

**Subsidy for Non-school-attending Ethnic Minorities Participating in Language Courses**  
**Application Form**

- Notes:**
- The Home Affairs Department has commissioned International Social Service Hong Kong Branch (ISS-HK) to implement the Programme.**
  - Please complete this Form in BLOCK letters using black or blue pen.**
  - Please read “Notes to Applicants” for eligibility criteria and other details of the Programme.**
  - Applicants should submit copies of the supporting documents listed in paragraph 2.3 of the “Notes to Applicants” at Appendix 1 together with this Form for the Programme.**

**Part 1 Personal Particulars of Applicant**

		Gender : <input type="checkbox"/> Male												
Name in Chinese (if applicable)	Surname (in Chinese) _____ Given Name (in Chinese) _____	<input type="checkbox"/> Female												
Name in English	Surname (in English) _____ Given Name (in English) _____													
Date of Birth	_____ dd _____ mm _____ yy													
Hong Kong Identity Card (HKIC) No.	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table> ( <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td> </td><td> </td></tr></table> )													
Local Residential Address	_____													
	_____													
	_____													
	# HK / KIn / NT (# Delete as appropriate)													
E-mail Address (if any)	_____													
Local Contact Telephone No.	(Home) _____ (Mobile) _____													

**Part 2 Category of Hong Kong Resident Status and Study Situation of Applicant**

A. Category of Hong Kong Resident Status (Please put a “✓” in the appropriate box):

Ethnic minorities (See Note 1) who are holders of Hong Kong Permanent Identity Card

Ethnic minorities who are holders of dependant visa/entry permit and have resided in Hong Kong for less than 7 years (See Note 2)

Please state the English name of sponsor of the application for dependant visa/entry permit:

\_\_\_\_\_

Surname (in English)

\_\_\_\_\_

Given Name (in English)

Hong Kong Permanent Identity Card/ HKIC No. of sponsor 

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B. Are you a non-school participant  Yes  No

Note 1: Refer to non-Chinese speaking (NCS) people.

Note 2: Have settled in Hong Kong for less than 7 years as at the date submitting an application. Please refer to the issue date of dependant visa/entry permit.

**Part 3 Family Income**

**Note: If the applicant or family member residing with the applicant has not passed the means-test of the specified assistance schemes, this Part is not applicable → please move on to Part 4.**

\* I/ My family member residing with me (see Note 3) has passed the family/household-based means-test of any of the following assistance schemes at the time of submitting the application under the Programme:  
(\* Delete as appropriate)

If more than one of the means-tests of the following schemes have been passed, the applicant only needs to put a “✓” in the box of the scheme chosen and provide a copy of the supporting document for that scheme. ( See “Notes to Applicants” 1.2 (i) )

Specified assistance schemes include (please put a “✓” in the appropriate box): -

- [1] Comprehensive Social Security Assistance Scheme
- [2] Financial assistance schemes under the Working Family and Student Financial Assistance Agency
- (i) Tertiary Student Finance Scheme - Publicly-funded Programmes
- (ii) Financial Assistance Scheme for Post-secondary Students
- (iii) Financial Assistance for Primary and Secondary Students (i.e. the School Textbook Assistance Scheme, Student Travel Subsidy Scheme, Subsidy Scheme for Internet Access Charges, Examination Fee Remission Scheme, Project Yi Jin (full fee reimbursement) or Financial Assistance Scheme for Designated Evening Adult Education Courses (full/half fee reimbursement))
- (iv) Kindergarten and Child Care Centre Fee Remission Scheme
- (v) Low-income Working Family Allowance Scheme
- [3] Hospital Authority Medical Fee Waiving Mechanism (excluding one-off waiver)

If the applicant is not the person who applied for the scheme above, please provide as follows information of the family member who has passed the means-test concerned, and enclose a copy of documentary proof for the relationship of the family member with the applicant (e.g. marriage certificate or birth certificate, etc.):

Name in Chinese

(if applicable)

Surname (in Chinese)

Given Name (in Chinese)

Name in English

Surname (in English)

Given Name (in English)

Relationship with

the Applicant

Parent

Son/Daughter

Spouse (please put a “✓” in the appropriate box)

**Part 4 Written Declaration**

**Note: If the applicant has completed Part 3, this Part is not applicable.**

**Warning:** Any person, who knowingly or wilfully makes any false statement or withholds any information or otherwise misleads International Social Service Hong Kong Branch (“ISS-HK”) for the purpose of obtaining allowance under the Programme, is liable to prosecution. The deliberate provision of false information or omission of information in order to obtain allowance under the Programme by deception is a criminal offence. In addition to the consequence of being ineligible for the allowance under the Programme, the person may be liable to prosecution and on conviction to **imprisonment** for a maximum of **14 years** under the Theft Ordinance (Cap. 210).

