

學生津貼更正表格 A(R)及 B(R)

注意事項

更正表格以**粗斜體**或**加底線**提示申請人需要更正或補充資料的欄目。申請人必須在有關欄位更正或補充資料，本局方能繼續處理學生津貼申請。申請人在收到更正表格後，應盡快修改資料，並且在「申請人簽署」一欄上簽署，然後交回學生就讀的學校。學校在表格上蓋印確定學生就讀該校，然後將表格連同通知書交回教育局學生特別支援組觀塘辦事處。

各需要更正欄目的注意事項如下：

需要更正的欄目	申請人該如何處理？
學生姓名 英文姓名 <u> </u> Name in English 英文姓名 <u> 陳大文 </u> Name in English	➤ 請填寫學生的英文姓名。必須與香港身份證、香港出生證明書或其他身份證明文件所示相同 ➤ 切勿填寫中文姓名。
性別 性別 Sex # <u> </u>	➤ 請填寫學生的性別。
出生日期 出生日期 Date of Birth <u> </u> <u> </u> <u> </u> 出生日期 Date of Birth <u> 22 </u> <u> 12 </u> <u> 2023 </u>	➤ 請填寫學生正確的出生日期，尤其確定出生年份不是申請年份。請注意：學生必須在有關學年的9月1日年滿2歲8個月，方符合資格。
香港身份證/出生證明書號碼 香港身份證號碼 HK Identity Card No./ <u> S9999999 </u> 香港出生證號碼 HK Birth Certificate No./ 香港身份證號碼 HK Identity Card No./ <u> D2000000 </u> 香港出生證號碼 HK Birth Certificate No./ 香港身份證號碼 HK Identity Card No./ <u> RM1234567 </u> 香港出生證號碼 HK Birth Certificate No./	➤ 若學生持有香港身份證/香港出生證明書，請更正號碼。正確格式該為「英文字母 + 六位數字 + 驗證碼」，無須填上括號。 ➤ 若學生並未持有香港身份證/香港出生證明書，請將此欄留空，並確保已填寫性別及出生日期，切勿填寫以下文件號碼： <ul style="list-style-type: none"> ✘ 香港簽證身份書號碼 (例：D20009999) ✘ 回港證號碼 (例：RM1234567) ✘ 任何國家或地區發出的護照號碼
學校類別 學校類別 School Type # <u> </u>	➤ 請填寫學生就讀學校的數字代號，不能留空。
學校蓋章 <u> 學校蓋章 </u> School Chop	➤ 請學校蓋章以確認學生在該校就讀。如除了學校蓋章以外，沒有其他須更正的欄目，則無需申請人簽署。
申請人英文姓名 申請人資料 Applicant Information 英文姓名 <u> </u> Name in English 英文姓名 <u> 陳大文 </u> Name in English	➤ 請填寫申請人的英文姓名，該姓名必須與銀行帳戶持有人完全相同。否則自動轉帳可能會被拒絕。 ➤ 切勿填寫中文姓名。
與學生的關係 與學生的關係 Relationship with the Student # <u> </u>	➤ 請填寫申請人與學生的關係的數字代號，申請人必須為學生的父、母或監護人。
香港流動電話號碼及電郵地址 香港流動電話號碼 <u> </u> HK Mobile Phone No. 電郵地址 <u> </u> Email Address	➤ 申請人必須填寫香港流動電話號碼和電郵地址兩項資料或至少提供其中一項，以便本局有需要時聯絡申請人。

需要更正欄目

銀行帳戶號碼

1. 分行編號填在銀行編號位置

銀行帳戶號碼
Bank Account Number **888** - **999666333**
銀行編號
Bank Code 分行編號及帳戶號碼
Branch Code and Account Number

2. 漏填銀行編號

銀行帳戶號碼
Bank Account Number - **666333999000**
銀行編號
Bank Code 分行編號及帳戶號碼
Branch Code and Account Number

3. 填上銀聯提款咭編號

銀行帳戶號碼
Bank Account Number **621** - **7773331111555500**
銀行編號
Bank Code 分行編號及帳戶號碼
Branch Code and Account Number

