

Documents to be submitted with the application form (Item 1(a)(b)(c)/ 2 (a)(b) and 6(c) must be submitted, unless item 9 is provided)

Certified true copies of the following documentary evidence in respect of the earned income and assets of the family members are to be submitted, **please tick the following box if documents are provided:**

1. Income from employment

- (a) A copy of IR 56B provided by employer for the year of 2018-2019 (1 April 2018 to 31 March 2019), or
- (b) Latest Salaries Tax Assessment Notices issued by Inland Revenue Department, or
- (c) Latest 12 month salary statement and/or employment contract

2. Income from business

- (a) Latest Profit Tax Demand Note issued by Inland and Revenue Department
- (b) Latest Audited Profit and Loss Account and Balance Sheet

3. Income from investment

- (a) Dividend, interest advice or other relevant documents

4. Income from rental properties

- (a) Tenancy agreements, rental receipts, rates and mortgage repayment of the properties

5. Rent paid or mortgage repayment of principal residence

- (a) Tenancy agreement, rental receipts, rates and mortgage repayment of principal residence

6. Value of assets

- (a) Sale and purchase agreements of properties and vehicles, relevant documents to substantiate the market value of the rental properties
- (b) Stock and shares certificates, unit trust funds statements
- (c) **Passbooks, monthly statements of all types of bank deposits for the last 12 months. Photocopies of the first page of each passbook showing the name(s) of the account holder(s) should be included.**

7. Income from other sources - contribution from family members and relatives, alimony, pensions etc.

8. Loans from proper lending institutions (e.g. banks)

9. Documentary evidence from all forms of social welfare agencies if the applicant or the student is in receipt of any form of social welfare assistance or subsidies such as CSSA or SFAA .

In the event of any discrepancy between the text of Chinese version and English version, the English version shall prevail.

須連同申請表格呈交的證明文件（項目 1 (a)(b)(c)/2 (a)(b)及 6(c)為必須文件。如提供項目 9 則可豁免繳交其他文件。）

請呈交下列家庭成員的收入及資產證明文件之核證副本。請於空格內打上剔號以確認附遞的文件。

1. 薪金收入
 - (a) 僱主填報的薪酬及退休金報稅表 (2018 年 4 月 1 日至 2019 年 3 月 31 日)
 - (b) 稅務局最近發出的薪俸稅評估通知書 或
 - (c) 最近的 12 個月薪金結算書及/或聘請合約

2. 經營業務收入
 - (a) 稅務局最近發出的利得稅稅單
 - (b) 最近已審計的損益表及資產負債表

3. 投資項目收入
 - (a) 股息通知書、利息通知書或其他有關的證明文件

4. 租務物業收入
 - (a) 物業租約、租單、差餉單和按揭供款月結單

5. 自住居所的租金或按揭供款月結單
 - (a) 主要居所的物業租約、租單、差餉單和按揭供款月結單

6. 資產價值
 - (a) 物業及車輛的買賣合約，可供核實租務物業的市值的相關證明文件
 - (b) 股票及證券證明書、單位信託基金月結單
 - (c) 過去十二個月的所有各類銀行存款的存摺、月結單。須連同每本存摺首頁，可顯示戶口持有人姓名的影印本一併呈交。

7. 其他收入來源——家庭成員和親屬的津助、贍養費、退休金等。

8. 正規借貸機構借來之貸款（例如銀行）

9. 如申請人或學生現正接受任何社會福利機構之任何形式的社會福利資助或津貼(如綜援或學資處資助)，須提交證明文件。

中英文版之內容如有歧異，概以英文版為準。

Part C Spouse Data 第三部 配偶資料

Name of Spouse (English) 配偶姓名 (英文)	Name of Spouse (Chinese) 配偶姓名 (中文)
HKID 香港身份證	Occupation & Position 職業及職位
Employer Name & Address 僱主名稱及地址	
Telephone No. 電話	
Home 住宅	Work 公司
	Mobile 手提

Part D Particulars of Children 第四部 子女的個人資料

Name of Child 子女姓名	Date of Birth 出生日期	HKID 香港身份證	School Attending and Class 就讀學校及年級

Part E Particulars of Grandparents Living in the Same Residence 第六部 同住祖父母的個人資料

Name of Grandparent 祖父母姓名	Date of Birth (DD-MM-YY) 出生日期 (日-月-年)	Employer Name & Address (if applicable) 僱主名稱及地址 (如適用)

