



# Financial Assistance Application Form

This form should be completed by the applying student's primary caregiver. The Harbour School is a registered S88 charity and financial assistance is provided on a means-tested basis.

## Declaration of Accuracy

I declare that the following information will be true and correct to the best of my knowledge.

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Applicant's Signature

## Student Information

*(should match name on application or enrollment file)*

**Student Name:**

**Grade:**

**HKID or Passport No:**

## Financial Assistance

*(Tick all that apply)*

- Debenture
- Tuition: I am able to pay HK\$\_\_\_\_\_ per year for my child's/children's tuition.
- Learning Support, I am able to pay HK\$\_\_\_\_\_ per year for my child's/children's support.
- Other, please list:



## Income

	Primary Caregiver	Secondary Caregiver
<p><b>Income from employment</b> <i>Please list all full-time and part-time employment: title, employer, and income. The amount should equal the total compensation earned for the previous 12 months period, including housing and other benefits. If applicable, please indicate where employment has ended.</i></p>		
<p><b>Aggregate amount of other income (if any).</b> <i>Please include financial support from relatives or friends, rental income or housing allowance (if not provided by employer), education grants, income from other investments, and all other income from other sources)</i></p>		
<p><b>Total Annual Income</b> <i>(over the preceding 12 months)</i></p>		



## Household Assets

Please list all family assets whether held in Hong Kong or overseas.

Cash, currency, bank deposits, checking and savings

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Properties owned, including mortgaged

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Investments (stocks, bonds, alternative investments, etc)

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All other assets (insured or valuable items, vehicles, etc)

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**Total Assets**

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## Household Liabilities

	Balance Outstanding	Annual Repayment
<b>Liability List</b> <i>Please list all liabilities (loans, mortgages, non-rotating credit card debt, etc).</i>		





## Notes

Any concealment or falsification of information will lead to dismissal of the application and may constitute a fraudulent act. The Harbour School reserves the right to request further supporting documents.

Financial information will be used solely to determine eligibility for financial assistance. The financial information provided herein will be kept confidential and will only be handled by school administrative staff and financial assistance committee members.

If the application is successful, the school may retain the financial information for as long as the student is enrolled at the school. If the application is unsuccessful, the school will securely dispose of all financial information after a standard holding period.

Financial aid information, including financial disclosure, is updated annually and may affect financial aid eligibility.

Under the Personal Data (Privacy) Ordinance, an applicant may, at any time, request The Harbour School to disclose whether or not it holds an applicant's financial information, and if it does, the applicant may request to be given a copy and/or to make corrections.

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Applicant's Signature

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Secondary Applicant's Signature

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Applicant's Name

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Secondary Applicant's Other Name

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Date

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Date

**Note:** this form must be signed by two applicants. Where applicable, the two applicants should be the primary and secondary caregivers of the child. Where there is no secondary caregiver, the second applicant should be a person who can endorse the accuracy of the information provided by the primary caregiver.



## Required Documents Checklist

- The Harbour School Acceptance Letter (if part of a new application)
- Completed Financial Aid Application Form
- Income proof of every member of the family e.g. the latest Salaries Tax Demand Note
- Account statements for preceding 12 months held by all family member bank and investment accounts
- Proof of address (utility bill or bank statement under applicant's name)
- Documentation of mortgages for preceding 12 months, where applicable
- Supporting documents for separation, divorce, death, or individual guardianship where secondary applicant is not the secondary caregiver



# 經濟援助申請表

該表格應由本校學生的主要照顧者為申請人填寫，港灣學校是一所註冊的慈善機構(S88)，根據經濟狀況調查提供經濟援助

## 準確性聲明

我聲明，據我所知，以下資訊是真實且正確的。

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申請人簽名

## 學生資訊

(應與申請表上的姓名一致)

學生姓名：

年級：

香港身分證或護照號碼：

## 經濟援助類型

(勾選所有適用項目)

- 債券
- 學費: 我每年有能力支付港幣\_\_\_\_\_ 為我孩子的學費。
- 學習支援, 我每年可以支付港幣\_\_\_\_\_ 來支付我孩子的學習支援。
- 其他, 請列出:



## 收入

	主要照顧者	第二照顧者
<p>就業收入</p> <p>請列出所有全職和兼職工作：職位、雇主和收入。該金額應等於前 12 個月期間賺取的總薪酬，包括住房和其他福利。如適用，請註明僱傭關係終止地點。</p>		
<p>其他收入總額(如果有)</p> <p>請包括親戚或朋友的經濟支持、租金收入或住房補貼(如果雇主沒有提供)、教育補助金、其他投資收入以及所有其他來源的收入)</p>		
<p>全年總收入 (過去 12 個月)</p>		



## 家庭資產

請列出所有家族資產，無論是在香港或海外持有。

現金、貨幣、銀行存款、支票和儲蓄

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擁有的財產，包括抵押的財產

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投資(股票、債券、另類投資等)

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所有其他資產(保險或貴重物品、車輛等)

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總資產

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## 家庭負債

	餘額未清	每年還款
負債清單 請列出所有負債(貸款、抵押貸款、非循環信用卡債務等)。		





## 備註

任何隱瞞或偽造資訊都將導致申請被駁回，並可能構成欺詐行為。港灣學校保留要求提供進一步證明文件的權利。

財務資訊將僅用於確定經濟援助的資格。此處提供的財務資訊將予以保密，並且僅由學校行政人員和財務援助委員會成員處理。

如果申請成功，只要學生在學校就讀，學校就可以保留財務資訊。如果申請不成功，學校將在標準持有期後安全地處置所有財務資訊。

經濟援助資訊(包括財務揭露)每年更新一次，可能會影響經濟援助資格。

根據《個人資料(私隱)條例》，申請人可隨時要求海港學校揭露其是否持有申請人的財務資料，如有，申請人可要求提供副本和/或進行更正。

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申請人簽名

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第二申請人簽名

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申請人姓名

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第二申請人姓名

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日期

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日期

備註: 表格必須由兩名申請人簽署。在適用的情況下，兩名申請人應是孩子的主要和次要照顧者。如果沒有第二照顧者，第二申請人應是能夠認可主要照顧者所提供資訊準確性的人。



## 所需文件清單

- 港灣學校錄取通知書(如果是新生入學申請的一部分)
- 填寫完整的經濟援助申請表
- 每個家庭成員的收入證明, 例如最新的薪俸稅繳稅單
- 所有家庭成員銀行和投資帳戶所持有的前 12 個月的帳戶月結單
- 地址證明(申請人名下的水電費帳單或銀行月結單)
- 前 12 個月的抵押貸款文件(如適用)
- 當第二申請人不是第二照顧者時, 分居、離婚、死亡或個人監護的證明文件