

## Subsidy Scheme for Other Learning Activities

### 其他學習活動資助計劃簡介

#### 1. Criteria for Fee Remission 減免評審標準

The school fee remission criteria are primarily based on the eligibility criteria for financial assistance scheme of the Students Financial Assistance Agency, i.e. full assistance or half assistance.

學校主要是參考學生資助辦事處轄下之資助計劃申請資格作評核，即全額資助或半額資助。

If parents have not made applications to the Student Finance Office (SFO), they can fill in Appendix 1 (Breakdown of Total Family Income & Family Members) for assessment. If necessary, the School may request parents to provide relevant proof.

若沒有向學生資助辦事處申請資助，家長可填寫附件（家庭總收入和成員人數明細表）及申請信供學校批核。在有需要時，學校可能會要求家長提供具體證明。

#### 2. Application must be made by the student's parent or guardian. 申請必須由學生家長或監護人提出。

#### 3. For the subsidy of co-curricular activities, learning programs and life-wide learning activities, application must be made before the date of the activities. 有關聯課活動，學習課程及全方位學習的資助，申請必須在活動日之前提出。

#### 4. Once the application form is signed, it is implied that the applicant has declared the information given in relation to the application is correct to the best of his/her knowledge and understand that, if the information provided is incorrect, the application will not be processed. 一旦在申請表上簽署作實，申請人即表示所提供有關此申請之資料正確無誤，並明白如資料不實，有關申請將不獲處理。

#### 5. Activity fee remission is granted at the discretion of the School.

有關減免結果，校方具有最終的決定權。

#### 6. Application procedures for Global-week activities 有關的申請程序

Every eligible student could be granted subsidy once in his / her S3 – S5 academic years for outbound trip.

每名合資格學生於中三至中五年度最多可獲資助 1 次境外團費用（數額由校方決定），但本地活動則不受限制。

The completed form together with the required documents are required to reach the School Office on or before the date specified on the Global-week Activity Confirmation Notice. Late submission will only be accepted with strong reasons.

家長需在 Global-week 活動確認通告所示之日期前將已填妥的表格和相關資料一併交回校務處。除在特殊情況，所有在限期以後提交之申請將不獲受理。

For enquires, please call the school accounting department, Ms Ng at 2343 6677 for assistance.

如有任何查詢，請致電校務處會計部吳小姐(2343 6677)。



United Christian College (Kowloon East)

滙基書院(東九龍)

Application Form for Subsidy for Other Learning Activities

其他學習活動資助申請表

I would like to apply subsidy for joining: 本人欲向貴校申請資助，參與

(Please pick one 請選擇以下其中一項)

- Co-curricular activities / learning programs / Life-wide learning / Glocal-week activities, or 聯課活動 / 學習課程 / 全方位學習 / Glocal-week 活動

Activity Name 活動名稱: \_\_\_\_\_

Corresponding notice number 相關通告號碼: \_\_\_\_\_ (Please attached notice 請附上相關通告)

- Dormitory life, 學生宿舍生活

Dorimitory Period 申請宿期: From 由 \_\_\_\_\_ 至 to \_\_\_\_\_

Corresponding notice number 相關通告號碼: \_\_\_\_\_ (Please attached notice 請附上相關通告)

Full Fee of the Activity / Dormitory life 活動全費 / 宿費金額 : \$ \_\_\_\_\_

Amount requested for subsidy 申請資助金額 : \$ \_\_\_\_\_

My child has already been granted 敝子弟已取得: (Please pick one 請選擇以下其中一項)

- Full school fee remission 全額學費減免
50% school fee remission 半額學費減免
I have the Eligibility Certificate issued by the Student Finance Office (SFO) with full level of assistance. 本人已取得學生資助辦事處發出之資格證明書並獲全額資助資格。
I have the Eligibility Certificate issued by the Student Finance Office (SFO) with half level of assistance. 本人已取得學生資助辦事處發出之資格證明書並獲半額資助資格。
I am the recipient of Comprehensive Social Security Assistance (CSSA) 本人是綜合社會保障援助受助人。
I hereby submit the application letter with reason(s) stated and the completed Breakdown of Total Family Income & Family members for assessment.

