

TWGHs Lui Yun Choy Memorial College
September Letter to Parents

1st September 2026

Dear Parents,

This is to inform you of the arrangements of the school affairs, as well as an update on some of our school activities in September. The following is a summary of the school circulars concerned:

Payment for School Activities:

- Pay List for September 2026-2027 (Pay Circular No.9 (26-27))
- Student Card (Pay Circular No.10 (26-27))
- Membership Fees of Houses and Student Union (Pay Circular No.11 (26-27))
- Purchase of School Exercise Books and Handbooks (Pay Circular No.12 (26-27))
- Tong Fai of F.4 - F.6 (Pay Circular No.13 (26-27))
- Subscription to "SSISSUE magazine" For F.1 - F.5 Students (Pay Circular No. 14 (26-27))
- Purchase of Mathematics English Notes (Pay Circular No.15 (26-27))
- Purchase of Computer Supplementary Notes For F.1 to F.3 Students (Pay Circular No. 16 (26-27))
- Membership fee of Alumni Association (Pay Circular No.17 (26-27))

Events for the Whole School:

- Special Arrangement for 1st, 2nd and 3rd September (School Circular No. 21 (26-27))
- Special Schedule in September and October (School Circular No.22 (26-27))
- Policy on the use of the students' personal data (School Circular No.23 (26-27))
- "No Mobile Phone or Other Technology Products" Policy (School Circular No. 24 (26-27))
- "Bring Your Own Device" Policy (School Circular No.25 (26-27))
- Order of P.E. Uniform (School Circular No.26 (26-27))
- Arrangement for Physical Education Lessons (School Circular No.27 (26-27))
- Annual Athletic Meet (School Circular No.28 (17-18))
- Monthly Purchase, Return and Refund of School Lunch Boxes (School Circular No.29 (26-27))
- Application for the Enhanced School-based Learning Activity Support Grant (School Circular No.30 (26-27))
- Application for Student Allowances (School Circular No.31 (26-27))

Events for Particular Forms:

- Special Dismiss Arrangement For F.1 Students in September (School Circular No.32 (26-27))

You can also find this information on our school website at <http://www.lycmc.edu.hk>. If you have any comments or opinions on our school policies, please feel free to contact our general office at 27060743 or complete the reply slip and return it via the class teachers concerned. Suggestions are most welcome.

Best Regards,



Lai

Mr. Lai Wai Kong
(The Principal)

Part I (Compulsory)



Class: _____ Class number: _____
_____ - _____ - 2026

Reply-slip of the September Parents' Letter (F.1 – F.3)

Dear Mr. Lai,

I acknowledge the details of the September school circulars.

I understand the policy on the use of the students' personal data as stated in School Circular No. 23 (26-27)).

I am reminded to return the application form of Financial Assistance Scheme to the school.

Yours sincerely,

(Signature of Parent/Guardian)
(Name of Parent/Guardian)
(Name of Student)

Class: _____ Class number: _____
_____ - _____ - 2026

Reply-slip of the September Parents' Letter (F.4 – F.6)

Dear Mr. Lai,

I acknowledge the details of the September school circulars.

I understand the policy on the use of the students' personal data as stated in School Circular No. 23 (26-27)).

I am reminded to return the application form of Financial Assistance Scheme to the school.

Yours sincerely,

(Signature of Parent/Guardian)
(Name of Parent/Guardian)
(Name of Student)

—End of Part I—

Part II (Optional)

Class: _____ Class number: _____
_____ - _____ - 2026

I would like to offer the following suggestions for the September school circulars:

Yours sincerely,

(Signature of Parent/Guardian)
(Name of Parent/Guardian)
(Name of Student)

—End of Part II—

School's Follow-Up (To be filled in and submitted to Ms. Leung of the general office by the class teacher.)

_____ 2026

- ☐ the opinion has been reflected to the department concerned and the reply has been made to the parent.
- ☐ the opinion has been referred to the department concerned _____ for follow-up.

(Name of Class Teacher) ☐ _____ (Endorsed by the Vice-principal)
(Signature of the Class Teacher) ☐ _____ (Endorsed by the Principal)
(Name & signature of follow-up teacher)

Please ✓ the appropriate boxes.

Class teacher has to submit a simple report (including date, time and contact person) and submit to Ms. Carmen Leung for record.

