



Application for Deferral of Tuition Fee Payment (For Current Student)

Please read the **Notes to Applicants** before completing this form. The completed application form, together with all relevant supporting documents, should be submitted to College Office **at least 5 working days** before the payment due date.

Personal Particulars

Student Name: (English) _____ (Chinese) _____

Day-time Contact No.: _____ Student No.: _____ Cohort: _____

Programme of Study: _____ (Full-time/Part-time)*

Student E-mail address: _____ @uowmail.edu.au

* Please delete as appropriate

Deferral will be granted for tuition fees ONLY. Deferral is NOT permissible for the two-credit tuition fees payable in early Semester A and Semester B. Students MUST settle all the miscellaneous charges such as Graduation Fee and Late Charge Penalty before submitting this application.

Deferral of Tuition Fees

Original Payment Due Date (DD/MM/YYYY): _____

Tuition Fees: HK\$ _____

Reasons for applying for deferral of tuition fee payment (please ✓ one box and * delete as appropriate):

- A. I have applied for the government financial assistance (FASP/NLSPS/ENLS) for this year.
(Please attach the latest correspondence with Student Finance Office (SFO))

(1) The application result of this year:

- Successful and awaiting disbursement: Grant HK\$ _____ Loan HK\$ _____
 Unsuccessful
 Awaiting result

(2) The application result of last year:

- Successful: Grant HK\$ _____ Loan HK\$ _____
 Unsuccessful
 Did not apply. Reasons: _____

- B. I have financial difficulties but have not applied for government financial assistance.
(Students who have not applied for government financial assistance will only be considered under exceptional circumstances. A letter of explanation and relevant documents are required to support the application.)

Document Checklist

Copy of Student Fee Statement

- Any proof showing your application for FASP/NLSPS/ENLS, e.g.:
 - Copy of Notification of Result of FASP/NLSPS/ENLS received from SFO
 - Copy of Acknowledgement Receipt
 - The screenshot of online application
- Explanatory Letter for those who have not received any documents from SFO
- Other documents supporting your family financial difficulties

Declaration

I understand that the College may contact SFO for updated status of my FASP/NLSPS/ENLS application. I also understand that if my application for payment deferral is approved, I should settle the outstanding fees in full on or before the extended deadline, or else I will be charged a penalty for late payment or even have my studies terminated by the College.

I hereby declare that the above information is complete and correct at the time of submission. I understand that false and misleading information may result in my application being rejected.

Signature of Student

Date

(FOR OFFICE USE ONLY)

Evaluation

- I support the student’s application. (Suggested payment date: _____)
- I do not support the student’s application.

Remarks: _____

Signature of Assessor
Name:

Date

Deferred payment due date: _____

Student notified of decision on: _____

Computer record updated by: _____

Date: _____

Use of Information: Information provided by applicant in this form will be treated as strictly confidential and will be used by UOWCHK for consideration of deferral of tuition fees payment only.

UOW College Hong Kong
Application for Deferral of Tuition Fee Payment (For Current Student)

Notes to Applicants

1. If you have financial difficulties and cannot settle the tuition fee by the payment deadline, you may submit an application for deferral of tuition fee payment **at least 5 working days** before the payment deadline. Late applications will only be considered under exceptional circumstances, and may lead to a penalty charge.
2. Deferral will be granted for tuition fees **ONLY**. You must **settle all the miscellaneous charges** before submitting the application:

Deferral allowed	No deferral allowed
<ul style="list-style-type: none">• The outstanding tuition fees after paying the tuition fees of two credits payable in early semester	<ul style="list-style-type: none">• Tuition fees of two credits payable in early semester• Graduation Fee• Late Charge Penalty (if any)

3. Approval for deferral of tuition fee will be granted on the basis of genuine financial need. Applications without adequate supporting documents will not be processed. You may be invited to attend an interview if necessary.
4. You should submit the application form together with all the relevant supporting documents in person to the College Office:
 - Tai Wai Campus --- 1/F, 18 Che Kung Miu Road, Tai Wai, New Territories, Hong Kong
5. You will receive the result via your student email address within 2 weeks from the date of submission.