



只適用於已確定接納經聯招取錄的教資會資助全日制學士學位課程或「指定專業/界別課程資助計劃」的全日制學士學位課程的同學
Only applicable to student who has confirmed acceptance of offer of a full-time UGC-funded bachelor's degree programme or a full-time bachelor's degree programme under SSSDP via JUPAS

新生入學留位費／學費退款申請表 (2018/19 學年)

APPLICATION FOR REFUND OF REGISTRATION FEE / TUITION FEE FOR NEW INTAKES (AY2018/19)

申請須知 Notes on Application

1. 此申請表及有關退款安排只適用於符合下列條件的 2018/19 學年全日制課程新生：
 - (a) 同學已確定接納經聯招 (JUPAS) 取錄的教資會資助 (UGC-funded) 全日制學士學位課程或「指定專業/界別課程資助計劃」(SSSDP) 的全日制學士學位課程 (退款不適用於經聯招取錄的高級文憑、副學士學位及香港公開大學的學士學位課程); 及
 - (b) 於以下指定日期內將填妥的申請表親身遞交至所屬院校的教務處/學院秘書處(即 THEi/ IVE/ HKDI/ HTI/ ICI/ CCI/ MSTI/ YC)
 - (i) 於聯招正式遴選 (2018 年 8 月 6 日) 獲派位並確定接納取錄者 - 2018 年 8 月 6 日至 2018 年 8 月 8 日中午 12 時正
 - (ii) 於覆核成績後 (2018 年 8 月 16 日) 而獲派位並確定接納取錄者 - 2018 年 8 月 16 日至 2018 年 8 月 20 日中午 12 時正
 - (iii) 於聯招補選取錄 (2018 年 8 月 20 日) 獲派位並確定接納取錄者 - 2018 年 8 月 20 日至 2018 年 8 月 22 日中午 12 時正
 - (iv) 於第二輪補選取錄 (2018 年 8 月 23 日及以後) 獲派位並確定接納取錄者 - 聯招取錄結果公佈後兩個工作天內
 - (c) 遞交申請表時, 須夾附有關證明文件 (包括: 聯招取錄通知書、接納教資會資助或「指定專業/界別課程資助計劃」的全日制學士學位課程取錄的留位費繳交紀錄及接受 VTC 課程的留位費及學費繳交紀錄)。

This application form and refund arrangement are applicable only to AY2018/19 Full-time New Students who should:

 - (a) Have confirmed acceptance of offer of a full-time University Grants Committee-funded (UGC-funded) bachelor's degree programme or a full-time bachelor's degree programme under Study Subsidy Scheme for Designated Professions/Sectors (SSSDP) via JUPAS. (*Refund is not applicable to enrollment to Higher Diploma / Associate Degree via JUPAS and Bachelor's Degree programmes offered by the Open University of Hong Kong via JUPAS*); AND
 - (b) Complete and submit in person this application form to the registry / campus secretariat of the offering institute (i.e. THEi/ IVE/ HKDI/ HTI/ ICI/ CCI/ MSTI/ YC) during the following designated periods.
 - (i) Student confirmed acceptance of offer in JUPAS Main Round (6 Aug 2018) - 6 Aug 2018 to 12:00 noon of 8 Aug 2018
 - (ii) Student confirmed acceptance of offer after reconsideration of applications based on rechecking and remarking results (16 Aug 2018) - 16 Aug 2018 to 12:00 noon of 20 Aug 2018
 - (iii) Student confirmed acceptance of offer in JUPAS Clearing Round (20 Aug 2018) – 20 Aug 2018 to 12:00 noon of 22 Aug 2018
 - (iv) Student confirmed acceptance of offer in JUPAS Subsequent Round (23 Aug 2018 and onwards) – within 2 working days after JUPAS offer announcement
 - (c) Submit together with this application form, relevant supporting documents (i.e. notification of offer from JUPAS, receipt/payment record of acceptance fee for the UGC-funded or SSSDP's full-time bachelor's degree programme, and receipt of payment for the VTC programme).
2. 申請人須繳付行政費港幣 500 元 (將於發還的退款中扣除)。Each applicant will be charged an administration fee of HK\$500 (to be deducted from the refund amount).
3. 退款一般於遞交有效及所需證明文件起計四至六星期內發放。逾期申請或未有遞交所需證明文件的申請將不獲受理。Refund will be disbursed normally within 4 to 6 weeks from receipt of all required and valid documents. **Late applications or applications without the required documents will not be entertained.**

請以**正楷**填寫此表格。Please use **BLOCK LETTERS** to fill in the form.

