Wai Kiu College

School Fee Remission Scheme (2026-2027)

Cover Page of Supporting Documents

Student Name：_____

Class：_____

	Yes	No
I have more than one child studying in Wai Kiu College	☐	☐

You should fill in only one application form even if more than one child studying in Wai Kiu College.

本欄由校方填寫 (For School Office Use)

AFI：_____		CSSA	SFO
減免幅度 Remission：	F	H	N

Copies of Hong Kong Identity Cards

(Please attach other valid identity documents if you are unable to provide copies of Hong Kong Identity Cards)

Copy of Applicant's HKID	**Copy of Spouse's HKID**
Copy of Family Member's HKID	**Copy of Family Member's HKID**
Copy of Family Member's HKID	**Copy of Family Member's HKID**
Copy of Family Member's HKID	**Copy of Family Member's HKID**

Wai Kiu College

School Fee Remission Application Form (2026-2027)

Please submit this application form together with supporting documents on or before 25th Sep, 2026(*Late applications will not be processed*)

Part (1) Particulars of the Student

1. Class ☐☐
2. Chinese Name _____
3. English Name ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐
4. Date of Birth D☐☐ M☐☐ Y☐☐☐☐
5. HKID Number ☐☐☐☐☐☐☐☐☐☐( )
6. The Previous School Attended _____

Part (2) Particulars of the Applicant

1. Chinese Name _____
2. English Name ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐
3. HKID Number ☐☐ ☐☐☐☐☐☐ ( )
4. Relationship to Student ☐ Father or Mother Others：_____
5. Home Tel No. _____ HK Mobile Phone No.：_____

Part (3) Particulars of Family Members (Excluding the Student and the Applicant)

Spouse (If applicant is a single-parent with divorced, separated or widowed status, please leave this blank)

Name : _____ HKID Number: ☐☐ ☐☐☐☐☐☐ ( )

Unmarried children residing with the family

(a) Name (Excluding the Student)	(b) Date of Birth (DD/MM/YYYY)	(C) Status # Studying	Employed	Unemployed/other
1. _____	☐☐ ☐☐ ☐☐☐☐	☐	☐	☐
2. _____	☐☐ ☐☐ ☐☐☐☐	☐	☐	☐
3. _____	☐☐ ☐☐ ☐☐☐☐	☐	☐	☐
4. _____	☐☐ ☐☐ ☐☐☐☐	☐	☐	☐
5. _____	☐☐ ☐☐ ☐☐☐☐	☐	☐	☐

Dependent Parent

(a) Name		Name		
1._____	☐☐ ☐☐ ☐☐☐☐	3._____	☐☐	☐☐ ☐☐☐☐
2._____	☐☐ ☐☐ ☐☐☐☐	4._____	☐☐	☐☐ ☐☐☐☐

Please put a "✓" in the appropriate boxes

Number of Family Members ☐

Part (4) Family Income

1. **Current Employment** (Please specify if you/your family member is (1) employed part-time (2) a housewife, (3) unemployed or has retired. Please specify the duration for (3).

Applicant's Position: _____ Organization:_____ Tel: _____

Spouse's Position: _____ Organization:_____ Tel: _____

2. **Annual Family Income** **（Between 1st Apr 2025 and 31st Mar 2026）**

(a) Applicant $ _____

(b) Spouse $ _____

(c) Unmarried children residing with the family $ _____

(d) Contribution from relatives or friends $ _____

For School Office Use:

Part (5) Residential Expenses

☐ Rented Monthly Rent $_____

☐ Mortgage Monthly Installment $_____

☐ Self-Owned ☐ Other:_____

Part (6) Comprehensive Social Security Assistance (CSSA)

☐ The student is not receiving CSSA。

☐ Our family is waiting for CSSA application results.

☐ The student is receiving CSSA，File No. :_____

Part (7) Declaration

1. I have read the "Application Guidelines for School Fee Remission'. I fully understand and agree to the arrangements stated therein in relation to my application. I hereby declare that:
   (a) The information in this application form and the supporting documents provided by me is true, complete and accurate. I understand and consent that the school will assess the eligibility and remission based on the information provided by me. Also the school is authorized to conduct authentication of my application by home visits and/or checking and make adjustment to remission level granted based on the findings.

