

教育局
「學生津貼」
填寫申請表格須知

1. 一般資料

請用黑色或藍色原子筆清楚填寫申請表格，並依照表格上的指示及本填寫申請表格須知填寫第 I 和第 II 部分。

2. 第 I 部分 學生資料

請使用表格 A 或表格 B 提出申請。如有關學生獲派發表格 B，家長應使用表格 B 提交申請，而無須另行下載或索取表格

A. 表格 A

I 學生資料 Student Information	
英文姓名 Name in English	C H A N T A I M A N
(按香港身分證、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	H O N G K O N G S E C O N D A R Y S C H O O L
級別 Level #	3 ([1] 幼稚園 Kindergarten [2] 小學 Primary [3] 中學 Secondary)
班別 Class	4 A

香港身分證號碼 HK Identity Card No.	A 1 2 3 4 5 6 (7)
香港出生證明書號碼 HK Birth Certificate No.	
(如未能提供，請在下方空格填寫性別及出生日期) (If not available, please fill in Sex and Date of Birth in the space below)	
性別 Sex #	([1] 男 Male [2] 女 Female)
出生日期 Date of Birth	日 Day 月 Month 年 Year

香港身分證號碼 HK Identity Card No.	
香港出生證明書號碼 HK Birth Certificate No.	
(如未能提供，請在下方空格填寫性別及出生日期) (If not available, please fill in Sex and Date of Birth in the space below)	
性別 Sex #	1 ([1] 男 Male [2] 女 Female)
出生日期 Date of Birth	3 0 1 0 2 0 0 4 日 Day 月 Month 年 Year

表格 B

I 學生資料 Student Information	
英文姓名 Name in English	C H A N T A I M A N
(按香港身分證、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	H O N G K O N G S E C O N D A R Y S C H O O L
級別 Level #	3 ([1] 幼稚園 Kindergarten [2] 小學 Primary [3] 中學 Secondary)
班別 Class	4 A

3. 第 II 部分 申請人資料

3.1 申請人必須是學生的父母或監護人。

3.2 銀行帳戶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。銀行帳戶號碼（包括銀行編號）一般不應超過十五個數字。

3.3 請參照以下例子，正確填寫銀行帳戶資料：

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
(必須與銀行帳戶持有人相同) (must be the same as the bank account holder)	
與學生的關係 Relationship with the Student #	2 ([1] 父 Father [2] 母 Mother [3] 監護人 Guardian [4] 其他 Others:)
銀行帳戶號碼 Bank Account Number	0 2 4 - 1 2 3 4 5 6 7 8 9 0
(按存摺或銀行結單上所示) (as shown on passbook or bank statement)	
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

3.4 如申請人不清楚戶口的銀行編號，請向有關銀行查詢。（例如：渣打銀行 003；滙豐銀行 004；恒生銀行 024）

3.5 申請人必須細閱表格，然後在表格上適當位置簽署。

教育局
EDUCATION BUREAU
「學生津貼」申請表
“STUDENT GRANT” APPLICATION FORM
(表格 B FORM B)

(教育局專用 For EDB Use)



123456-0001-12345678-01

12345

須知事項 Notes to Complete this Form

- 本表格用作申請 2019/20 學年「學生津貼」。學生必須在 2019/20 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 2019/20 school year. The student must attend secondary day school, primary school, special school or kindergarten in the 2019/20 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。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. 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 consent 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 within a specified period of time be submitted through the student's attending school.
- (# 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

(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 H O N G K O N G S E C O N D A R Y S C H O O L

級別 Level # 3 ([1] 幼稚園 Kindergarten [2] 小學 Primary [3] 中學 Secondary) 班別 Class 4 A

(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。

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.

學校蓋章
School Chop

II 申請人資料 Applicant Information

英文姓名
Name in English

(必須與銀行帳戶持有人相同) (must be the same as the bank account holder)

與學生的關係 Relationship with the Student # ([1] 父 Father [2] 母 Mother [3] 監護人 Guardian [4] 其他 Others: _____)

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

(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) (must be a local Hong Kong dollar sole-name savings or current bank account number of the bank designated by the applicant)

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

上述學生不是持學生簽證來港就學或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，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: _____

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

收集資料的目的：香港特別行政區政府（下稱「政府」）及其代理人／承辦商會就「學生津貼」及其他根據相同目的而實施的計劃（下稱「該等計劃」），使用本表格的資料，包括表格第 I 部分及／或教育局備存的學生資料以及可能就「學生津貼」提供的其他資料（下稱「資料」），作下列一項或多項用途或作其他直接有關的用途：

Purpose of Collection: The information in this Form, including the student information specified in Part I of this Form and/or kept by the Education Bureau and other information that may be provided for the purposes of Student Grant ("the Data"), will be used by the Government of the Hong Kong Special Administrative Region ("the Government") and its agents/contractors for one or more of the following purposes and any directly related purpose, in respect of Student Grant and other scheme(s) operated for the same purpose as Student Grant (hereinafter referred to "such scheme(s)"):

- (i) 在該等計劃下辦理你的申請及領取款項事宜（如適用）包括但不限於表格第 III 部分所述的程序，並在有需要時就與該等計劃有關的事宜聯絡你；
to process your application and payment, if applicable, under such scheme(s) (including but not limited to the process(es) referred to in Part III) and if required, to communicate with you for matters relating to such scheme(s);
- (ii) 根據政府（包括入境事務處）持有的個人資料，與你在本表格提供的資料作核對，以確定你是否符合該等計劃的資格；
to conduct matching between the Data and the personal data held by the Government including the Immigration Department to check your eligibility under such scheme(s);
- (iii) 執行該等計劃，包括但不限於發放相關款項、向你發出書面通知及進行本表格第 III 部分第 4 段所述的調查；
to administer such scheme(s) including but not limited to effecting payment to you, issuing written notifications to you and conducting the investigations referred to in paragraph 4 in Part III;
- (iv) 作統計用途，但所得的統計數字，不會以能辨識任何資料當事人或其中任何人的身份的形式提供；以及
for statistics purposes on the condition that the resulting statistics will not be made available in a form which will identify the data subjects or any of them; and
- (v) 作法律規定、授權或准許的用途。
any other purposes as may be required, authorized or permitted by law.

提供個人資料純屬自願，但你如果沒有提供足夠和正確的資料，你的申請可能無法處理。

It is voluntary for you to supply the Data but if you fail to supply any of the data required by this Form, your application may not be processed.

資料轉交的類別：為達到本表格所述的目的，你所提供的個人資料，或會向相關的政府政策局和部門及其代理人／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。

Classes of Transferees: The Data you provide may be disclosed to relevant bureaux and departments of the Government, their agents/contractors, 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.

查閱個人資料：除了《個人資料（私隱）條例》（第 486 章）規定的豁免範圍之外，你有權要求查閱及改正未被刪除的個人資料。

Access to Personal Data: Except where there is an exemption provided under the Personal Data (Privacy) Ordinance (Cap. 486), you have the right to request access to and correction of your personal data provided in this Form when the data have not been erased.

查詢：你的要求或查詢可以傳真（號碼：2893 1461）或郵遞方式送交香港添馬添美道 2 號政府總部東翼 5 樓行政主任（學校行政）。

Enquiries: Your requests or enquiries should be addressed by fax (no. 2893 1461) or by post to Executive Officer (School Administration), 5/F, East Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong.

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 hereby **authorize 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 authorize 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.