

香港教育大学 缴费须知

如申请人接受录取, 请缴交留位费(Admission Acceptance Fee), 并登入网上申请系统之户口完成网上接受录取之程序(详见附件 Guidelines on Online Offer Acceptance)。

缴交留位费之方法如下:

1. **中国工商银行网上银行服务(只适用于国内付款):** 浏览网址 <http://www.icbc.com.cn>, 然后选择[跨境缴费]→[香港]→[香港教育大学]→ 输入**账单类别「01」** → 输入你的**账单号码 (EPN) 在「学生编号」及「备注」栏内**以资识别 → 输入账单金额。请保留参考号码作为付款凭据。
2. **二维码支付(包括微信支付、支付宝、BOC Pay+、银联二维码、转数快):** 请登录网上申请系统并前往“缴交留位费”的版面 (<https://www.eduhk.hk/acadprog/OnlineAccept/>)选择网上缴费(微信支付、支付宝、BOC Pay+、银联二维码、转数快)。打开相关应用程序「扫一扫」功能, 扫描二维码并用钱包于指定时间内进行缴费。每个二维码只限单次缴费, 不能重复使用。如果需要重新执行上述步骤, 则需要等待 40 分钟。
3. **以电汇形式付款*:** 请填妥以下电汇资料, 把款项电汇至香港教育大学的东亚银行户口:

收款银行:	东亚银行有限公司	The Bank of East Asia Limited
收款银行地址:	香港中環德輔道中 10 號	10 Des Voeux Road, Central, Hong Kong
收款人:	香港教育大学	The Education University of Hong Kong
收款之银行户口:	015-195-40-00511-5	015-195-40-00511-5
SWIFT 码:	BEASHKHH	BEASHKHH
汇款附言:	(EPN)	(EPN)
汇款金额:	留位费 + 银行手续费约 HK\$240*	Admission Acceptance Fee + Bank charges of approximately HK\$240*

***请注意:** 申请人须负责所有电汇相关之手续费, 请向汇款银行查询有关之手续费。本地代理同业银行之手续费约为港币 240 元; 若汇款不足够支付留位费及银行手续费, 申请人须补回差额。

如申请人身在香港或委托在港亲友缴交留位费, 请使用下列付款方法:

4. **缴费灵 (PPS):** 你可透过音频电话致电 18031(英文) / 18033(中文), 或登入「缴费灵」网址 <http://www.pps.hk> 使用「缴费灵」付款。请输入商户编号「39」, **账单类别「01」**, 并输入你的**账单号码(EPN)**为账单户口号码。请保留参考号码作为付款凭据。
5. **银行自动柜员机(ATM):** 你可在贴有「缴费服务」标志之汇丰银行或恒生银行的自动柜员机(HSBC/Hang Seng Bank ATM), 或贴有「缴费易」标志的银通自动柜员机(JETCO ATM)付款。请遵照荧光幕指示选择「缴费」→「教育学府-大学」→「香港教育大学」→ 选择或输入**账单类别为「01」** → 输入**账单号码(EPN)**为账单户口号码。**请不要使用「转账缴费」。**
6. **网上银行服务(由信用卡账户或其他账户支付账单):** 你可使用由阁下银行(如汇丰银行、恒生银行或银通属下成员银行)所提供之网上缴费服务。请选择「缴费」及遵照荧光幕指示选择「教育机构」→「香港教育大学」→ 选择或输入**账单类别为「01」** → 输入你的**账单号码(EPN)**为账单户口号码。请保留参考号码作为付款凭据。**请不要使用「转账缴费」。**
7. **银行存款:** 你可到各东亚银行分行以现金存款缴费。银行户口为 **015-195-40-00511-5**。你必须提供**账单类别「01」**及你的**账单号码(EPN)**以作识别, 例如你的账单号码(EPN)为“30001234”, 请向柜位职员提供“0130001234”。

如欲查询付款方法, 请与财务处联络(电邮: fees@eduhk.hk; 电话: (852) 2948 7440 或 (852) 2948 6096)。

** 重要事项 **

- A) 已缴费用概不退还。本大学恕不接受现金及支票。
- B) 请于入数纸客户副本、自动柜员机存款单或其它付款凭据上注明阁下之申请编号及 8 位数字的**账单号码(EPN)**, 将付款凭据扫描并上载至你的网上申请系统之户口(www.eduhk.hk/acadprog/online)内, 文件档案类别为“Payment Proof (Acceptance Fee)”。
- C) 你必须缴交留位费(Admission Acceptance Fee), 并登入网上申请系统之户口完成网上接受录取之程序, 才能完成接受录取之程序。
- D) 如你曾因逾期未缴清所欠费用而被本校视作「注销学籍」者, 你必须清还所有欠款才能申请再次入读本校之课程。如有查询, 请与财务处联络(电邮: fees@eduhk.hk; 电话: (852) 2948 7440 或 (852) 2948 6096)。

香港教育大学
教务处入学、注册及学务规划组

The Education University of Hong Kong
Notes for Fee Payment

If you accept the admission offer, please pay the Admission Acceptance Fee **and** indicate your acceptance of the offer directly through the Online Application System.

