



FOR OFFICE USE

由學校填寫

Application No. 申請編號

**ST. PAUL'S CO-EDUCATIONAL COLLEGE AND PRIMARY SCHOOL
APPLICATION FOR FEE REMISSION FOR 2023/24**

聖保羅男女中學及附屬小學
二零二三/二四學年 減免學費計劃申請表格

ATTENTION: Please read the **Brochure** carefully and thoroughly before completing this application form, especially paragraph 13 in Part I of the Brochure. Please complete all parts of this application in block letters using black or dark blue ball pen. Please provide details in separate sheets if necessary.

注意：在填寫前請先詳細參閱「申請指引」，特別是第一部份第十三節。請用黑色或深藍色原子筆，以正楷填寫本申請表格。如有需要，可另加紙補充。

Part A School attending in 2023/24

第一部 2023/24 報讀學校

(Please tick the appropriate box 請在適當的空格內加上「✓」號。)

	Student 學生(1)	Student 學生(2)
St. Paul's Co-educational College 聖保羅男女中學	<input type="checkbox"/>	<input type="checkbox"/>
St. Paul's Co-educational College Primary School 聖保羅男女中學附屬小學	<input type="checkbox"/>	<input type="checkbox"/>

Part B Information on Student(s)

第二部 學生資料

Student 學生(1):

Name in Chinese

中文姓名 _____

Full name in English (Surname first, personal name to be followed by Christian or first name)
英文姓名（先填姓氏，後寫名字）

Class Attending in 2023/24 報讀班別 (^ Circle the appropriate 圈出適用者)

^ P1 / P2 / P3 / P4 / P5 / P6 / F1 / F2 / F3 / F4 / F5(HKDSE) / F5(IB) / F6(HKDSE) / F6(IB)

Previous Application No. (if any) 申請編號（如有） _____

Hong Kong Identity Card/Birth Registration Certificate No.*

香港身份證號碼/出生證明書號碼*

Date of Birth/Sex

/

出生日期/性別

D 日

M 月

Y 年

('M' male 男, 'F' female 女)

Relationship with Applicant: Parent/Legal Guardian*

與申請人的關係：父母/合法監護人*

Student 學生(2):

Name in Chinese

中文姓名 _____

* Delete if inappropriate 刪去不適用者

Full name in English (Surname first, personal name to be followed by Christian or first name)
英文姓名（先填姓氏，後寫名字）

Class Attending in 2022/23 報讀班別 (^ Circle the appropriate 圈出適用者)

^ P1 / P2 / P3 / P4 / P5 / P6 / F1 / F2 / F3 / F4 / F5(HKDSE) / F5(IB) / F6(HKDSE) / F6(IB)

Previous Application No. (if any) 申請編號（如有）

Hong Kong Identity Card/Birth Registration Certificate No.*

香港身份證號碼/出生證明書號碼*

--	--	--	--	--	--	--	--	--	--

Date of Birth/Sex

--	--

 /

--	--

 /

--	--	--	--

 /

--

 ('M' male 男, 'F' female 女)
出生日期/性別 D 日 M 月 Y 年

Relationship with Applicant: Parent/Legal Guardian*

與申請人的關係：父母/合法監護人*

Additional Information 附加資料

CSSA ☐

SFFA (50%) ☐

SFFA (100%) ☐

綜合社會保障援助

書簿/學生車船津貼(半額)

書簿/學生車船津貼(全額)

*Please provide us with the supporting document 請向我們提供證明文件

Part C Applicant

第三部 申請人資料

Name in Chinese

中文姓名

Full name in English (Surname first, personal name to be followed by Christian or first name)
英文姓名（先填姓氏，後寫名字）

Hong Kong Identity Card No. 香港身份證號碼

--	--	--	--	--	--	--	--	--	--

Date of Birth/Sex

--	--

 /

--	--

 /

--	--	--	--

 /

--

 ('M' male 男, 'F' female 女)
出生日期/性別 D 日 M 月 Y 年

Residential Address (Please use block letters)