If Part 3 is not applicable, the applicant has to declare that his/her average monthly household income in the past 3 months (see Note 4) is below the specified income limit (see “Notes to Applicants” 1.2 (ii)) as follows:

1. I, the undersigned, declare that I am the holder of Hong Kong Identity Card number as given in Part 1 of this Form.
2. I hereby declare that:
  - (i) I and family members residing with me (see Note 3) add up to \_\_\_\_\_ persons;
  - (ii) The average monthly household income made by me and family members residing with me (see Note 3) in the past 3 months is HK\$ \_\_\_\_\_, which is below the specified income limit applicable to my household size (including me and family members residing with me) (see “Notes to Applicants” 1.2 (ii)).
3. I understand that if I knowingly or wilfully make any false statement or withhold any information or otherwise mislead ISS-HK, for the purpose of obtaining allowance under the Programme, it will render me liable to prosecution. I understand that the deliberate provision of false information or omission of information in order to obtain allowance under the Programme by deception is a criminal offence. In addition to the consequence of being ineligible for the allowance under the Programme, I may be liable to prosecution and on conviction to imprisonment for a maximum of 14 years under the Theft Ordinance (Cap. 210).

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Note 3: Refer to father, mother, son, daughter, husband or wife residing with the applicant (including legally recognised adoptive parents/children and illegitimate children with proof of parentage).

Note 4: The average monthly household income in the past 3 months refers to the average monthly household income of the 3 months prior to the submission of application (i.e. the average of the total monthly income of me and family members residing with me (Note 3 refers)), including earnings from employment and other income (i.e. including salary, double pay/leave pay, job allowance, bonus/commission/tips, fees for rendering services, profits from business/investment, alimony, contribution from relatives/friends, interests from fixed deposits, stock and shares, etc., rental income, monthly pension/ widow’s and children’s compensation). Mandatory contribution to mandatory provident fund schemes, payment under Government’s “Scheme \$6,000”, financial assistance provided by the Government, charitable donations and financial assistance from other assistance programmes of the CCF, etc. of the applicant and family members residing with him/her are however not included.

**Part 5 Information for Applying for Disbursement of Subsidy****Part 5 Information for Applying for Disbursement of Subsidy****Note: Copies of the attendance record or graduation certificate must be provided**

Course Code: (See “Notes to Applicants” 1.4) <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>					<b>For official use</b>  <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>				
Is it your first time applying for subsidy under this Programme? <input type="checkbox"/> Yes <input type="checkbox"/> No									
Please fill in the following if an applicant has applied for this Programme before:  Number of approved application(s): _____  Please list out the date(s) of such application(s): _____  Amount for the Subsidy (See “Notes to Applicants” 1.4): HK\$ _____									

**Part 6 Disbursement of Subsidy**

Please select one of the following District Service Centres of ISS-HK for collection of your subsidy.

(Please put a “✓” in the appropriate box):

- HOPE Centre     WC     SSP     TSW     Sheung Shui     MK     TW     WTS  
 Peng Shek Estate     YL

(Please see “Notes to Applicants” 5 for the disbursement of subsidy and 8 for the enquiry and locations of the District Service Centres.)

