

TUNG WAH COLLEGE
Application for Refund of Deposit

Part I Personal Information

Name : _____
HKID/Passport no. : _____
TWC Application No. : _____
TWC programme offered : _____
Contact phone no. : (Home) _____ (Mobile) _____
Email address : _____

Part II Reason for refund (please "✓" the appropriate box):

- I CANNOT meet the minimum requirements of the programme I have applied for.
- I have been admitted to the following degree programme funded by The University Grants Committee (UGC)/ Study Subsidy Scheme for Designated Professions/ Sectors (SSSDP).

Programme title : _____
Programme code : _____
Offering institution : _____

Documentary proof (e.g. result slip, HKDSE rechecking/ remarking results, payment receipt of tuition fees/ registration fees of UGC-funded/ SSSDP degree programme etc.) is required.

Others : _____

Part III Cheque information for refund

Cheque payable to : _____
Cheque mailing address : _____

Part IV Terms and Conditions

I understand the following:

- (1) Applications received after the deadline will not be entertained.
- (2) The processing time of my refund application will normally take 3-4 weeks. The Finance Office will inform me via email once the cheque is sent.
- (3) My place at TWC will be released with effect from the date when I submit this refund application.
- (4) If my declared UGC-funded/ SSSDP degree programme turns out to be a self-financing degree programme, my refund application will not be processed.
- (5) The personal data and supplementary information provided in this application will be released to relevant Office(s)/Schools(s)/parties as deemed necessary for processing my refund.

Signature : _____

Date : _____

To be completed by REG staff

1. Received application form by _____ on _____
2. Sent application to FO by _____ on _____
3. Remarks: _____