

Student Finance Office Working Family and Student Financial Assistance Agency

Household Application for Student Financial Assistance Schemes





Household Application for Student Financial Assistance Schemes

"Household Application Form for Student Financial Assistance Schemes" is a family-based application form which facilitates families with child(ren) attending primary and secondary school(s) or kindergarten(s) / child care centre(s) to apply for student financial assistance.



Household Application for Student Financial Assistance Schemes

- Eligibility Criteria
- Financial Assistance Schemes for Primary and Secondary Students
- The Means Test
- Levels of Assistance
- Amount of Assistance
- Application Procedures
- How to complete Household Application Form
- Submission Deadlines
- Enquiry





Eligibility Criteria

Student-applicant

must be unmarried Hong Kong Resident, with right of abode, right to land or valid permission to remain without any condition of stay in Hong Kong.

Applicant

must be the parent or guardian of the studentapplicant.

(Note: Families currently in receipt of the Comprehensive Social Security Assistance should apply directly to the Social Welfare Department for school-related assistance for their children.)



Financial Assistance Schemes for Primary and Secondary Students

Financial Assistance Scheme	Details of the scheme
School Textbook Assistance Scheme (STAS)	 for needy Primary 1 to Secondary 6 students in government, aided, per caput grant schools and local schools under the Direct Subsidy Scheme cover the costs of essential textbooks and miscellaneous school-related expenses
Student Travel Subsidy Scheme (STSS)	 Home-school travel subsidy to needy primary and secondary students or students attending a full-time day course up to first degree level in a recognised institution residing more than 10 minutes' walking distance from school and need to travel to school by public transport
Subsidy Scheme for Internet Access Charges (SIA)	 for needy families whose children are full-time students receiving education at primary or secondary level, or full-time students pursuing Diploma of Applied Education (DAE) programmes or equivalent courses of the Vocational Training Council (VTC) to meet the internet access charges for e-learning at home for their children (for example, the charges on broadband Internet service or SIM cards provided by operators of fixed or mobile telecommunications services). the subsidy is granted on a household basis





The Means Test

Adjusted Family Income (AFI)

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

- Gross annual income of the family includes the annual income of the applicant and his / her spouse; 30% of the annual income of unmarried child / children residing with the family if applicable; and the contribution from relatives / friends if applicable.
- The members of a family normally refer to the applicant, his / her spouse, unmarried child / children residing with the family and the dependent parent(s) who are supported by the applicant and/or his / her spouse.
- For single-parent families of 2 to 3 members, the 'plus 1 factor' in the divisor of the AFI formula will be increased to 2.



Levels of Assistance

2025/26 school year - AFI Between (HK\$)	Level of Assistance
0 - 45,429	Full*
45,430 - 87,846	Half
> 87,846	Ineligible (applications not successful)

- * AFI thresholds for full level of assistance for 3-member and 4-member families are \$54,999 and \$50,600 respectively in the 2025/26 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.
- Please note that the AFI is <u>not</u> the average monthly income of a family.



Amount of Assistance

School Textbook Assistance

For the 2024/25 school year, the TA grant rates for various class levels are listed as follows:

	Primary 1-6	S1-S3	S4	S5	S6
Full Grant	\$ 6,004	\$ 6,204	\$ 6,184	\$ 5,612	\$ 3,560
Half Grant	\$ 3,002	\$ 3,102	\$3,092	\$ 2,806	\$ 1,780

For the 2025/26 school year, the TA grant rates for various class levels will be announced later.



Amount of Assistance

Student Travel Subsidy

The subsidy is calculated on the basis of the average unit fare relevant to the districts in which the student studies and resides during term-time.

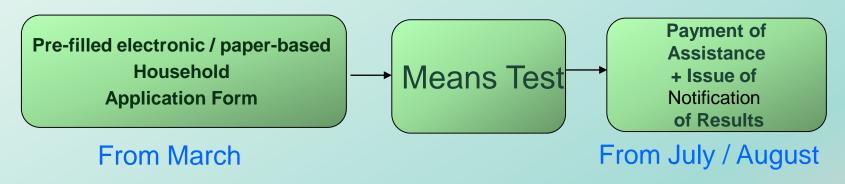
Subsidy for Internet Access Charges

Full rate of subsidy for SIA in the 2025/26 school year is \$1,700 per household while half rate is \$850 per household.

