living in the Mainland)

Code No. (CN)	Name	Age	Married/Single	Relationship with Applicant	Residential Address	Monthly Income	Occupation	Whether dependent on applicant's parents for living*
14	YIU TAI FONG	26	MARRIED	BROTHER	FLAT A, 10/F, GOODVIEW BLDG., 28 GOODVIEW RD., MONGKOK, KLN.	2003 6998	TEACHER	NO
15	YIU HO YAN	24	SINGLE	SISTER	ROOM A, 2/F NO.7 FIRST ROAD, SHENZHEN, MAINLAND CHINA.	86-755-27279028	CLERK	NO

For example, if your married brother gave \$2,000 per month to your mother and settle the monthly mortgage repayment of \$3,000 for your mother, you should put down \$60,000 as annual contribution in Table 3.

[^] Income proofs include salary statements, Employer's Return of Employee's Remuneration and Pensions [IR56B], Notification by an employer of an employee who is about to cease to be employed [IR56F], Tax Assessment and Demand Note [IRC6401] and Return of Employee's Remuneration [FASP/4(2)].
^{*} Remittance / Alimony / Contribution received by family members in Table 1 above includes family / living expenses, mortgage repayment / rental expenses provided by others (e.g. divorced parent, siblings living away from applicant and/or applicant's parent(s), relatives / friends, etc.)
^{*} Please indicate "Yes" or "No" in the Box.
^{**} CSSA : Comprehensive Social Security Assistance (excluding Old Age Allowance / Disability Allowance). Please report Disability Allowance in the "Other Income" column. If your family member(s) received CSSA, please provide documentary proofs (from 1.4.2011 to the latest date), from Social Welfare Department, including the Certificate of CSSA Recipients (for Medical Waivers) and notification letter.
[^] If your parents have divorced or you have divorced, please state in Table 7 and provide documentary proofs. If your parents are not residing with your family members, please provide details in Table 7 "Additional Information by Applicant".
[#] Please complete this part if the family member was a full-time student studying abroad between 1.4.2011 and 31.3.2012.

TABLE 4 ASSETS (including those in Hong Kong and outside Hong Kong which are wholly or partly owned by family member(s) listed in Section A under Table 1 of this application form)

(Please do not omit any information. Use additional sheets if required. All documentary proofs have to be submitted together with the application form.)

(A) Property / Land / Carpark (including those in Hong Kong and outside Hong Kong; including those vacant, rented out or self-occupied.) (Please provide documentary proofs and refer to 3.5.5 to 3.5.9 of Part II of the Guidance Notes for details)

Code No. or Name of Owner (e.g. CN2, CN3)	CN2	CN2 & RELATIVES
Add	FLAT E, 18/F, BLOCK 12, BEAUTIFUL GARDEN, TAI PO, N.T.	FLAT A, 2/F, 96 WELL STREET, HONG KONG
Use / Rent	RENTED-OUT	SELF-OCCUPIED
If self-occupied	8.8.2005	7.7.2004
Type of property (e.g. domestic, shop, factory, office, "Home Ownership Scheme" flat, "Sandwich Class Housing Scheme" flat, "Sandwich Class Housing Scheme" flat)	DOMESTIC	OFFICE
Area of land	56 m ² *	60 m ² *
(a) Estimated Market Value as at 31.3.2012	\$1,300,000	\$1,400,000
(b) Outstanding Mortgage as at 31.3.2012	\$800,000	\$1,100,000
(c) Percentage of Ownership	100%	50%
(d) Net Value = [(a)-(b)] x (c)	\$500,000	150,000

^ If you / your parents / your spouse reside in / own a village house / small house, please specify the village house / small house and the use of each storey.

