

FOR OFFICE USE																	
Application No.																	
							-						-	1	3	1	4
Received on:																	
(2013-2014): Grade <input type="text"/> Class <input type="text"/>																	



Diocesan Boys' School

Student Financial Assistance Scheme

(2013–2014)

Application Form

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- Please complete all the boxes of this application in **BLOCK LETTERS** using a **black or dark blue ball pen**.
- Signature is required against amendment.

PART A APPLICANT'S PARTICULARS

1. Name in Chinese	<input type="text"/>
2. Name in English	<input type="text"/>
3. Relationship with Student	<input type="text"/> ('1' Parent, '2' Legal guardian –Please specify: _____)
4. Hong Kong Identity Card No.	<input type="text"/> ()
5. Sex	<input type="text"/> ('1' Male, '2' Female)
6. Marital Status	<input type="text"/> ('1' Married, '2' Single / Separated / Divorced / Widowed)
7. Residential Phone No.	<input type="text"/>
8. Mobile Phone No.	<input type="text"/>
9. Office/ Other Contact No.	<input type="text"/> Ext. <input type="text"/>
10. Residential Address	Flat/ Room <input type="text"/> Floor <input type="text"/> Block <input type="text"/> Name of building <input type="text"/> Estate/ Village <input type="text"/> No. and Name of Street <input type="text"/> District <input type="text"/> District code* <input type="text"/> Region <input type="text"/> ('1' Hong Kong, '2' Kowloon, '3' New Territories)

*District code	
01. Central and Western District	10. Tsuen Wan District
02. Wan Chai District	11. Tuen Mun District
03. Eastern District	12. Yuen Long District
04. Southern District	13. North District
05. Yau Tsim Mong District	14. Tai Po District
06. Sham Shui Po District	15. Sai Kung District
07. Kowloon City District	16. Sha Tin District
08. Wong Tai Sin District	17. Kwai Tsing District
09. Kwun Tong District	18. Islands District

PART B STUDENT'S PARTICULARS

1. Name of Student in Chinese	<input type="text"/>
2. Name of Student in English	<input type="text"/>
3. Hong Kong Identity Card No.	<input type="text"/>
4. Date of Birth	<input type="text"/> Year <input type="text"/> Month <input type="text"/> Day
5. Mobile Phone No.	<input type="text"/>
6. Class	<i>For New Student:</i> Grade <input type="text"/> <i>For Current Student (2012–2013):</i> Grade <input type="text"/> Class <input type="text"/>
7. Do you give consent to the School to contact the above student regarding this application?	<input type="checkbox"/> ('Y' Yes, 'N' No)

PART C APPLICATION OF SCHEME(S)

- Please select the scheme(s) that you would like to apply.
- Please tick '✓' the appropriate box(es).

Student in the academic year 2013–2014	Fee Remission Scheme	Low Cost Lunch Scheme	Textbook Subsidy Scheme	School Uniform Subsidy Scheme
Grade 7				
Grade 8				
Grade 9				
Grade 10				
Grade 11				
Grade 12				

PART D PARTICULARS OF FAMILY MEMBERS

		<i>a</i>	<i>b</i>	<i>c</i>	<i>d</i>	<i>e</i>	<i>f</i>
No.	Family member	Name (As shown in the Hong Kong Identity Card)	Relationship with Applicant	Age	H.K.I.D. Card No./ Birth Registration Certificate No.	Present occupation	Name of Present Employer / Firm / School
I. Applicant and Applicant's Spouse							
1.	Applicant		Applicant		X		
2.	Spouse		Spouse				
II. Unmarried Children Residing with the Family							
3.	Child-1 (Student Applicant)		Student Applicant		X	Student	Diocesan Boys' School
4.	Child-2		Son / Daughter*				
5.	Child-3		Son / Daughter*				
6.	Child-4		Son / Daughter*				
III. Dependent Parents						Status For a continuous period of not less than 6 months from 1 April 2012 to 31 March 2013:	
7.	Dependent Parent-1					<input type="checkbox"/> '1', '2' or '3'	'1' Has resided / been residing with the applicant's family and supported by the applicant or his / her spouse. '2' Has taken up permanent residence at another premises owned or rented by the applicant or his / her spouse.
8.	Dependent Parent-2					<input type="checkbox"/> '1', '2' or '3'	'3' Has been living in his / her own premises, rented premises or residing in elderly homes and is totally supported by the applicant or his/her spouse.
						Total no. of 'Family Members':	A

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*Please delete where appropriate.