Payment for School Activities:

● **Pay list for September 2026-2027 (Pay Circular No. 9 (26-27))**

The following is the pay list for September. For details, please refer to Pay Circular No.10 to No.17

Form	Student card	SU & House fees	School exercise books & handbooks	Lesson fee	"SSISSUE" magazine"	Mathematics Supplementary Exercises and English Notes	Computer supplementary notes	Membership fee for Alumni Association	Total	(Date of Payment)
F.1	\$32	\$19	\$59.8	--	\$201.6	--	\$83	--	\$395.40	7/9/2026 (Mon)*
F.2	--	\$19	\$59.8	--	\$201.6	--	\$101	--	\$381.40	
F.3	--	\$19	\$56.5	--	\$201.6	\$33	\$60	--	\$370.10	
F.4	\$32	\$19	\$62.2	\$340	\$201.6	--	--	--	\$654.80	
F.5	--	\$19	\$60	\$340	\$201.6	--	--	--	\$620.60	
F.6	--	\$19	\$52.6	\$340	--	--	--	\$20	\$431.60	

Payment should be made by electronic payment system through PPS, while other payments are not accepted.

*Parents are required to top up their PPS account using the QR code in designated merchants (Circle K, VanGO, China Resources Vanguard) on or before 8th September.

● **Student Card (Pay Circular No.10 (26-27))**

All students are required to use a student card, which costs \$32 with a chip. F.1, F.4 and newly admitted students need to pay the above cost. For students who want to replace their student card should also pay \$20. The payment should be made by electronic payment system through PPS. For details, please refer to the Pay Circular No.9 .

For enquiries, please contact our teacher, Mr. Lo Wing Hong.

● **Membership Fees of Houses and Student Union (Pay Circular No.11 (26-27))**

All students are members of the school's Student Union (SU), the four Houses, Chinese Cultural Society, English Society, Mathematics Society and Putonghua Society. The total amount of membership fees is HK\$19. The payment should be made by electronic payment system through PPS. For details, please refer to the Pay Circular No.9.

For enquiries, please contact our teachers, Mr. Yu Chun Tung or Mr. Cheung Ming Fai.

● **Purchase of School Exercise Books and Handbooks (Pay Circular No.12 (26-27))**

The payment should be made by electronic payment system through PPS. For details, please refer to the Pay Circular No.9.

	F.1	F.2	F.3	F.4	F.5	F.6
Exercise Books	\$35. 80	\$35. 80	\$32. 50	\$38. 20	\$36. 00	\$28. 60
Student Handbook	\$12	\$12	\$12	\$12	\$12	\$12
Counseling Handbook	\$12	\$12	\$12	\$12	\$12	\$12
Total	\$59. 80	\$59. 80	\$56. 50	\$62. 20	\$60. 00	\$52. 60

For enquiries, please contact our Vice-principal, Mr. Tsui Ka Wai.

● **Tong Fai of F.4 - F.6 (Pay Circular No.13 (26-27))**

The Tong Fai of F.4 - F.6 for the School Year 2026 - 2027 is \$340 per student. The fee should be made by electronic payment system through PPS. For details, please refer to the Pay Circular No.9.

For enquiries, please contact our Vice-principal, Mr. Tsui Ka Wai.

● **Subscription to “SSISSUE magazine” For F.1 - F.5 Students (Pay Circular No.14 (26-27))**

To meet the requirements of Chinese Language curriculum and improve students' reading literacy, F.1 to F.5 students are required to subscribe to “SSISSUE magazine”. It is mandatory for all F.1 to F.5 students to subscribe to it. The monthly publication includes authors, scholars and teachers' sharing and articles, which are suitable for students' learning needs. Chinese teachers will also take appropriate follow-up actions related to the monthly publication.

Date of issues	October 2026 to March 2027 (Total 6 issues)
Price	\$201.6 (Original price: \$42/per issue , Discounted price: \$33.6/per issue) (20% off for school's subscription)

Payment should be made by electronic payment system through PPS. For details, please refer to the Pay Circular No.9.

For enquiries, please contact our teacher, Ms. Chan Ka Ki.

● **Purchase of Mathematics English Notes (Pay Circular No. 15 (26-27))**

To strengthen students' problem-solving skills and English learning, our Mathematics teachers have designed and printed sets of supplementary exercises and English notes for F.3 students. F.3 students are required to purchase the following supplementary exercise books and English notes.

Form	Name of exercise book	Price
F.3	Supplementary exercise books and English notes	\$ 33

The payment should be made by electronic payment system through PPS. For details, please refer to the Pay Circular No.9.

For enquiries, please contact our teacher, Ms. Yung Tsz Ying or Mr. Lam Kim Fung.

