Notes to Applicants

UOW College Hong Kong/Community College of City University (UOWCHK/CCCU) will provide full reimbursement of the test fee for the International English Language Testing System (IELTS) for up to 100 eligible students each academic year. Through this test sponsorship scheme, we acknowledge and reward the hard work of students who strive to improve their language proficiency.

Eligibility

1. Students enrol in UOWCHK/CCCU Diploma, Associate Degree or Bachelor Degree programmes who obtain an Overall Band Score of 6.5 or above in the academic module of the IELTS test; and
2. Students can only reimburse ONCE for the IELTS test taken during their studies in the College.

Application Procedures

1. You should submit the completed form together with all the relevant documents in person to the College office at Room 6104, 6/F, Li Dak Sum Yip Yio Chin Academic Building, Tat Chee Avenue, Kowloon Tong, Kowloon.

2. Students should provide the original payment receipt of the IELTS test for reimbursement:

<table>
<thead>
<tr>
<th>IELTS Test Centre</th>
<th>Receipt</th>
</tr>
</thead>
<tbody>
<tr>
<td>British Council</td>
<td>Print out the official receipt from British Council</td>
</tr>
<tr>
<td>IDP Education</td>
<td>Print out the email from IDP Education and go to IDP office for endorsement</td>
</tr>
</tbody>
</table>

3. The reimbursement will be arranged ONLY up to 100 eligible applicants, on a first-come, first-served basis.
Test Sponsorship Scheme
International English Language Testing System (IELTS)

Note:
1. Please read the Notes to Applicants before completing this form.
2. Please complete all items in BLOCK letters with a blue or black pen.

Personal Particulars
Student Name: (English) __________________________________ (Chinese) ______________________
Student No.: __________________________ Day-time Contact No.: ________________________
Programme of Study: ______________________________ (Full-time/Part-time)*
E-mail address: ______________________________
* Please delete as appropriate

Information for Reimbursement
IELTS Test Date: __________________Overall Score: ________ Test Fee Paid: HK$_________

Declaration
I declare that the information provided by me in this reimbursement claim form is complete and true to
the best of my knowledge. I also declare that I have not obtained any financial assistance for the fees to
be reimbursed from other funding.

_________________________________________  ___________________________
Signature of Student  Date

Document Checklist
☐ A copy of the IELTS Test Report Form
☐ The original payment receipt of the IELTS test
☐ A copy of Student ID card
☐ The completed Bank Account Information Form together with a copy of your bank statement / card /
  first page of passbook (your name must be shown on the document, please print single-sided)

(FOR OFFICE USE ONLY)
Evaluation: This application is approved / not approved.
Remarks: ________________________________________________

Checked by: ___________________________  Date: __________________

Approved by: _________________________  Date: __________________

Use of Information: Information provided by applicant in this form will be treated as strictly confidential and
will be used by the College for checking records only.
Test Sponsorship Scheme
International English Language Testing System (IELTS)

Bank Account Information Form

Student Name: ___________________________ Student ID no.: ___________________________

(in BLOCK LETTERS)

To facilitate payment of the IELTS Test Sponsorship Scheme, you are requested to provide below the
details of the bank account to which you would like the payment to be credited.

Bank Account Name: ________________________________________________________________
(In BLOCK LETTERS, as shown on your bank statement / card / passbook)

Bank Account Number: _____________________________________________________________
(As shown on your bank statement / card / passbook)

Name of Bank & Branch: ____________________________________________________________

Please note the following:
1. Payment to a third party account is not allowed.
2. The purpose of collection of personal data in this form is for the processing of student payment.
3. As a data subject, you have the right to request access to and correction of personal data supplied in
   this form.
4. Any request for access to and correction of personal data supplied in this form should be directed to
   the Finance Team of UOWCHK/CCCU.
5. Any subsequent updating of the bank account details will supersede the above information, and the
   updated information will be used for payment processing.

I agree with the above and hereby agree that UOW College Hong Kong/Community College of City
University is granted the authority to make payment to me to the above bank account.

_________________________ ___________________________
Signature of Applicant Date