住址（請用英文正楷填寫）

Correspondence Address (if different from above)

通訊地址（如與以上不同）

Residential Phone No. 住宅電話

--	--	--	--	--	--	--	--

Office/Other Contact No(s).* 辦事處/其他聯絡電話*

--	--	--	--	--	--	--	--

Mobile Telephone/Pager No.* 手提電話/傳呼號碼*

--	--	--	--	--	--	--	--	--	--

E-mail Address (if any) 電郵地址（如有）

* Delete if inappropriate 刪去不適用者

Part D Information on All Family Members⁽¹⁾ (living in the same principal residence for at least 6 months during the year)
第四部 所有家庭成員資料⁽¹⁾ (年中居於同一主要居所不少於6個月的家庭成員)

Name 姓名	Date of Birth 出生日期	Hong Kong Identity Card/Birth Registration Certificate Number 香港身份證/ 出生證明書號碼	Relationship with Applicant 與申請人的關係	Current Employment and position or Attending Full-time Education (with Name of School/Employer) 現職僱主及職位 或所就讀 全日制學校名稱
			Applicant 申請人	
Student 學生 (1)				
Student 學生 (2)				

Part E Principal Family Residence

第五部 主要居所資料

(the same principal residence of student, applicant and other family members)
(學生、申請人及其他家庭成員同住的主要居所)

Address 地址		Item E (1) 第五(1)項
Size 面積	square feet 平方呎	
Rental Payment from 1 April 2022 to 31 March 2023 2022年4月1日至 2023年3月31日的已繳租金		

If self-owned by the Applicant, please fill in the following:
如為申請人自置居所，請填寫下列各項：

Date of purchase 購買日期		Item E (2) 第五(2)項
Purchase Price 樓價		
Mortgage Amount at the time of purchase 購買日期的按揭額		
Number of Mortgage Installments 供款期		
Mortgage Payment from 1 April 2022 to 31 March 2023 2022年4月1日至 2023年3月31日的供款額		

Part F Family Disposable Income**第六部 家庭可動用收入****Family Income from 1 April 2022 to 31 March 2023 (documentary evidence required)****2022 年 4 月 1 日至 2023 年 3 月 31 日的家庭收入（必須提供證明文件）**

Applicant 申請人		Applicant's Spouse 申請人配偶	
Sources of income⁽²⁾ 收入來源 ⁽²⁾	Amount (HK\$)⁽³⁾ 金額（港幣） ⁽³⁾	Sources of income⁽²⁾ 收入來源 ⁽²⁾	Amount (HK\$)⁽³⁾ 金額（港幣） ⁽³⁾
Total Income 總收入 Item F (1) 第六(1)項		Total Income 總收入 Item F (2) 第六(2)項	

All Other Family Members⁽⁴⁾ (normally living in the same principal residence for at least 6 months during the year) 所有其他家庭成員 ⁽⁴⁾ (年中居於同一主要居所不少於 6 個月的家庭成員)					
Name 姓名: _____		Name 姓名: _____		Name 姓名: _____	
Sources of income⁽²⁾ 收入來源 ⁽²⁾	Amount (HK\$)⁽³⁾ 金額(港幣) ⁽³⁾	Sources of income⁽²⁾ 收入來源 ⁽²⁾	Amount (HK\$)⁽³⁾ 金額(港幣) ⁽³⁾	Sources of income⁽²⁾ 收入來源 ⁽²⁾	Amount (HK\$)⁽³⁾ 金額(港幣) ⁽³⁾
Total Income 總收入 40 % of above 以上的 40% Item F (3) 第六(3)項		Total Income 總收入 40 % of above 以上的 40% Item F (4) 第六(4)項		Total Income 總收入 40 % of above 以上的 40% Item F (5) 第六(5)項	

Total Family Disposable Income 總家庭可動用收入:

Item F (1) + F (2) + F (3) + F (4) + F (5)

第六(1)項+六(2)項+六(3)項+六(4)項+六(5)項: \$ _____ Item F(6) 第六(6)項

LESS Annual Rental Payment or Mortgage Payment on Principal Residence

減 每年已繳租金或主要居所供款額: \$ _____ [Item E (1) OR E (2)]

