

**Non-means-tested Subsidy Scheme for
Self-financing Undergraduate Studies in Hong Kong (NMTSS)**

Application Form for the 2023/24 Academic Year (AY) [NMT01]

(Applicable to students who apply for the subsidy under NMTSS for the first time or students receiving the subsidy and going to change the programme of study for the first time in the above AY)

IMPORTANT NOTE:

1. Please return the completed application form to the institution in which you are admitted to an eligible programme to confirm your agreement to apply for the subsidy under NMTSS via the institution concerned for offsetting tuition fee payable. Please ensure that the information provided on this application form is true, complete and accurate and inform the institution concerned as soon as possible if there are any changes subsequently (e.g. admission to subsidised undergraduate programmes vide Part 2 Item 2 below). The institution and the Education Bureau (EDB) will assess your eligibility based on the updated information.
2. Eligible students only need to pay the tuition fees net of subsidy. Subsidies will be disbursed to the institutions concerned directly. Once a student paid the tuition fee net of the subsidy (together with this application form as appropriate) to the institution concerned, if he/she subsequently chooses to withdraw from the programme concerned and change to another eligible programme under NMTSS, he/she should not submit another application for the same semester which will not be accepted by the EDB¹. However, he/she may still make an application afresh in the following semester for pursuing the eligible programme he/she switches to but he/she is allowed to change programme once only² under NMTSS.
3. The subsidy will be tenable for the normal duration of the relevant programme. Students are not required to re-submit the application every AY but must inform the institutions concerned as soon as possible in case of subsequent changes to the information provided on the application form. If a student chooses to discontinue his/her current study to pursue another eligible programme under NMTSS², he/she must submit an application afresh.
4. Please pay attention to the application deadline set by the institution concerned, and return the completed form to the institution before the deadline. Except for special circumstances³, applications submitted to the institutions concerned after 30 September 2023 (for 1st semester) or 31 March 2024 (for 2nd semester) will not be processed.

Part 1 – Personal particulars and application record

1. Name of Student (English) _____ (Chinese) _____
Student ID No. _____
2. Student's HKID Card No.⁴ _____ (Please consult institution if necessary) _____
3. Eligible programme enrolled in the 2023/24 AY

Name of Institution	Name of Programme

Type of Programme (Please put a "✓" in the appropriate box.)	Year of Intake	Normal Duration of Programme
<input type="checkbox"/> First-year-first-degree programme	20 / AY	1 / 2 / 3 / 4 Years # / Others (please specify) :
<input type="checkbox"/> Top-up degree programme		

¹ For example, assuming that a Student C is admitted to an eligible Programme A offered by Institution A (annual tuition fee at \$80,000 to be paid by two instalments), he/she pays the 1st instalment of the tuition fee net of subsidy (\$33,740 per year) under NMTSS for the 2023/24 AY, in the amount of \$23,130 (i.e. \$80,000/2 - \$33,740/2), in August 2023. If Student C subsequently decides to change to another eligible Programme B offered by Institution B (annual tuition fee at \$70,000 to be paid by two instalments) in September 2023, he/she should not apply for the subsidy under the NMTSS for the first semester again and should pay the full amount of 1st instalment of tuition fee (i.e. \$35,000 (\$70,000/2)) to Institution B. He/She may apply for change of programme in the 2nd semester (please also see footnote 2) to receive the subsidy for the 2nd semester for Programme B through Institution B. The tuition fee net of subsidy for the 2nd semester will be \$18,130 (i.e. \$70,000/2 - \$33,740/2).

² Students can change programme once only under NMTSS.

³ For late application due to special circumstances, the applicant must provide in writing detailed and reasonable explanation which should be accepted by the institution concerned.

⁴ Please present your HKID card for verification according to the institution's instruction.

4. I am a holder of *(Please put “✓” in the appropriate box(es).)*

- HKID Card (Permanent) (LS1)
- HKID Card *(Please put a “✓” in the appropriate box below.)*
 - Documents issued by the Immigration Department of the HKSAR showing right to land / right of abode in Hong Kong (LS2)
 - One-way Permit for entry to Hong Kong (LS3)
 - Full-time employment visa / work permit (LS4)
 - Dependant visa / entry permit, and I was below 18 years old when the visa / permit was issued by the Director of Immigration (LS5)
 - Visa / Entry permit for Quality Migrant Admission Scheme (LS6)
 - Visa / Entry permit for Capital Investment Entrant Scheme (LS7)
 - Visa / Entry permit for Admission Scheme for the Second Generation of Chinese Hong Kong Permanent Residents (LS8)
 - Visa label for unconditional stay (LS9)
 - Student visa / entry permit (NLS1)
 - Visa / Entry permit under the Immigration Arrangements for Non-local Graduates (NLS2)
 - Dependant visa / entry permit, and I was 18 years old or above when the visa / permit was issued by the Director of Immigration (NLS3)
- Recognizance form

5. Have you applied for the subsidy under NMTSS for admission to **another eligible programme** in the 2023/24 AY through the institution concerned, and paid the tuition fees net of subsidy? *(Please put a “✓” in the appropriate box.)*