● **Purchase of Computer Supplementary Notes For F.1 to F.3 Students (Pay Circular No. 16 (26-27))**

As our computer course is a school-based STEAM program, all notes and exercises for junior form students are designed and printed in color by the school. All learning materials have been distributed at the start of the school year. The printing fee is as follows. Payment should be made by electronic payment system through PPS. For details, please refer to the Payment Circular No.9.

Form	Printing Cost
F.1	\$ 83
F.2	\$ 101
F.3	\$ 60

For enquiries, please contact our teacher Mr. Chan Chung Hin.

● **Membership fee for Alumni Association (Pay Circular No.17 (26-27))**

According to Alumni Constitution, all graduates of the TWGHs Lui Yun Choy Memorial College will automatically become members of Alumni Association. The membership fee is HK\$20 each for students. All F.6 students are required to pay HK\$20 membership fee. The payment should be made by electronic payment system through PPS. For details, please refer to the Pay list for September (Pay Circular). Repeaters in F.6 from other schools are also required to pay the fee. Students' addresses will be recorded in Alumni Association for the use of contact.

For enquiries, please contact our vice principal, Mr. Hui Hong Kiu or our teacher, Ms. Ho Yui.

Events for Whole School:

● **Special Arrangement for 1st, 2nd and 3rd September (School Circular No. 21 (26-27))**

The first school day falls on 1st September 2026 (Tuesday). Students should arrive at school in tidy school uniform by 7:55 a.m. The arrangement for the first three school days is shown as follows:

- 1st September (Tuesday) : Opening ceremony. Dismiss at 12:20p.m.;
- 2nd September (Wednesday) : A.M. – Class period by Class teachers. Dismiss at 12:20p.m.
- 3rd September (Thursday) Onwards : Normal lessons. F.4-F.6 students can go out for lunch.

For enquiries, please contact our Vice-principal, Mr. Tsui Ka Wai.

● **Special Schedule in September and October (School Circular No. 22 (26-27))**

Date	Event
1 st September 2026 (Tuesday)	2026-2027 School Opening Ceremony
23 th September 2026 (Wednesday) to 13 th October 2026 (Tuesday)	F.6 1st Mock Examination Please refer to School Circular No.395 (25-26) in July Letter to Parents for details.
1 st October, 2026 (Thursday)	National Day Students are not required to return to school on that day and should have revision at home.

For enquiry, please contact our Vice-principal, Mr. Tsui Ka Wai.

● **Policy on the use of the students' personal data (School Circular No. 23 (26-27))**

The school may need to reveal students' names, classes, assignments, articles, outstanding achievements (such as prizes/ awards received, or outstanding results in public examinations), photos, videos, etc. in the school publications, school promotion pamphlets, school homepage, etc. in order to facilitate communication between the school and the community. We would like to have your consent for the use of students' personal information for the said purposes, when necessary.

For enquiries, please contact our Vice-principal, Mr. Tsui Ka Wai.

● **“No Mobile Phone or Other Technology Products” Policy (School Circular No. 24 (26-27))**

Bringing mobile phones or other technology products to school often leads to problems, e.g.

1. loss of the mobile phones or other technology products at school;
2. disturbance to the lessons and classmates;
3. inappropriate use of mobile phones or other technology products, e.g. playing games, listening to music, recording & flaunting.

Therefore, students should not bring and use mobile phones, watches with a text display function, smart watches or other wearable technology gadgets with communication or data storage functions. In case of emergency, parents could contact their children through General Office. Students could also use the phone at the General Office to contact their parents.

Should parents be in contact with children using mobile phones after school, they can arrange for their children to bring their mobile phones back to school without applying. However, parents should ensure that their children keep their mobile phones safe and switch them off within school premises.

Teachers have been advised to keep student's mobile phone that they see at school and parents will be informed to get it back in person. Students who bring or use mobile phones without permission will be given a demerit.

For enquiries, please contact our teacher, Mr. Lee Chun Ming.

● **“Bring Your Own Device” Policy (School Circular No. 25 (26-27))**

This circular is to announce the procedures for applying to bring mobile computer devices under the "Bring Your Own Device (BYOD)" policy.

Should students need to use their own mobile computer devices for learning, they could apply for the permission of bringing mobile computer gadgets to school. Their applications, which will be considered on a case-by-case basis, must be tendered to the school via their class teachers between 3rd September and 9th September. Exempted mobile computer devices will be marked with special labels. Should students need to

bring their own mobile computer devices due to the teachers' request, they can go to the office for registering and getting a temporary certificate on that day morning.

Students are only allowed to use mobile computer devices in the study room or under teachers' supervision. Students who bring or use mobile computer devices without permission will be given a demerit point.