   (b) I give consent to the school to liaise with related parties to verify and disclose the information provided by me. Related parties include current or former employer of me and my spouse, government bodies such as Social Welfare Department, Inland Revenue Department and other organizations such as Hong Kong Examinations and Assessment Authority and Hong Kong Jockey Club Scholarship Scheme Committee. I have also informed all family members listed in this application that their personal data has been submitted for this application.

2. I have these special financial hardship / My reasons for not applying as the student's parent:

_____

_____

_____

Date: _____ Signature of Applicant: _____

For School Office Use

$$\text{AFI} = \frac{\text{Annual Family Income}}{\text{No. of Family Members} + \mathbf{(1)}} = _____$$

The student will receive the following remission: ☐ Full remission ☐ Half remission ☐ Not eligible

Date:_____ Principal's Signature: _____

Wai Kiu College School Fee Remission Scheme (2026-2027) Sample 1

Income Certificate

(For salaried employed person who cannot provide Employer's Return of Remuneration and Pensions Form, Tax Demand Note or Bank transaction record showing payment of salary)

Student Name：_____ Class：_____

Applicant Name：_____ Relationship to student：_____

This is to certify that _____ （HKID Number：_____ ）is employed by this company. His / Her total salary including allowance, bonus, double pay, leave pay and other income (including Hong Kong, the Mainland and Overseas), but excluding Mandatory Provident Fund / Provident Fund contribution by employee, in actual figure from _____ to _____ is HK$_____

Company Chop	Signature of Employer	Name of Employer	Telephone No.	Date

This is to certify that _____ （HKID Number：_____ ）is employed by this company. His / Her total salary including allowance, bonus, double pay, leave pay and other income (including Hong Kong, the Mainland and Overseas), but excluding Mandatory Provident Fund / Provident Fund contribution by employee, in actual figure from _____ to _____ is HK$_____

Company Chop	Signature of Employer	Name of Employer	Telephone No.	Date

Wai Kiu College School Fee Remission (2026-2027) Sample 2

Self-prepared Income Breakdown

(For self-employed person or temporarily-employed person who cannot produce any income proofs. Person running sole proprietorship or partnership business should submit Profit and Loss Account or Personal Assessment Notice.)

Warning: The personal data given in this statement should be true and complete for assessment of students' remission level. Any person who obtains property / pecuniary advantage by deception is liable on conviction to imprisonment for a maximum of 10 years under the Theft Ordinance, Chapter 210.

Student Name：_____ Class：_____

Applicant Name：_____ Relationship to Student：_____

(1) Income of **applicant**

Occupation / Other Income	Duration		Annual Income
	From (MM/YY)	To (MM/YY)	
1.			
2.			
3.			
4.			
		Total	

(2) Income of **applicant's spouse**

Occupation / Other Income	Duration		Annual Income
	From (MM/YY)	To (MM/YY)	
1.			
2.			
3.			
4.			
		Total	

(2) Income of **unmarried children residing with the family**

(a) Name of child：_____

Occupation / Other Income	Duration		Annual Income
	From (MM/YY)	To (MM/YY)	
1.			
2.			
3.			
4.			
		Total	

(b) Name of child：_____

Occupation / Other Income	Duration		Annual Income
	From (MM/YY)	To (MM/YY)	
1.			
2.			
3.			
4.			
		合計	

I hereby declare that I / my spouse / my unmarried children are self-employed / employed as temporary workers but are unable to provide any other income proofs. The above information is true, complete and accurate.

Date：_____ Signature of Applicant: _____

Wai Kiu College

School Fee Remission Scheme 2026-2027 (revised on 29/6/2026)

1. *School Fee*

School fees of different grade levels in 2026-2027are as follows:

Grade	S1	S2	S3	S4	S5	S6
Annual School Fee	$3000 (Paid in 10 installments)	$3000 (Paid in 10 installments)	$3000 (Paid in 10 installments)	$3200 (Paid in 10 installments)	$3200 (Paid in 10 installments)	$3200 (Paid in 6 installments)

2. *Application Procedure and Particulars*

Please refer to the application guidelines and return the completed application form together with supporting documents to the school before the application deadline.
(Application forms and guidelines are distributed to all students in the first week of school.)

