

Non-means-tested Loan Scheme for Full-time Tertiary Students (NLSFT)

全日制大專學生免入息審查貸款計劃

For Local Full-time UGC-funded Students (including UGC-funded associate degree programmes)

Introduction

Non-means-tested Loan Scheme for Full-time Tertiary Students (NLSFT) is established by the Government to provide financial assistance in the form of interest-bearing loan to eligible students to cover their tuition fees. The Scheme is operated on a no-gain-no-loss and cost recovery basis. Interest rate is subject to periodic adjustment. For guidelines of application, please visit the following websites of the **Student Finance Office (SFO)**[學生資助處], which is under the **Working Family and Student Financial Assistance Agency (WFSFAA)** of the Hong Kong SAR Government.

<http://www.wfsfaa.gov.hk/sfo/tc/postsecondary/nlsft/overview.htm> (Chinese version)

<http://www.wfsfaa.gov.hk/sfo/en/postsecondary/nlsft/overview.htm> (English version)

Enquiries

Student Finance Office (SFO) Enquiry Hotline : 2150 6222
24-hour Automated Enquiry Hotline provided by SFO : 2802 2345

2016/17 Application

Online Application Form (E-submission)

All NLSFT applicants are required to submit their applications through the online application form at SFO E-link – My Applications platform (<https://ess.wfsfaa.gov.hk>). **No more hard copy of application form can be submitted / processed.**

For Course Coding Sheet, please visit the Student Finance Office website :
<http://www.wfsfaa.gov.hk/sfo/tc/postsecondary/tsfs/general/coding.htm>

(Please note that you Institution Course Code means “Programme” + “Major” codes as enlisted in AIMS. For details, please click [here](#)).

Applicants are only required to submit to the SFO the transaction advice or ATM transaction advice for the **administrative fee** paid (**HK\$260**) together with the loan documents upon acceptance of the loan.

Online demonstration on E-submission of NLSFT applications:

<https://ess.wfsfaa.gov.hk/demo/tc/> (Chinese version)

<https://ess.wfsfaa.gov.hk/demo/en/> (English version)

Submission of Declaration (paper signing selected) & Supporting Documents

Students should submit the signed declaration (paper signing selected) and supporting documents to the SFO **within 7 days** from submission of online application form through the following means:

- A. Online upload (<https://ess.wfsfaa.gov.hk>)
 - Through SFO E-link – My Applications
 - File formats - PDF and JPEG

- File capacity - 3 MB (about 15 pages)

B. By mail / By hand (together with the Reply Slip)

Address: Student Finance Office
Working Family and Student Financial Assistance Agency
Room 1204, 12/F, Cheung Sha Wan Government Offices
303 Cheung Sha Wan Road, Kowloon
(Attn: NLSFT APU)

C. Through CityU Drop-in Box (from April to May 2016)

Address: Student Development Services
6/F, Amenities Building

(Please note that the SFO will collect the documents from the Drop-in Box weekly. To speed up the application process, you may submit the supporting documents via the above-mentioned means (A – B) to the SFO direct.)

Application Period

For Full-time Current Students: (Application deadline: 22 April 2016)

In 2015/16 academic year, NLSFT applicants should submit their applications through the online application form at SFO E-link – My Applications platform (<https://ess.wfsfaa.gov.hk>) **from 1 to 22 April 2016**.

For Full-time New Students: (Application deadline: 21 September 2016)

In 2016/17 academic year, NLSFT applicants should submit their applications through the online application form at SFO E-link – My Applications platform (<https://ess.wfsfaa.gov.hk>) **from 1 August 2016 to 21 September 2016**.

Please note that the earlier you hand in your application, the earlier your application will be processed. And you may obtain your Non-means-tested Loan in time to cover your tuition fee for 2016/17.

Late Application

Late application should be submitted through the online application form at SFO E-link – My Applications platform (<https://ess.wfsfaa.gov.hk>) on or before 31 December 2016.

Starting from 1 January 2017, students who have genuine need to apply for the NLSFT loan should download and print the application form from SFO website (<http://www.wfsfaa.gov.hk/sfo/eng/schemes/nls.htm>) and submit the completed form together with all the required documents to the NLSFT Application Processing Unit (APU) in person during the office hours. The online NLSFT application form will only be available until 31 December 2016.

No late application will be accepted after 31 March 2017.

For Local Full-time Postgraduate (by Research) UGC-funded Students:

Application should be submitted within one month after registration of 2016/17 programme which starts before March 2017. Application after March 2017 will not be accepted.

Documents Required [△]

- i) Completed NLSFT application form
- ii) Copy of your Hong Kong ID card

- iii) Copy of your student ID card
- iv) Copy of your bank book's first page or statement showing your name and account number
- v) Copy of document showing your name and your pursuing programme

△ The original automatic teller machines (ATM) transaction advice for the administrative fee paid **should be submitted together with the loan documents and the required documents to the SFO upon acceptance of the NLSFT loans.**

NOTE

Full-time UGC-funded students who wish to apply for both TSFS and NLSFT have to submit the TSFS and NLSFT application forms separately.