

持續進修基金申請表 CONTINUING EDUCATION FUND (CEF) APPLICATION FORM

	由辦事處填寫 For Office Use Only	
Date	1	
No	9	

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在填寫表格前請先 Please refer to the 申請人如已獲得初 Applicants who hav course(s).	"Guidance N 步批准,便 <u>2</u>	Notes" [SF 下需於其他	AA191] 如"可獲發	and comp 還款項調	olete all i 程"開課	tems in 前再遞	block l 交第二	letters 份申請	with a	blue	or bla			nt of ot	her re	imbu	rsable
甲部 PART A	個人資料	PERSON.	AL DAT	A													
中文姓名(如適用) Name in Chinese: (if applicable)	2	姓名 Name			文電碼 inese Charact	er Code:	16 (請靠左	填寫 Lef	t-justified)							
英文姓名 Name in English:	32 (請靠左填寫-	一先填姓氏,後	e 道名字 Left	-iustified – Su	name first, the	en Other N	(ame)										
稱謂 Title: 先生 Mr. = 1 女士 Ms. = 2 小姐 Miss = 3	67	香港身份證號 Hong Kong Id	他吗		(請靠右填寫			()	出生! Date o	日期 of Birth:	1	77 D	D M	1 M Y	9 Y Y	Y
通訊地址 Correspondence Address: (請用正楷填寫·如住址與	室 Flat 85			層 Floor	90		座 Block	93		1				?是"Y der?Yes"			
通訊地址不同,請在本頁 丁部「申請人附加資料」 填報住址) Please complete in English	96 大廈名稱 Nan	ne of Building															
block letters. If your residential address is not the same as your correspondence address,	126 屋邨 / 屋苑 I	Estate / Court															
please indicate your residential address in Part D – 'Additional Information of Applicant' below.)	156 街號及街名 N	o. & Name of S	Street, 地區 I	District											請靠左塡	溪 Left	-justified)
住宅電話號碼	186 1 - 香港	HK, 2-九前	E KLN, 3-	其他 (例如 Other	聯絡電話號但 流動電話 / Contact Phor mobile phone	傳呼號碼) ne No.:	195										
Z部 PART B 院校 / 辦學機構名稱 Name of Institution / C 持續進修基金院校編 CEF Institution Code: 持續進修基金課程名和 CEF Course Title: 持續進修基金課程編 CEF Course Code: 實際已付學費 Actual Tuition Fees Pai 開課日期 (日/月/年) Commencement Date (1) * 申請人須於開認 Applicant should	ourse Provider 號 選 號 id:) * D/M/Y): 果日期前遞	HK\$	持續進	修基金納	幹事處。			ucation	n Func	d befo	ore th	ie coi	urse (comme	ences.		
丙部 PART C 申請人須將申請表多 Applicants should s 茲證明申請人已被取錄 This is to certify that the of the fees paid and the	ubmit the fo 录修讀乙部所 e applicant has commencemen	及蓋章。 rm to the 申報之課程 enrolled in	institutio !,而申請	on for cer 人所提供e as stated	tification 的已付費戶 in Part B a	n and c 用及開設 nd the ir	ompleti 果日期均	<u>on.</u> 翳正確	無訛。	JRSE				Chop of	Institu	tion	
				由辦事	處填寫F	or Off	ice Use	Only			DUINE	, 40		VI			
HKID ₂₀₇ OTH ₂₁₅	ADD ₂₀₈	SIGN 218	209	CERT CC 221	210	AC	211	V	212	cessed by	A(G 21:	3 C	RS hecked by:	214		
															击击	公百	