For enquiries, please contact our teacher, Mr. Lee Chun Ming.

● **Order of P.E. Uniform (School Circular No. 26 (26-27))**

The school P.E. uniform consists of a short-sleeved T-shirt in the colour of one of the four Houses (decided by the school), blue shorts and a winter tracksuit, which are all sewn with the school name. The P.E. uniform samples are available upon request at the General Office. It is reminded that students should prepare their own white socks and white (or mainly white) sports shoes.

Students should purchase P.E. uniforms themselves. The supplier's shop is Fung Cheong Shun (Shatin) Limited (Tel : 2702 7066 ; Address : Shop 304-305, 3/F, Po Lam Shopping Centre, Po Lam Estate Block 6 Po Kan House, Po Lam Rd N, Tseung Kwan O.). Parents can also purchase uniforms from other suppliers.

Students are reminded to have their winter P.E. uniform ready for the Annual Athletic Meet held on 6th and 7th October, 2026.

For enquiries, please contact our teacher, Mr. Yu Chun Tung.

● **Arrangements for Physical Education Lessons (School Circular No. 27 (26-27))**

Physical Education (PE) is an integral part of the school curriculum. Every student must participate in PE lessons. Some of the PE lessons will be conducted in venues stipulated by Leisure and Cultural Services Department. However, if your child is not physically fit for PE lessons, you should seek medical advice on whether it is suitable for your child to participate in PE lessons. If your child needs to be temporarily or perpetually exempted from PE lessons, a medical certificate from a registered doctor must be provided. If there are any changes in your child's health conditions, please notify the school immediately.

For enquiries, please contact our teacher, Mr. Yu Chun Tung.

● **Annual Athletic Meet (School Circular No.28 (25-26))**

The Annual Athletic Meet will be held at Sai Kung Tang Shiu Kin Sports Ground on 6th October, 2026 (Tuesday) and 7th October, 2026 (Wednesday). The details are shown as follows:

A. Meeting time

Form 1 – 3:

1. Students who take the coaches to the Sports Ground have to arrive at school before 7:45a.m.
2. Students who go to the Sports Ground by themselves should arrive at the Sports Ground by 8:45 a.m.

Forms 4 – 6:

1. There is no coach service for F.4 – F.6 students and they should arrive at the Sports Ground before 8:45 a.m.

Round trip coach service has been arranged for F.1 to F.3 students. Bus fare is subsidized by school. For those who would like to go to the sports ground themselves, please submit a written application to their class teacher by 11th September, 2026 (Friday).

For those F.4 – F.6 students who would like to take the coach, please contact Mr. Ma Chi Ho by 11th September, 2026 (Friday).

B. Dismissal Time

6th October, 2026 (Tuesday)

1. Students who take the coaches will return to school at about 4:15 p.m. for dismissal.
2. Those who do not take the coach will leave the Sports Ground at about 3:45 p.m.

7th October, 2026 (Wednesday)

1. Students who take the coaches will return to school at about 2:00 p.m. for dismissal.
2. Those who do not take the coach will leave the Sports Ground at about 1:30 p.m.

C. Types of wear

1. Students without duties assigned on those days should be in winter P.E. uniform.
2. Students with duties assigned should wear the school short-sleeved T-shirt, blue trousers (jeans) and sports shoes.
3. Uniform teams with duties assigned should be in tidy uniform.

D. Lunch arrangement

F.1 students must have their lunch at the Sports Ground.

- F.2-F.6 students may:
1. either have lunch at the Sports Ground; or
 2. have lunch in nearby restaurants.

E. Leave arrangement

The Athletic Meet is an important event for everyone in the school, so all students should attend the Athletic Meet punctually. If students are absent without acceptable reasons, they are treated as truants. All students who apply for sick leave must submit medical certificate to the school.

F. Transportation information

1. Bus:
 - KMB Bus 92 : Diamond Hill MTR station → Sai Kung
 - NWFB Bus 792M : Tseung Kwan O MTR station → Sai Kung
 - KMB website : <http://www.kmb.com.hk/en/>
 - NWFB website : <https://www.bravobus.com.hk>
2. Public Light Bus:
 - 12 : Po Lam (Metro City) → Sai Kung
 - 101M : Hang Hau MTR station → Sai Kung

G. Arrangement of Alumni and parents as spectators

For our students' safety, if any of the alumni or parents would like to be a spectator of the event, please contact our clerical staff, Ms. Lam, at 2706 0743 on or before 19th September, 2026 (Tuesday).

