

申請備忘 REMINDER ON APPLICATION

學生資助辦事處 Student Financial Assistance Agency 郵寄標籤 Mailing Label

申請人如欲獲本處確認收到其資助申請，在遞交資格評估申請時必須在下列的郵寄標籤內詳列申請人姓名和通訊地址，然後連同申請表一併交回本處。本處便會在收到申請後使用此郵寄標籤向申請人發出「申請確認通知書」。如申請人不交回此郵寄標籤或填寫的資料不完整，本處不會另行向申請人發出「申請確認通知書」。所有重複申請會被本處作廢。 Applicants who wish to receive acknowledgement from the SFAA in relation to their application for student finance are required to fill in applicant's name and correspondence address on the following mailing label and return this sheet with the application form to the SFAA. The SFAA will then issue acknowledgement to applicants using this mailing label after receiving the application. If applicants do not return this sheet or fill in incomplete information, the SFAA will not issue acknowledgement to applicant separately. Multiple applications from the same applicant will be voided.

姓名 Name	_____
地址 Address	_____

SFAA 271



通訊地址
Correspondence
Address

學生資助辦事處 尖沙咀郵箱 96824 號 Student Financial Assistance Agency Tsimshatsui PO Box 96824



1. 請填妥並剪下左列的郵寄標籤[SFAA 271]，連同資格評估申請表格 A 及有關證明文件副本，放入信封內。
1. Please complete and cut out the Mailing Label [SFAA 271] at the left and put into an envelope together with application form and copies of the relevant supporting documents.
2. 請把下載的「通訊地址」剪貼在寄回申請表的信封上。請確保在信封上貼上足夠郵票，並在信封的背面填上申請人的回郵地址，以免郵遞失誤。
(如郵費不足，申請表不會寄達學資處，學資處將無法處理申請。)
2. Please cut and stick the 'Correspondence Address' at the bottom on the envelope for submission of application. Please ENSURE to affix sufficient stamps and write applicant's address on the back of the envelope to avoid delivery failure.
(Insufficient postage will lead to non-delivery of the application form, in which case the SFAA will not be able to process the application.)
3. 請確保已夾附下列文件：
(如提交的文件／資料不足，申請將被延誤，甚或不獲進一步處理。)
(重複申請會被作廢，並會延誤處理有關申請的時間。)
3. Please ENSURE to enclose the following documents:
(Insufficient document/information will render this application being deferred or disqualified for further processing.)
(Multiple applications from the same applicant will be voided and lead to delay in processing the application.)
 - (1) 填妥的申請表格
(1) A completed application form
 - 申請人已簽署表格；
 - 已在申請表的第二部份為需要申請 2009/10 年度學生資助的子女圈「是」。
 - (2) 所有家庭成員的有效身份證明文件副本，包括香港智能身份證副本。
 - (2) Photocopy of valid identity documents of all family members, including copy of the Hong Kong Smart Identity Card.
 - (3) 所有家庭成員的收入證明文件副本。
 - (3) Photocopy of income proof of all family members.