PART E FAMILY INCOME

No.	Actual Income during the Financial Year 1 April 2012 – 31 March 2013.						Total <i>Please fill in actual figure without decimal places.</i>
I. Applicant and Applicant's spouse							
1. Applicant							
<p>Income from Employment /Self-employment or Business Profits (including part-time income) (If you / your family member(s) has retired / was unemployed / was a housewife during the period, please specify the status and relevant duration.)</p>	Period	From	From	From		<p>\$ <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> B</p> <p>$(B = R_1 + S_1 + T_1 + U_1)$</p>	
	<input type="text"/> Y <input type="text"/> Y - <input type="text"/> M <input type="text"/> M - <input type="text"/> D <input type="text"/> D	To <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/>	To <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/>	To <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/>			
	Occupation						
	<input type="checkbox"/> P₁ Gross income	\$	\$	\$			
	<input type="checkbox"/> Q₁ # '1' MPF or '2' Provident Fund contribution by employee (If applicable)	# <input style="width: 20px;" type="text"/> ('1' or '2')	# <input style="width: 20px;" type="text"/> ('1' or '2')	# <input style="width: 20px;" type="text"/> ('1' or '2')			
	<input type="checkbox"/> R₁ Net ($R_1 = P_1 - Q_1$)	\$	\$	\$			
	Other Income (From 1 April 2012 to 31 March 2013)	<input type="checkbox"/> S₁ Interests from fixed deposits, stocks, shares & bonds, etc.	\$				
		<input type="checkbox"/> T₁ Rental income	\$				
		<input type="checkbox"/> U₁ Others (Please specify)	\$				
	2. Applicant's spouse						
<p>Income from Employment /Self-employment or Business Profits (including part-time income) (If you / your family member(s) has retired / was unemployed / was a housewife during the period, please specify the status and relevant duration.)</p>	Period	From	From	From		<p>\$ <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> C</p> <p>$(C = R_2 + S_2 + T_2 + U_2)$</p>	
	<input type="text"/> Y <input type="text"/> Y - <input type="text"/> M <input type="text"/> M - <input type="text"/> D <input type="text"/> D	To <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/>	To <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/>	To <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/> - <input style="width: 20px;" type="text"/>			
	Occupation						
	<input type="checkbox"/> P₂ Gross income	\$	\$	\$			
	<input type="checkbox"/> Q₂ # '1' MPF or '2' Provident Fund contribution by employee (If applicable)	# <input style="width: 20px;" type="text"/> ('1' or '2')	# <input style="width: 20px;" type="text"/> ('1' or '2')	# <input style="width: 20px;" type="text"/> ('1' or '2')			
	<input type="checkbox"/> R₂ Net ($R_2 = P_2 - Q_2$)	\$	\$	\$			
	Other Income (From 1 April 2012 to 31 March 2013)	<input type="checkbox"/> S₂ Interests from fixed deposits, stocks, shares & bonds, etc.	\$				
		<input type="checkbox"/> T₂ Rental income	\$				
		<input type="checkbox"/> U₂ Others (Please specify)	\$				
	Part I Total Annual Income: $B + C = D$						<p>\$ <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> <input style="width: 40px;" type="text"/> D</p>

PART E FAMILY INCOME (Continued)

No.	Actual Income during the Financial Year 1 April 2012 – 31 March 2013.	Total <i>Please fill in actual figure without decimal places.</i>
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II. Unmarried Children Residing with the Family (If applicable)
Additional sheet (e.g. photocopy of this page) signed by the applicant may be added if there is insufficient space to provide the information.

