



靈糧堂怡文中學
Ling Liang Church E Wun Secondary School
電話：2109 4000 傳真：2109 4066

Circular 2020/2021 No.018

8th October, 2020

Dear Parents/ Guardians,

Provision of the Student Grant in the 2020/21 School Year

As part of the \$19.1 billion relief measures announced by the Financial Secretary in August 2019, a one-off student grant of \$2,500 for secondary day-school, primary school and kindergarten students will be provided in the 2019/20 school year to alleviate parents' financial burden in defraying education expenses. The provision was approved by the Finance Committee of the Legislative Council on 6th December, 2019. The Chief Executive proposed in the 2019 Policy Address to regularise the provision of the student grant starting from the 2020/21 school year.

The student grant is non-means-tested. All students who, as at the date of application, study in secondary day-schools, primary schools and special schools (including public sector schools, Direct Subsidy Scheme schools, English Schools Foundation schools and private schools) as well as kindergartens (whether having joined the kindergarten education scheme or not) offering local or non-local curriculums in Hong Kong, are eligible for the grant. Students of evening schools, students of private studies, holders of student visas for entry into Hong Kong for studies and holders of a Form of Recognizance issued by the Immigration Department are ineligible.

Attached is the “Student Grant Application Form”. Please read the “Notes to Complete this Form” and “Declaration” carefully and ensure that all information (e.g. name of the applicant, bank account number, etc.) is accurate. The duly completed form should be returned to the class teacher before 16th October, 2020.

To simplify administrative procedures, please pay attention to the following precautions:

1. The Sample of “2020/21 ‘Student Grant’ Application Form” (Appendix 1) and “Common Bank Code List” (Appendix 2) have been attached with this circular for your reference.
2. If the pre-printed information on the Form requires updating (except Student’s Name in English, Name of Day-school and School Level), please provide the amendment in the space above the relevant information in BLOCK letters using black or blue pen. **Do not use correction fluid or correction tape.**
3. It is advisable for the applicant to keep a copy of the completed Form for future reference.
4. Parents also can refer to the reference information uploaded onto the EDB website:
<https://www.edb.gov.hk/en/student-parents/support-subsidies/student-grant/index.html>

Should you have any enquiries, please contact Mr. Chan Kong Keung or Mr. Yau Wing Hang of the Academic Affairs Committee, at 2109 4000.

Parents also can contact the EDB’s Special Duties Office.

Email address: spdoenquiry@edb.gov.hk

Hotline: 3850 2000

Please provide student name, school name, parent name and contact number to facilitate follow-up.

Yours faithfully,

Mr. Law Wai Man
Principal

(供學校參考
For School Reference)

2019/20

班別 Class Name

4A

教育局

EDUCATION BUREAU

2020/21「學生津貼」申請表

2020/21 "STUDENT GRANT" APPLICATION FORM

(表格 B FORM B)

(教育局專用 For EDB Use)



123456-0001-12345678-01

須知事項 Notes to Complete this Form

- 本表格用作申請 2020/21 學年「學生津貼」。學生必須在 2020/21 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 2020/21 school year. The student must attend secondary day school, primary school, special school or kindergarten in the 2020/21 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 recognition 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.
- 如本表格所列資料需要更新(學生英文姓名、日校名稱及學校級別除外),請在有關資料的上方位置用黑色或藍色筆以正楷作出修正。如學生英文姓名、日校名稱或學校級別需作更改,請使用表格 A。建議申請人備存一份填妥的表格以供日後參考。
If the pre-printed information on this Form requires updating (except Student's Name in English, Name of Day-school and School Level), please provide the amendment in the space above the relevant information in BLOCK letters using black or blue pen. If Student's Name in English, Name of Day-school or School Level requires amendment, please use Form A. 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 documents; comma excluded)

日校名稱
Name of Day-School X X X X S C H O O L

學校級別 School Level # 3 ([1] 幼稚園 Kindergarten [2] 小學 Primary [3] 中學 Secondary) 級別 Class Level S 5

(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,並未曾在 2020/21 學年「學生津貼」就此學生遞交申請。
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, and there is no previous submission for Student Grant for the 2020/21 school year in respect of this student.

學校蓋章
School Chop

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

(必須與銀行紀錄的帳戶持有人名稱相同) (must be the same as the account holder name registered with the bank)

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

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)

銀行編碼 Bank Code 分行編碼 Branch Code 帳戶號碼 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幣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 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

上述學生不是持學生簽證來港就學或持有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 recognition 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.

請在此方格加上「✓」號,以茲確認本表格所列資料並沒有更改。如有更改,請漏空此格。
Please "✓" in this box to confirm that there is no change of the pre-printed information on this Form. If there are changes, please leave this box blank.

申請人簽署 Signature of Applicant: _____

日期 Date: _____

III 聲明 Declaration

- 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.
- 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)"):

- 在該等計劃下辦理我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);
- 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);
- 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;
- 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
- 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，但如果你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：3611 3304）、電郵（spdoenquiry@edb.gov.hk）或郵遞方式送交九龍觀塘觀塘道 410 號觀點中心 10 樓高級經理（特別職務）。

Enquiries: Your requests or enquiries should be addressed by fax (no. 3611 3304), email: spdoenquiry@edb.gov.hk or by post to Senior Manager (Special Duties), 10/F, Kwun Tong View, 410 Kwun Tong Road, Kwun Tong, Kowloon.