[第五(1)或五(2)項]

EQUAL Family Disposable Income after Deduction of Annual Rental or Annual Mortgage Payment on Principal Residence

等如 扣除每年已繳租金或主要居所供款額後的家庭可動用收入

= \$ _____ Item F(7) 第六(7)項

**Part G Declaration on the Value of Assets (excluding Principal Family Residence)
owned by the Applicant and Applicant's Spouse as at 31 March 2023
(documentary evidence required)**

第七部 申請人及其配偶的資產價值聲明 (主要居所除外)
(以 2023 年 3 月 31 日計算) (必須提供證明文件)

Applicant 申請人			Applicant's Spouse 申請人配偶		
Nature of Assets ⁽⁵⁾ 資產類別 ⁽⁵⁾	Details 內容	Estimated/ Actual Net Value as at 31 March 2023 ⁽³⁾ 估計/實際淨 價值(以 2023 年 3 月 31 日 計算) ⁽³⁾	Nature of Assets ⁽⁵⁾ 資產類別 ⁽⁵⁾	Details 內容	Estimated/ Actual Net Value as at 31 March 2023 ⁽³⁾ 估計/實際淨 價值(以 2023 年 3 月 31 日 計算) ⁽³⁾
Total Value 總值 Item G (1) 第七(1)項			Total Value 總值 Item G (2) 第七(2)項		

Item G (1) + G (2) Less \$500,000

第七(1)項+七(2)項 減 \$500,000 = \$ _____ Item G(3) 第七(3)項

10% of Item G (3)

第七(3)項之百分之十 = \$ _____ Item G(4) 第七(4)項

*Please put Zero in the blank if item G(3) is negative

如第七(3)項計算結果為負數請填上零

Final Family Disposable Income 最終家庭可動用收入:

Item F (7) + Item G (4)

第六(7)項 + 第七(4)項 = \$ _____

Part H Additional Information and Special Circumstances which you would like to be considered (separate sheets if necessary)

第八部 附加資料及應予特別考慮的情況 (如有需要，可另加紙補充)

Explanatory Notes for the Application Form:

Note⁽¹⁾ Family members are defined as parents, unmarried siblings and grandparents of the student.

Note⁽²⁾

- (a) For explanations on sources of family income, please see paragraph 3.1 (c) of brochure.
- (b) Documentary evidences are required for various incomes, please see paragraph 5 of brochure.
- (c) Incomes from all sources must be reported, please provide details in separate sheets if necessary.

Note⁽³⁾ The amount of each individual sources of income and value of assets must not be less than zero.

Note⁽⁴⁾ All other family members normally living in the same principal residence for at least 6 months during the year must report their income, please provide details in separate sheets if necessary.

Note⁽⁵⁾ These include assets of all kinds (excluding principal family residence).

The Applicant is required to declare the total assets whether in Hong Kong, the Mainland or overseas in their possession partly and usually in the form of landed properties including both residential and non-residential properties (after deducting outstanding mortgage amount, if any), land including lease agreements and Letters A or B entitlements, stocks and shares, vehicles including private and commercial vehicles, transferable vehicle licences including taxi and public light bus licences, bank deposits and unit trust funds.

Note⁽⁶⁾ For those engaged in business, all categories of assets owned by the companies wholly or partially owned by the applicant operating such business and other assets owned. The Applicant is also required to declare full details of all other properties which are held through a trustee or through any other vehicles or instrument whatsoever.