Please indicate the name(s) or the name(s) of the relative(s) / friend(s) who live in the premises.
 * 1 m² approximately. If you have added separate sheets, please put a remark here. *My mother owns two other additional properties, which are reported in the separate sheet attached.*

(B) Vehicle / Vessel and/or Taxi / Public Light Bus Licence (Please provide documentary proofs, such as mortgage repayment schedule for vehicle and Vehicle Registration Document, and refer to 3.5.10 of Part II of the Guidance Notes for details)

Code No. or Name of Owner	CN2 & RELATIVES
Type of Vehicle	URBAN TAXI / DA1234
Purchase Date	5.4.2004 / \$2,600,000
(a) Estimated Market Value of the Vehicle/Vessel and/or Licence as at 31.3.2012	\$2,300,000
(b) Outstanding Mortgage	\$1,800,000
(c) Percentage of Ownership	25%
(d) Net Value = [(a)-(b)] x (c)	

(C) Business Undertakings (including those in Hong Kong and outside Hong Kong irrespective of whether the business undertakings is making profit or not.) (Please provide documentary proofs such as Business Registration Certificate, Balance Sheet, Profit and Loss Account, and Annual Statement and refer to 3.5.11 and 3.5.12 of Part II of the Guidance Notes for details)

Code No. or Name of Business Owner	CN2
Name and Address of Business	D & D COMPANY (FLAT A, 2/F, 96 WELL STREET, HONG KONG)
State whether the business premises are rented or self-owned [@]	SELF-OWNED
Nature of Business (e.g. trading)	TRADING
Business Registration No.	09683232-000-10-00-3
(a) Estimated Net Asset Value	\$258,000
(b) Percentage of Ownership	100%
(c) Net Value = (a) x (b)	\$258,000

[@] If the business premises is self-owned, please report it in Section A of Table 4 as well.

(D) Investments (e.g. quantity of shares / warrants / bonds / funds possessed as at 31.3.2012) (Please do not omit any information. Use additional sheets if required. All documentary proofs have to be submitted.)

Code No. or Name of Owner	Shares / Warrants / Bonds / Funds, etc.		Quantity	Date of Acquisition	Maturity Date
	Code	Name			
2	00066	M... CORP. LTD.	500	5.5.2005	
3	00003	HONG KONG CHINA GAS CO. LTD.	60	15.2.2005	

Please report the various investments owned by any member listed in Section A of Table 1, such as shares, warrants, bonds and funds, etc.

Please provide documents to certify the quantity of investments owned as at 31.3.2012.

(E) Deposits (e.g. savings / time / current / club deposits / integrated accounts in local and foreign currencies owned by any member listed in Table 1 Section A.)

Code No. of Owner	Name of Financial Institution	Account Number	Type of Account (e.g. time deposit)	Currency	Balance as at 31.3.2012 (incl. time deposits with the mature date beyond 31.3.2012)
1 (Applicant)	HANG SENG BANK	024-123-4567890	SAVINGS ACCOUNT	HKD	1,577.95
	STANDARD CHARTERED BANK	003-001-4-002052	SAVINGS ACCOUNT	HKD	3,899.81
2 (Father)	HANG SENG BANK	024-347-1-000007	SAVINGS ACCOUNT	AUD	1,300.71
	HONG KONG BANK	HK-478132455	TIME DEPOSIT ACCOUNT	HKD	300,000.81
3 (Mother)	BANK OF CHINA	012-1-301100	CLUB DEPOSIT ACCOUNT	HKD	204,000
	HONG KONG BANK	004-478132455-001	CURRENT ACCOUNT	HKD	608.79
4 (Spouse)					
Deposits Held in Joint Accounts					
3 & 12	HANG SENG BANK	024-347-2-000150	TIME DEPOSIT ACCOUNT	HKD	

Please report all account balance as at 31.3.2012.

For Official Use

* Please provide photocopies of documents that can identify the name of the account holder and the account number (e.g. the first page of a savings passbook) and photocopies of all bank accounts or monthly statements that can show ALL the transactions between 1.4.2011 and 31.3.2012. Please highlight all income-related transactions on the photocopies. If the mature date of a time deposit does not fall on 31.3.2012, you should provide a copy of the relevant receipt / notice / statement and write down the amount of principal. For consolidated net back items / missing statements / receipts / documents, please ask the bank to reproduce the documents. To ensure that the financial circumstances reported in the application is true and complete, the Agency will examine transactions shown in bank statements. You must give explanations for the following transactions: (a) amounts of \$100,000 or more (which may be time deposits), (b) any other deposits of odd cents (which may be interest from time deposits or dividends from stocks and shares), (c) other regular cash/cheque deposits (which may be contributions / remittance from relatives or income from part-time job), and provide documentary proof together with your application form.