Has a Fee Remission Scheme been granted in a previous year for children attending CSS? 申請人就讀啟思中學的子女去年是否獲得學費減免?	* Yes / No * 是 / 否
Has a Fee Remission Scheme been granted in a previous year for children attending other schools? 申請人就讀其他學校的子女去年是否獲得學費減免?	* Yes / No * 是 / 否

* Delete if inappropriate 刪去不適用者

Declaration by Applicant 申請人聲明

I _____ (name) have read and fully understood the information provided in the Notes on the Fee Remission Scheme. I declare that the information provided by me in this application form and Attachment I & II are complete and true to the best of my knowledge. If there is a change in my family or financial circumstances, or both, I will immediately inform the School in writing of such change. I understand that the omission of material information or the provision of false information in order to qualify for fee remission may constitute an act of fraud and deception which is a criminal offence under the Theft Ordinance (Chapter 210 of the Laws of Hong Kong) and may attract criminal sanctions.

I authorize the School to handle the personal data / information provided in this application and I will undertake to inform my family members of such an arrangement. I also give consent to the School 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 School check and counter-check this application. If I refuse to co-operate, I undertake to refund all the fee remission already received by me.

本人 _____ (姓名) 已細閱學費減免計劃「申請須知」，並完全明白其內容。現特此聲明，本人在這份申請表格及附件 I 及 II 所填報的各項資料，據本人所知，均屬正確無訛。如本人家庭或 / 及經濟狀況有變，本人會即時書面通知 貴校有關轉變。本人明白漏報或虛報資料以符合學費減免資格，可構成以欺騙手段取得財物刑事罪行（香港法例 210 章《盜竊罪條例》），可能會遭刑事起訴。

本人亦授權學校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。

Signature of Applicant
申請人簽署

Date
日期

HKID
身份證號碼

STATEMENT OF INCOME FOR THE LAST 12 MONTHS (Local and Overseas)

過去十二個月的收入聲明 (本地及海外)

	APPLICANT 申請人	SPOUSE 配偶
	HK\$ 港幣	HK\$ 港幣
A General Income 總收入		
Basic salary including contribution to Provident Fund / MPF 基本薪金，包括公積金 / 強積金供款		
Double pay / leave pay 雙糧 / 假期工資		
Bonus / commission / gratuity 花紅 / 佣金 / 酬金		
Allowance (Please specify, e.g. housing, travel, education etc.): 津貼 (請註明，如房屋、交通、教育等):		
Contribution from family members or relatives 家庭成員或親屬的津助		
Interest from bank deposits 銀行存款利息		
Others (Please specify, e.g. pension, alimony etc.): 其他 (請註明，如退休金、贍養費等):		
B Income from Investment 投資收入		
Rent received 租金收入		
Dividend from stock & shares 股息及證券收益		
Others, please specify: 其他，請註明:		
C Income from Business 生意收入		
TOTAL 總和 A+B+C		
D Housing 房屋		
Rental payment on principal family residence 主要家庭居所租金支出		
Mortgage payment on principal family residence 主要家庭居所按揭支出		

* Please use a separate sheet for other family members if necessary. 如有需要，請另行加紙補充其他家庭成員收入情況。

ASSETS & LIABILITIES 資產及負債

Item 項目	Description 種類	Estimated Market Value 估算市值 港幣 HK\$	Self-occupied / Rent-out / Vacant 自住/ 出租/ 空置 港幣 HK\$	Annual Derived Income 每年所得收入 港幣 HK\$
Properties (including land / house / flat / car space etc.) 物業 (包括土地 / 房屋 / 樓宇/ 車位等)	(Location and size) (地點及尺寸)
Cash, Bank / Finance Co. current and fixed deposits (including local & foreign currency etc.) 現金、銀行 / 金融機構 活期及定期存款 (包括本地及外幣等)	(Name of Bank / Financial Co.) (銀行 / 金融機構名稱)
Vehicle (e.g. private car, taxi etc.) 汽車 (例如私家車、的士等)
Stocks and Shares 股票及證券	(Name and quantity) (名稱及數量)
Liabilities (including loans, mortgages etc.) 負債 (包括貸款、按揭等)	(Name of creditor and nature) (債權人及性質) 	Amount outstanding 未償還金額 	Annual repayment 每年還款額

* Please use a separate sheet if necessary. 如有需要，請另行加紙書寫。