1. Name:

Income from Employment /Self-employment or Business Profits (including part-time income) (If you / your family member(s) has retired / was unemployed / was a housewife during the period, please specify the status and relevant duration.)	Period <input type="text"/> Y <input type="text"/> Y - <input type="text"/> M <input type="text"/> M - <input type="text"/> D <input type="text"/> D	From <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> To <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>	From <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> To <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>	From <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> To <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>	\$ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> E $(E = R_3 + S_3 + T_3 + U_3)$
	Occupation				
	<input type="checkbox"/> P_3 Gross income	\$	\$	\$	
	<input type="checkbox"/> Q_3 # '1' MPF or '2' Provident Fund contribution by employee (If applicable)	# <input type="text"/> ('1' or '2')	# <input type="text"/> ('1' or '2')	# <input type="text"/> ('1' or '2')	
	<input type="checkbox"/> R_3 Net ($R_3 = P_3 - Q_3$)	\$	\$	\$	
Other Income (From 1 April 2012 to 31 March 2013)	<input type="checkbox"/> S_3 Interests from fixed deposits, stocks, shares & bonds, etc.	\$			
	<input type="checkbox"/> T_3 Rental income	\$			
	<input type="checkbox"/> U_3 Others (Please specify)	\$			

2. Name:

Income from Employment /Self-employment or Business Profits (including part-time income) (If you / your family member(s) has retired / was unemployed / was a housewife during the period, please specify the status and relevant duration.)	Period <input type="text"/> Y <input type="text"/> Y - <input type="text"/> M <input type="text"/> M - <input type="text"/> D <input type="text"/> D	From <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> To <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>	From <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> To <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>	From <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> To <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>	\$ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> F $(F = R_4 + S_4 + T_4 + U_4)$
	Occupation				
	<input type="checkbox"/> P_4 Gross income	\$	\$	\$	
	<input type="checkbox"/> Q_4 # '1' MPF or '2' Provident Fund contribution by employee (If applicable)	# <input type="text"/> ('1' or '2')	# <input type="text"/> ('1' or '2')	# <input type="text"/> ('1' or '2')	
	<input type="checkbox"/> R_4 Net ($R_4 = P_4 - Q_4$)	\$	\$	\$	
Other Income (From 1 April 2012 to 31 March 2013)	<input type="checkbox"/> S_4 Interests from fixed deposits, stocks, shares & bonds, etc.	\$			
	<input type="checkbox"/> T_4 Rental income	\$			
	<input type="checkbox"/> U_4 Others (Please specify)	\$			

Part II Total Annual Income: $E + F = G$ \$ **G**

PART F OTHERS

1. Have you applied for the 'Diocesan Boys' School Financial Assistance Scheme (2012–2013)'?

('Y' Yes, 'N' No)

2. Are you receiving subsidy from the Comprehensive Social Security Assistance (CSSA) Scheme?

('Y' Yes, 'N' No)



CSSA reference number:

3. Are you going to apply for the Comprehensive Social Security Assistance (CSSA) Scheme?

('Y' Yes, 'N' No)

PART G ADDITIONAL INFORMATION BY APPLICANT

Please write down any additional information that assists the vetting process of the application.

Use a separate sheet if necessary.

PART H DECLARATION

Please complete either English version or Chinese version of the following Declaration.

請填寫以下聲明的中文版或英文版。

I, _____ (Name of Applicant), have read and fully understood the Guidance Notes of Diocesan Boys' School Student Financial Assistance Scheme (2013–2014) (the Scheme). I hereby make the following declaration:

- (1) The information in the application form, supporting documents and other documents provided by me is complete and true to the best of my knowledge. I am aware that Diocesan Boys' School (the School) will rely on the information provided by me to determine my eligibility for financial assistance and to assess the level of financial assistance to be offered under the Scheme. I understand that the School may conduct investigations into my application, including home visits. 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. Furthermore, a record of such event will be included in the student's personal file for any use or reference.
- (2) I give the consent and confirm that I have obtained consent from my family members to authorize the School to handle the personal data / information provided in this application in accordance with Section 6 in Part I of the Guidance Notes and I will undertake to inform my family members of such an arrangement. I also give consent to the School to contact various authorities concerned, release my and my family members' personal data to them for the purpose of processing my application or verifying the information provided in this application.
- (3) I understand that the School has the right to review my application and adjust my entitlements of receiving financial assistance from the Scheme if necessary. I undertake to refund to the School any over-payment of financial assistance to me upon demand.
- (4) I agree to let the School check and counter-check this application. I also agree to provide further information on the application upon the School's request. It will lead to disqualification and restitution in full of the financial assistance granted if I refuse to co-operate.