註⁽¹⁾ 家庭成員的定義為學生的父母，未婚的兄弟姊妹，及祖父母。

註⁽²⁾

- (a) 有關家庭收入來源，請參閱「申請指引」第 3.1(c)節。
- (b) 各種收入必須附有證明文件，請參閱「申請指引」第 5 節。
- (c) 所有有關收入來源均須填報，如有需要，可另加紙補充。

註⁽³⁾ 每項收入來源的金額或資產類別的價值均不可少於零。

註⁽⁴⁾ 所有年中居於同一主要居所不少於 6 個月的家庭成員均須填報其收入資料，如有需要，可另加紙補充。

註⁽⁵⁾ 這包括所有各類的資產（主要家庭居所除外）。

申請人須申報所有的資產，無論資產是在香港、內地或在海外。資產一般包括住宅或非住宅物業（扣除未償還的按揭數額）、土地包括租約及甲或乙類換地證明書、股票、私人及商業車輛、可轉售的車輛牌照例如的士及公共小巴牌照、銀行存款及基金。

註⁽⁶⁾ 經營業務者以公司名義(全資或部分)擁有的資產。此外，申請人亦須申報所持有或以托管及任何形式擁有的所有其他物業。

Part I Declaration**第九部 聲明書**

I, _____ (name), have read and fully understood the brochure of St. Paul's Co-educational College and its affiliated primary school on the Fee Remission Scheme. I declare that the information provided in this application form is complete and true to the best of my knowledge. I am aware that St. Paul's Co-educational College and its affiliated primary school ("the College") will rely on the information provided by me to determine the eligibility and the percentage of fee remission to be offered under the Scheme. I also understand that any omission/misrepresentation of information with a view to obtaining pecuniary advantage by deception is an offence and is liable to legal proceedings.

I authorize the College to handle the personal data/information provided in this application in accordance with paragraph 12 in Part I of the brochure and I will undertake to inform my family members of such an arrangement. I also give consent to the College to release my and my family members' personal data to various authorities concerned for the purpose of processing my application or verifying the information provided in this application.

I agree to let the College check and counter-check this application in accordance with paragraph 13.2 in Part I of the brochure. If I refuse to co-operate, I undertake to refund all the fee remission already received by me.

I acknowledge that the SPCC Fee Remission Scheme employs assessment criteria which are different from that of the Government Financial Assistance Scheme. I agree to submit to the assessment criteria of the Scheme and that the decision of the assessment is final.

本人 _____ (姓名) 已細閱「聖保羅男女中學及其附屬小學的減免學費計劃申請指引」，並完全明白其內容。現特此聲明，本人在這份申請表格所填報的各項資料，據本人所知，均屬正確無訛。本人知道聖保羅男女中學及其附屬小學（“學校”）將根據本人所提供的資料，按照有關計劃以評定本人是否符合資格獲得學費減免和評估所得的學費減免金額。本人亦知道如誤報或漏報資料，以欺詐手段獲得財物/金錢利益，均屬違法，可能會遭起訴。

本人亦授權學校按申請指引第一部分第 12 節所載，處理申請表格內的資料。我並承諾將此項安排告知本人的家庭成員。本人亦同意學校可向有關機構透露我及我的家庭成員的個人資料，以便學校可核對我在申請表格內提供的資料。

本人亦承諾按照申請指引第一部分第 13.2 節，接受學校查證與這份申請表格有關的資料是否正確無訛。假如我拒絕合作，我願意立即全數歸還我已獲發給的學費減免。

本人知悉學校的減免學費計劃評核準則與政府資助計劃不同。本人同意接受學校的學費減免計劃評核準則，而評核的決定為最終決定。

Signature of Applicant/HKID

申請人簽署/身份證號碼

_____ / _____

Date 日期 _____

Part J Declaration under Oath (Oaths and Declarations Ordinance)

(This part should be completed and signed when making the Declaration)

I, _____ (home address)
of _____
solemnly, sincerely and truly declare that:

1. I am the _____ (state relationship, father/mother/legal guardian) of
the student, _____, (state the name of the student).
2. The information provided in this application is true and complete to the best of my knowledge.
3. I am aware that St. Paul's Co-educational College and its affiliated primary school will determine the student's fee remission based on the information provided in the application.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Ordinance.