Note: Please do not omit any information. Use additional sheets if required.

TABLE 7 ADDITIONAL INFORMATION BY APPLICANT

Divorce proceedings of my parents are in progress. The Petition for Divorce was filed with the District Court in January 2012. When the judgement of the court is available, relevant formal divorce documents will be submitted to your Agency for reference. Copy of my parents' Petition for Divorce is attached with this application form.

My mother is not residing with my siblings and me. My mother's address is: Flat Z, 19/F, Block Z, Very Well Garden, Lam Tin, Kowloon. The information has been reported in Table 4A and copies of the related documents are attached with this application form.

Another sister will be emigrating from the Mainland in December 2012 and will then be residing with my mother. Copies of the related documents are attached with this application form.

There is no "Demand for Rates" for my mother's property reported in Table 4A because the property is an ancestral house in the Mainland. As at 31.3.2012, my mother was still listed in the tenancy of the public housing unit in which my father, siblings and I were residing at. The address of the public housing unit is: Room 888, Ting Ling House, Ting Dong Estate, Kwun Tong, Kowloon. A copy of

Details of the unemployment of the applicant's younger brother, Yiu Kin-hong, as reported in Section B of Table 1 should be given in this table.

My brother, YIU Kin-hong was laid off by his previous employer in June 2011. He was unemployed from 18.6.2011 to 31.8.2012. Copies of termination letter and employment letter are attached with this application form.

My father has incurred debts for over \$1,000,000 from banks and credit cards. My family is now experiencing financial hardship. We hope that your Agency can help relieve our family's financial difficulties and support my studies. Copies of the related documents are attached with application form.

Details, together with reasons and supporting documents, should be given in this table.

My mother is holding in trust \$100,000 for my maternal grandfather (WONG Tai-yan). Copies of relevant documents are attached with this application form.

Details of the assets held in trust by the applicant's mother, as reported in Section H of Table 4 should be given in this table.

Documents/ information to be submitted

The following supporting document(s) is/are not yet available (To avoid mislaying of documents, please put down your name and HK Identity Card number on every page of the documents when you submit the outstanding documents):

Photocopies of my mother's club deposit account
(Account No.: 012-1-301100)

Please list out the supporting document(s) that is/are not yet available. You must take the initiative to submit the documents once they are available. Otherwise, the Agency will treat them as omissions and may reject your application. To avoid mislaying of submitted documents, please put down your name and HK Identity Card number on every page of the submitted documents.

I undertake to understand that if I do not submit the said document(s), SF will reject my application.

Signature of applicant

Signature of Applicant
 (Please use additional sheets if required.)

DECLARATION

(a) By Applicant:

The Declarant **must** read the Guidance Notes [FASP/1A(2012)] / [FASP/1B(2012)] carefully in completing this Declaration. The Guidance Notes is available at the Agency's Homepage at <http://www.sfaa.gov.hk/eng/public/index.htm#fasp>.

I, YIU SUN CHING, have read and fully understood the Guidance Notes on
(name)

the Financial Assistance Scheme for Post-secondary Students (**FASP**) 2012/13 (including the parts on the Non-means-tested Loan Scheme for Post-secondary Students and the Student Travel Subsidy Scheme) (**Guidance Notes**) and I agree to the terms of, and undertake to abide by the Guidance Notes [and such other requirements as specified from time to time by **the Government**] if the Government grants me financial assistance under the FASP. I declare that the information provided in this application for the FASP (which shall include any documents submitted to the Student Financial Assistance Agency (**SFAA**) in support of the application such as FASP/SA(2012), FASP/SB(2012) [i.e. Form S for the FASP], FASP/SDA(2012), FASP/SDB(2012) [i.e. Form SD for the FASP], or TSFS/SA(2012), TSFS/SB(2012) [i.e. Form S for the Tertiary Student Finance Scheme – Publicly-funded Programmes (**TSFS**)] (**my application**) is complete and true to the best of my knowledge. I am aware that the Government will rely, and consent to the Government relying on the information provided by me to determine the eligibility and the level of financial assistance to be offered to me under the FASP and my sibling(s), (if any, and if any should submit an application for financial assistance to the SFAA) under the FASP or the TSFS. I also understand that any person who by any deception dishonestly obtains for himself or another any pecuniary advantage shall be guilty of an offence and shall be liable on conviction upon indictment to imprisonment for 10 years under the Theft Ordinance (Chapter 210 of the Laws of Hong Kong).

