

**Consent Form for Claiming Passage Allowance
under the Native-speaking English Teacher (NET) Scheme
in Aided Primary and Secondary Schools
for NETs Having Changed Schools**

** Delete as appropriate*

Part I (To be completed by NET)

1. Full Name of the NET: (Mr./Ms./Mrs/Miss*): _____
2. The unclaimed passage(s) under the NET Scheme is/are:

Contract Period (dd/mm/yyyy – dd/mm/yyyy)	Type of Passage (Please ✓ the appropriate box)	No. of Air- ticket(s)
	<input type="checkbox"/> Inbound passage upon appointment <input type="checkbox"/> Outbound passage upon completion	
	<input type="checkbox"/> Inbound passage upon appointment <input type="checkbox"/> Outbound passage upon completion	
	<input type="checkbox"/> Inbound passage upon appointment <input type="checkbox"/> Outbound passage upon completion	
	<input type="checkbox"/> Inbound passage upon appointment <input type="checkbox"/> Outbound passage upon completion	
	<input type="checkbox"/> Inbound passage upon appointment <input type="checkbox"/> Outbound passage upon completion	
Total		

3. I hereby give my consent to _____ **(Name of NET’s current employing school)** to handle the procedures relating to application for reimbursement of passage allowance as stated above, including certification and submission of application form and quotation making.
4. I understood and agreed that the reimbursed amount of passage allowance, if any, will be released to the bank account of my current employing school as stated in para. 3 above.

Signature of NET: _____ Date: _____

Part II (To be completed by the current employing school of the NET)

To : Secretary for Education

[Attn: NET Administration Team, Education Bureau]

W304, 3/F, West Block, Education Bureau Kowloon Tong Education Services Centre,
19 Suffolk Road, Kowloon Tong, Kowloon, Hong Kong

1. I certify that my school will handle air-ticket(s) of our serving NET provided in the previous contract from _____ (**Name of NET's previous school**) and will handle the procedures relating to application for reimbursement of passage allowance on behalf of the NET, including certification and submission of application form and quotation making.
2. I understood and agreed that the reimbursed amount of passage allowance, if any, will be released to the bank account of my school.

Signature of supervisor/principal*: _____ Date: _____

Name of supervisor/principal*: Mr./Mrs./Ms./Miss.*

Name of school: _____ (School code: _ _ _ _)

Contact person for enquiry: Mr./Mrs./Ms./Miss.* Tel. no.: _____

Post of contact person: _____

Part III (To be completed by the NET Administration Team, the Education Bureau)

I confirm that the unclaimed air-ticket(s) of _____ (**Full name of the NET**) from his/her previous contract has/have transferred to current employing school. Please arrange payment of the reimbursed amount of the passage allowance to the bank account of _____ (**Name of the NET's current employing school**).

Signature: _____

Name: _____

Post : _____

Date: _____

Part IV (To be completed by the Recurrent Subventions Section, the Education Bureau)

<i>Received on</i>	<i>Input Prepared by</i>	<i>Date</i>	<i>Checked by</i>	<i>Date</i>