- 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.
- 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.
- 本人，並代表在表格內填報的學生，**同意**政府將其資料與教育局及／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.
- 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.
- 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，亦非持有入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 recognition form issued by the Immigration Department. I understand that I will not receive payment under such scheme(s) in case the student is ineligible.
- 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.
- 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.
- 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在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).
- 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.

一般銀行編號 Common Bank Code List

中國銀行有多個編號，請勿同時填上“012”及其他銀行編號。如有疑問，請向有關銀行查詢。

Bank of China (Hong Kong) Limited has different bank codes, please do not fill in “012” with other bank code. You may verify with the Bank if you are in doubt.

星展銀行有多個編號，請勿同時填上“016”及其他銀行編號。如有疑問，請向有關銀行查詢。

Bank of China (Hong Kong) Limited has different bank codes, please do not fill in “016” with other bank code. You may verify with the Bank if you are in doubt.

銀行編號	銀行名稱
003	渣打銀行 Standard Chartered Bank (Hong Kong) Limited
004	香港上海匯豐銀行 The Hong Kong & Shanghai Banking Corporation Limited
009	中國建設銀行(亞洲) China Construction Bank (Asia) Corporation Limited
012 或 or 014 019 026 030 031 033 036 064 070	中國銀行 Bank Of China (Hong Kong) Limited 中國銀行 (前稱「鹽業銀行」) 中國銀行 (前稱「廣東省銀行」) 中國銀行 (前稱「中南銀行」) 中國銀行 (前稱「金城銀行」) 中國銀行 (前稱「新華銀行」) 中國銀行 (前稱「國華商業銀行」) 中國銀行 (前稱「浙江興業銀行」) 中國銀行 (前稱「華僑商業銀行」) 中國銀行 (前稱「寶生銀行」)
015	東亞銀行 The Bank of East Asia, Limited
016 或 or 032 052 185	星展銀行 DBS Bank (Hong Kong) Limited 星展銀行 (前稱「廣安銀行」，應連帶分行編號 002/ 200/ 201/ 202/ 235) 星展銀行 (前稱「海外信託銀行有限公司」) 星展銀行香港分行 DBS Bank Ltd, Hong Kong Branch
018	中信銀行 Citic Bank International Limited
020	招商永隆銀行 CMB Wing Lung Bank Limited
022	華僑銀行 Oversea-Chinese Banking Corporation Ltd.
024	恒生銀行 Hang Seng Bank, Limited
025	上海商業銀行 Shanghai Commercial Bank Limited
027 或 or 382	交通銀行 Bank of Communications Co., Ltd. 交通銀行 Bank of Communications (Hong Kong) Limited
028	大眾銀行 Public Bank (Hong Kong) Limited
035	華僑永亨銀行 (前稱永亨銀行) OCBC Wing Hang Bank Limited (Previously known as WING HANG BANK LTD.) Wing Hang Bank, Limited
038	大有銀行有限公司 Tai Yau Bank Limited
039	集友銀行 Chiyu Banking Corporation Limited
040	大新銀行 Dah Sing Bank Limited
041	創興銀行 Chong Hing Bank Limited
043	南洋商業銀行 Nanyang Commercial Bank, Limited
050	印度海外銀行 Indian Overseas Bank
060	巴基斯坦國民銀行 National Bank Of Pakistan

061	大生銀行 Tai Sang Bank Limited
063	馬來亞銀行 Malayan Banking Berhad (Maybank)
066	印尼國家銀行 PT. Bank Negara Indonesia (Persero) TBK
071	大華銀行 United Overseas Bank Ltd.
072	中國工商銀行（亞洲） Industrial and Commercial Bank of China (Asia) Limited
082	印度國家銀行 State Bank of India
128	富邦銀行 Fubon Bank (Hong Kong) Limited
198	華南商業銀行香港分行 Hua Nan Commercial Bank, Ltd (Hong Kong Branch)
203	第一商業銀行 First Commercial Bank
214	中國工商銀行 Industrial and Commercial Bank of China Limited
221	中國建設銀行 China Construction Bank Corporation
222	中國農業銀行香港分行 Agricultural Bank of China Limited (Hong Kong Branch)
229	中國信託商業銀行 CTBC Bank Co., Ltd.
238	招商銀行香港分行 China Merchants Bank Co., Ltd. (Hong Kong Branch)
006 或 or 250	花旗銀行 Citibank N.A. 花旗銀行 Citibank (Hong Kong) Limited
269	上海商業儲蓄銀行 The Shanghai Commercial & Savings Bank, Ltd.
353	中國民生銀行香港分行 China Minsheng Banking Corp., Ltd. (Hong Kong Branch)
368	中國光大銀行香港分行 China Everbright Bank Co., Ltd. (Hong Kong Branch)
377	興業銀行香港分行 Industrial Bank Co., Ltd. (Hong Kong Branch)
378	大眾商業銀行香港分行 Ta Chong Bank, Ltd. (Hong Kong Branch)

註：申請人須小心核對以確保填寫的銀行戶口號碼與存摺或銀行結單上所顯示的號碼相同。如有疑問，請向有關銀行查詢。

如需更詳盡銀行編號資料，請瀏覽以下香港銀行同業結算有限公司網址(只以英文列出)：

https://www.hkicl.com.hk/chi/information_centre/clearing_code_and_branch_code_list.php

Remarks: Applicants are advised to check carefully to ensure that the bank account number provided is same as the bank account number shown on the passbook or bank statement, or to verify with the Bank if in doubt.

Please browse the following website of the Hong Kong Interbank Clearing Company Limited (listed in English only) for a detailed bank code list:

https://www.hkicl.com.hk/eng/information_centre/clearing_code_and_branch_code_list.php