3. *Eligibility Assessment*

With reference to the "Adjusted Family Income" (AFI) of the Student Finance Office, the two levels of remission are full remission and half remission. Secondary one to secondary six students receiving Comprehensive Social Security Assistance will receive full school fee remission; students will be ineligible for school fee remission if they exceed the AFI threshold. The AFI values of different remission levels are subject to adjustment every year. The criteria for different school fee remission levels in 2026/27are as follows.

$$\text{AFI} = \frac{\text{Gross annual income of the family}}{\text{Number of family members} + (1)}$$

Level of Remission	" Adjusted Family Income" (AFI)
Full Remission	0 to 46,293
Half Remission	42,560 to 89,515
Not Eligible	Over 89,515

AFI thresholds for full level of assistance for 3-member and 4-member families are $56,044 and $41,561 respectively in the 20226/27 school year. For 2-member single-parent families and 3-member single-parent families, they are regarded as 3-member families and 4-member families respectively for determining the AFI thresholds for full level of assistance and calculation of AFI.

4. *Enquiries*

Please contact Ms. WONG Pui Sze at 27776289 for enquiries on the school fee remission scheme.

Wai Kiu College

Application Guidelines for School Fee Remission **(2026-2027)**

Warning

The personal data given in this statement should be true and complete for assessment of students' remission level. Any person who obtains property / pecuniary advantage by deception is liable on conviction to imprisonment for a maximum of 10 years under the Theft Ordinance, Chapter 210.

1. Eligibility Criteria

(a) Applicant must pass a means test similar to that of Student Finance Office;
(b) The student must be receiving S1-S6 education in Wai Kiu College;
(c) The student must be a Hong Kong resident.

2. Important Notes

(a) Applicants must provide personal information fully or truthfully. Otherwise, the application will be disqualified for further processing.
(b) Any misrepresentation and concealment of facts will lead to disqualification, restitution in full of the remission, payment of outstanding school fee and possible prosecution.
(c) All documents submitted will not be returned.
(d) The school take the "Adjusted Family Income"(AFI) mechanism used by the Student Finance Office as a reference to determine the level of remission.
(e) The school will not conduct means test for applications that exceeds family income threshold. These applications are ineligible for the school fee remission scheme. ***(The "Adjusted Family Income" (AFI) threshold set by the Student Finance Office in 2026/2027 is 89,515)***

3. Filling in the Application Form

(a) Please fill in Parts (1) to (7) clearly in blue or black ink. Each applying student should submit one application form.
(b) Applicant must be the student-applicant's parent. Otherwise, applicant must be the guardian listed in school records
(c) All information provided should reflect the status of applicants at the time of application.

4. Application Submission

(a) Applicants should return the completed application form and supporting documents (with the cover page) to school before the application deadline. Supporting documents include:
(i) HKID copies of student-applicant, the applicant and all employed family members
(ii) Documentary Proof on annual income of applicant and employed family members:

Employed person with regular salary	- Employer's Return of Remuneration and Pensions Form, or - Tax Demand Note, or - Bank transaction record showing payment of salary, allowance, or - Income Certificate certified by the employer (See Sample 1), etc.
Self-employed driver or person running business (sole proprietorship / partnership business / limited company)	- Profit and Loss Account verified, or - Personal Assessment Notice, etc.
Salaried employed or self-employed person who cannot produce any income proofs	- Self-prepared income breakdown (See Sample 2) - Supporting Documents (If necessary): notification in writing, medical proofs, Social Welfare Department documents, etc.

(b) The school may interview and demand applicant to submit family income and identity documents.
(c) By signing and submitting the application form, the applicant authorizes the school to receive, process and assess information in the application. The school can cross-check or disclose information in application to related persons and organizations.

5. Result of Application, Payment and Adjustment Arrangement

(a) The results will be released in late November. Successful applicants may receive one of the following remissions for 2026-2027 school fee: 1. Full remission 2. Half remission
(b) The school will inform applicants of the result by notice.
(c) The school will disburse the subsidies to eligible applicants' bank account used for paying school fee through autopay or cash.