**Part 7 Declaration and Undertaking by Applicant (To be completed by Applicant)**

1. I, the undersigned, declare that I am the holder of Hong Kong Identity Card number as given in Part 1 of this Form.
2. I have read/have been read the Notes to Applicants at Appendix 1 and the Personal Information Collection Statement at Appendix 2 of this Form and I fully understand their content.
3. I hereby authorise and consent to the International Social Service Hong Kong Branch (“ISS-HK”) and the relevant bureaux and departments of the Hong Kong Special Administrative Region Government (“the Government”) using my data, including my personal data in their possession, information provided by me in this Form and other information I have submitted/ may submit under the Programme, to process my application (including ascertaining my eligibility under the Programme) and receipt of payment under the Programme and for any purpose directly related to such purposes. Such bureaux/departments include, but are not limited to, the Home Affairs Department and other relevant government offices involved in the administration and operation of the Programme.
4. I consent to the use of my data for any checking and/or investigation relating to my application and receipt of payment under the Programme to be carried out by ISS-HK and the relevant bureaux and departments of the Government (mentioned in paragraph 3 above), and that they may disclose the data to any other parties if the disclosure is necessary for such checking and/or investigation.
5. I consent to the matching of my data by ISS-HK with my personal data held by the Home Affairs Department and/or other bureaux/departments of the Government and/or their agents/contractors in relation to my application and receipt of payment under the Programme, and understand that the matching procedure is conducted for ascertaining whether I am eligible under the Programme or not and therefore I will not receive payment under the Programme in case I am ineligible.
6. I understand and agree that ISS-HK has the right to conduct comprehensive checking in the course of processing the application or after disbursement of the subsidy to verify that the information submitted by me is true, complete and accurate. I and/or family members residing with me will fully cooperate with ISS-HK, including the provision to ISS-HK of my/our detailed income information and any other information for checking. ISS-HK otherwise has the right to disqualify my application and/or request my full repayment of the financial assistance.
7. I confirm that I have secured the consent of family members residing with me and other relevant persons that their personal data have been or will be (as necessary) submitted to ISS-HK for processing my application (including ascertaining my eligibility under the Programme) and any directly related purposes, for any checking and/or investigation relating to my application and receipt of payment under the Programme, and that ISS-HK may disclose the data to any other parties if the disclosure is necessary for such checking and/or investigation.
8. I agree and undertake to notify ISS-HK forthwith of any overpayment or any payment by mistake to me under the Programme and refund the amount as certified by ISS-HK as overpayment or payment by mistake.

9. I declare that all information provided in this Form and other information submitted/to be submitted under the Programme is true and correct. I understand that if I knowingly or wilfully make any false statement or withhold any information or otherwise mislead ISS-HK, for the purpose of obtaining financial assistance under the Programme, it will render me liable to prosecution. I understand that the deliberate provision of false information or omission of information in order to obtain financial assistance under the Programme by deception is a criminal offence. In addition to the consequence of being ineligible for the financial assistance under the Programme, I may be liable to prosecution and on conviction to imprisonment for a maximum of 14 years under the Theft Ordinance (Cap. 210).

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**Part 8 Declaration and Undertaking by Sponsor**

**Note: If the Applicant is not staying in Hong Kong legally as dependant, this Part is not applicable.**

1. I, the undersigned, declare that I am the holder of Hong Kong Permanent Identity Card/Hong Kong Identity Card number of the sponsor as given in Part 2 of this Form.
2. I have read/have been read the Notes to Applicants at Appendix 1 and the Personal Information Collection Statement at Appendix 2 of this Form and I fully understand their content.
3. I hereby authorise and consent to International Social Service Hong Kong Branch (“ISS-HK”) and the relevant bureaux and departments of the Hong Kong Special Administrative Region Government (“the Government”) using my data, including my personal data in their possession, information provided by me in this Form and other information I have submitted/ may submit under the Programme, to process the applicant’s application (including ascertaining the applicant’s eligibility under the Programme) and receipt of payment under the Programme and for any purpose directly related to such purposes. Such bureaux/departments include, but are not limited to, the Home Affairs Department and other relevant government offices involved in the administration and operation of the Programme.
4. I consent to the use of my data for any checking and/or investigation relating to the applicant’s application and receipt of payment under the Programme to be carried out by ISS-HK and the relevant bureaux and departments of the Government (mentioned in paragraph 3 above), and that they may disclose the data to any other parties if the disclosure is necessary for such checking and/or investigation.
5. I declare that all information provided in this Form and other information related to me submitted/to be submitted under the Programme is true and correct. I understand that if I knowingly or wilfully make any false statement or withhold any information or otherwise mislead ISS-HK, for the purpose of helping the applicant secure financial assistance under the Programme, it will render me liable to prosecution. I understand that the deliberate provision of false information or omission of information with a view to helping the applicant secure financial assistance under the Programme by deception is a criminal offence. In addition to the consequence of rendering the applicant ineligible for the financial assistance under the Programme, I may be liable to prosecution and on conviction to imprisonment for a maximum of 14 years under the Theft Ordinance (Cap. 210).

Signature of Sponsor: \_\_\_\_\_

Date: \_\_\_\_\_