Signature of Applicant: _____ Date: _____

本人 _____ (申請人姓名) 已細閱拔萃男書院學生資助計劃(2013–2014)的申請指引，並完全明白其內容。現謹此聲明：

- (1) 本人所呈交的申請表、證明文件及其他文件內的資料，據本人所知，均屬正確無訛。本人知悉拔萃男書院將根據這些資料，評定本人是否符合資格獲得計劃的資助和評估可獲得的資助金額。本人明白拔萃男書院會就此項申請進行調查，包括家訪。本人亦明白如誤報或漏報資料，或以欺詐手段獲得金錢利益，均屬違法，可能會遭起訴，而此事亦會被記錄在學生的個人檔案內。
- (2) 本人同意，並確定本人已獲本人的家庭成員同意，授權拔萃男書院按申請指引第 I 部分第 6 節所載處理此項申請的資料。我並承諾將此項安排告知本人的家庭成員。本人亦同意拔萃男書院可聯絡有關機構，向它們核對我及我的家庭成員的個人資料。
- (3) 本人明白拔萃男書院有權覆檢本人的申請，並在有需要時調整本人所得的資助。本人承諾在拔萃男書院的要求下，願意將多出的資助款額歸還予拔萃男書院。
- (4) 本人承諾接受拔萃男書院查證與這份申請表有關的資料。本人亦承諾在拔萃男書院的要求下，會提供更多關於這項申請的資料。假若我拒絕合作，本人的申請資格會被取消，而本人願意立即全數歸還已獲發給的資助全額。

申請人簽署: _____ 日期: _____



**Diocesan Boys' School
Student Financial Assistance Scheme
(2013–2014)**

FOR OFFICE USE										
Application No.										
						-			-	1 3 1 4

COVER SHEET FOR SUPPORTING DOCUMENTS

- Please tick '✓' the appropriate boxes and complete the following table.
- Please sign in the space provided.
- Please put ALL the supporting documents under this sheet and staple them, including this sheet.
- Please refer to "List of Supporting Documents" for Chinese translation of the names of the following documents on the back of the page.

To be completed by the applicant:

Checklist of Documents Evidence to be Submitted with the Application	
Original / copy	Photocopies of documentary evidence of 'Annual Family Income' for the period 1 April 2012 to 31 March 2013:
<input type="checkbox"/>	A. Income of salaried employed person
<input type="checkbox"/>	(1) Tax Demand Note issued by the Inland Revenue Department (I.R.C. 6401); if not available
<input type="checkbox"/>	(2) Employer's Return of Remuneration and Pensions Form (I.R. 56); if not available
<input type="checkbox"/>	(3) Salary Statement; if not available
<input type="checkbox"/>	(4) Bank transaction record showing payment of salary, allowance, etc.(together with the page showing the name of bank account holder) (Please highlight the entries with colour and remarks.); if not available
<input type="checkbox"/>	(5) Income Certificate" (SFASA006) certified by the employer, etc.
<input type="checkbox"/>	B. Income of self-employed driver, or person running business (including sole proprietorship business / partnership business / limited company)
<input type="checkbox"/>	(6) Profit and Loss Account verified by a Certified Public Accountant ; if not available
<input type="checkbox"/>	(7) "Income Statement (Form C)" (SFASA009); or
<input type="checkbox"/>	(8) "Income Statement (Form A)" (SFASA007) with self-prepared Profit and Loss Account; and
<input type="checkbox"/>	(9) Personal Assessment Notice (if applicable).
<input type="checkbox"/>	C. Income of salaried employed or self-employed person (except category B above) who cannot produce any income proofs
<input type="checkbox"/>	(10) "Income Statement (Form B)" (SFASA008)
<input type="checkbox"/>	D. Other income: Interest from fixed deposits, stocks, shares and bonds, etc
<input type="checkbox"/>	(11) Dividend advice; or
<input type="checkbox"/>	(12) Interest advice; or
<input type="checkbox"/>	(13) Bank deposits advice / statements / pass book (together with the page showing the name of bank account holder) (Please highlight the entries with colour and remarks.)
<input type="checkbox"/>	E. Other income: Rental income
<input type="checkbox"/>	(14) Tenancy Agreement ; if not available
<input type="checkbox"/>	(15) Bank transaction record showing rental income (together with the page showing the name of bank account holder) (Please highlight the entries with colour and remarks.)
<input type="checkbox"/>	(16) Property tax assessment notices.
<input type="checkbox"/>	F. Other income: Alimony / living expenses from ex-spouse / monthly pension / widow's & children compensation / gratuity, etc.
<input type="checkbox"/>	(17) Relevant document(s)
Original / copy	Photocopies of proof of single-parent family status:
<input type="checkbox"/>	(18) E.g. Supporting documents for divorce / separation, death certificate of spouse, etc.
	Others:
<input type="checkbox"/>	(19) (Please specify:)