H. Adverse Weather Arrangement

Sports Day will be cancelled when Red Rainstorm, Black Rainstorm Warning Signal or Tropical Cyclone Warning Signal No. 3 or above is issued at or after 6:00 a.m.; or when the Education Bureau has announced the suspension of classes. Students are reminded to stay at home to make good use of their time for doing revision at home. For most updated information, please refer to our website www.lycmc.edu.hk.

For enquiry, please contact our teacher, Mr. Lee Chun Ming.

● School Lunch Boxes Arrangement (School Circular 29 (26-27))

1. Lunch supplier for 2026-2027 is "FIT FOR LIFE Luncheon".
2. For details, please refer to the notice from the supplier "FIT FOR LIFE Luncheon".
3. Reminders:
 - Ordering form: Electronic ordering program.
 - If a student is absent from school, the cancellation of the lunch order must be made to the lunch supplier before 9:30 a.m. that day.

- The start and stop dates for ordering each month are detailed on the notice given by the lunch supplier in September.

For enquiries, please contact our teacher, Mr. Chan Yuen Kin.

● Application for the Enhanced School-based Learning Activity Support Grant (School Circular 30 (26-27))

Enhanced School-based Learning Activity Support Grant are now open for application. Parents are reminded to pay close attention to the application procedures, the details are as follows:

1. Eligibility Criteria	- Secondary 1 to 6 needy students Families in receipt of the followings will be the first batch of beneficiaries • Full grants from the Student Financial Assistance Agency (SFAS); OR • Comprehensive Social Security Assistance (CSSA); OR • Families who are not receiving CSSA/SFAS full grant but are identified as financially needy students will only receive the remaining fund.
2. Amount Limit	The amount of the allowances will be subject to the maximum requirements of the Student Activities Support Grant, School-based After-school Learning and Support Programme. Therefore, not every activity can be fully funded, and students may need to pay the remaining part.
3. Eligible items	School-based learning activities and programmes. * Note: School Textbook Assistance and Air-conditioning fee should not be claimed.
4. Application Procedure & Deadline	Families who wish to apply for financial assistance are required to submit the completed application form together with supporting evidence*, the form will be distributed by school on 1 st September, 2026.
5.	In order to expedite the processing of application, please fill-in the application form and return it to school (with copies of certified documents) on 4 th September, 2026.

Our school is abided by the Personal Data (Privacy) Ordinance in handling the concerned applications.

*Sample of supporting evidence please refer to Attachment 1 – 4.

For enquiries, please contact our teachers, Ms. Lau King Tak.

● Application for Student Allowances (School Circular 31 (26-27))

A. Application guidelines for the financial assistance (School Textbook Assistance / Student Travel Subsidy Schemes) ***for new applicants in 2026/27**

Successful applicants should receive a notification letter from SFAA around August. They are required to submit the letters to the General Office via their class teachers.

Parents and students are reminded to check the following information in the letter:

- Name of school, class (e.g. 1A) and applicant's bank account number;
- Section D and Section E should be blank;
- Students should not participate in CSSA;
- Applicant's signature

The registration number of our school is **516988000233/SK**

Deadline of first round: 4th September 2026 (Friday)

For the upcoming applications, students are reminded that notification letters should be returned to school within 4 weeks. Otherwise, their applications might not be considered.

For details, please visit the homepage of SFAA at <http://www.sfaa.gov.hk/tc/schemes/fts.htm#1>

B. Application guidelines for a Personalized Octopus Card with student status

1.	Fee	Photo
Application for a Personalized Octopus Card with student status (for students who have not applied before)	\$90 (Deposit: \$50; Administration fee: \$20; Service charge: \$20)	40mm x 35mm
Activation/Renewal of "Student Status" on a Personalised Octopus card	Administration fee: \$20	/