I further give my consent to any Government Policy Bureaux and Departments or private bodies to release my personal data to the SFAA for the purpose of processing this application.

I declare that as at the date of this application:-

I **have not** obtained any sub-degree [i.e. associate degree, higher diploma and/or professional diploma including any diploma offered by Hong Kong Shue Yan University upon completion of its 4-year Diploma programme] or above qualification AND I ACKNOWLEDGE THAT if I have obtained any sub-degree [i.e. associate degree, higher diploma and/or professional diploma including any diploma offered by Hong Kong Shue Yan University upon completion of its 4-year Diploma programme] or above qualification, I am ineligible to apply for the FASP.

I **have not** completed any sub-degree [i.e. associate degree, higher diploma and/or professional diploma including any diploma offered by Hong Kong Shue Yan University upon completion of its 4-year Diploma programme] programme or above qualification in respect of which I will be awarded the qualification on the date of the application. AND I ACKNOWLEDGE THAT if I have completed any sub-degree [i.e. associate degree, higher diploma and/or professional diploma including any diploma offered by Hong Kong Shue Yan University upon completion of its 4-year Diploma programme] or above qualification in respect of which I will be awarded the qualification after the date of this application, I am ineligible to apply for the FASP.

Please put a tick in the appropriate box.

* I am **not** a bankrupt and have **not** applied for Individual Voluntary Arrangement [i.e. the Court has not approved any repayment proposal by me in my capacity as a debtor on how I will repay my creditors] and I am **not** aware of any legal proceedings which have been started (or are pending or being threatened) against me for my bankruptcy or for the appointment of a receiver, administrator, administrative receiver, trustee or similar officer over any or all of my assets.

* I **am** a bankrupt; and/or I **have** applied for Individual Voluntary Arrangement [i.e. the Court is considering or has approved a repayment proposal by me in my capacity as a debtor on how I will repay my creditors] and/or I am aware that legal proceeding(s) has/have been started (or are pending or being threatened) against me for my bankruptcy or for the appointment of a receiver, administrator, administrative receiver, trustee or similar officer over any or all of my assets. I have set out the full details in relation to the above at Table 7 – ADDITIONAL INFORMATION BY APPLICANT.

* Please put a '✓' in the appropriate box.

I hereby consent, and confirm that each of the family members and other persons in respect of which personal data or other information (**Information**) is provided in my application (including during the course of consideration of such application) consents, to the Government [including the SFAA and any Government Policy Bureaux and Departments] (**the Government**) and the institution offering the programme in respect of which I am making this application using the Information for any purpose contemplated in paragraph 9 of Part I of the Guidance Notes and any purpose directly related to such purpose.

I also authorise and consent to my institution [i.e. any institution offering any pre-associate degree or sub-degree (i.e. associate degree, higher diploma and/or professional diploma) programme or above qualification, including Hong Kong Shue Yan University which offers a diploma to its students upon their completion of a 4-year Diploma programme] releasing personal data of which I am the subject of the data held by it to the Government in order for the Government to use such information to process my application (and any other application I may make to the Government) and for any other purpose contemplated in paragraph 9 of Part I of the Guidance Notes and any purpose directly related to such purpose.

In particular, I confirm that I authorise the Government to release the results of my application to my institution as mentioned in paragraph 9.3 of Part I of the Guidance Notes.