一般銀行編號一覽表



申請人該如何處理？

銀行帳戶號碼不正確主要原因：

1. 誤將「分行編號」填在「銀行編號」位置：請在「銀行編號」位置填上正確的銀行編號，而在「分行編號及帳戶號碼」位置，填寫分行編號與帳戶號碼，一般合共 10 至 12 位數字。
2. 漏填「銀行編號」：請在「銀行編號」位置填上正確的銀行編號。
3. 錯誤填上銀聯提款咭編號(以 62 為開頭的號碼)：部分銀行(如渣打銀行)不能以提款咭查閱帳戶號碼。申請人可在銀行月結單上查閱。

部分主要銀行帳戶查閱方法：

中國銀行(香港)



銀行編號：黑框內的 3 位數字
分行編號：紅框內的 3 位數字
戶口號碼：黃框內的 8 位數字

滙豐銀行



銀行編號：004
分行編號：藍框內的 3 位數字
戶口號碼：白框內的 7 或 9 位數字

恒生銀行



銀行編號：024
分行編號：黑框內的 3 位數字
戶口號碼：紅框內的 7 或 9 位數字

渣打銀行

Consolidated Statement
渣打綜合月結單

YOUR ACCOUNT BALANCES 閣下各戶口之結存

Account Type 戶口種類	Account Number 戶口號碼
HKD Savings Account 港元儲蓄戶口	407-8-888888-8

銀行編號：003
分行編號及戶口號碼：
黃框內的 11 位數字

如對銀行資料有疑問，請向所屬銀行查詢。

請留意銀行編號須與銀行名稱相符。

銀行帳戶未能成功轉帳

英文姓名
Name in English **CHAN TAI MAN**
銀行帳戶號碼
Bank Account Number **888** - **999666333**
銀行編號
Bank Code 分行編號及帳戶號碼
Branch Code and Account Number
銀行名稱
Name of Bank **HSBC**

- 請核對帳戶號碼是否正確或翻查帳戶是否被凍結。如有需要，可更改至同一申請人的另一銀行帳戶。如銀行帳戶已解凍，請在空白位置說明，簽署表格後遞交。

更改申請人

- ¹ 必須為學生的父、母或監護人
- ² 聲明書上簽署必須與原有申請表格 A/表格 B 上「申請人簽署」一欄的式樣相同)











- 請新申請人¹在表格上更改申請人資料及在「申請人簽署」一欄簽署
- 提供新申請人的銀行戶口證明(如：月結單或存摺副本)
- 另須附上原申請人的「聲明書」，包括：
 - (1) 簡單說明更改申請人的原因；
 - (2) 學生、原申請人和新申請人的英文姓名、申請人與學生的關係；
 - (3) 原申請人的親筆簽署²及日期

Student Grant Amendment Form A(R) & B(R) Points to Note

Texts in ***Bold and Italic*** or Underlined in the amendment form is/are the field(s) required amendment or supplement by the **applicant**. **Applicant** must amend or supplement the related field(s) before the EDB can further process the student grant application. Upon receipt of the amendment form, the applicant should make corrections, sign in the "Signature of Applicant" column and return it to the student's attending school. Schools should affix a school chop on the amendment form to certify that the student concerned is its student. The amendment forms, together with the Notification Slip, should be returned to the Student Special Support Section Kwun Tong Office of the EDB.

Point to note for each field required amendment:

Fields Required Amendment	Actions Required by the Applicant
Student Name 英文姓名 Name in English _____ 英文姓名 陳大文 Name in English _____	<ul style="list-style-type: none"> ➤ Please fill in the name of student in English, which must be the same name as shown on the HK Identity Card, HK Birth Certificate or other identity documents. ➤ Please do not fill in the name in Chinese.
Sex 性別 Sex # 	<ul style="list-style-type: none"> ➤ Please fill in the sex of the student.
Date of Birth 出生日期 Date of Birth 出生日期 Date of Birth 22 12 2023	<ul style="list-style-type: none"> ➤ Please fill in the correct date of birth of the student. In particular, make sure the year of birth is not the year of application. Please note that students have to be at the age of two years and eight months or above as at 1 September of the school year in order to be eligible.
HK Identity Card No./ HK Birth Certificate No. 香港身份證號碼 HK Identity Card No./ S9999999 香港出生證號碼 HK Birth Certificate No./ _____ 香港身份證號碼 HK Identity Card No./ D20000000 香港出生證號碼 HK Birth Certificate No./ _____ 香港身份證號碼 HK Identity Card No./ RM1234567 香港出生證號碼 HK Birth Certificate No./ _____	<ul style="list-style-type: none"> ➤ If the student holds a HK Identity Card or HK Birth Certificate, please amend the number. The correct number should in the format of "alphabet + 6 digits + check digit". It is not necessary to fill in the brackets. ➤ If the student does not hold a HK Identity Card or HK Birth Certificate, please leave the field blank and ensure both sex <u>and</u> date of birth have been filled. Please <u>do not</u> fill in the following document number: <ul style="list-style-type: none"> ✘ Hong Kong Document of Identity number (e.g.: D20009999) ✘ Re-entry Permit Number (e.g. RM1234567) ✘ Passport number issued from any country / region
School Type 學校類別 School Type # 	<ul style="list-style-type: none"> ➤ Please fill in the numeric code of the school type of the student's attending school and do not leave the field blank.
School Chop 學校蓋章 School Chop	<ul style="list-style-type: none"> ➤ Schools have to stamp a school chop on the amendment to certify that the student concerned is its student. If no other fields require amendment besides the school chop, the applicant's signature is not required.
Name of Applicant 申請人資料 Applicant Information 英文姓名 Name in English _____ 英文姓名 陳大文 Name in English _____	<ul style="list-style-type: none"> ➤ Please fill in the name of applicant in English, which must be the same as the account holder name registered with the bank, otherwise autopay may be rejected. ➤ Please do not fill in the name in Chinese.
Relationship with the Student 與學生的關係 Relationship with the Student # 	<ul style="list-style-type: none"> ➤ Please fill in the relationship of the applicant with the student. Applicant must be the father, mother or guardian of the student.
HK Mobile Phone No. & E-mail Address 香港流動電話號碼 HK Mobile Phone No. _____ 電郵地址 Email Address _____	<ul style="list-style-type: none"> ➤ Applicant must fill in both the HK mobile phone number and email address or at least provide one of them to facilitate the EDB to contact the applicant when necessary.