2. Cards will expire by the end of the school years of F.3 and F.6, with the exception of the repeaters. For students from F.3 promoted to F.4 whose Octopus cards will be expired on 31st October 2026 have to renew the cards by submitting application forms.
3. Upon approval for the first-time applications, HK\$20 will be rebated.
Period of validity:
 - 3 years for F.1 students
 - 2 years for F.2 students
 - 1 year for F.3 students;
 - 3 years for F.4 students
 - 2 years for F.5 students
 - 1 year for F.6 students; application for extension thereafter
4. Eligible students only need to log in to the following link to make application:
<https://studenteapplication.mtr.com.hk/en> (English) or
<https://studenteapplication.mtr.com.hk/ch> (Chinese)
 - (i) Online Application for Renewal of “Student Status”:
Students may access the online application system through the MTR website. After inputting personal data, Octopus number and uploading valid Student Identity Card (or Student Identity Card of 25/26), then the students will receive a confirmation email later. Upon successful application, students will receive a second email from the MTR Cooperation, notifying them the payment (HKD 20) and renewal method. For details, please refer the video clip of ‘MTR Student Travel Scheme - Renewal of Student Status’: (<https://www.youtube.com/watch?v=GThQ-88fZgE>) .
 - (ii) New Online Application for a Personalised Octopus with “Student Status”:
Students may access the online application system through the MTR website, input personal data and upload a recent colour passport photo, (The provision of parent’s or guardian’s name is required if the student is under 18.) and make online payment (HK\$90 for new application) by Octopus Apps / credit card (Students can also make direct payment at any MTR Customer Service Centre). The student will receive a “Notification Letter” or “Confirmation Letter”. After processing the applications of Octopus by the MTR, students will receive the new personalized Octopus Card by mail within one month.
5. Students can also apply MTR Student Travel Scheme physically, the application form can be obtained from MTR Customer Service Centre. The application instructions are as follows:
Students can get the application forms from MTR Customer Service Centre. Application forms which have been endorsed with the school chop should be submitted to one of the MTR customer service centres in person. Upon successful application, students will be given the “Confirmation Letter”.
6. Due to the latest situation of the novel coronavirus epidemic, our school encourages students to apply the "Renewal of MTR Student Travel Scheme" through MTR online platform.

C. Application guidelines for Student’s Allowances

Type of Allowance	Application Deadline	Remarks
1.SFAA – subsidy for Primary & Secondary School students		Details are available at https://www.wfsfaa.gov.hk/sfo/tc/primarysecondary/tt/application/deadlines.htm
(i) Textbook allowance	By 31 st October 2026	
(ii) Travel allowance	By 1 st November 2026	
(iii) Subsidy Scheme for Internet Access Charges	By 1 st February 2027	
2.Grantham Maintenance Grants	30 th September 2026	who have financial needs without CSSA from Social Welfare Department could apply. Application forms and details are available at https://www.wfsfaa.gov.hk/sfo/tc/other/grantsloans/grantham/9.1.10.htm#two

For enquiries, please contact our teacher, Ms. Lau King Tak.

Events for Particular Forms:**● Special Dismiss Arrangement For F.1 Students in September (School Circular No.32 (26-27))**

In order to build the habit of completing homework on time, F.1 students will stay after school until 4:30 p.m. from 3th September, 2026 (Thursday) to 11th September, 2026 (Friday). The school firmly believes that with the joint efforts of parents and the school, students will be able to cultivate good learning attitudes and habits.

For enquiries, please contact our Vice-principal, Mr. Fok Kin Shing.



在職家庭及學生資助事務處

學生資助處

WORKING FAMILY AND STUDENT FINANCIAL ASSISTANCE AGENCY

STUDENT FINANCE OFFICE

九龍協調道 3 號工業貿易大樓 5 樓

5/F, Trade and Industry Tower, 3 Concorde Road, Kowloon

[申請人姓名及地址]

家庭申請編號：

先生／女士：

2026/27 學年學生資助計劃綜合申請/
申請結果通知書

學生資助處（學資處）已就你的 2026/27 學年學生資助計劃綜合申請作出評估，現謹通知結果如下：

學生姓名 (香港身份證號碼)	資助幅度 (資助生效日期)	備註
陳一文 A123****	半額 (2026 年 9 月 1 日)	由於 2026/27 學年學校書簿津貼額正在訂定中，學資處暫參考 2025/26 學年的書簿津貼額，向你提早發放首階段書簿津貼，家庭上網費津貼（如適用）亦會一併發放。學生車船津貼一般約由 2026 年 10 月底／11 月起發放予合資格的申請人。
陳二文 B123****	半額 (2026 年 9 月 1 日)	
陳三文 C123****	半額 (2026 年 9 月 1 日)	隨函附上有關學生的資格證明書（適用於中、小學生資助）。請根據夾附的「填寫資格證明書指引（中、小學生資助）(SFO 189C)」填寫資格證明書，並於(i)開課後一星期內或(ii)發出日期後的兩星期內（二者以較遲者為準）交回就讀學校辦理。 在核實學生是否符合個別資助計劃的資格和完成審批程序後，學資處會向合資格的申請人發放津貼。
陳四文 D123****	3/4 額	就學前學生資助的持續申請人，隨函附上有關學生的「學校證明書（預填）」。<u>未獲隨函夾附「學校證明書（預填）」的其他學生</u>，包括於 2026/27 學年新入讀幼稚園／幼兒中心的學生，申請人必須向學校索取或於在職家庭及學生資助事務處網站下載「學校證明書」。請根據夾附的「填寫及遞交學校證明書須知（適用於幼稚園及幼兒中心學費減免計劃／幼稚園學生就學開支津貼）(SFO 293C)」填寫，並盡快把填妥的學校證明書交回就讀學校辦理。 待收妥由學校交回的學校證明書並核實學生是否符合個別資助計劃的資格和完成審批程序後，學資處會透過有關學校向合資格的申請人發放學費資助。學資處會另函通知學費資助額及發放學費資助的安排（如申請學生在幼稚園教育計劃下毋須繳交學費則不會獲另函通知）。 另外，就讀幼稚園幼兒班、低班及高班(K1-K3)的合資格學生可根據獲批資助幅度獲發幼稚園學生就學開支津貼。學資處會在 2026 年 9 月底起以自動轉帳方式將津貼存入合資格申請人的銀行戶口。