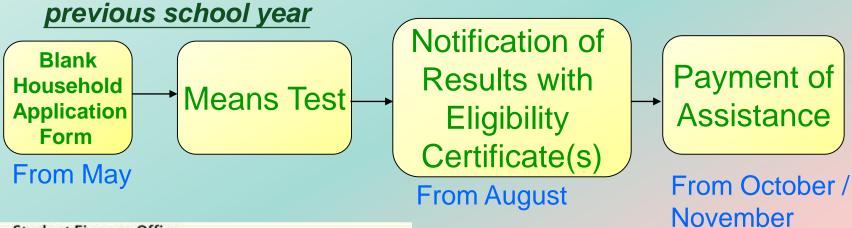


Application Procedures

For applicants who have been disbursed with textbook assistance (TA) in previous school year



For applicants who have NOT been disbursed with TA in previous school year







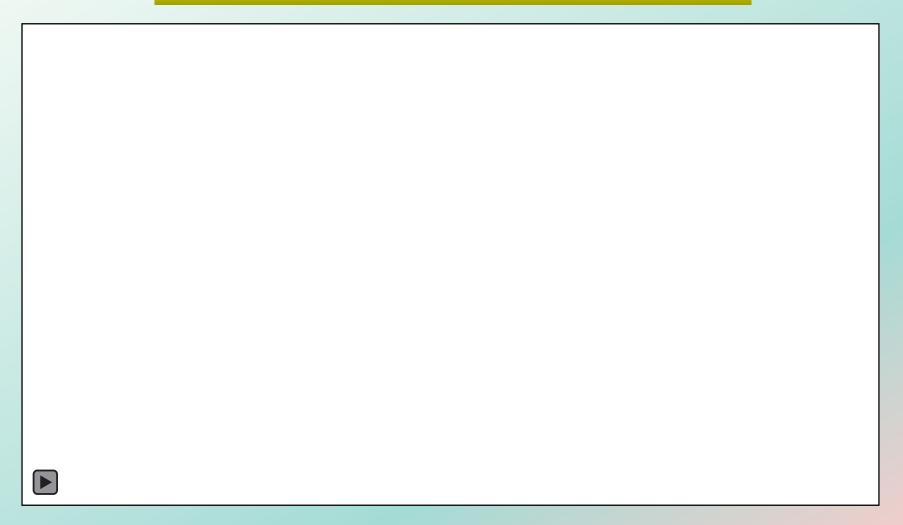
eWFSFAA (https://eWFSFAA.gov.hk)



- Applicants may create an "eWFSFAA" account to access, complete and submit an E-Form via "eWFSFAA" **or** complete and submit the Paper-based Household Application Form, together with copies of relevant supporting documents, to SFO by post **or** in person to SFO's Cheung Sha Wan office and Mong Kok office.
- If applicants have submitted their electronic application forms and copies of relevant supporting documents online, they need <u>not</u> submit paper-based application forms and copies of relevant supporting documents separately.
- Applicants are encouraged to use electronic application form (e-form).



