

Details on Tuition Fee with E-payment Procedures and Refund Policy for Full-time/Part-time Diploma and Sub-degree Programmes 2022/23

2022/23 學年全日制/兼讀制文憑及副學位課程 學費與電子繳款流程及退款政策

I) Tuition Fees for 2022/23 學費

The following tuition fees are applicable to new students in 2022/23 academic year:

2022/23 學年入學的學費如下:

Programme 課程	Duration of Study 修讀年期	QF Level 資歷級別	Number of Instalment 學費期數	Instalment Amount 每期學費
Higher Diploma (HD) Programmes (Full-time) 高級文憑課程 (全日制)				
<u>Design, Culture and Creative Arts 設計、文化及創意藝術</u> ● HD in Digital Fashion Creation 數碼時裝設計高級文憑# ● HD in Interior Design 室內設計高級文憑#	2 years 兩年	Level 4 第 4 級	4	HK\$12,110
<u>Engineering & Technology 工程及科技</u> ● HD in Engineering (Civil Engineering) 工程學高級文憑(土木工程)#				HK\$14,230
<u>Health Science 健康科學</u> ● HD in Health Care 醫療護理高級文憑#				HK\$15,285
<u>Business and Hospitality 商業及酒店旅遊</u> ● HD in Tourism and Airline Studies 旅遊及航空業高級文憑# ● HD in Tourism and Hospitality Studies 旅遊及款待業高級文憑# ● HD in Resort and Theme Park Management 度假區及主題樂園管理高級文憑# ● HD in Aviation and Ramp Management 航空及停機坪管理高級文憑#				HK\$20,310
<u>Design, Culture and Creative Arts 設計、文化及創意藝術</u> ● HD in Creative Culture and Media Practice 創意文化及媒體實務高級文憑 ● HD in Japanese Studies 日本研究高級文憑				HK\$31,370
<u>Social Science 社會科學</u> ● HD in Pet Care and Animal-Assisted Therapy 寵物護養及動物輔助治療高級文憑 ● HD in Psychology 心理學高級文憑				HK\$31,470
<u>Business and Hospitality 商業及酒店旅遊</u> ● HD in Business Administration and Management 工商管理高級文憑				HK\$32,340
<u>Social Science 社會科學</u> ● HD in Criminology 犯罪學高級文憑				HK\$34,545
<u>Early Childhood Education 幼兒教育</u> ● HD in Early Childhood Education 幼兒教育高級文憑				
<u>Healthcare 醫療護理</u> ● HD in Applied Gerontechnology 應用樂齡科技高級文憑 ● HD in Health and Molecular Testing 健康及分子檢測高級文憑				

Higher Diploma (HD) Programmes (Part-time) 高級文憑課程 (兼讀制)				
Early Childhood Education 幼兒教育 ● HD in Early Childhood Education 幼兒教育高級文憑	3 years 三年	Level 4 第 4 級	6	HK\$21,560

Programme 課程	Duration of Study 修讀年期	QF Level 資歷級別	Number of Instalment 學費期數	Instalment Amount 每期學費
Diploma (D) (Full-time) Programme 文憑課程 (全日制)				
Foundation Studies 基礎教育 ● D in Foundation Studies 基礎教育文憑	1 year 一年	Level 3 第 3 級	2	HK\$22,565
Health Science 健康科學 ● D in Nursing Services 護理服務文憑				HK\$26,675

#Selected programmes for the "Study Subsidy Scheme for Designated Professions / Sectors (SSSDP) 獲納入為「指定專業 / 界別課程資助計劃」之課程

Tuition fees are valid for the normal duration of study as stipulated on pages 1 and 2 from the time of admission. Any student who cannot complete their study within the normal study period for whatever reason will be charged additional payment on a course basis, which is subject to annual review and revisions without prior notice.

學費於首兩頁訂明的修讀期內有效。學生因任何理由未能在常規修讀期結束前完成課程，需按科另外繳交學費。收費將每年檢討及修訂，恕不預先通知。

To register for a programme, a student is required to pay a deposit of HK\$5,000 (see “Notes” below) as part of the first instalment of tuition fee within the programme registration period as stipulated in the Notice of Offer/Conditional Offer. Please refer to Section III of this page for payment methods.