Attachment 1-2 <資格證明書(新申請用)>



在職家庭及學生資助事務處
學生資助處(學資處)
WORKING FAMILY AND STUDENT FINANCIAL ASSISTANCE AGENCY
STUDENT FINANCE OFFICE
資格證明書(中、小學生資助)
ELIGIBILITY CERTIFICATE
(FINANCIAL ASSISTANCE FOR PRIMARY AND SECONDARY STUDENTS) (EC)

2026/27

(適用於學校書簿津貼計劃、學生車船津貼計劃、上網費津貼計劃、
應用教育文憑/毅進文憑學費發還及指定夜間成人教育課程資助計劃)

This Form is available in English. If necessary, please obtain it from the Student Finance Office.

請於填寫本資格證明書前詳閱「填寫資格證明書指引 (SFO 189C)」(「指引」)。

(請將填妥的資格證明書於 (i) 開課後一星期內；或 (ii) 發出日期後的兩星期內「二者以較遲者為準」，依時交回就讀學校辦理
(請參閱「指引」- 甲，第2-3項的例子)。學資處一般不會處理逾期遞交的證明書，有關申請人將不會獲發資助。)

第一部 申請人資料

1. 申請人中文姓名	(如需更改通訊地址，請用英文詳列整個地址於空格內。) Flat(室) Floor(樓) Block(座) 大廈名稱 屋邨/村名稱 街道名稱及號數 分區 地區
2. 申請人英文姓名	
3. 通訊地址	
大廈名稱	
屋邨/村名稱	
街道名稱及號數	
分區	
地區	

☐ 1. HK(香港) ☐ 2. KLN(九龍) ☐ 3. NT(新界) ☐ 4. OHK(香港境外)

第二部 資格評估結果及各項資助計劃申請

申請學生資料	資格評估結果										
1. 中文姓名	學資處已根據你在學生資助計劃綜合申請表格內所填報的資料進行初步評估，結果如下： 資助幅度： 資助生效日期： 資格證明書發出日期： 學資處稍後會進行核實程序，包括家訪和抽樣調查。如調查結果與初步評估結果不同，學資處會調整你的資助幅度及資助額。如你因在評估後家庭狀況發生重大改變等原因而欲提出重新評估結果，你必須先將資格證明書交回子女就讀的學校，然後以書面形式，連同充足證明文件，向學資處申請。由於此類申請將需要較長的時間處理，申請人應盡早於此證明書發出日期後的一個月內提出重新評估。如有特殊理由，未能在此時段內提出申請，學資處會按個別情況另作考慮。										
2. 英文姓名											
3. 出生年份											
4. 香港身份證號碼 (只顯示字母和頭3個數字)											
5. 學校名稱											
6. 班別 (2026/27) 級別 (數字)(字母)											
7. 帳戶持有人英文姓名	銀行名稱										
銀行戶口號碼	銀行編號										
(注意：請核對以上銀行戶口號碼是否正確。為保護個人資料，銀行戶口號碼第7至第9的數字已顯示為“X”號。如需更改，請於右方空格填上正確戶口號碼，以確保資助可自動轉帳至正確戶口。) (例如：渣打銀行 003；匯豐銀行 004；恆生銀行 024)											
8. 根據你提交的學生資助計劃綜合申請，你的申請包括下方有“✓”號的資助計劃。 若要申請其他資助計劃，請在適當方格內加上“✓”號。(可選多於一項，但必先確定申請學生符合有關資助計劃的資格)。 (詳情見「學生資助計劃綜合申請-申請指引」(有關「計劃詳情」及「截止申請日期」的部份)，以及「指引」- 乙，第二部第4項。) <table border="1"> <tr> <td>以學生為單位：</td> <td>☐ (A) 學校書簿津貼</td> <td>☐ (B) 學生車船津貼</td> <td rowspan="3">由學資處填寫 TA STS</td> </tr> <tr> <td></td> <td>☐ (C) 應用教育文憑/毅進文憑學費發還</td> <td>☐ (D) 指定夜間成人教育課程資助計劃</td> </tr> <tr> <td>以家庭為單位：</td> <td colspan="2">☐ (E) 上網費津貼</td> </tr> </table>		以學生為單位：	☐ (A) 學校書簿津貼	☐ (B) 學生車船津貼	由學資處填寫 TA STS		☐ (C) 應用教育文憑/毅進文憑學費發還	☐ (D) 指定夜間成人教育課程資助計劃	以家庭為單位：	☐ (E) 上網費津貼	
以學生為單位：	☐ (A) 學校書簿津貼	☐ (B) 學生車船津貼	由學資處填寫 TA STS								
	☐ (C) 應用教育文憑/毅進文憑學費發還	☐ (D) 指定夜間成人教育課程資助計劃									
以家庭為單位：	☐ (E) 上網費津貼										
9. 申請學生在學期間的居住地址 (適用於計算學生車船津貼。詳情見「指引」- 乙，第二部第5項。) (如需更改地址或左列地址並非申請學生在學期間的居住地址，請用英文詳列整個地址於空格內。) Flat(室) Floor(樓) Block(座) 大廈名稱 屋邨/村名稱 街道名稱及號數 分區 地區											

