

**Law Ting Pong Secondary School**  
**羅定邦中學**  
**Application Form for School Fee Remission**  
**學費減免申請表**

<b>For Office Use</b>	
School Year:	_____
Category:	SFO <input type="checkbox"/>
	CSSA <input type="checkbox"/>
Application No.:	_____

I would like to apply for the School Fee Remission and submit the required document(s):

本人欲向 貴校申請學費減免，並附上指定之文件：

(Please “✓” in the appropriate box. 請於適當的方格內加上“✓”號。)

- |   |
|---|
| <input type="checkbox"/> Copies of HK identity document for the applicant and the student(s)<br>申請人及學生之香港身份證明文件副本   |
| <input type="checkbox"/> A copy of the notification letter issued by Student Financial Office (SFO), or<br>學生資助處發出之結果通知書副本  |
| <input type="checkbox"/> A copy of the Notification of Successful Application for Comprehensive Social Security Assistance (CSSA) (including Annex of “Waiver of Medical Charges for CSSA Recipients”)<br>綜合社會保障援助（綜援）申請獲准通知書副本（包括附件「受助人醫療費用豁免證明書」） |
| <input type="checkbox"/> The original copy of the above document (will be returned to the applicant after checking)<br>上述文件之正本（核對後歸還予申請人）   |

Name(s) of Student(s):

學生姓名

1.

\_\_\_\_\_

Class Class no. Student Number:

學生編號

2.

\_\_\_\_\_

Student Number:

學生編號

3.

\_\_\_\_\_

Student Number:

學生編號

Name of Applicant:

申請人姓名

\_\_\_\_\_

Contact Number:

聯絡電話

\_\_\_\_\_

Signature of Applicant:

申請人簽署

\_\_\_\_\_

Date:

日期

\_\_\_\_\_

**For Office Use 由校方填寫**  
**Assessment Result**

- Full school fee subsidy, with effect from \_\_\_\_\_.
- Half school fee subsidy, with effect from \_\_\_\_\_.
- Application rejected, \_\_\_\_\_.

Recommended by \_\_\_\_\_ ( ) Date: \_\_\_\_\_

Approved by \_\_\_\_\_ ( ) Date: \_\_\_\_\_

## Declaration 聲明

- (a) The information in this application and the supporting documents provided by me are true and complete.  
這份申請表內填報的資料及本人所提交的證明文件均屬完整真確。
- (b) I understand and consent that 本人明白及同意
- (i) the school will assess the eligibility and assistance level of my family based on the information provided by me and the total number of applicants in the year;  
校方會先根據本人所填報的資料及該年的總申請者數評估本人家庭的資助資格及幅度；
  - (ii) every year the school will select a number of successful applications for counter-checking including home visits. If selected, I and my family members will fully cooperate with the staff of the school;  
校方每年均會抽查部分獲批准的申請，以家訪或其他方式查證由本人提供的資料是否真確，屆時本人及本人的家庭成員定必與校方職員合作；
  - (iii) the school may make adjustment to the assistance level awarded based on the findings of authentication;  
校方會根據調查結果調整本人的資助幅度；
  - (iv) all documents related to this applications submitted will be kept by the school for at least 7 years.  
校方會封存所有提交的申請文件最少七年。
- (c) I give consent to the school and its delegated bodies to process my application to liaise with related parties to verify and disclose the information provided by me.  
本人同意校方及其授權的機構處理本人的申請資料，並向有關人士及機構查核及透露本人在此申請表內填報的個人資料。
- (d) I commit to inform all the family members as listed in the form that their personal data are provided to the school for the purposes of this application.  
本人承諾知會本申請表內申報的家庭成員，他們的個人資料已提供予校方作是次申請之用。
- (e) I understand that insufficient information / misrepresentation of facts will render an application being disqualified for further processing, restitution in full of the assistance granted and possible prosecution.  
本人明白若於申請過程中如有虛報、隱瞞事實、提供錯誤或誤導資料，或故意阻撓校方職員進行調查，校方有權取消本人的申請資格，並要求本人退還全部獲發的資助款項，以及本人有可能因此被檢控。
- (f) I commit to inform the school immediately of any financial assistance obtained from any individual, the government and other organizations for the student in the current school year. Any concealment of facts will lead to disqualification and restitution in full of the subsidy granted.  
本人承諾若學生於本學年期間從任何獨立人士、政府或其他機構獲發任何獎學金、援助或資助，須立即知會校方。如有隱瞞事實，校方有權取消本人的申請資格，並要求本人退還全部獲發的資助款項。
- (g) I understand that the actual subsidy amount is subject to the availability of the School Fee Remission and Scholarship Fund.  
本人明白實際資助數額須視乎學費減免及獎學金儲備而定。
- (h) I understand, agree and accept all information, rules and regulations listed in the “Outline of the School Fee Remission Scheme”.  
本人已詳細閱讀、明白及同意所有列於「學費減免計劃簡介」上的條款及細節。

**Signature of Applicant:**

申請人簽署

**Date:**

日期