Benefits of e-submission of application

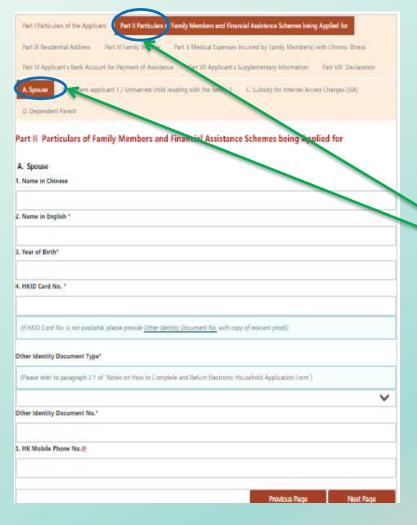




(E-form) (Paper-based form) Part I Particulars of the Applicant Applicant must be the parent or guardian (as gnised under Guardianship of Minors Ordinance, Cap 13) of the student-applicant(s).) Part I Particulars of the Applicar 2. Title @# A. Mr. B. Ms. C. Miss or guardian (as recognised under Guardianship of Minors Ordinance, Cap 13) of the student-Nan e in English applicant(s).) spondence Address 1. Name in Chinese Name of Building Estate / Village No. & Name of Street 2. Title@# District ○ A. Mr ○ B. Ms ○ C. Miss 4. OHK (Outside HK) 3. Name in English Year of Birth HKID Card No. 4. Correspondence Address (Please fill out in English) Part I: Particulars of Flat Floor Home Tel No. @ the Applicant HK Mobile Phone No. Name of Building 1 Email Address Your marital status during the period from 1.4.2023 to 31.3.2024 B. * Divorced / Separated / Widowed / Single / Others (Please specify : (Please provide copies of supporting documents, and spouse's information need not be provided in Part II) Estate / Village * 11. Paper-based application form is needed in the next school year (Note: Applicants who do not put "<" in the box will be treated as opting for electronic application form in the next school year. To facilitate application and for environmental protection, the SFO encourages applicants to submit electronic application.) No. & Name of Street * District 2. KLN 3. NT 4. OHK(Outside HK) 5. Year of Birth 6. HKID Card No. * (If HKID Card No. is not available, please provide Other Identity Document No. with copy of relevant proof.)



(E-form)



(Paper-based form)

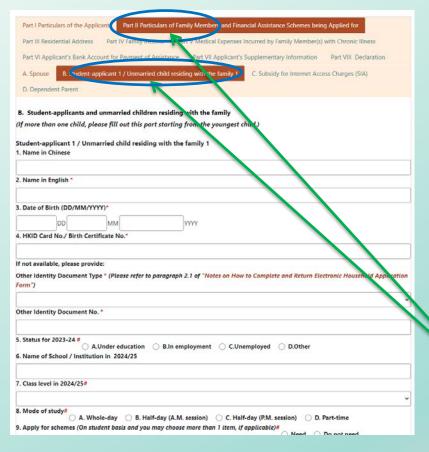
	rar	t II Particulars of Fan	y Members and Financial Assistance Schemes being Applied for
	_		
Q	۸.	Spouse	
	1.	Name in Thinese	
	2.	Name in English	
	3.	Year of Birth	
	4.	HKID Card No.	
			If HKID and No. is not available, please provide Other Identity Document No. with copy of relevant proof.)
			Other Identity, Occument Type: [Please refer to paragraph 1.1 of "Notes on How to Complete and Return Household Application Form")
П			Other Identity Document No.:
	5.	HK Mobile Phone No. @	

Part II:

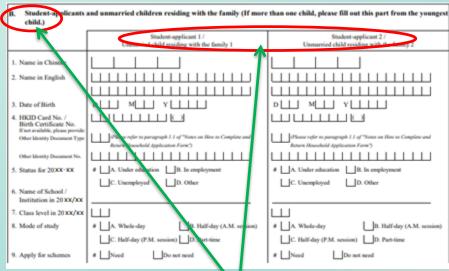
Particulars of Family Members
(A) Spouse (if applicable)



(E-form)



(Paper-based form)



- (B) Student-applicant and Unmarried Children Residing with the Family
- → Unmarried children residing with the family will only be counted as 'family members' under the Adjusted Family Income (AFI) mechanism if information is provided in this Section.



(E-form)

C. Subsidy for Internet Access Charges (SIA)

(On household basis and <u>only applicable to families with students of primary and secondary levels.</u> Not applicable to families with pre-primary students only.)

SIA will be disbursed to eligible families.

For families which **do not need** SIA, please put 🗸 in the box.

__Do not need

(Paper-based form)

C. Subsidy for Internet Access Charges (SIA)

(On household basis and only applicable to families with primary and secondary students. Not applicable to families with pre-primary students only.)

SIA will be disbursed to eligible families.

For families which *do not need* SIA, please put "✓" in the box on right-hand side.

Do not need

Part II (C):
-Subsidy for Internet Access
Charges

Put a " $\sqrt{}$ " if you do not need SIA



(E-form)

(Paper-based form)