SFO 188C

請在適當方格內加上“✓”號

Attachment 1-3<綜合社會保障援助受助人醫療費用豁免證明書>

SWD 581

社會福利署



SOCIAL WELFARE DEPARTMENT

簽發日期

Date of issue

綜合社會保障援助受助人醫療費用豁免證明書

Certificate of Comprehensive Social Security Assistance Recipients
(for Medical Waivers)

檔案編號

此日期起生效:

Casefile Ref

Valid from:

受助人姓名 Name of Recipient	身份證明文件號碼 Identity Document No.	有效日期至 Valid until
XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		
XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX		

茲證明以上綜合社會保障援助(綜援)受助人在上述有效日期內可獲得公立診所或醫院(包括急症室)豁免醫療費用。

This is to certify that the above named Comprehensive Social Security Assistance (CSSA) recipients are entitled to the waiver of medical charges at a public clinic or hospital (including the Accident & Emergency Department) during the validity period.

備註: 本署已因為綜援申請表上所載的個人資料收集目的, 把上述個人資料轉交醫院管理局(醫管局), 以在上述人士接受醫管局轄下醫院的醫療服務時, 可獲豁免其醫療費用。

Remarks: For the personal data collection purposes stipulated in the CSSA application form, the above personal data have been transferred to the Hospital Authority (HA) for waiving medical charges when the above persons receive medical treatment in hospitals under HA.

本署檔號：[REDACTED]

電話：[REDACTED] 6721

[REDACTED] 社會保障辦事處

[REDACTED] 號

[REDACTED] 室

[REDACTED] 先生

[REDACTED] 先生

申請獲准通知書

現特此通知你，關於你申請綜合社會保障援助一事，已獲批准，本署將發放援助金 9 個月，由 2014 年 5 月 1 日開始計算，每月的款項將會存入銀行戶口 [REDACTED] 號。期滿時再行覆查。

你通常會在每月的 05/06 日收到援助金，現將你每月可得金額列出如下，給你參考：

1. 由 2014 年 5 月 1 日至 2014 年 7 月 31 日，每月應得的款項為 4,151 元，包括：

標準金額	3,055.00 元
租金	811.00 元
社區生活補助金	285.00 元
合計	4,151.00 元 (整數計 4,151 元)

2. 由 2014 年 8 月 1 日至 2014 年 9 月 30 日，每月應得的款項為 3,340 元，包括：

標準金額	3,055.00 元
租金	811.00 元
社區生活補助金	285.00 元
合計	4,151.00 元

扣減
直接過賬予房委會繳付租金 811.00 元 (-)

餘款 3,340.00 元 (整數計 3,340 元)

3. 由 2014 年 10 月 1 日至 2014 年 10 月 31 日，該月應得的款項為 754 元，包括：

標準金額	689.84 元
租金	212.48 元
社區生活補助金	64.36 元
合計	966.68 元