I, _____ (Name of Applicant),
the parent / legal guardian* of _____ (Name of Student),
have submitted the above documents with the application form.

Signature of Applicant: _____

Date: _____

* Please delete where appropriate.

LIST OF SUPPORTING DOCUMENTS

English Version	中文版
Photocopies of documentary evidence of 'Annual Family Income' for the period 1 April 2012 to 31 March 2013:	在 2012 年 4 月 1 日至 2013 年 3 月 31 日期間「家庭全年收入」的證明文件的副本：
<p>A. Income of salaried employed person</p> <p>(1) Tax Demand Note issued by the Inland Revenue Department (I.R.C. 6401); if not available</p> <p>(2) Employer's Return of Remuneration and Pensions Form (I.R. 56); if not available</p> <p>(3) Salary Statement; if not available</p> <p>(4) Bank transaction record showing payment of salary, allowance, etc.(together with the page showing the name of bank account holder) (Please highlight the entries with colour and remarks.); if not available</p> <p>(5) Income Certificate" (SFASA006) certified by the employer, etc.</p> <p>B. Income of self-employed driver, or person running business (including sole proprietorship business / partnership business / limited company)</p> <p>(6) Profit and Loss Account verified by a Certified Public Accountant ; if not available</p> <p>(7) "Income Statement (Form C)" (SFASA009); or</p> <p>(8) "Income Statement (Form A)" (SFASA007) with self-prepared Profit and Loss Account; and</p> <p>(9) Personal Assessment Notice (if applicable).</p> <p>C. Income of salaried employed or self-employed person (except category B above) who cannot produce any income proofs</p> <p>(10) "Income Statement (Form B)" (SFASA008)</p> <p>D. Other income: Interest from fixed deposits, stocks, shares and bonds, etc</p> <p>(11) Dividend advice; or</p> <p>(12) Interest advice; or</p> <p>(13) Bank deposits advice / statements / pass book (together with the page showing the name of bank account holder) (Please highlight the entries with colour and remarks.)</p> <p>E. Other income: Rental income</p> <p>(14) Tenancy Agreement ; if not available</p> <p>(15) Bank transaction record showing rental income (together with the page showing the name of bank account holder) (Please highlight the entries with colour and remarks.)</p> <p>(16) Property tax assessment notices.</p> <p>F. Other income: Alimony / living expenses from ex-spouse / monthly pension / widow's & children compensation / gratuity, etc.</p> <p>(17) Relevant document(s)</p>	<p>A. 受薪人士的收入</p> <p>(1) 由稅務局發出的繳稅通知書(I.R.C. 6401)；如沒有</p> <p>(2) 僱主填報的薪酬及退休金報稅表(I.R.56)；如沒有</p> <p>(3) 薪俸結算書；如沒有</p> <p>(4) 顯示支取薪酬、津貼等紀錄的銀行結算單(連戶口持有人姓名頁)(請用顏色筆註明有關帳項加以注釋)；如沒有</p> <p>(5) 由僱主填寫的「收入證明書」(SFASA006) 正本；等</p> <p>B. 自僱司機、或經營業務人士 (包括獨資經營／合夥業務／有限公司) 的收入</p> <p>(6) 由執業會計師核實的營業損益表；如沒有</p> <p>(7) 「收入聲明 (表格丙)」(SFASA009)；或</p> <p>(8) 「收入聲明 (表格甲)」(SFASA007) 連同自行擬備的營業損益表；及</p> <p>(9) 個人入息課稅通知書(如適用)</p> <p>C. 未能提供任何收入證明的受薪或自僱人士 (除 B 類人士) 的收入</p> <p>(10) 「收入聲明 (表格乙)」(SFASA008)</p> <p>D. 定期存款、股票、債券等的利息收益</p> <p>(11) 股息通知書；或</p> <p>(12) 利息通知書；或</p> <p>(13) 銀行存款／月結單／銀行存摺 (連戶口持有人姓名頁) (請用顏色筆註明租金收入的項目及加以注釋)</p> <p>E. 租金收入</p> <p>(14) 租約；如沒有</p> <p>(15) 顯示租金收入的銀行結算單 (連戶口持有人姓名頁)(請用顏色筆註明租金收入的項目及加以注釋)</p> <p>(16) 物業稅評估通知書。</p> <p>F. 其他收入：贍養費／每月領取的退休金／孤兒寡婦金／恩恤金等</p> <p>(17) 有關證明文件</p>
Photocopies of proof of single-parent family status:	有關單親家庭的證明文件的副本
(18) E.g. Supporting documents for divorce / separation, death certificate of spouse, etc.	(18) 如：離婚或分居證明文件、配偶的死亡證等。
Others:	其他:
(19) (Please specify:)	(19) (請註明:)