Declared at _____)
In the HKSAR this _____ day of _____,)
through the interpretation of _____)
of _____)
the said interpreter having been also first declared that _____)
he/she* had truly, distinctly, and audibly interpreted the _____)
contents of this document to the declarant, and that _____)
he/she* would truly and faithfully interpret the _____)
declaration about to be administered to him/her*. _____)
Before me, _____)

(signature of declarant)

Commissioner for Oaths / Solicitor)

I, _____, of _____,
_____ , solemnly and sincerely declare that I well understand the English
and Chinese languages and that I have truly, distinctly, and audibly interpreted the contents of
this document to the declarant _____, and that I will truly and faithfully
interpret the declaration about to be administered to him/her*.

Declared at _____)
In the HKSAR this _____ day of _____,)
Before me, _____)

Commissioner for Oaths / Solicitor)

(signature of interpreter)

** Delete if inappropriate*

第十部 宣誓（根據宣誓及聲明條例）

（申請人應於宣誓時填寫及簽署這部份）

本人，
現居於 (住址)
謹以至誠鄭重聲明：

1. 本人是_____（學生姓名）的
_____（請申報關係，父/母/合法監護人）。
2. 據本人所知，在這份申請表格所填報的各項資料，均屬正確無訛。
3. 本人知道聖保羅男女中學及其附屬小學將根據申請表格所填報的資料作為學生減免學費的評估。

本人謹憑藉《宣誓及聲明條例》衷誠作出此項鄭重聲明，並確信其為真確無訛。

此項聲明於_____年_____月_____日)
在香港特別行政區 作出，)
是經由_____，現於)
_____任職)
作出傳譯者，而此傳譯員亦已先行聲明，他已將本)
文件內容向聲明人作出真實明確及清晰可聞的傳譯，)
並會將本人即將為聲明人主持的聲明忠實向其傳譯。)
_____)
(聲明人簽署)

在本人面前作出：

監誓員/律師：.....

本人，現於
謹以至誠鄭重聲明，本人諳熟本文件所採用的法定語文及英文，
本人已將本文件內容向聲明人 作真實明確及清晰
可聞的傳譯，並會將即將為其主持的聲明忠實向其傳譯。

此項聲明於_____年_____月_____日)
在香港特別行政區)
_____)
(傳譯者簽署)

在本人面前作出：

監誓員/律師：.....

申請人應辦事項及證明文件清單

- ☐ 申請表格內各部已填寫妥當
☐ 證明文件：

正本	副本	文件
<input type="checkbox"/>	<input type="checkbox"/>	申請人身份證
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	薪金收入： 最近期稅務局所發出之薪俸稅評估通知書或個人稅務資料；及 本年度僱主為僱員填報的薪酬及長俸報稅表格（表格 IR 56B）；或 聘請書/合約；或 薪金結算書/銀行入數紙；或 其他有關文件（請註明）：
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	投資項目收入： 股息通知書；及 利息通知書；及 其他有關文件（請註明）：
<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	經營業務收入： 公司賬目包括損益表及資產負債表；及 稅務局所發出的利得稅評估書
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	物業收入： 租約；或 租單紀錄；或 物業稅評估通知書
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	資產價值： 物業及車輛買賣合約； 差餉單； 土地包括租約及甲或乙類換地證明書； 有關文件以供核實非居所物業的市值； 股票、基金； 銀行存款/月結單/銀行存摺； 其他有關文件（請註明）：
<input type="checkbox"/>	<input type="checkbox"/>	低收入家庭： 社會福利機構發出的證明文件
<input type="checkbox"/>	<input type="checkbox"/>	在職家庭及學生資助處發出的資格證明書（書簿、車船、上網）
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	主要居所證明： 租單； 差餉單； 買賣合約； 有關按揭的證明文件： 按揭合約； 按揭供款月結單
<input type="checkbox"/>	<input type="checkbox"/>	其他與申請有關文件：

- ☐ 已簽署的申請表格（第九部）
☐ 已往民政事務處或經律師進行宣誓的申請表格（第九部）及聲明（第十部）
☐ 三個已填寫回郵地址及貼上郵票的信封

CHECKLIST BY APPLICANTS

- ☐ Complete fully all parts of the application form
- ☐ Documentary evidence:

Original	Copy	Documents
<input type="checkbox"/>	<input type="checkbox"/>	Applicant's Identity Card
<input type="checkbox"/>	<input type="checkbox"/>	<i>Employment Income:</i> The most recent Salaries Tax Assessment Notice(s) or tax information issued by the Inland Revenue Department ; and
<input type="checkbox"/>	<input type="checkbox"/>	Employer's Return(s) of Employee's Remuneration and Pensions (Form IR 56B) for the current financial year; or
<input type="checkbox"/>	<input type="checkbox"/>	Employment Contract(s); or
<input type="checkbox"/>	<input type="checkbox"/>	Pay-slips/Bank Advices; or
<input type="checkbox"/>	<input type="checkbox"/>	Other relevant document(s) (please specify):
<input type="checkbox"/>	<input type="checkbox"/>	<i>Investment Income:</i> Dividend Advice and
<input type="checkbox"/>	<input type="checkbox"/>	Interest Advice and
<input type="checkbox"/>	<input type="checkbox"/>	Other relevant document(s) (please specify):
<input type="checkbox"/>	<input type="checkbox"/>	<i>Business Income:</i> Accounts of the business including balance sheet and profit and loss account; and
<input type="checkbox"/>	<input type="checkbox"/>	Relevant profits tax assessments issued by the Inland Revenue Department
<input type="checkbox"/>	<input type="checkbox"/>	<i>Property Income:</i> Tenancy Agreement(s); or
<input type="checkbox"/>	<input type="checkbox"/>	Rental Receipt Records; or
<input type="checkbox"/>	<input type="checkbox"/>	Property Tax Assessment Notices
<input type="checkbox"/>	<input type="checkbox"/>	<i>Value of Assets:</i> Sale and Purchase Agreement (Properties/Vehicles);
<input type="checkbox"/>	<input type="checkbox"/>	Rate Demand Notice;
<input type="checkbox"/>	<input type="checkbox"/>	Land Documentation;
<input type="checkbox"/>	<input type="checkbox"/>	Relevant document(s) to substantiate the market value of non-resident properties;
<input type="checkbox"/>	<input type="checkbox"/>	Stocks and shares certificates/Unit trust funds statements;
<input type="checkbox"/>	<input type="checkbox"/>	Bank Deposits Advice/Statements/Pass Book;
<input type="checkbox"/>	<input type="checkbox"/>	Other relevant document(s) (please specify):
<input type="checkbox"/>	<input type="checkbox"/>	<i>Low Income Families:</i> Documentary evidence from social welfare agencies
<input type="checkbox"/>	<input type="checkbox"/>	Eligibility Certificate issued by Working Family & SFAA (Textbook Assistance, Travel Subsidy, Internet Access Charges)
<input type="checkbox"/>	<input type="checkbox"/>	<i>Principal Family Residence:</i> Rental receipt;
<input type="checkbox"/>	<input type="checkbox"/>	Rate Demand Notice;
<input type="checkbox"/>	<input type="checkbox"/>	Purchase Agreement
<input type="checkbox"/>	<input type="checkbox"/>	Documentation in respect of mortgage(s):
<input type="checkbox"/>	<input type="checkbox"/>	Mortgage Agreement;
<input type="checkbox"/>	<input type="checkbox"/>	Monthly mortgage payment statements
<input type="checkbox"/>	<input type="checkbox"/>	<i>Any other documents relevant to the application:</i>

- ☐ Signing the Application Form (Part I)
- ☐ Making the Oath and Declaration of the Application Form (Part I) at District Office/before a solicitor (Part J)
- ☐ 3 self-addressed and stamped return envelopes

Deadline for Application for Fee Remission 2023/24:

30 May 2023 (Tuesday) 4:00 p.m.

(Submission Date: 11 May to 30 May 2023)

二零二三/二四學年

減免學費計劃截止申請日期：

二零二三年五月三十日（星期二），下午四時正

（遞交申請表日期：二零二三年五月十一日至五月三十日）