Part I Particulars of the Applicant Part II Particulars of Family Members and Financial Assistance Schemes being Applied for	Dependen	t Parent (If you / your spouse have depende	nt parent(s), please fill out this section	n, otherwise do not fill	out the spaces below.	
Part III Residential Address Part IV Family Income Part V Medical Expenses Incurred by Family Member(s) with Chronic Illness		dependent parent(s) currently in receipt of the C	-			-
Part VI Applicant's Bank Account for Payment of Assistance Part VII Applicant's Supplementary Information Part VIII Declaration	#Ye	s (Need not complete Part 'D') No	(Continue to complete Part 'D' and Household Application Form' on the	- 1		Complete and Return
A. Spouse B. Student-applicant 1 / Unmarried child residing with the family 1					s (Please put "✓" in onths during 1.4.202:	
B. Student-applicant 2 / Unmarried child residing with the family 2 C. Subsidy for Internet Access Charges (SIA) D. Dependent Parent		Name of Dependent Parent	HKID Card No. (Please provide copy)		P of led in premises	Resided in an elderly home and the expenses were fully
D. Dependent Parent			and Year of Birth	Resided with the applicant's family	wned or rented by the applicant or his / her spouse	paid by the applicant or his / her spouse <u>OR</u> totally supported by the applicant or his / her spouse
(If Applicant or his/her spoughave no dependent parent, please do not fill out the spaces below.)	(1) Name in	Chinese	HKID Card No.			
(i) Is/Are the dependent parent(s) currently in receipt of the Comprehensive Social Security Assistance (CSSA) and/or (ii) under employment during the assessment pened?#	Name in	English				
○ Yes (Need not complete Part 'D')			or			
No (Continue to complete Part 'D')			Other Identity Document Type: (Please refer to parage th 1.1 of "Notes on How to Complete and Return	. 🗆		
Dependent Parent 1		1	Household Application Form") Other Identity Document No.:			
Name in Chinese		1	Year a Birth			
		 				
Name in English	(2) Name in	Chine	HKID Card No.			
HKID Card No.* Dort II (D)			or	'		
Part II (D):			Other Identity Document Type: (Please refer to paragraph 1.1 of			
OR Other Identity Document Type * (Please refer to paragraph 2 Application Form")			"Notes on How to Complete and Return Household Application Form") Other Identity Document No.:			
			Other Identity Document No.:			
- Dependent Parent (p	arents		Year of Birth			
of applicant or spouse	\					
Year of Birth	,					
Dependency Status (across 6 months during 1.4.2023 to 31.3.20						
Please surect one of the following dependency status Resided with the applicant's family - Dependency Status						
Resided in premises owned or rented by the applicant or his/						
Resided in an elderly home and the expenses were fully paid by the applicant or his/her spouse OR totally supported by the applicant						



(E-form)