學生須於課程註冊期內，繳付第一學期的部分學費作為留位費，註冊入學。留位費為港幣 5,000 元(見附註)。繳費方法見本頁第三部份。

The balance of the first instalment of tuition fee for 2022/23 should be settled by 11 August 2022 (and Internal LiPACE applicants should settle the instalment by 22 July 2022) (see “Notes” below). Any student unable to settle the tuition fee balance should complete and submit the form of “**Application for Deferred Payment of Tuition Fee**” with supporting documentation via email to ru_aso@hkmu.edu.hk, by post or in-person to the Service Counter of Kwai Hing Campus at 11/F, Tower 2, Kowloon Commerce Centre, 51-53 Kwai Cheong Road, Kwai Chung, N.T. on or before the above-mentioned payment deadline. The subsequent instalments will be charged prior to the commencement of the respective semesters, and settlement in full and in a timely manner is required.

2022/23 學年第一學期的學費餘額須於 2022 年 8 月 11 日或之前繳付 (現為本院學生之申請人須於 2022 年 7 月 22 日或之前繳付第一學期的學費餘額) (見附註)。 未能繳交學費餘額的同學必須在繳費限期前填寫並遞交 **延遲繳交學費申請表** 及有關證明文件 (如適用)，並電郵至 ru_aso@hkmu.edu.hk，亦可郵寄或親臨本院葵興校園服務櫃檯遞交：葵涌葵昌路 51-53 號九龍貿易中心第 2 座 11 樓。第二期及往後的學費，學生需按時於相關學期開課前繳付。

Caution money of HK\$750 is chargeable to all students for settlement of any outstanding fines and utility charges which should be paid together with the balance of the first instalment of the tuition fee. It is refundable on official withdrawal after deduction of outstanding claims (if applicable). The sum is converted to the graduation fee upon completion of a programme. Such fee is required irrespective of student attendance at the graduation ceremony.

保證金為港幣 750 元，此乃學生償還拖欠本院款項的備用金，須與學費餘額一併繳交。保證金將於學生畢業時悉數轉為畢業費用。無論學生出席畢業典禮與否，均需繳納畢業費。如學生中途正式退學，學院會發還扣除欠款後之保證金餘額 (如適用)。

Notes 附註

The above deposit arrangement does not apply to students who are admitted on or after 11 August 2022 and Internal LiPACE applicants admitted on or after 22 July 2022. These students are required to settle the first instalment of tuition fee IN FULL as well as the caution money of HK\$750 within the programme registration period.

留位費的安排不適用於 2022 年 8 月 11 日或之後錄取的學生及於 2022 年 7 月 22 日或之後錄取的現為本院學生之申請人，第一學期的學費全額及保證金港幣 750 元須於課程註冊期內繳付。

II) Explanatory Notes on Fee Payment 繳費說明

Tuition fees and other charges including caution money are prescribed fees of the School. A student in arrears of the fees, whether in part or in full, or who has outstanding fines unpaid shall be subject to disciplinary action or even termination of study. Notwithstanding that a student may withdraw from or discontinue studies during a semester, the total amount of tuition fees for that semester is due and payable. Tuition fees once paid shall not be refunded or transferred.

所有學院核定之收費，包括學費及其他費用如保證金等，須於指定日期全數繳交，學院有權處分欠交部分或全部費用的學生，甚至終止其學籍。學生若於學期中退學，所欠費用仍須繳付。已繳費用概不發還亦不可轉讓予其他學生。

Receipts will be issued for fees paid and each student is entitled to one copy. If certification of payment is required, please submit application.