I. 學生資料 Applicant's Particulars

英文姓名 (姓氏先行) Name in English (Surname first) :

中文姓名 Name in Chinese :

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香港身份證號碼

H.K.I.D. Card No. :

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聯絡電話號碼

Contact Phone No. :

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學生編號

Student No. :

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取錄院校 #

Offering Institute#: THEi / IVE() / HKDI / HTI/ ICI / CCI / MSTI / YC()

(*請刪去不適用者 Please delete as appropriate)

課程名稱 (編號)

Programme Title (Code) :

() ()

II. 退款申請 Application for Refund

我已於指定日期內遞交書面通知以辦理退學手續, 現申請退回以下已繳費用 I have submitted written notification of withdrawal of study during designated period and would like to apply for a refund of the following paid fees:
(請在適用地方加上“√”號。Please put a “√” in the appropriate box.)

留位費
Registration Fee

留位費及第一期費用
Registration Fee and First Installment

III. 銀行戶口資料 Bank Account Information

請將本人申請的退款存入以下戶口 Please release the refund that I applied for to the following bank account :

銀行戶口持有人姓名 (請以英文正楷填寫)

Name of Bank Account Holder (Please use **ENGLISH BLOCK LETTERS** to fill in) :

銀行名稱

Name of Bank: _____

銀行戶口號碼*

Bank Account No*:

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Bank Code*
銀行編號*

Branch Code
分行編號

Account Number
戶口號碼

* 請參閱附錄一有關填寫銀行戶口號碼及銀行編號資料。

Please refer to **Annex I** for information about bank account number and bank codes.

IV. 證明文件 Supporting Documents

請確保以下文件隨此退款申請表一併於指定日期內遞交至取錄院校：

Please ensure the following documents are submitted together with this application form to the offering institute within the designated period:

- 聯招取錄通知書 Notification of offer from JUPAS
- 接納教資會資助全日制學士學位課程或「指定專業/界別課程資助計劃」的全日制學士學位課程的留位費繳交紀錄 Receipt / payment record of acceptance fee for the full-time UGC-funded bachelor's degree programme or full-time bachelor's degree programme under SSSDP via JUPAS
- 接受 VTC 課程的留位費及學費繳交紀錄 Receipt of payment for the VTC programme
- 申請退學的書面通知信/表格 Written notification of withdrawal of study to offering institute

V. 聲明 Declaration

本人聲明上述填報的資料均為完整及正確，所須的證明文件亦隨本申請表一併提交。本人已細閱及完全明白前頁<申請須知>的內容，並願意承擔一切因本人提供錯誤銀行戶口資料而引致遺失/延遲退款的責任。

I declare that the above information is complete and correct and all the required documents have been attached at the time of submitting this application. I have read and fully understood the "Notes on Application" listed overleaf. I also agree for being held responsible for any loss or delay in the payment of refund caused by incorrect bank account information provided by me.

學生簽署

Student's Signature : _____

日期

Date : _____

For Office Use Only

Application Processing: Checked by : _____ (Name) _____ (Post) Date : _____

Deregistration recorded Application form and supporting documents checked Refund application submitted to RFO/FSD

Payment Received (per SRS-MAP): HK\$ _____ Refund Amount (with HK\$500 deducted): HK\$ _____

Application Result: Recorded by : _____ (Name) _____ (Post) Date : _____

Successful application: Ledger updated in SRS-MAP Rejected application: Student informed

銀行戶口號碼 Bank Account Number

➤ 銀行戶口號碼（包括銀行及分行編號）以 15 位數字為限。

Bank Account Number (include Bank and Branch Codes) should be within 15 digits.