丁部 PA	T D 申請人附加資料 ADDITIONAL INFORMATION OF APPLICANT
	(如有需要,可另加紙補充 Use separate sheet if necessary
戊部 PA	T E 聲明書 DECLARATION
7	、,擁有香港特別行政區(香港)居留權/香 (申請人姓名)
	(申請人姓名) 獲准逗留香港的許可而不受任何逗留條件的限制/持單程證從中國大陸來港定居。
1	, holder of Hong Kong Identity Card No, have the
ight of a	(Name of Applicant) de in the Hong Kong Special Administrative Region (Hong Kong) / right to land in Hong Kong / permission to stay in Hong Kong without restriction / came to
Hong Ko	on one-way permit from Mainland China.
	已細閱《持續進修基金申請指引》[SFAA191C],並完全明白所有內容。現特此聲明:本人在這份申請表內所填報的各項資料,盡本人所知, 「真實的資料。
	、知道,持續進修基金辦事處(以下簡稱"辦事處")將依據本人所提供的資料,決定本人是否符合獲持續進修基金發還費用的資格,以及評 發還的金額。本人亦明白,爲了以欺騙手段取得金錢利益而漏報資料或作出失實陳述,即屬犯罪,對違犯者可循法律程序追究法律責任。
	授權辦事處按照申請指引第I部分第6段的內容,處理本人就這宗申請而提供的個人資料及其他資料。本人亦同意本人所屬的院校或辦學機構 提供本人的個人資料,以便辦事處處理本人的申請或核實本人就這宗申請而提供的資料。
; 特別行	、明白,辦事處有權覆檢本人的申請,以及在有需要時調整本人可獲發還的金額。本人承諾在辦事處提出要求時,將本人多收的款項歸還香港 「政府。
	ve read and fully understood the "Guidance Notes on the Continuing Education Fund" [SFAA191]. I declare that the information provided by application form is complete and true to the best of my knowledge.
receipt	n aware that the Office of the Continuing Education Fund (OCEF) will rely on the information provided by me to determine my eligibility for eimbursement of fees from the Continuing Education Fund and to assess the amount of reimbursement to be offered. I also understand that any misrepresentation of information with a view to obtaining pecuniary advantage by deception is an offence and is liable to legal proceedings.
I	thorize the OCEF to handle the personal data / information provided in this application in accordance with section 6 in Part I of the Guidance
	also give my consent to the institution / course provider concerned to release my personal data to the OCEF for the purpose of processing my
applicat	or verifying the information provided in this application.
	derstand that the OCEF has the right to review my application and adjust my entitlements for reimbursement if necessary. I undertake to be Government of the Hong Kong Special Administrative Region any overpayment made to me upon demand.
-tolett so	簽署及日期 Signature & Date
己部 PA	
号 P p	安申請表格,連同香港身份證副本及單程證副本(如適用)一併於開課前遞交至持續進修基金辦事處(郵寄地址:新界葵涌興芳路 166-174 興政府合署 9 樓 916 室)。以電腦掃描或傳真機複製的副本概不接納。 se submit your application by completing the application form together with a copy of your Hong Kong Identity Card and if applicable one-way not to the Office of the Continuing Education Fund (Postal address: Room 916, 9/F, Kwai Hing Government Offices, 166-174 Hing Fong Road, it Chung, New Territories) before the course commencement date. Computer scanned or fax copies are not accepted.
2. 戶	已遞交的文件概不退回。 submitted documents are not returnable.

- 申請人如在遞交申請表後,需要更改所提供的資料(例如通訊地址或聯絡電話),請盡快填妥並交回『更改個人資料通知書』[SFAA196(2004)] 至本辦事處。『更改個人資料通知書』可於 http://www.info.gov.hk/sfaa/cef 下載。
 - If you need to change the information that you have provided to us after submitting your application (e.g. your correspondence address or contact number), please immediately notify us in writing by using the "Notification of Change of Personal Data" [SFAA196(2004)] which can be downloaded from http://www.info.gov.hk/sfaa/cef
- 4. 申請人須注意,根據防止賄賂條例(香港法例第201章),任何人向持續進修基金辦事處或學生資助辦事處的僱員提供任何利益(例如金錢 或饋贈等),作爲該人員協助或加速處理申請的誘因或報酬,即屬違法。
 - Applicants are reminded that it is an offence under the Prevention of Bribery Ordinance (Chapter 201 of the Laws of Hong Kong) to offer any advantages (e.g. money, gift, etc.) to an employee of OCEF or the Student Financial Assistance Agency as an inducement to or reward for facilitating or expediting the processing of applications.
- 申請人如在遞交申請表後四星期仍未收到辦事處的回覆,請致電 3142 2277 與辦事處職員聯絡。 If you do not receive any reply from us four weeks from the date that you have submitted your application, please contact us at 3142 2277.