每位已繳費之學生會獲印發學費收據一張，如欲索取付款證明書，請提出申請。

III) Payment Methods 繳費方法 - By EPS, Credit Card, UnionPay, Crossed Cheque or ePayment Platform^ 易辦事、信用卡、銀聯卡、劃線支票或電子繳款平台^

Tuition fees can be settled by EPS, Credit Card, UnionPay, crossed cheque or e-Payment platform^ (by PPS / Credit Card / UnionPay / ICBC Cross-border Bill Payment Service / WeChat Pay / Alipay). The cheque should be made payable to “**Hong Kong Metropolitan University**”. Post-dated cheque will not be accepted. Please write your name, contact phone number and the programme enrolled on the back of the cheque.

學生可透過易辦事、信用卡、銀聯卡、劃線支票或電子繳款平台^ (透過繳費靈 / 信用卡 / 銀聯卡 / 工銀跨境 e

繳費 / 微信支付 / 支付寶) 繳付學費。如以支票繳款，抬頭請寫「**香港都會大學**」。學院不接受期票。請於支票背面寫上姓名、聯絡電話及註冊課程。

Irrespective of the payment methods adopted, programme registration could be performed via the online platform. Students may also send the required documents by post or in-person to the Service Counter of Kwai Hing Campus at 11/F, Tower 2, Kowloon Commerce Centre, 51-53 Kwai Cheong Road, Kwai Chung, N.T. 不論以何種方法繳付學費，同學均可經網上系統辦理入學手續。你亦可郵寄或按需要親臨本院葵涌葵昌路 51-53 號九龍貿易中心第 2 座 11 樓葵興校園服務櫃檯辦理。

^Please refer to the guideline of ePayment Platform on pages 7-10.

^請參閱本文件 7-10 頁的電子繳款平台使用指南。

IV) Financial Assistance 財政資助

The HKSAR Government provides financial assistance for registered full-time students aged 30 or below who have the right of abode in Hong Kong or have resided or have had their homes in Hong Kong continuously for three completed years immediately prior to the commencement of the programme. Students of Full-time Sub-degree programmes are eligible for two financial aid schemes, namely “Financial Assistance Scheme for Post-secondary Students (FASP)” and “Non-means-tested Loan Scheme for Post-secondary Students (NLSPS)”.

特區政府為本地全日制學生提供財政資助，年齡在 30 歲或以下的註冊全日制學生，如擁有居港權，或本人或其家庭已連續居港滿三年，即符合申請資格。修讀全日制副學位的學生，可申請「專上學生資助計劃」及「專上學生免入息審查貸款計劃」。

Students enrolled on Diploma programmes or Part-time Higher Diploma programmes may apply for “Extended Non-means-tested Loan Scheme (ENLS)”.

修讀文憑課程或兼讀制高級文憑課程的學生，可申請「擴展的免入息審查貸款計劃」。

Detailed information on financial assistance can be found at Student Finance Office (SFO) website: <http://www.wfsfaa.gov.hk/sfo/en/>. The electronic application for FASP, NLSPS and ENLS can be completed at the SFO's e-link website: <http://www.wfsfaa.gov.hk/sfo/en/elink/elink.htm>. Please apply with the Student Finance Office as early as possible.

有關財政資助詳情請參閱學生資助處網址 <http://www.wfsfaa.gov.hk/sfo/tc/>。

「專上學生資助計劃」、「專上學生免入息審查貸款計劃」及「擴展的免入息審查貸款計劃」的申請人可透過學生資助處的電子申請網頁：<http://www.wfsfaa.gov.hk/sfo/tc/elink/elink.htm> 以完成相關手續。有經濟需要的同學請盡早向學生資助處提出申請。

V) Refund Policy for Programme Registration Fee 課程註冊費用退還政策

If a student has accepted an offer from a full-time UGC-funded Bachelor's degree programme (except sub-degree programme), a self-financed Bachelor's degree programme subsidised under SSSDP **via Joint University Programmes Admissions System (JUPAS)** (programmes offered by HKAPA are not UGC-funded), a #HKMU Bachelor's degree full-time face-to-face programme or a HKMU accredited full-time face-to-face sub-degree programme available on iPASS after programme registration, s/he is eligible to apply for fee refund (except for application fee which is non-refundable). Application together with supporting documentation such as notice of offer from the respective institution and payment receipt in original and photocopy should be submitted in person at the Service Counter at 11/F Kwai Hing Campus before the below deadlines. An administrative fee of \$250 which is non-refundable and non-transferrable will be charged.

