



惠僑英文中學

WAI KIU COLLEGE

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Ref. No. : SGS_SHD 23-24/01

20th September, 2023

Dear Parents/Guardians,

Regarding the application for Student Grant(2023-24 school year)

Starting from the 2023/24 school year, EDB will introduce electronic submission of student grant applications (e-submission) in public sector schools and DSS schools. To cater for the needs of individual parents, apart from e-submission, parents can still choose to return the completed paper application form to schools for onward submission. However, only one application, either in electronic form (e-form) or paper form, can be submitted for each eligible student.

(I) Arrangements for electronic application

Commencing the 2023/24 school year, parents/guardians (hereinafter referred to as “applicants”) may submit online applications for the student grant for students studying in public sector schools and DSS schools. Applicants must have a user account of “**iAM Smart+**” with **digital signing function**. You may log in to the online service of “e-Submission of Student Grant Applications” via the “iAM Smart” App direct, or scan the QR code or click the link below and log in to the e-submission platform (e-platform) to submit online applications.

Student Grant e-Submission Platform



(Link: <https://stgsesweb.edb.gov.hk/>)

For details on registering for "Smart Identity," applicants can visit the dedicated website at <https://www.iamsmart.gov.hk>.

Applicants should read carefully the “Guidance Notes” on the e-platform. Applicants who received the student grant in the 2022/23 school year are “Continuing Applicants”. “Continuing Applicants” will be



given a pre-filled e-form when their identity has been successfully verified with a one-time verification code. They are only required to check the pre-filled information of the student and the applicant therein and fill in the class of the student, and then make an e-submission with digital signing. “Continuing Applicants” may amend the information on the e-form if necessary.

If the student is newly admitted to a school or has transferred to another school, the “Continuing Applicant” has to select the name of the new day-school in the pre-filled e-form. New applicants or applicants whose identity cannot be successfully verified through the e-platform are required to fill in a blank e-form. Before making the submission, applicants should check the accuracy of the information provided, especially the name of the school, so as to avoid delaying the progress of the application due to incorrect information.

To ensure correct selection of school name, parents are requested to fill in the following school name and school code:

School Name	School Code
WAI KIU COLLEGE	131318

The electronic platform is now available and will be closed after 11:59 PM on October 2, 2023. For information on the electronic application process and how to fill in the electronic form, applicants can scan the QR code below for details.

Guide on Application Procedures	Video on e-Form Filling
	

EDB will inform the applicants of the application progress and other related matters via SMS and/or email. Applicants may also check the application progress and use other functions of the e-platform, such as updating or amending information, or uploading supporting documents upon the request of EDB.

(II) Arrangements for paper application

If parents fail to submit the electronic application by 11:59 PM on October 2, 2023, schools will distribute paper application forms to eligible students' parents in early October 2023. Parents will receive a separate notice reminding them to submit the completed paper application form to the class

teacher by the designated date, so that the school can promptly submit the relevant application to the Education Bureau. Details regarding the paper application will be provided to individual parents in due course.

For inquiries, please call our school office at 2777 6289 or contact the Student Support Section of the Education Bureau's Kwun Tong Office (Email: stgenquiry@edb.gov.hk; Hotline: 38502000).

Yours faithfully,



CHENG Che-yin, M.H.

The Principal

【Reply Slip】

Ref. No. : SGS_SHD 23-24/01

Dear Principal,

I acknowledge the arrangement of the Student Grant Application 2023-24. I understand that I can apply for the "Student Grant 2023-24" through the electronic platform before 2nd October.

Name of Student : _____

Class and Class No. : _____

Signature of Parent / Guardian : _____

Name of Parent / Guardian : _____

Date : _____