

How to view your account summary

You may view the Consolidated e-Billing Notice by clicking on the following link:

<https://portal.eduhk.hk>

And going through the following path:

Login The Portal → e-SIS → e-SIS → Student Services → Student Account → Account Summary

Except for T/T remittance, you may view your payment record in Student Account Summary in 2-3 working days after the payment is made.

Payment record for T/T remittance will be updated in Student Account in 3-5 working days after the payment is made.

Payment Methods

Students are **NOT** required to return the deposit slips, but please keep them as documentary proof of your payment for future reference.

Please check with your Bill Payment service provider for the daily cut-off time of transactions and ensure that you have paid the outstanding fees before the cut-off time, at least, one working day before the due date

1. PPS

By TELEPHONE

Register the bill: Dial 18011 (English) / 18013 (Chinese)

Make payment: Dial 18031 (English) / 18033 (Chinese)

Enter merchant code [39]

Enter your **8-digit student number**

Enter Bill Type [01] for Tuition & its related fees, [02]

Hostel & its related fees, [03] Miscellaneous fees

(Caution Money, Visa fee, New Student Friendship Day fee, Immersion) or [04] Students' Union Membership Fee

Enter the payment amount for each Bill Type

By Internet

Visit <http://www.ppskh.com>

Register the bill

Enter merchant code [39]

Enter your **8-digit student number**

Enter Bill Type [01] for Tuition & its related fees, [02]

Hostel & its related fees, [03] Miscellaneous fees

(Caution Money, Visa fee, New Student Friendship Day fee, Immersion) or [04] Students' Union Membership Fee

Enter the payment amount for each Bill Type

2. ATM

Please select [Bill Payment] and **NOT** [Fund Transfer] when settling your fee; otherwise, your payment would not be identified and you would be asked to provide documentary proof of payment in person.

JETCO /HSBC /Hang Seng Bank ATMs

Select [Bill Payment]

Select [Education-Universities]

Select [The Education University of Hong Kong]

Enter Bill Type [01] for Tuition & its related fees, [02] Hostel & its related fees, [03] Miscellaneous fees (Caution Money, Visa fee, New Student Friendship Day fee, Immersion) or [04] Students' Union Membership Fee

Enter your **8-digit student number**

Enter the payment amount for each Bill Type

3. Internet Banking Services (deduct from credit card a/c or any a/c you choose)

Please select [Bill Payment] and **NOT** [Fund Transfer] when settling your fee; otherwise, your payment would not be identified and you would be asked to provide documentary proof of payment in person.

JETCO member banks /HSBC /Hang Seng Bank

Select [Bill Payment] or [Jet Payment]

Select [Education Institutions]

Select [The Education University of Hong Kong]

Enter Bill Type [01] for Tuition & its related fees, [02] Hostel & its related fees, [03] Miscellaneous fees (Caution Money, Visa fee, New Student Friendship Day fee, Immersion) or [04] Students' Union Membership Fee

Enter your **8-digit student number**

Enter the payment amount for each Bill Type

ICBC (China) for Mainland China Student

Select [Cross-border Bill Payment]

Select [Hong Kong]

Select [The Education University of Hong Kong]

Enter Bill Type [01] for Tuition & its related fees, [02] Hostel & its related fees, [03] Miscellaneous fees (Caution Money, Visa fee, New Student Friendship Day fee, Immersion) or [04] Students' Union Membership Fee

Enter your **8-digit student number**

Enter the payment amount for each Bill Type

4. Bank Deposit

Payment by making deposit **at any branch of the Bank of East Asia, Limited**. Crossed cheque should be made payable to "The Education University of Hong Kong".

Please provide Bill Type [01] for Tuition & its related fees, [02] Hostel & its related fees, [03] Miscellaneous fees (Caution Money, Visa fee, New Student Friendship Day fee, Immersion) or [04] Students' Union Membership Fee in addition to your **8-digit student number** to the counter. The bank account number is "**015-195-40-00511-5**".

5. TT remittance (for payment made outside Hong Kong only)

Information to be provided to bank:

Beneficiary Bank:

The Bank of East Asia, Limited

Beneficiary Bank Address:

The Education University of Hong Kong Branch,
Room C-P-12, Podium,
Central Facilities Building,
10 Lo Ping Road, Tai Po, N.T.

Name of Account Holder:

The Education University of Hong Kong

Account No.:

015-195-40-00511-5

SWIFT Code:

BEASHKHH

Remittance Information:

Student name and **8-digit student number**

Payment amount (in HKD):

Institutional fees + **Handling charges for the Bank's Correspondents/Agents**

6. Collection Box (for Part-time students only)

Collection Box at Information Centre (Block A-G/F-11, Tai Po Campus): You may put the crossed cheque made payable to "**The Education University of Hong Kong**" in an envelope and drop it into the "Collection Box (for letters, assignments, completed form, etc...)" at least 2 working days before the due date. You **MUST** write **your name, Bill Type 01-03, 8-digit student number and contact phone number** on the back of your cheque. Please **DO NOT** drop in cash or post-dated cheque.

7. Students' Union Membership Fees (SU Fees)

You may access the Students' Union Membership Fees System (SUFS) and view the SU Fees by going through the following path:

Login The Portal → e-SIS → e-SIS → Student Services → Student Account → Students' Union Membership Fees

You may pay your SU Fees using the following:

A. Online Payment via the Students' Union Membership Fees System (SUFS) (<https://pappl.eduhk.hk/SUFS/>)

B. Octopus Payment Machine (OPM)

For detailed instructions and accepted payment methods, please refer to OCIO website

(<https://www.eduhk.hk/ocio/octopus-payment-machine>)

C. Other Banking Channels listed in items 1 to 4 above

Payment record for Online Payment and OPM with scanned QR code receipt uploaded will be updated in the SUFS on the same day.

Payment record for Other Banking Channels will be updated in the SUFS in 2-3 working days after the payment is made.