如學生註冊入學後再接受經**大學聯合招生辦法 (聯招)** 申請的教資會資助全日制學士學位課程 (副學位課程除外)、指定專業/界別課程資助計劃 (SSSDP) 資助的自資學士學位課程 (香港演藝學院提供的課程並非由教資會資助)、#香港都會大學的全日制面授學士學位或上載於經評審專上課程資料網 (iPASS) 的服務櫃檯經評審全日制面授副學位課程，可於指定日期前申請全數退回費用 (不包括報名費)。申請需連同有關證明文件如課程錄取通知書及繳費收據等正副本，於本院葵興校園 11 樓服務櫃檯親身遞交，屆時並需繳付 250 元行政費，費用不設退還，亦不能轉讓。

Deadline for refund application 申請退回費用的期限：

1	For applicants with JUPAS main round offer 適用於聯招正式遴選中獲取錄資格的申請人	Noon of 12 August 2022 2022年8月12日正午
2	For applicants with JUPAS offer based on rechecking and remarking results 只適用於因根據覆核成績重新考慮入學申請後於聯招獲取錄資格的申請人	Noon of 29 August 2022 2022年8月29日正午
3	For applicants with JUPAS clearing round offer 適用於聯招補選中獲取錄資格的申請人	Noon of 31 August 2022 2022年8月31日正午
4	For applicants with JUPAS subsequent round offer 適用於聯招第二輪補選中獲取錄資格的申請人	Noon of 5 September 2022 2022年9月5日正午
5	For applicants with HKMU sub-degree offer 適用於獲香港都會大學副學位課程取錄資格的申請人	Within 1.5 working days from announcement date of HKMU offer 宣佈取錄結果1.5工作天內

For refund application, the deadline of noon of 12 August 2022 is only applicable to those applicants who have accepted an offer from a UGC-funded programme during the JUPAS main round offer while the deadline of noon of 29 August 2022 is only applicable to those applicants who have accepted an offer from a UGC-funded programme after rechecking and remarking results. Besides, the deadline of noon of 31 August 2022 is only applicable to those applicants who have accepted an offer from a UGC-funded programme during the JUPAS clearing round offer while the deadline of noon of 5 September 2022 is only applicable to those applicants who have accepted an offer from a UGC-funded programme during the JUPAS subsequent round offer. Late refund applications will not be considered.

有關申請退回費用，2022年8月12日正午的申請期限只適用於聯招正式遴選中獲取錄資格的申請人，而2022年8月29日正午的申請期限則只適用於因根據覆核成績重新考慮入學申請後於聯招獲取錄資格的申請人。此外，2022年8月31日正午的申請期限只適用於聯招補選中獲取錄資格的申請人，而2022年9月5日正午的申請期限則只適用於聯招第二輪補選中獲取錄資格的申請人。逾期申請將不獲考慮。

UGC (University Grants Committee)-funded programmes for the 2022/23 academic year are provided by the following institutions: City University of Hong Kong, Hong Kong Baptist University, Lingnan University, The Chinese University of Hong Kong, The Education University of Hong Kong, The Hong Kong Polytechnic University, The Hong Kong University of Science and Technology and The University of Hong Kong.

#Programmes offered by Hong Kong Metropolitan University (HKMU) are restricted to those Bachelor's degree programmes that can be applied through JUPAS, or full-time sub-degree programmes available on iPASS.

2022/23 學年的教資會 (即「大學教育資助委員會」) 資助課程由以下院校提供：香港城市大學、香港浸會大學、嶺南大學、香港中文大學、香港教育大學、香港理工大學、香港科技大學和香港大學。#由香港都會大學提供的課程只限於可經聯招申請的學士學位課程，或上載於經評審專上課程資料網 (iPASS) 的全日制副學位課程。

Study Subsidy Scheme for Designated Professions/Sectors (SSSDP) is introduced to subsidise students to pursue designated full-time locally-accredited self-financing Bachelor's degree and sub-degree programmes in selected disciplines. Only the students who have accepted an offer from a self-financed Bachelor's degree programme subsidised under SSSDP **via Joint University Programmes Admissions System (JUPAS)** are eligible to apply for fee refund (except for application fee which is non-refundable).