<p>Copy of the H.K.I.D. Card of the family member 家庭成員的香港身份證副本</p>	<p>Copy of the H.K.I.D. Card of the family member 家庭成員的香港身份證副本</p>
<p>Copy of the H.K.I.D. Card of the family member 家庭成員的香港身份證副本</p>	<p>Copy of the H.K.I.D. Card of the family member 家庭成員的香港身份證副本</p>
<p>Copy of the H.K.I.D. Card of the family member 家庭成員的香港身份證副本</p>	<p>Copy of the H.K.I.D. Card of the family member 家庭成員的香港身份證副本</p>

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INCOME CERTIFICATE

[For the application of the Student Financial Assistance Scheme (2013-2014)]

- ◆ For salaried employed person who cannot provide salary statement, taxation documents, bank statement showing payment of salaries or other income proofs.
- ◆ This certificate is to be completed by the Employer. It must bear the company chop and telephone number of the employer.
- ◆ Employer's signature is required against amendment.

This is to certify that _____ *(Name as shown in the H.K.I.D. Card)*
 _____ *(Hong Kong Identity Card No.)*

is employed by this company as _____.

His / Her total salary (including allowance, bonus, double pay, leave pay and other income, **but excluding Mandatory Provident Fund / Provident Fund contribution by employee**, during the period from 1 April 2012 to 31 March 2013 is HK#\$ _____.

Please specify the exact employment period within the above-mentioned period if it was less than 12 months: (from _____ to _____)

Company Name : _____ _____ Company Chop : <div style="border: 1px solid black; width: 200px; height: 100px; display: inline-block; vertical-align: middle;"></div>	Name (Mr./ Ms.)* : _____ Job Position : _____ Department : _____ Contact Tel. No. : _____ Signature : _____ Date : _____
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Please specify the currency if salary paid is not in Hong Kong dollars.

* Please delete where appropriate.