I understand that the Government has the right to review my application for student financial assistance for me and my sibling(s) [if any, and if any should submit an application for financial assistance to the Government] and adjust my/our financial assistance or withdraw the Government's offer of assistance if necessary, as set out in paragraph 3 and paragraph 6.10 of Part I of the Guidance Notes. I undertake to refund to the Government any overpayment of grant(s) and/or loan(s) made to me upon demand.

I agree to let the Government check and counter-check this application in accordance with paragraph 4.6 in Part I of the Guidance Notes. If I refuse to co-operate, I undertake to refund all the financial assistance already received by me under my application and any other application I may make to the Government.

Should I make a declaration as to not having obtained any sub-degree (i.e. associate degree, higher diploma and/or professional diploma including any diploma offered by Hong Kong Shue Yan University upon completion of its 4-year Diploma programme) or above qualification and not having completed any sub-degree programme or above qualification in respect of which I will be awarded the qualification after the date of this application and such declaration is found to be false, I undertake to immediately repay the Government any grant(s) and/or loan(s) received from the Government pursuant to my application.

I acknowledge that the Government's payment of the grant(s) and/or loan(s) shall be subject to my honouring all the obligations, conditions, and covenants set out in my application and the other terms by which I am bound under the FASP.

Signature of applicant

Signature of applicant/HKID No.: _____ / A123456(7) Date 1/5/2012

Declared in Hong Kong.

Attention

In recent years, a number of applicants and their immediate family members, all without previous criminal convictions, have been convicted of Fraud arising from failure to disclose incomes / assets during their application for financial assistance, and have been sentenced to imprisonment. You are reminded to provide **COMPLETE** and **TRUE** information so as not to ruin your future.

DECLARATION

(b) By Applicant's parents or spouse[#]:

The Declarant must read the Guidance Notes [FASP/1A(2012)] / [FASP/1B(2012)] carefully in completing this Declaration. The Guidance Notes is available at the Agency's Homepage at <http://www.sfaa.gov.hk/eng/public/index.htm#fasp>.

I, YIU TAI CHI, father of the applicant,
(name)

I, WONG MEI MEI, mother of the applicant,
(name)

I, _____, spouse of the applicant,
(name)

fully understand the Guidance Notes of the Financial Assistance Scheme for Post-secondary Students 2012/13 (including the parts on the Non-means-tested Loan Scheme for Post-secondary Students and the Student Travel Subsidy Scheme). We / I* declare that the information provided in this application form about our / my* family, including all the supporting documents provided, is complete and true. We are / I am* aware that the Student Financial Assistance Agency (SFAA) will rely on the information provided to determine the eligibility and the level of financial assistance to be offered to the applicant and the applicant's sibling(s), if any, who will submit the FASP/SA(2012) / FASP/SB(2012) (i.e. Form S for FASP), FASP/SDA(2012) / FASP/SDB(2012) (i.e. Form SD for FASP) or TSFS/SA(2012) / TSFS/SB(2012) (i.e. Form S for TSFS) under the Schemes. We / I* also understand that any person who by any deception dishonestly obtains for himself or another any pecuniary advantage shall be guilty of an offence and shall be liable on conviction upon indictment to imprisonment for 10 years under the Theft Ordinance (Chapter 210 of the Laws of Hong Kong).

We / I* further give our / my* consent to any Government Policy Bureaux and Departments or private bodies to release our / my* personal data to the SFAA for the purpose of processing this application.

Signature of applicant's father

Signature of applicant's father/HKID No.# : _____ / B123321(8) Date 1/5/2012

Signature of applicant's mother

Signature of applicant's mother/HKID No.# : _____ / C455655(7) Date 1/5/2012

Signature of applicant's spouse/HKID No.# : _____ / _____ Date _____

* Delete where inapplicable.

[#] If you are not married, your parent(s) should sign the declaration personally. Any person (including the applicant) signing the declaration on behalf of applicant/ the parent(s)/ spouse will not constitute an act of forgery, which on conviction, may hold the person liable under the Crimes Ordinance (Chapter 200 of the Laws of Hong Kong).