Part Particulars of the Applicant Part Particulars of Family Members and Financial	Assistance Schemes being Applied for
	Total Control Control Control
Part III Residential Address Part IV Family Income Part V Medical Expenses Incu	rred by Family Member(s) with Chronic Illness
Part VI Applicant's Bank Account for Payment of Assistance Part VII Applicant's Supp	plementary Information Part VIII Declaration
Deat IV Femilia la como	
Part IV Family Income (Please provide a copy of supporting document)	
Preuse provide a copy of supportary accuments	
Please provide information on your position and relevant actual income (<u>including pa</u> and those of your family member(s) during the period from 1 April 2023 to 31 March	
How to Complete and Return Electronic Household Application Form" (Notes)). If you	
unemployed, has retired or was not working a whole year during the period, please s	
sheet may be added if there is insufficient space to provide the information. For self- income proof (e.g. receipt for services rendered, profit and loss account (please refer	
Notice issued by the Inland Revenue Department). The SFO may make adjustment an	
information provided by relevant government departments (e.g. Census and Statistic your family member(s) if you are unable to provide income proof or detailed calculat	
(For the income fields below with (\$) sign, such as salary, business profit, co	on, etc., please input the correct amount. If there is
no relevant income, please input '0' in the field(s).)	
1. Applicant Mode of employment#	
Position / Other* (e.g. housewife, unemployed, retired) (Please specify perior if it is	not a whole year)
EXAMPLE: UNEMPLOYED (1.4.2023 - 30.4.2023); CLERK (1.5.2023 - 31.12.2023); SELF-EMPLOYED DRIVER (1.1.2024 - 29.2	2.2024
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Total Annual Income (\$) Including bonus / allowance / part-time income (excluding Mandatory Provicent Fur	Part IV:
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Including bonus / allowance / part-time income (excluding Mandatory Provicent Fun	Part IV: Breakdown of
Including bonus / allowance / part-time income (excluding Mandatory Provicent Fun	Breakdown of
Including bonus / allowance / part-time income (excluding Mandatory Provident Fur Salary (\$) *	
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Including bonus / allowance / part-time income (excluding Mandatory Provicent Fur Salary (\$) * Business profit (\$) *	Breakdown of
Including bonus / allowance / part-time income (excluding Mandatory Provicent Fur Salary (\$) * Business profit (\$) *	Breakdown of Total Family
Including bonus / allowance / part-time income (excluding Mandatory Provident Fur Salary (\$) * Business profit (\$) *	Breakdown of Total Family Income
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Including bonus / allowance / part-time income (excluding Mandatory Provice ant Fur Salary (\$) * Business profit (\$) * 2. Spouse Mode of employment# Full-time Part-time Position / Other (e.g. housewife, unemployed, retired) (Please specify period f it is n EXAMPLE: HOUSEWIFE (1.4.2023 - 30.9.2023); PART-TIME CASHIER (1.10.20, 3 - 31.0.) Total Annual Income (\$)	Breakdown of Total Family Income
Including bonus / allowance / part-time income (excluding Mandatory Provident Fursalary (\$) * Business profit (\$) * 2. Spouse Mode of employment# Full-time Part-time Position / Other (e.g. housewife, unemployed, retired) (Please specify period if it is not a specify p	Breakdown of Total Family Income
Including bonus / allowance / part-time income (excluding Mandatory Provice ant Fur Salary (\$) * Business profit (\$) * 2. Spouse Mode of employment# Full-time Part-time Position / Other (e.g. housewife, unemployed, retired) (Please specify period f it is n EXAMPLE: HOUSEWIFE (1.4.2023 - 30.9.2023); PART-TIME CASHIER (1.10.20, 3 - 31.0.) Total Annual Income (\$)	Breakdown of Total Family Income
Including bonus / allowance / part-time income (excluding Mandatory Provident Fur-Salary (\$) * Business profit (\$) * 2. Spouse Mode of employment# Full-time Part-time Position / Other (e.g. housewife, unemployed, retired) (Please specify period of it is in EXAMPLE: HOUSEWIFE (1.4.2023 - 30.9.2023); PART-TIME CASHIER (1.10.20) 3 - 31.0 Total Annual Income (\$) Including bonus / allowance / part-time income (excluding Mandatory Provident Fur-Salary (\$) *	Breakdown of Total Family Income
Including bonus / allowance / part-time income (excluding Mandatory Provident Fursalary (\$) * Business profit (\$) * 2. Spouse Mode of employment# Full-time Part-time Position / Other (e.g. housewife, unemployed, retired) (Please specify period if it is not a specify p	Breakdown of Total Family Income

(Paper-based form)

ulty me Ser(s) during the period from 1 April 2023 to 31 March 2014 [please refer to Paragraph 9.2(vi) of "Notes on How to Complete usehold Application Form" (Notes). If you y your family member(s) was a houseweif, was unemployed, has retured or was not working a whol period, please specify the status and relevant duration. Additional sheet may be added if there is insufficient space to provide the information blowed persons, please provide the relevant income proof (e.g. receipt for services rendered, profit and loss account [please refer to the enclosed sonal Assessment Notice issued by the Inland Revenue Department). The SPO may make adjustment and apply benchmark figures on the basis must long and added by relevant government departments provided by relevant government departments and Statistice benefit on saces your income and those of your family are unable to provide income proof or detailed calculation of income earned during the assessment period.							
	Applicant and Family Member	Mode of Position / Other (e.g. housewife, unemployed, retired) (Please specify the period if it is not a whole year)	Total Annual Income (S) (Including bonus / allowance / part-time income (excluding Mandatory Provident Fund (MPF) / Provident Fund contribution by employee))	For Office Use			
Φ	Applicant	# Full-time # Part-time	Salary (\$) Business profit (\$)				
2	Spouse	# Full-time # Part-time	Salary (\$) Business profit (\$)				
3	Unmarried child residing with the family (if applicable) Name:	# Full-time # Part-time	Salary (\$) Business profit (\$)				
④	Unmarried child residing with the family (if applicable) Name:	# Full-time # Part-time	Salary (\$) Business profit (\$)				
ഭാ	Other income (if applicable)	not residing together, relatives and, carpark, vehicle or or friends (\$) vessel (\$)	erests from investments, fixed deposit (\$) Alimony (\$)				
_	, 4	Pension (excluding lump sum retirement gratuity) (S) Widow's & Children's Compensation (\$)	Others (\$)				