謹附上申請信列明申請原因及已填妥之家庭總收入和成員人數明細表，以供審核。

Name of Applicant, Signature of Applicant, Name of Student, Class, Contact No. of the Applicant, Date of Submission

For Office Use 由校方填寫 Assessment Result

- Full activity / dormitory fee subsidy \$ \_\_\_\_\_
% activity / dormitory fee subsidy \$ \_\_\_\_\_
Application rejected.
Other : \_\_\_\_\_

Approved by \_\_\_\_\_

Date \_\_\_\_\_

**Total Family Income & Family Members**  
**(Financial Year From 1 April to 31 March)**  
**家庭總收入和成員人數**  
**(財政年度 4 月 1 日至 3 月 31 日)**

<b>Part A Income</b>				
<i>Gross Annual Family Income (Please refer to Paragraph 4.1 of SFO75A(2))</i>				
<b>甲部收入</b>				
家庭全年總收入 (請參閱學生資助處 SFO75A(2) 「填表須知」 的第 4.1 節)		<b><u>HKD</u></b>		
Salaries 薪金				
Less: Pension 公積金 / 強積金				
Other Income (Please specify )				
其他收入(請註明)				
1.				
2.				
3.				
	Sub-total 小計 : (A)(甲)			
<b>Part B 乙部</b>				
<i>Numer of Family Members (Please refer to Paragraph 2.3 of SFO75A(2))</i>				
家庭成員人數(請參閱學生資助處 SFO75A(2) 「填表須知」 的第 2.3 節)				
Family Members Particulars 家庭成員資料:				
Name 姓名	Residing With Applicant / Dependent Parent (Yes/No) 與申請人同住/受供養父母 (是/否)	Relationship 關係	Age 年齡	Present occupation 現時職業
Numer of Family Members 家庭成員人數				

<b>Part C 丙部</b>	
If there is a dramatic change in your family income, please fill in the Part C and attach a letter for the change 如家庭收入有巨變，請填丙部及附上有原因的信件	
Predict Monthly Family Income 預計每月家庭收入	
<u>Less: Predict Monthly Family Expenses 預計每月家庭收入開支</u>	
Rent / Mortgage Installment 租金 / 按揭還款	
Utilities 水,電,煤	
Traveling 交通費	
Meals 餐費	
School Fee 學費	
Insurance 保險費	
Private Tutor Fee 補習費	
Other Expenses 其他支出 (Please specify 請註明)	
1.	
2.	
3.	
<b>Family Monthly Surplus / Deficit 家庭每月收支盈餘 / 不敷</b>	

Remarks 備註

- For the details of **Part A** Gross Annual Family Income and **Part B** Numer of Family Members, please refer to Paragraph 4.1 & 2.3 of “Notes of How to Complete the Form” From Student Fiance Office.  
[https://www.wfsfaa.gov.hk/sfo/pdf/common/Form/kcfr/SFO75B\\_2.pdf](https://www.wfsfaa.gov.hk/sfo/pdf/common/Form/kcfr/SFO75B_2.pdf)  
有關**甲部**家庭全年總收入和**乙部**家庭成員人數的計算和詳細資料，請參閱學生資助處的「填表須知」第 4.1 節和第 2.3 節。  
[https://www.wfsfaa.gov.hk/sfo/pdf/common/Form/kcfr/SFO75A\\_2.pdf](https://www.wfsfaa.gov.hk/sfo/pdf/common/Form/kcfr/SFO75A_2.pdf)
- Part C** is only for the applicant whose family income has a dramatic change.  
**丙部**明細表只供有家庭收入巨變之家庭填寫。
- For the supporting document , the School may ask for the necessary information if needed.  
有關證明文件，學校或會向申請人要求提供有關證明。