- 匯豐銀行及恆生銀行的戶口號碼為 13 或 15 位數字。HSBC / Hang Seng Bank account numbers are of 13 or 15 digits.
- 其他銀行的戶口號碼一般為 14 位數字。For other banks, the account numbers of other banks are normally of 14 digits

信用卡號碼/戶口不適用。Credit card numbers / accounts are not accepted

銀行編號表 List of Bank Code

Bank Code*	Bank Name	Bank Code*	Bank Name
012	Bank of China (Hong Kong) Ltd 中國銀行(香港)有限公司	032	DBS Bank (Hong Kong) Ltd (formerly DBS Kwong On Bank Ltd) 星展銀行(香港)有限公司(前稱「DBS 廣安銀行有限公司」)
014	Bank of China (Hong Kong) Ltd (formerly Yien Yieh Commercial Bank Ltd) 中國銀行(香港)有限公司 (前稱「鹽業銀行」)	052	DBS Bank (Hong Kong) Ltd (formerly Overseas Trust Bank Ltd) 星展銀行(香港)有限公司 (前稱「海外信託銀行有限公司」)
019	Bank of China (Hong Kong) Ltd (formerly Kwangtung Provincial Bank) 中國銀行(香港)有限公司 (前稱「廣東省銀行」)	128	Fubon Bank (Hong Kong) Ltd 富邦銀行(香港)有限公司
026	Bank of China (Hong Kong) Ltd (formerly China & South Sea Bank Ltd) 中國銀行(香港)有限公司 (前稱「中南銀行」)	024	Hang Seng Bank Ltd 恒生銀行有限公司
030	Bank of China (Hong Kong) Ltd (formerly Kincheng Banking Corp.) 中國銀行(香港)有限公司 (前稱「金城銀行」)	072	Industrial & Commercial Bank of China (Asia) Ltd 中國工商銀行(亞洲)有限公司
031	Bank of China (Hong Kong) Ltd (formerly Sin Hua Bank Ltd) 中國銀行(香港)有限公司 (前稱「新華銀行」)	029	Industrial & Commercial Bank of China (Asia) Ltd (formerly Fortis Bank Asia HK) 中國工商銀行(亞洲)有限公司 (前稱「華比富通銀行」)
033	Bank of China (Hong Kong) Ltd (formerly China State Bank Ltd) 中國銀行(香港)有限公司 (前稱「國華商業銀行」)	043	Nanyang Commercial Bank Ltd 南洋商業銀行有限公司
036	Bank of China (Hong Kong) Ltd (formerly The National Com. Bank Ltd) 中國銀行(香港)有限公司 (前稱「浙江興業銀行」)	022	Oversea-Chinese Banking Corp Ltd 華僑銀行有限公司
064	Bank of China (Hong Kong) Ltd (formerly Hua Chiao Commercial Bank Ltd) 中國銀行(香港)有限公司 (前稱「華僑商業銀行」)	025	Shanghai Commercial Bank Ltd 上海商業銀行有限公司
070	Bank of China (Hong Kong) Ltd (formerly Po Sang Bank Ltd) 中國銀行(香港)有限公司 (前稱「寶生銀行」)	028	Public Bank (Hong Kong) Ltd 大眾銀行(香港)有限公司
027	Bank of Communications Co Ltd 交通銀行股份有限公司	003	Standard Chartered Bank (Hong Kong) Ltd 渣打銀行(香港)有限公司
009	China Construction Bank (Asia) Corp. Ltd 中國建設銀行(亞洲)股份有限公司	061	Tai Sang Bank Ltd 大生銀行有限公司
039	Chiyu Banking Corp. Ltd 集友銀行有限公司	015	The Bank of East Asia Ltd 東亞銀行有限公司
041	Chong Hing Bank Ltd 創興銀行有限公司	047	MUFG Bank Ltd 三菱日聯銀行
250	Citibank (Hong Kong) Ltd 花旗銀行(香港)有限公司	004	The HK & Shanghai Banking Corp Ltd 香港上海滙豐銀行有限公司
018	China CITIC Bank International Ltd 中信銀行國際有限公司	071	United Overseas Bank Ltd 大華銀行有限公司
040	Dah Sing Bank Ltd 大新銀行有限公司	035	OCBC Wing Hang Bank Ltd 華僑永亨銀行有限公司
016	DBS Bank (Hong Kong) Ltd (formerly Dao Heng Bank Ltd) 星展銀行(香港)有限公司 (前稱「道亨銀行有限公司」)	044	OCBC Wing Hang Bank Ltd (formerly Chekiang First Bank Ltd) 華僑永亨銀行有限公司 (前稱「浙江第一銀行有限公司」)
		020	Wing Lung Bank Ltd 永隆銀行有限公司

上列的銀行編號只作參考。如有疑問，請聯絡你的銀行。 The above List of Bank Code is for reference only. You should contact your bank for the bank code if you have any doubt.