(E-form)

(Paper-based form)

	ATION FORM FOR S	TUDENT FINANCIAL AS	SISTANCE SCHEMES	
Video on e-Submissi	on			
Click <u>HERE</u> to watch the vid	eos introducing how to co	omplete and submit the electror	nic application form online.	
mpletion.)		Complete and Return Electroni		•
udents (Grant-KG), School 1 narges (SIA), Diploma of Ap	extbook Assistance Schen plied Education Fee Reimb	Fee Remission Scheme (KCFRS), ne (TA), Student Travel Subsidy bursement (DAEFR) / Diploma Y inated Evening Adult Education	Scheme (STS), Subsidy Sche i Jin Fee Reimbursement (D	me for Internet Access
Please select the appropriate	item,* are mandatory item:	s and @ are optional items.)		
Application Progress				
	50%			
Save Application	Upload Saved	Form		
Jave repriession				
Part I Particulars of the Appli	cant Part II Particulars o	of Family Members and Financial A	Assistance Schemes being App	olied for
Part III Residential Address	Part IV Family Income	Part V Medical Expenses Incurre		
	,			rt VIII Declaration
Part VI Applicant's Ban Acco	unt for Payment of Assistan	Part VII Applicant's Suppli	ementary information Pa	It viii Deciaration
art VI Applicant's Ba	nk Account for Pay	ment of Assistance		
he account must be under	the applicant's name ar	nd please provide copy of the l	bank statement / first pag	e of bank book)
Please enter the bank accou	nt number ectly. The	account holder's name	us that	printed on the bank
statement or passbook.				
count holder's name in Eng	lish *			
pplicant's bank account no.	•			
ink Code*	Bank Accoun	t Number*		
		P1-02-0		
g. Standard Chartered Banl	: 003; HSBC 004; Hang Se	ng Bank 024)		
g. Standard Chartered Banl ink name	t 003; HSBC 004; Hang Sei	ng Bank U24)		
	k 003; HSBC 004; Hang Sei	ng Bank ()24)		
	c 003; HSBC 004; Hang Sei	ng bank uz4)	Previous Page	Next Page

	st be under the applicant's name and please provide copy of the bank statement / first page of bank book)	_
Account holder's name in Englis	sh:	
Applicant's bank account no.:		
	Bank Code Bank Account Number	
	(e.g. Standard Chartered Bank 003; HSBC 004; Hang Seng Bank 024)	

Part VI:

Since the subsidies will be disbursed to the bank account of the eligible applicants through autopay, the applicant must provide a valid bank account to SFO.



Submission Deadlines

Financial Assistance Scheme	Submission deadline (2025/26 school year)
School Textbook Assistance Scheme (STAS)	Household Application Form for Student Financial Assistance Schemes on or before 31 October 2025
Student Travel Subsidy Scheme (STSS)	Household Application Form for Student Financial Assistance Schemes submitted on or after 1 November 2025 and passed the means test, payment of STS (if applicable) may be effected from the date of receipt of application or the date of admission of the student-applicants to school, depending on the circumstances of individual cases.
Subsidy Scheme for Internet Access Charges (SIA)	Household Application Form for Student Financial Assistance Schemes submitted at a date on or after 1 February 2026 (i.e. in the latter half of the 2024/25 school year), partial payment of SIA will be made to the successful applicants.

Important Note:

Under normal circumstances, the SFO will <u>not</u> accept any "Household Application for Student Financial Assistance Schemes" submitted on or after 1 March 2026.





Enquiry



Hotline



Counter



WFSFAA's Website



Leaflet on Household Application for Student Financial Assistance Schemes

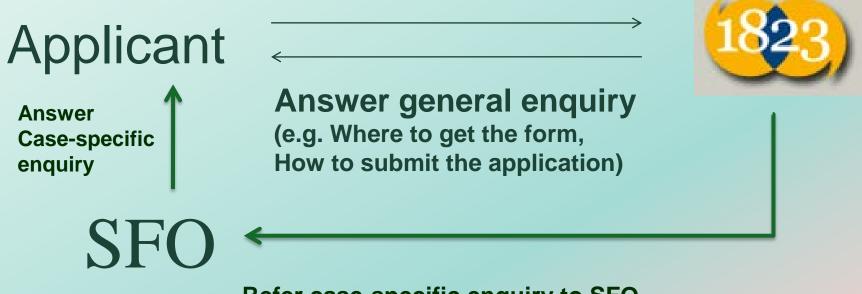


Sample Form



(Hotline:2802 2345)