- No
- Yes (Please refer to Item 2 of IMPORTANT NOTE)

Part 2 – Record on post-secondary education

1. Have you already attained any Bachelor’s degree or above qualifications? *(Please put a “✓” in the appropriate box.)*

- No
- Yes

2. Will you pursue a subsidised undergraduate or sub-degree programme which you have been admitted to (such as University Grants Committee-funded programmes, subvented programmes of the Hong Kong Academy for Performing Arts or subsidised places under the Study Subsidy Scheme for Designated Professions/Sectors (SSSDP)) in the 2023/24 AY? *(Please put a “✓” in the appropriate box.)*

- No (If the applicant is admitted to subsidised undergraduate or sub-degree programme later, he/she should inform the institution concerned as soon as possible.)
- Yes

3. Have you received any subsidy under NMTSS or SSSDP before? *(Please put a “✓” in the appropriate box.)*

- No
- Yes (Please fill in the details in the table below as appropriate):

Subsidy Scheme	Academic Year	Name of Institution	Name of Programme and entry level
NMTSS			
SSSDP			

Part 3 – Declaration

(by a student aged 18 or above OR the parent/guardian if a student is aged below 18)

1. I declare that the information provided in this application form is true, complete and accurate. I understand and accept that the EDB will assess my/my dependant’s eligibility according to the information provided in this application form.
2. On the date of submission of the application form, I/my dependant am/is **NOT** enrolling in any other subsidised undergraduate programmes or subsidised sub-degree programmes (such as University Grants Committee-funded programmes, subvented programmes of the Hong Kong Academy for Performing Arts, subsidised places of the designated programmes under SSSDP) or receiving subsidy under NMTSS in the 2023/24 academic year. If I/my dependant will pursue any subsidised undergraduate or sub-degree programme in the 2023/24 academic year, I/my dependant will report to the institution concerned in writing **within one month**.
3. I understand that if the application is approved, the annual subsidy will only be tenable in the normal duration of the programme that I/my dependant have/has enrolled in.
4. I understand that any changes to my/my dependant’s study information (including but not limited to withdrawal, suspension, deferment, change of institution/programme) may affect the disbursement of subsidy. Therefore, if there are any subsequent changes to the information provided in this application form, I must report the changes to the institution concerned **within one month**.
5. I understand that no duplicated application should be made within the same semester. In case of such duplication, the EDB will accord priority to the earliest application **based on the timing of tuition fee payment**. I/my dependant am/is eligible for the subsidy for another eligible programme only in the next semester.
6. I accept that the EDB has the right to withhold/deduct/limit the amount of subsidy to be granted and require me to refund the Government of the Hong Kong Special Administrative Region in full/part/the overpaid amount of the subsidy granted. The decision of the EDB shall be final and have binding effect on me.
7. I understand the Personal Information Collection Statement listed in Annex.

Signature of student (If aged 18 or above) _____ Date _____

OR

Name and signature of student’s parent / guardian
(for a student aged below 18) _____ Date _____

Part 4 – Declaration (by the institution’s representative)

I have checked and hereby confirm the eligibility of the above-named student for NMTSS in accordance with the “Arrangement for Participating Institution of the Non-means-tested Subsidy Scheme for Self-financing Undergraduate Studies in Hong Kong”.

Signature of the institution’s
representative _____ Date _____

Name and post title _____

Personal Information Collection Statement

Purpose of Collection

1. The personal data provided by you in this form will be used by the EDB for one or more of the following purposes:
 - (a) Activities relating to the processing, authentication and assessment on eligibility and counter-checking of the application for NMTSS;
 - (b) Activities relating to matching of the personal data with the database of other relevant Government bureaux / departments in connection with the processing, authentication, assessment on eligibility and counter-checking of the application mentioned in (a) above;
 - (c) Activities relating to matching of the personal data within the database of the EDB for purposes of verifying / updating records of the EDB; and
 - (d) Activities relating to compilation of statistics, research and Government publications.

2. The provision of personal data required by this form and during the processing of this form is obligatory. In the event that you do not provide those personal data, we may not be able to handle or further process the application.

Classes of Transferees

3. The personal data you provide will be made available to persons working in the EDB. Apart from this, they may be transferred or disclosed to the parties or in the circumstances listed below:-
 - (a) other Government bureaux and departments, including the Student Finance Office of the Working Family and Student Financial Assistance Agency, for the purposes mentioned in paragraph 1 above;
 - (b) the school in which the form relates for the purposes mentioned in paragraph 1 above;
 - (c) personnel, agents, service providers or organisations, including the post-secondary institution attended, the Hong Kong Examination and Assessment Authority and the Hong Kong Council for Accreditation of Academic and Vocational Qualifications, engaged by the EDB to provide services or advice for purposes mentioned in paragraph 1 above;
 - (d) where you have given your prescribed consent to such disclosure; and
 - (e) where such disclosure is authorised or required under the law or court order applicable to Hong Kong.

Access to Personal Data

4. You have the right to request access to and correction of your personal data held by the EDB. Request for access or correction of personal data should be made in writing to the post-secondary institution concerned.