Please make sure that the declaration is signed by your parents or spouse (if you are married). The applicant should **not** sign the declaration on behalf of his / her parents / spouse. If he / she does so, the application will be rejected. In addition, such an act is an offence of forgery under the Crimes Ordinance (Chapter 200 of the Laws of Hong Kong). An offender shall be liable on conviction on indictment to imprisonment for 14 years.

should sign the declaration personally. Any person (including the applicant) signing the declaration on behalf of applicant/ the parent(s)/ spouse will not constitute an act of forgery, which on conviction, may hold the person liable under the Crimes Ordinance (Chapter 200 of the Laws of Hong Kong).

Attention

In recent years, a number of applicants and their immediate family members, all without previous criminal convictions, have been convicted of Fraud arising from failure to disclose incomes / assets during their application for financial assistance, and have been sentenced to imprisonment. You are reminded to provide **COMPLETE** and **TRUE** information so as not to ruin your future.

Please **do not** complete this page when you submit this application form. You or your father / mother will be requested to complete this declaration only when you and / or your father / mother is / are invited to attend an interview at the Student Financial Assistance Agency.

DECLARATION
(OATHS AND DECLARATIONS ORDINANCE)

I, _____, HKID No. _____, of _____

_____ (state your residential address) solemnly and sincerely declare that.

1. I am the _____ (or self) of the applicant,
 2. The inform _____ edge.
 3. I am aware _____ ssistance of the applicant a _____ on.
- And I mak _____ by virtue of the Oaths and Decl _____

Do not fill in this part when you submit this application form.

Declared at the _____ HKSAR this _____ day of _____, through the interpretation of _____ of _____, the said interpreter having been also first sworn that he / she had truly, distinctly, and audibly interpreted the contents of this document to the declarant, and that he / she would truly and faithfully interpret the declaration about to be administered to him / her.

Signature of declarant

Before me,

Commissioner for Oaths : _____

Declaration by Interpreter

I, _____, HKID No. _____ of _____ (state your residential address) swear that I well understand the official language in which this document is written and the _____ dialect of the Chinese language/ the English language and that I have truly, distinctly, and audibly interpreted the contents of this document to the declarant _____, and that I will truly and faithfully interpret the declaration about to be administered to him / her.

Signature of interpreter

Interpreter

Declared at the Student Financial Assistance Agency in the HKSAR this _____ day of _____.

Before me,

Commissioner for Oaths : _____

Checklist of Supporting Documents

Before submission of application, please check if you have:

- Completed fully all parts of the application form.
- Prepared **copies** of all relevant supporting documents (please ensure

Please refer to the items on the checklist and check carefully to see if the application has been filled in properly and if copies of all the supporting documents have been provided. Please ensure that the information shown on the copies is legible. **If you fail to report/ attach the required information/ supporting documents at the time of application, and the information/ supporting documents are only reported/ provided upon the Agency's enquiry, these will be treated as misrepresentations and/or omissions. Therefore, please complete the application in detail and submit all the supporting documents. If misrepresentation(s) or omission(s) is/ are found, your application may be rejected.**

Identity Information

- Your HKID card and student card or other supporting documents
- Your offer letter of admission or bank pay-in slip of tuition fee
- The HKID card(s) of your father and mother (or spouse, if married)
- The HKID card(s) of your sibling(s) / grandparent(s) and the Table 1. If you cannot obtain the above-mentioned HKID card of family member;
- Your marriage certificate (if married); and
- The HKID card / birth certificate of your child.

Income Information

- Proof of the income received / to be received from graduation-tied placement in the 2012/13 academic year (including the summer months of the Year 2012), e.g. employment letter / contract of employment, certification letter from the employer or other income proofs (Part G); and
- Income proof of your parents and unmarried sibling(s) residing with you and/or your parent(s) (or your spouse, if you are married) for the period 1.4.2011 to 31.3.2012 (Sections A and B of Table 1), e.g. salary statement / Employer's Return of Employee's Remuneration and Pensions [IR56B] / Profit & Loss Account or other income proofs (If unemployed, please provide documentary proof, e.g. termination letter, medical proof, proof of looking for jobs, proof of studying full-time courses, etc.).