- Press (4) for other languages,
- Then press (1) Bahasa Indonesia, (2) Hindi, (3) Nepali, (4) Punjabi,
 (5) Tagalog, (6) Thai, (7) Urdu, (8) Vietnamese and (0) Other languages



Refer case-specific enquiry to SFO (e.g. Progress of application processing)





SFO Counter Service

Room 1206, 12/F, One Mong Kok Road Commercial Centre
1 Mong Kok Road, Kowloon

8:45am to 1:00pm

2:00pm to 5:45pm

(Monday to Friday)

No service on Saturdays, Sundays and Public Holidays



Support for People of Diverse Race

Telephone interpretation service through three-way telephone conference amongst the SFO staff member, the interpreter and the applicant can be arranged when necessary.

You may also approach support services centres for people of diverse race for assistance in filling in the application form or interpretation services.



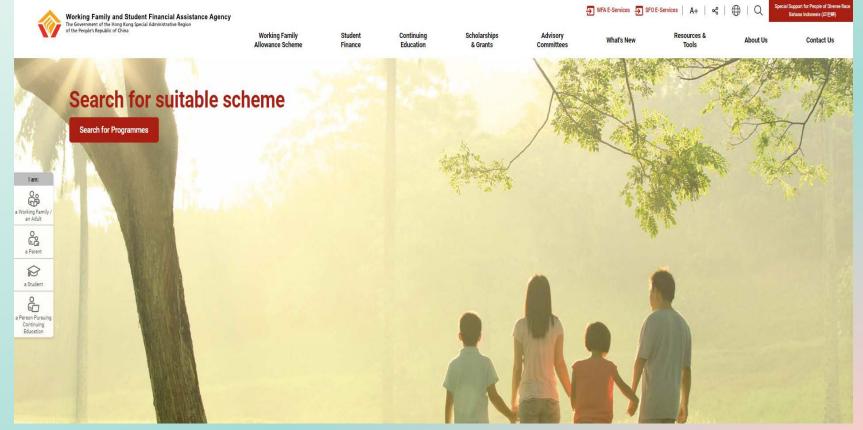


WFSFAA's Website

Please visit WFSFAA's website for application details

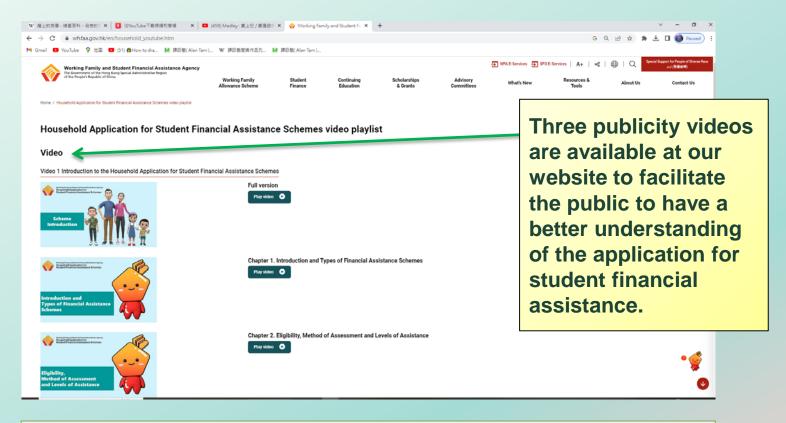
www.wfsfaa.gov.hk/sfo







WFSFAA's Website



(https://www.wfsfaa.gov.hk/en/household_youtube.htm)





Leaflet, Sample Form and Household Application Form

- Leaflet and Sample Form (translated into eight languages, i.e. Bahasa Indonesia, Hindi, Nepali, Punjabi, Tagalog, Thai, Urdu and Vietnamese), and Household Application Form (Chinese / English) are available at
 - > SFO's offices
 - Primary and Secondary schools
 - District Offices of the Home Affairs Department
 - Regional Education Offices of the Education Bureau
 - District Social Welfare Offices of the Social Welfare Department
 - Support Services Centres for people of diverse race
 - WFSFAA's website (www.wfsfaa.gov.hk/sfo)

Thank you