

UOW COLLEGE HONG KONG (UOWCHK)

NOTES TO THE APPLICANT FOR TUITION FEES RECEIPT CONFIRMATION

Students who wish to apply for the Tuition Fees Receipt Confirmation must complete the following procedures:

1. Applicants are required to pay an application fee of **HKDS\$100**. Payment can be made by:
 - Direct deposit or ATM transfer at any branch of the Hang Seng Bank (A/C number: 359-300001-004); OR
 - Octopus payment at UOWCHK General Offices
2. A **written request**, together with the original copy of the payment slip, should be submitted to UOWCHK General Offices. The written request should include the following information:
 - Name of student & student number
 - Home address and contact telephone number
 - Academic year for fees receipt confirmation
 - Amount of tuition fees paid
 - Reason for the application of fees receipt confirmation
 - Programme Code
3. Students may collect the Tuition Fees Receipt Confirmation in person after 10 working days upon submission of the request at UOWCHK General Offices.

UOWCHK General Offices

	For students in Kowloon City Campus:	For Students in Telford Annex:
Address	1/F, Le Billionnaire 46 Sa Po Road Kowloon City, Hong Kong	Telford Plaza, 33 Wai Yip Street, Kowloon Bay, Kowloon
Telephone	27073111	27079440
Email	uowchk-main@uow.edu.au	uowchk-telford@uow.edu.au