指定專業/界別課程資助計劃 (SSSDP) 為修讀選定範疇的指定全日制經本地評審自資學士學位及副學位課程的學生提供資助。學生註冊入學後如再接受經大學聯合招生辦法(聯招)分派之指定專業/界別課程資助計劃 (SSSDP) 資助的自資學士學位課程 (副學位課程除外)，可於指定日期前申請全數退回費用(不包括報名費)。

The 2022/23 academic year will commence on 13 September 2022 (except for Full-time/Part-time Higher Diploma programmes in Early Childhood Education which will start on 5 September 2022). Any refund applications submitted after the deadline but 14 calendar days before commencement are accepted only at the sole discretion of LiPACE. All the successful refund applications, if any, are subject to an administration fee of HK\$5,000 which will be deducted from the fee refunded.

2022/23 學年將於 2022 年 9 月 13 日開課(全日制及兼讀制幼兒教育高級文憑則在 2022 年 9 月 5 日開課)。本院會自行決定是否接納於截止日期以後但開課前至少 14 日內提出之退款申請。申請如獲批准，本院會於發還之退款中扣除港幣 5,000 元作行政費用。

Except for students with JUPAS clearing or subsequent round offers, students who submit refund applications less than 14 calendar days before commencement or after commencement of study will normally not be considered. The tuition fees paid will be confiscated. The application will be treated as an application for withdrawal of study and only the caution money, if applicable, will be refunded.

除於聯招補選中獲取錄資格的學生，任何學生於開課前少於 14 日，或開課後始遞交退款申請，一般不予接受。已繳學費將不獲退還。申請會作正式退學處理，保證金會獲退還（如適用）。

VI) Enquiries 查詢

Admissions and Student Records Office, Registry Unit 教務處入學及學生紀錄組

Address: Kwai Hing Campus, 11/F, Tower 2, Kowloon Commerce Centre, 51-53 Kwai Cheong Road, Kwai Chung, N.T. | Tel: 31209988

地址：新界葵涌葵昌路 51-53 號九龍貿易中心第 2 座 11 樓葵興校園 | 電話：31209988

Jul 2022

2022 年 7 月

1. Login to “Online Admission Application System”.

登入“網上報名系統”。

登入“网上报名系统”。

https://vis90prd.hkmu.edu.hk/psc/s90prdp/EMPLOYEE/HRMS/c/OUPA_LP.OULP_ONR_MAIN.GBL



Welcome to the Online Admission Application System

歡迎登入網上報名系統

Fields marked with * are mandatory. 標記*的空格為必須填寫。

2. Select “ePayment”

點選“付款”

点选“付款”



3. Select and pay the deposit, after the payment of deposit is completed, it is available to settle the balance of tuition fee.

先點選繳付留位費，完成後繳付學費餘額。

先点选缴付留位费，完成后缴付学费余额。



Application Number 學生編號: 12345678

Academic Term 學期	Session 學季	Programme 課程	Specialization 專研	Fee Item 款項類別	Amount Due 應付金額 (HK\$ / 港幣\$)	Payment Deadline 繳款限期	Fee Details 款項詳情	Make Online Payment 進行網上繳項交易	*Payment Status 繳款狀況	Payment Date 繳款日期	Payment Referen No. 繳款參考編號
Year 2022 1 Term - LIPACE	S1A	FHDECE		Programme Fee (Deposit)	5000	13-Dec-21	View Details 參閱詳情	PAY NOW 即時付款	Active		
Year 2022 2 Term - LIPACE	S1A	FHDECE		Programme Fee (Balance)	28090	11-Aug-22	View Details 參閱詳情	PAY NOW 即時付款	Active		