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收入證明書

[供申請學生資助計劃(2013-2014)之用]

- ◆ 適用於沒法提供糧單、稅單、領取薪金的銀行自動轉帳紀錄或其他收入證明的受薪人士。
- ◆ 本證明書應由僱主填寫，並備有公司蓋章及僱主聯絡電話。
- ◆ 如有塗改，請僱主在旁加簽。

茲證明 _____ (填寫香港身份證上所示之姓名)

(香港身份證號碼)

乃受僱於本公司，職位是 _____。

在 2012 年 4 月 1 日至 2013 年 3 月 31 日期間，其總薪金（包括津貼、佣金、花紅、雙糧、假期工資等其他收入，但不包括僱員強積金／公積金供款）的全年總和為港幣#\$ _____。

如不足十二個月，請填寫上述時段內的實際受僱日期：

(在 _____ 至 _____ 期間)

公司名稱 : _____ 姓名 : _____ (先生／女士)*

職位 : _____

部門 : _____

公司蓋章 : 聯絡電話 : _____

簽署 : _____

日期 : _____

#如此職員支取薪金並非港幣，請註明貨幣種類。

*請刪去不適用者。

收入聲明 (表格甲)

[供申請學生資助計劃(2013-2014)之用]

- ◆ 適用於經營業務人士(包括獨資經營／合夥業務)。
- ◆ 獨資經營人士或合夥業務的合夥人，須把備有公司蓋章的營業損益表連同本「收入聲明」一同遞交。
- ◆ 如有塗改，請在旁加簽。

「家庭成員」[#] 為獨資經營人士或合夥業務的合夥人的資料：

經營下述公司的「家庭成員」姓名 (東主)： _____ (填寫香港身份證上所示之姓名)

與申請人的關係* : 申請人 / 配偶 / 同住的未婚子女 _____

香港身份證號碼 : _____

公司名稱 : _____

業務性質 : _____

公司地址 : _____

企業擁有權類型* : 獨資 / 合夥[^] _____

[^]如屬合夥，請說明利潤分配比率 _____ %

2012年4月1日至2013年3月31日期間上述業務的總收入： 港幣\$

	A**
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請詳細解釋方格 A 內的收入：

本人謹此聲明，以上資料均屬完整真確。

經營上述公司的「家庭成員」簽署： _____

(如非申請人)

申請人簽署： _____

申請人姓名： _____

日期： _____

[#] 「家庭成員」是指申請人、申請人的配偶、同住的未婚子女以及同住的受供養父母。

* 請刪去不適用者。

** 營業虧損不可由「家庭全年總收入」中扣除。

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INCOME STATEMENT (FORM B)

[For the application of the Student Financial Assistance Scheme (2013-2014)]

- ♦ For person who cannot provide income proofs such as hawker, construction worker, renovation worker, casual worker, cleaner, etc.
- ♦ Signature is required against amendment.

Information on the 'Family Member' #:

Name of 'Family Member' engaged in the following business : _____ (As shown in the H.K.I.D. Card)

Relationship with applicant* : Applicant / Spouse / Unmarried Child Residing with the Family

H.K.I.D. Card No. : _____

Nature of Industry : _____

Position : _____

Actual Income:

- ♦ If you do not have any income in a specific month, please fill in \$0. Do not leave any month blank.
- ♦ In addition, for payment made in arrears, for instance, if the payment date of your salary for April is in May, you should fill in the salary amount in the month of April, etc.

Year 2012		Year 2013	
April :HK\$	September :HK\$	January :HK\$	
May :HK\$	October :HK\$	February :HK\$	
June :HK\$	November :HK\$	March :HK\$	
July :HK\$	December :HK\$		
August :HK\$			
Total Annual Income HK\$:			

Payment method: (Please tick '✓' the appropriate box. More than one item may be selected.)

- By Cash / Cash cheque
- By Cheque / Direct Credit (Please provide a copy of the transaction record together with the page showing the name of the bank account holder, highlight the entries with colour and remarks for verification)

Reason for not being able to provide income proof: (Please tick '✓' the appropriate box.)

- I have no fixed employer.
- The company I worked for has wound up and I cannot obtain documentary proof from the ex-employer and do not have any other income proof.
- Others, please specify: _____

I declare that the above information is true and complete.