The payment methods are listed as follows:

- Cross-border Bill Payment by Internet Banking Service under ICBC (for payment made in Chinese Mainland):** Visit ICBC homepage (<http://www.icbc.com.cn>) and select "Cross-border Bill Payment" → Hong Kong → The Education University of Hong Kong → **Bill Type "01"**. Please enter your **Account Number for Electronic Payments (EPN)** into the fields of "**Student Number**" and "**Remark**" for identification → enter the payment amounts. Please record the reference number for future proof if needed.
- QR code Payment (WeChat Pay/ Alipay/ AlipayHK/ BOC Pay+/UnionPay QR/ FPS):** You may settle payment through the Online Application System (<https://www.eduhk.hk/acadprog/OnlineAccept/>) by choosing WeChat Pay/ Alipay/ AlipayHK/ BOC Pay+/ UnionPay QR/ FPS icon. Please open the mobile App of the payment channel that you choose and scan the QR code shown on the screen. Please note that the QR code generated can only be used once. If you need to re-do the above steps, you have to wait for 40 minutes.
- Telegraphic Transfer/ Remittance:** Please quote the following information for overseas bank transfer:

Beneficiary Bank:	The Bank of East Asia Limited
Beneficiary Bank Address:	10 Des Voeux Road, Central, Hong Kong
Name of Account Holder:	The Education University of Hong Kong
Account No.:	015-195-40-00511-5
SWIFT Code:	BEASHKHH
Remittance Information:	(EPN)
Amount:	Admission Acceptance Fee + Bank charges of approximately HK\$240*

**Please note that you shall be responsible for all bank charges incurred and please check with your bank for details. Bank charges for local handling banks are around HK\$240. You are required to settle the shortfall if the remittance received is not enough to cover the total amount of bank charges as well as the Admission Acceptance Fee.*

If you have friends/relatives in Hong Kong, you may use other payment methods as stated below:

- Payment by Phone Service (PPS):** Call 18031 (English) / 18033 (Chinese) or log on to PPS online <http://www.pps.hk.com>, enter Merchant Code "39" with **Bill Type "01"**. Please enter your **Account Number for Electronic Payments (EPN)**. Please record the reference number for future proof if needed.
- Automatic Teller Machine (ATM):** You may settle payment at any HSBC/Hang Seng Bank ATM or JETCO ATM with a "JET PAYMENT" sign by selecting: Bill Payment → Education-Universities → EdUHK → choose/enter **Bill Type "01"** → enter your **Account Number for Electronic Payments (EPN)** as the account no. Please **DO NOT use payment transfer**.
- Internet Banking (deduct from credit card a/c or any a/c you choose):** You may make payment by using internet banking services provided by your banks, e.g. HSBC/ Hang Seng Bank or JETCO member banks. Please select "Bill Payment" and follow the on-screen instructions to choose "Education Institutions" → The Education University of Hong Kong → choose/enter **Bill Type "01"** → enter your **Account Number for Electronic Payments (EPN)** as the account no. Please record the reference number for future proof if needed. Please **DO NOT use payment transfer**.
- Bank Deposits:** You may deposit cash at any branches of The Bank of East Asia Limited to make payment. The Bank Account Number is **015-195-40-00511-5**. You must provide **Bill Type "01"** and your **Account Number for Electronic Payments (EPN)** to the counter, e.g. if your EPN is "30001234", please provide "0130001234" to the counter.

For enquiries relating to payment methods, please contact Finance Office (email: fees@eduhk.hk / Tel: (852) 2948 7440 or (852) 2948 6096).

****IMPORTANT NOTES****

- THE FEE ONCE PAID IS NOT REFUNDABLE. CASH AND CHEQUE ARE NOT ACCEPTED AT ANY OFFICES OF THE UNIVERSITY.**
- Please **mark your Application Number and the 8-digit EPN number** on the customer copy of deposit slip/ATM advice/any other receipts or proof of your payment **and upload it to your online application account** at: www.eduhk.hk/acadprog/online. Please choose "**Payment Proof (Acceptance Fee)**" as document type and complete the upload by clicking the "Add" button.
- You must pay the admission acceptance fee **AND** indicate your acceptance of the offer directly through the Online Application System to complete the Offer Acceptance procedures.
- If you have been terminated by the University (or formerly HKIEd) with your student status having been changed to "Unofficially Withdrawn" due to prolonged outstanding debts, you will not be allowed to re-enroll in any study programme offered by the University unless you settle the debts in full. Should you have any queries on your outstanding debts, please contact Finance Office (email: fees@eduhk.hk / Tel: (852) 2948 7440 or (852) 2948 6096).