4. Check payment details by clicking “View Details”.

點選“參閱詳情”可以查閱款項詳情。

点选“参阅详情”可以查阅款项详情。



學費單繳費靈號碼 Tuition Fee PPS Payment No.: [This PPS No. is for PPS by Phone / PPS on Internet only.](#)

商戶編號 PPS Merchant Code: 9112

日期 Issue Date: 22-Nov-21

學生編號 Student No.: 12345678

LXU HXXXXXing	課程編號	Programme Code:	FHDECE
111	課程名稱	Programme Title:	Higher Diploma in Early Childhood Education
111	學習模式	Study Mode:	
111	學費繳費單編號	Debit Note No.:	12345678909876
	學費	Amount:	HKD 5000.00
	學期	Term:	Year 2022 Term - LIPACE
	學季	Session:	S1A

Return to ePayment Platform
返回電子繳款平台

5. Start online payment by clicking “PAY NOW”, choose among six payment methods: PPS (Online Instant Payment), Credit Card, UnionPay, ICBC Cross-border Bill Payment Service, WeChat Pay and Alipay.

進行網上款項交易，請點選“即時付款”。六種繳款方法可供選擇：「繳費靈」網上即時付款、信用卡、銀聯卡、工銀跨境 e 繳費、微信支付及支付寶。

进行网上款项交易，请点选“即时付款”。六种缴款方法可供选择：「缴费灵」网上即时付款、信用卡、银联卡、工银跨境 e 缴费、微信支付及支付宝。

ePayment 電子繳款

Please select the online payment method, then click “Confirm Payment”.
請選擇網上繳款方法，然後按「確認繳費」。

- PPS (Online Instant Payment) 「繳費靈」網上即時付款 [Note](#) [提示](#)
- Credit Card 信用卡 [Note](#) [提示](#)
- UnionPay 銀聯卡 [Note](#) [提示](#)
- ICBC Cross-border Bill Payment Service 工銀跨境e繳費 [Note](#) [提示](#)
- WeChat Pay / AliPay 微信支付 / 支付寶

Confirm Payment
確認繳費

Return to ePayment Platform
返回電子繳款平台

6. The window of “Payment Successful” can be found after completion of payment.

如付款被接納，會出現“繳款成功”的視窗。

如付款被接纳，会出现“缴款成功”的视窗。

Payment Successful 繳款成功

Thank you for using the ePayment Platform. Your payment has been accepted.
多謝使用電子繳款平台，你的繳款已被接納。

Fee Item 款項類別	Programme Fee (Deposit)
Bill Number 繳費單編號	50117116140200000000
Amount 金額	HK\$5000
Payment Method 繳款方法	PPS
Payment Reference Number 繳款參考編號	1122112100000000
Payment Status 繳款狀況	Successful

Please print or save a copy by taking a screenshot of this page for future reference. Please note that this page is not an official receipt of the transaction.

請將此頁列印或以螢幕擷取方式存檔，以作參考之用。此頁並非交易之正式收據。

[Print this page](#) 列印此頁

Log-out

7. The latest payment status can be checked by returning to the main page of ePayment Platform, payment receipt can be downloaded after 5 working days.

返回電子繳款平台主目錄，可查閱最新繳款狀況。5 個工作天後，在這裡可下載收據。
 返回电子缴款平台主目录，可查阅最新缴款状况。5 个工作天后，在这里可下载收据。

ization 研	Fee Item 款項類別	Amount Due 應付金額 (HK\$/港幣\$)	Payment Deadline 繳款限期	Fee Details 款項詳情	Make Online Payment 進行網上款項交易	*Payment Status 繳款狀況	Payment Date 繳款日期	Payment Reference No. 繳款參考編號	Payment Method 繳款方法	Download Receipt 下載收據
	Programme Fee (Deposit)	5000	13-Dec-21	View Details 參閱詳情	PAY NOW 即時付款	Paid	22-Nov-21	1122112100000000	Instant PPS	Download Receipt 下載收據
	Programme Fee (Balance)	28090	11-Aug-22	View Details 參閱詳情	PAY NOW 即時付款	Active				Download Receipt 下載收據