Signature of 'Family Member' engaged in the above business: _____ Signature of Applicant: _____
(if not the applicant) Name of Applicant: _____

Date: _____

'Family Member' refers to the applicant, the applicant's spouse, the unmarried children and the dependent parents residing with the family.

* Please delete where appropriate.

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收入聲明 (表格乙)

[供申請學生資助計劃(2013-2014)之用]

- ◆ 適用於未能提供收入證明的人士，如小販、三行工人、裝修工人、地盤雜工、散工、清潔工人等。
- ◆ 如有塗改，請在旁加簽。

「家庭成員」# 的資料:

從事下述行業的「家庭成員」姓名 : _____ (填寫香港身份證上所示之姓名)

與申請人的關係* : 申請人 / 配偶 / 同住的未婚子女 _____

香港身份證號碼 : _____

行業 : _____

職位 : _____

實際收入:

- ◆ 如該月份沒有收入，請填上\$0，切勿漏空任何月份。
- ◆ 此外，如於5月份支薪而該筆收入是在4月份工作賺取的，應填寫在4月份的空格內，如此類推。

2012年		2013年	
4月 :港幣\$	9月 :港幣\$	1月 :港幣\$	
5月 :港幣\$	10月 :港幣\$	2月 :港幣\$	
6月 :港幣\$	11月 :港幣\$	3月 :港幣\$	
7月 :港幣\$	12月 :港幣\$		
8月 :港幣\$			
全年合共港幣\$:			

支取薪金方法: (請在適當方格內加「✓」號。可選擇多項。)

現金/現金支票

劃線支票/自動轉賬

(請提供上述期間的銀行存摺副本，連同顯示戶口持有人姓名的一頁，並用顏色筆註明有關帳項加以注釋，以茲證明。)

未能提供收入證明文件的原因: (請在適當方格內加「✓」號。)

沒有固定僱主。

前受僱的公司已倒閉，未能向前僱主索取證明文件，及沒有其他收入證明。

其他，請註明: _____

聲明: 本人謹此聲明，以上資料均屬完整真確。

從事上述行業的「家庭成員」簽署: _____

(如非申請人)

申請人簽署: _____

申請人姓名: _____

日期: _____

「家庭成員」是指申請人、申請人的配偶、同住的未婚子女以及同住的受供養父母。

*請刪去不適用者。

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收入聲明 (表格丙)

[供申請學生資助計劃(2013-2014)之用]

- ◆ 適用於的士司機／貨車司機／小巴司機的自僱人士。
- ◆ 如有塗改，請在旁加簽。

「家庭成員」# 的資料:

從事下述職業的「家庭成員」姓名 : _____ (填寫香港身份證上所示之姓名)

與申請人的關係* : 申請人 / 配偶 / 同住的未婚子女 _____

香港身份證號碼 : _____

職業* : 的士司機 / 貨車司機 / 小巴司機 / 其他: _____

車輛擁有權* : 車主 / 租車司機 _____

牌照編號 : _____ (車主適用)

收入及支出列表 (由2012年4月1日至2013年3月31日)

收入	1.	租金 (只適用於車主)	: 港幣\$
	2.	自營業務之收益	: 港幣\$
	3.	其他 (請詳列所有項目及各細項金額)	: 港幣\$
總收入 (A)			: 港幣\$

支出 (不包括車輛按揭金額) (第1及2項適用於租車司機, 第2至5項適用於車主。)	1.	租車支出	: 港幣\$
	2.	燃油費	: 港幣\$
	3.	保險	: 港幣\$
	4.	維修	: 港幣\$
	5.	牌費	: 港幣\$
	6.	其他 (請詳列所有項目及各細項金額)	: 港幣\$
總支出 (B)			: 港幣\$

淨盈利** = 總收入 (A) - 總支出 (B) = 港幣\$

備註:

本人謹此聲明，以上資料均屬完整真確。

從事上述職業的「家庭成員」簽署: _____
(如非申請人)

申請人簽署: _____

申請人姓名: _____

日期: _____

「家庭成員」是指申請人、申請人的配偶、同住的未婚子女以及同住的受供養父母。

* 請刪去不適用者。

** 虧損不可由「家庭全年總收入」中扣除。