Fields Required Amendment	Actions Required by the Applicant								
<p>Bank Account Number</p> <p>1. Filling the Branch Code at the Bank Code Field</p> <p>銀行帳戶號碼 Bank Account Number 888 - 999666333</p> <p>銀行編號 Bank Code</p> <p>分行編號及賬戶號碼 Branch Code and Account Number</p> <p>2. Missing Bank Code</p> <p>銀行帳戶號碼 Bank Account Number - 666333999000</p> <p>銀行編號 Bank Code</p> <p>分行編號及賬戶號碼 Branch Code and Account Number</p> <p>3. Filling the UnionPay ATM Card Number</p> <p>銀行帳戶號碼 Bank Account Number 621 - 777333111555500</p> <p>銀行編號 Bank Code</p> <p>分行編號及賬戶號碼 Branch Code and Account Number</p> <p>Common Bank Code List</p> 	<p>Main reasons for incorrect bank account number:</p> <ol style="list-style-type: none"> Wrongly filled in the “Branch Code” at the “Bank Code” field: Please fill in the correct bank code in the “Bank Code” field and then fill in the branch code and account number, which in general consists of 10 to 12 digits, in the “Branch Code and Account Number” field. Missing “Bank Code”: Please fill in the correct bank code in the “Bank Code” field. Wrongly filled in the UnionPay ATM Card Number (starting with “62”): The bank account number of some banks (e.g. Standard Chartered Bank) cannot be looked up from the ATM card. Applicants may refer to the bank statement. <p>Some common bank account examples:</p> <table border="1"> <tr> <td data-bbox="544 584 1007 1025"> <p>Bank of China (Hong Kong)</p>  <p>Bank Code: 3 digits in black box Branch Code: 3 digits in red box A/C No.: 8 digits in yellow box</p> </td> <td data-bbox="1011 584 1474 1025"> <p>Hong Kong and Shanghai Banking Corporation (HSBC)</p>  <p>Bank Code: 004 Branch Code: 3 digits in blue box A/C No.: 7 or 9 digits in white box</p> </td> </tr> <tr> <td data-bbox="544 1032 1007 1451"> <p>Hang Seng Bank</p>  <p>Bank Code: 004 Branch Code: 3 digits in black box A/C No.: 7 or 9 digits in red box</p> </td> <td data-bbox="1011 1032 1474 1451"> <p>Standard Chartered Bank</p> <p>Consolidated Statement 渣打綜合月結單</p> <p>Standard Chartered 渣打銀行</p> <p>YOUR ACCOUNT BALANCES 閣下各戶口之結存</p> <table border="1"> <thead> <tr> <th>Account Type 戶口種類</th> <th>Account Number 戶口號碼</th> </tr> </thead> <tbody> <tr> <td>HKD Savings Account 港元儲蓄戶口</td> <td>407-8-888888-8</td> </tr> </tbody> </table> <p>Bank Code: 003 Branch Code and A/C No.: 11 digits in yellow box</p> </td> </tr> </table> <p>Please check the bank account information with the bank concerned if in doubt. Please also ensure that the bank code must be consistent with the name of bank.</p>	<p>Bank of China (Hong Kong)</p>  <p>Bank Code: 3 digits in black box Branch Code: 3 digits in red box A/C No.: 8 digits in yellow box</p>	<p>Hong Kong and Shanghai Banking Corporation (HSBC)</p>  <p>Bank Code: 004 Branch Code: 3 digits in blue box A/C No.: 7 or 9 digits in white box</p>	<p>Hang Seng Bank</p>  <p>Bank Code: 004 Branch Code: 3 digits in black box A/C No.: 7 or 9 digits in red box</p>	<p>Standard Chartered Bank</p> <p>Consolidated Statement 渣打綜合月結單</p> <p>Standard Chartered 渣打銀行</p> <p>YOUR ACCOUNT BALANCES 閣下各戶口之結存</p> <table border="1"> <thead> <tr> <th>Account Type 戶口種類</th> <th>Account Number 戶口號碼</th> </tr> </thead> <tbody> <tr> <td>HKD Savings Account 港元儲蓄戶口</td> <td>407-8-888888-8</td> </tr> </tbody> </table> <p>Bank Code: 003 Branch Code and A/C No.: 11 digits in yellow box</p>	Account Type 戶口種類	Account Number 戶口號碼	HKD Savings Account 港元儲蓄戶口	407-8-888888-8
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Account Type 戶口種類	Account Number 戶口號碼								
HKD Savings Account 港元儲蓄戶口	407-8-888888-8								
<p>Bank Transfer Failure</p> <p>英文姓名 Name in English CHAN TAI MAN</p> <p>銀行帳戶號碼 Bank Account Number 888 - 999666333</p> <p>銀行編號 Bank Code</p> <p>分行編號及賬戶號碼 Branch Code and Account Number</p> <p>銀行名稱 Name of Bank HSBC</p>	<p>➤ Please verify if the bank account number is correct or is being frozen. The applicant can change to another bank account under the same applicant if necessary. If the bank account has been unfrozen, please indicate in the blank area, sign the form and submit.</p>								
<p>Change of applicant</p> <p>1 must be the father, mother or guardian of the student 2 signature must be the same as “signature of applicant” in the original applicant Form A / Form B)</p>	<p>➤ The new applicant¹ should amend the applicant information and sign on the amendment form;</p> <p>➤ Provide a bank proof (e.g. bank statement or bank passbook);</p> <p>➤ Provide the original applicant’s declaration, including:</p> <ol style="list-style-type: none"> The reason for changing the applicant; English names of student, original applicant and new applicant, along with the relationship between the applicant and the student; Handwritten signature² and date. 								