

## Tertiary Student Finance Scheme – Publicly-funded Programmes (TSFS) 2024/25

### Submission Guidelines (New Students)

Tertiary Student Finance Scheme – Publicly-funded Programmes (TSFS) is a means-tested financial assistance scheme administered by the Government Student Finance Office (SFO) of the Working Family and Student Financial Assistance Agency. Financial assistance is provided in the form of a grant and / or loan. The grant is to cover tuition fee, academic expenses and compulsory union fees while the loan is for living expenses. For details, please visit the website of SFO at <https://www.wfsfaa.gov.hk/en/sfo/postsecondary/tsfs/overview.php>.

#### Eligibility

- ✧ Applicants should be registered as a full-time student in The Chinese University of Hong Kong;
- ✧ Applicants must take up exclusively UGC-funded or publicly-funded student places of recognized programmes. The Course Coding Sheet of the recognized programmes is available at SFO's website: <https://www.wfsfaa.gov.hk/en/sfo/postsecondary/tsfs/coding.php>;
- ✧ Applicants should have the right of abode in the Hong Kong Special Administrative Region (Hong Kong), or alternatively, applicants or their families must have resided in Hong Kong continuously for 3 complete years prior to the commencement of the programme. This does not cover non-local students holding student visas / entry permits; and
- ✧ Students can only submit an application for one eligible full-time course in any particular academic year.

#### Online Submission of Application

- ✧ Applicants may submit their applications through “SFO E-link – My Applications” online platform at <https://e-link.wfsfaa.gov.hk>. New students should submit their online applications **on or before 27 September 2024**.

#### Submission of Declaration and Supporting Documents

- ✧ Applicants are required to submit the signed Declaration (if opted for paper signing) and supporting documents within **7 days** from submission of online application form by online uploading, by post or to the collection boxes at SFO's office. Applicants may also submit the documents to the collection box at Scholarships and Financial Aid Section, Office of Admissions and Financial Aid at Room 1206, 12/F, Yasumoto International Academic Park from 8:45 a.m. to 1:00 p.m. and 2:00 to 5:30 p.m., **Monday to Friday (except public holidays) during 2 September to 4 October 2024**.
- ✧ Please ensure all copies, printed on blank A4 white paper, are clear and readable. Documents printed on used paper are not accepted. Applicants should staple the signed Declaration (if opted for paper signing) and the required supporting documents together or punch the top left corner of the signed Declaration (if opted for paper signing) and the required supporting documents and then use a piece of file string to tie them up before submission.

#### Notes

- ✧ Applicants should study the “Guidance Notes” before submitting their applications. The Notes are available at [https://www.wfsfaa.gov.hk/sfo/pdf/common/Form/tsfs/Guidance\\_Note\\_Eng.pdf](https://www.wfsfaa.gov.hk/sfo/pdf/common/Form/tsfs/Guidance_Note_Eng.pdf).
- ✧ Applicants may refer to the online demonstration at the homepage of SFO E-link – My Applications (<https://ess.wfsfaa.gov.hk/demo/en/>) when completing the application form.
- ✧ **If applicants attend postgraduate courses (by research)** that commence between March 2024 and February 2025, they should apply for financial assistance under the 2024/25 academic year. The application deadline is one month following the commencement of the course and in any case not later than 31 March 2025.
- ✧ **Full-time undergraduate students can indicate the wish to apply for Student Travel Subsidy when submitting the online application for TSFS.**
- ✧ The University Bursaries and Loans are in general to supplement TSFS provided by the Government, students who are in financial need should apply for the TSFS first. Applicants who wish to apply for University Bursaries and Loans (2024/25) should submit the online application via CUSIS during the period from 2 to 30 September 2024. Applicants are required to submit the supporting documents to the Scholarships and Financial Aid Section, Office of Admissions and Financial Aid at Room 1206, 12/F, Yasumoto International Academic Park, Monday to Friday (except public holidays) during 16 to 30 September 2024. Please visit the website <http://admission.cuhk.edu.hk> for details.

#### Enquiries

- ✧ Government Student Finance Office  
Tel. No: 2152 9000  
Website: <http://www.wfsfaa.gov.hk/sfo>
- ✧ Office of Admissions and Financial Aid  
Tel. No: 3943 1898 / 3943 7205  
Website: <http://admission.cuhk.edu.hk>