Asset / Residence Information

- Supporting documents for property / land / carpark (Section A of Table 4) such as Sale and Purchase Agreement, Demand for Rates, mortgage repayment schedule, assignments and deeds;
- Tenancy agreement of public housing unit;
- Vehicle Registration Certificate (Section B of Table 4);
- Mortgage repayment schedule for vehicle (Section B of Table 4);
- Business Registration Certificate (Section C of Table 4);
- Company's balance sheet (Section C of Table 4);
- Certificate(s) or monthly statement(s) of March 2012 showing the type(s) and quantity / quantities of investment items as at 31.3.2012, e.g. shares / warrants / bonds and funds (Section D of Table 4);
- All passbooks and monthly statements of all types of bank deposits (including those closed between 1.4.2011 and 31.3.2012) of you and your parents (or your spouse, if you are married) (Section E of Table 4) including the page showing the account holder's name, account number and all pages showing the transactions from 1.4.2011 to 31.3.2012. For the account mentioned in Part B of the application for payment of financial assistance (Section E of Table 4), if it was opened **after** 31.3.2012, only the page showing the account holder's name and account number and the page showing the opening balance are required;
- Certificate(s) / receipt(s) / notice(s) on time deposit(s) showing the balance as at 31.3.2012 (Section E of Table 4); and
- Annual statement showing the value of savings / investment-linked insurance policy with cash value and dividends as at 31.3.2012 (Section G of Table 4).

Expenses Information

- Medical proofs and receipts from 1.4.2011 to 31.3.2012 for family member(s) with chronic illness / permanent incapacity (Table 5).

Other Information

- Documentary proofs (from 1.4.2011 to **the latest date**) from the Social Welfare Department for family member(s) who is/are receiving Comprehensive Social Security Assistance, including the Certificate of CSSA Recipients (for Medical Waivers) and notification letter;
 - Receipts for expenses on dependent grandparent(s) residing in elderly home from 1.4.2011 to 31.3.2012 (Section D of Table 1); and
 - Any other documents relevant to the application.
- Provided supplementary information in Table 7 – “Additional Information by Applicant” and prepared the relevant documents (Page 13).
 - Signed on the page of declaration with your father and mother or spouse (Pages 14 to 16).
 - Completed the mailing label and register label [FASP/3].
 - Completed the Application Receipt [FASP/7(2012)].

Notes: / () -- Please '✓' as appropriate.

Notes:

1. Please use a piece of file string to tie the application form and all supporting documents in sequential order as listed above before submission to your institution.
2. All parts of the application form must be fully completed. Otherwise, the SFAA will return the form to you for completion and this will delay the processing of your application.
3. If you fail to submit the necessary supporting documents but cannot provide a satisfactory explanation for so doing, your application will not be considered.
4. Completed application and supporting documents, once submitted, are not returnable. If necessary, please retain one copy of the documents for your own reference.

ENQUIRIES:

For enquiries, please contact the Agency as follows:

Scheme	Manned enquiry numbers (Office hours)	Fax Numbers	Address
Financial Assistance Scheme for Post-secondary Students	2152 9000	2157 9520	Room 1201, 12/F, Trade and Industry Department Tower, 700 Nathan Road, Kowloon.
Non-means-tested Loan Scheme for Post-secondary Students	2150 6222	3101 1908	Room 1204, 12/F, Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon.
Student Travel Subsidy Scheme	3616 6539 (Hong Kong Institute of Vocational Education) 3616 6537 / 3616 6548 (Other Institutions)	3616 6531 / 3616 6461	Room 803-806, 8/F, One Mong Kok Road Commercial Centre, 1 Mong Kok Road, Kowloon.

The office hours of the SFAA are: Mondays to Fridays
8:45 a.m. – 1:00 p.m.
2:00 p.m. – 5:45 p.m.

24-hour automated enquiry hotline: 2802 2345

Homepage: <http://www.sfaa.gov.hk/>

E-mail address: wg@sfaa.gov.hk