Heep Yunn School
Prospectus III

founded
1936

Fee Remission and Scholarship Schemes 2026-2027

Equal Opportunities for Quality Christian Education
優質教育　平等共享

With the commitment to serve students from all socio-economic backgrounds, Heep Yunn is obliged to take active measures to ensure that our school places remain open to students from less advantaged family backgrounds. The Fee Remission and Scholarship Schemes where up to 30% of our school fee income is reserved for needy students and students with outstanding performance in academic and non-academic fronts are in force.

秉承基督精神，協恩致力為不同背景的學生提供優質教育。不論任何社經階層，凡入讀本校的學生，均霑雨露，共享機會。本校撥備百分之三十的學費收入作為助學金及獎學金，為有需要經濟支援的學生，與及在學術、非學術範疇中表現卓越的學生提供學費減免及獎學金計劃。

Fee Remission Scheme
學費減免計劃

01

Principles for Handling Fee Remission Applications – Confidentiality and Equity
處理學費減免申請原則——保密及公平

The application information is restricted to staff concerned. Non-disclosure of confidential data in accordance with the Laws is strictly adhered to. All students will be treated equitably regardless of their family backgrounds.

所有學費減免申請皆依法處理，只限相關人士閱覽，以保障個人私隱。不論家庭背景，所有學生均被公平對待。

02

Ground Rule 資格評估準則

Heep Yunn offers a Fee Remission Scheme that is no less favourable than the financial assistance schemes offered by the Government.

協恩設立的資格評估準則，不遜於政府資助計劃的資格評估準則。

03

Eligibility 申請資格

3.1 Families passing the "Means Test" based on the "Gross Annual Family Income" and the "Number of Family Members" are eligible for the Fee Remission Scheme.

3.2 In principle, families in receipt of the Comprehensive Social Security Assistance (CSSA) and financial assistance by the Student Financial Office (SFO) will be offered fee remission from the School upon application, subject to the availability of funds under the School Fee Remission and Scholarship Schemes.

3.1 凡通過本校設定之「入息審查」（根據「家庭年度總入息」及「家庭成員數目」而釐定，詳見於下）的家庭，均符合資格申請學費減免計劃。

3.2 原則上，成功申領綜合社會保障援助（綜援）計劃及學生資助處（學資處）之學生資助計劃的家庭，若按本校學費減免指引申請，視乎相關撥備，均會獲學費減免支援。

04 Means Test 入息審查

4.1 "Gross Annual Family Income"

4.1.1 "Gross Annual Family Income" includes:

(i) the annual income of applicant and his/ her spouse;
(ii) 30% of the annual income of any unmarried child residing with the family (if applicable); and
(iii) the contribution from relatives / friends (if applicable)

4.1.2 whereas "income" includes bonus / allowance / part-time income and excludes Mandatory Provident Fund (MPF) /Provident Fund contribution by the employee.

4.1.3 Generally, the assessment period of "annual income" refers to 1 April to 31 March of the previous fiscal year.

4.2 "Number of Family Members"

4.2.1 "Family Members" normally refer to the applicant, his / her spouse, any unmarried child residing with the family and the "Dependent Parent(s)" who are supported by the applicant and / or his / her spouse.

4.2.2 "Dependent Parent(s)" refers to the applicant's parent(s), including parent(s)-in-law, who is not in receipt of the CSSA at the time of submission of application, and throughout the normal assessment year meet any one of the following conditions for a continuous period of not less than 6 months:

(i) has resided/ been residing with the applicant's family and supported by the applicant or his/ her spouse; or
(ii) has taken up permanent residence at another premises owned or rented by the applicant or his/ her house; or
(iii) has been living in his/ her own premises, rented premises or residing in elderly homes and is totally or largely supported by the applicant or his/ her spouse.

4.2.3 For single-parent families, an additional family member will be counted.

4.2.4 **School-based Concession for Families with more than one daughter studying in Heep Yunn**
For families with more than one daughter studying at the secondary section concurrently, an "extra member" will be added to the "Number of Family Members" for the second daughter onwards. (e.g. For a family of five with three daughters attending Heep Yunn School, the number of family members counted for the first daughter will be '5', while the second and third daughter will increase to '6' and '7' respectively.)

4.1 「家庭年度總入息」

4.1.1 「家庭年度總入息」包括:

(i) 家庭全年總收入包括申請人及其配偶的全年收入；
(ii) 與申請人家庭同住的未婚子女全年收入的百分之三十（如適用）；以及
(iii) 親友給予的津助（如適用）。

4.1.2 「入息」包括：花紅、津貼及兼職收入(不包括僱員強積金或公積金的強制性供款)。

4.1.3 一般而言，「年度總入息」包括上財政年度(四月一日至三月三十一日)的總入息。

4.2 「家庭成員數目」

4.2.1 「家庭成員」通常是指申請人、申請人配偶、與申請人家庭同住的未婚子女, 以及由申請人及／或其配偶供養的父母。

4.2.2 「受供養父母」是指申請人或申請人配偶的父親或母親。在遞交申請時, 他／他們必須沒有接受綜援及在本申請的一般資格評估年度內沒有受僱, 並至少六個月:

(i) 與申請人的家庭同住; 或
(ii) 居於申請人／其配偶自置或租用的物業; 或
(iii) 居於安老院並由申請人/其配偶支付有關費用或由申請人/其配偶提供全部或大部份生活費用。

4.2.3 單親家庭在計算成員時將獲「加一」人數。

4.2.4 **校本「同校姊妹」減免安排**: 家庭如有多於一名女兒同時就讀協恩中學, 自第二名女兒起, 每名女兒在計算成員時將獲額外「加一」人數。(以五人家庭為例, 如有三名女兒同時就讀協恩中學, 第一名女兒計算的「家庭成員數目」為「五」, 而第二及第三名女兒在計算時則上調至「六」及「七」。)

05

"Level of Fee Remission"「學費減免幅度」

Different levels of fee remission are provided by the School:

Level of Fee Remission	School Fees Payable per year
Full (100%)	Nil
Three-Quarters (75%)	25% of the school fee
Half (50%)	50% of the school fee
Quarter (25%)	75% of the school fee

The "Level of Fee Remission" is calculated with reference to the formula of the Financial Assistance Schemes of the Student Finance Office (SFO): "Gross Annual Family Income" divided by the "Number of Family Members" plus '1'. Please refer to the **"Fee Remission Table"** enclosed for details.

本校學費減免計畫提供不同的學費減免幅度:

學費減免幅度	每年繳交學費金額
全免　(100%)	$0
四分三免　(75%)	學費之25%
半免　(50%)	學費之50%
四分一免　(25%)	學費之75%

「學費減免幅度」參考學生資助處（學資處）之學生資助計劃所採用的算式而釐定，即：「家庭年度總入息」除以「家庭成員數目」加上「一」。詳情請參閱附錄之**「學費減免表」**。

06

Application Procedures
申請程序

6.1 Fee Remission vetting is conducted on a yearly basis. Application should normally be made through their parents or guardians in each School Year.

6.2 Relevant guidelines and application form are accessible in the School website and the School intranet (eClass), and can also be obtained from the Student Welfare Committee upon request.

6.3 Completed form with the supporting documents should be returned to the School Office by hand or by post during the application period.

6.1 學費減免於每年重新審批；一般而言，申請須透過學生家長或監護人於每學年提交。

6.2 有關指引及申請表格可於本校網頁及內聯網（eClass）下載，亦可向本校學生福利部索取。

6.3 填妥的表格連同相關證明文件須於申請日期親身或郵寄交回本校校務處。

07

Application Period
申請日期

7.1 For New Students (Form One): Applications should normally be made before the commencement of the school year (before early June).
[Note: Please refer to the School Notice/ Guidelines for the exact dates.]

7.2 For Current Students (Forms Two to Six Students): Applications should normally be made before the commencement of the next academic year (before late June).
[Note: Please refer to the School Notice/ Guidelines for the exact dates.]

7.3 Transfer Students: Applications should normally be made within one month upon admission.

7.4 Others (For Families in sudden or special financial hardship): Families in sudden or special financial hardship (such as huge medical expenses incurred by family members with chronic illness, termination of employment etc.) can apply for discretionary fee remission all year round as and when necessary.

7.1 中一新生：在一般情況下，申請人應於新學年前(6月上旬)提交申請。
[備註：以學校通告／指引所示截止日期為準。]

7.2 中二至中六學生：申請人應於新學年前(6月下旬)提交申請。
[備註：以學校通告／指引所示截止日期為準。]

7.3 插班生：申請人應於入學後一個月內提交申請。

7.4 其他（遭遇突發事情或有特殊經濟需要的申請者）：凡遭遇突發事情或有特殊經濟需要的家庭（如家庭成員罹患痼疾、失去工作等），可於該學年隨時提交申請，本校將酌情審批。

08

Student-based Application
以學生為申請單位

Families with more than one daughter attending the secondary section of Heep Yunn School should submit **separate form for each daughter.**

家庭如有多於一名女兒於本校就讀，需分別為每名女兒提交一份申請表格。

09

Application on a Yearly Basis
每年重新申請

Current applicants should submit their applications and relevant supporting documents **afresh in each school year.**

申請人須於每學年重新提交申請及相關證明文件。

10

Approving Mechanism
審批機制

10.1 All fee remission applications will be vetted by the Student Welfare Committee, approved by the Headmistress and endorsed by the School Management Committee/School Council on a yearly basis.

10.2 Depending on the "Gross Annual Family Income" and the "Number of Family Members", different "Levels of Fee Remission" will be granted in accordance with the "Fee Remission Table" of the respective school year. Discretion will be granted on a case-by-base basis.

10.1 所有學費減免申請均於每學年由本校學生福利部審理，然後交由校長批核，並經學校管理委員會／校董會確認。

10.2 視乎「家庭年度總入息」及「家庭成員數目」，本校將按該年度的「學費減免表」批出不同幅度的學費減免，亦會按個別情況作酌情審批。

11

Result Notification
結果通知

11.1 Applicants will normally be notified of the results by mail within 30 days by the end of the application period or the date that the application with all required information and supporting documents have been received by the School.

11.2 Applications with insufficient information or supporting documents will be notified by call or by e-mail.

11.3 Please refer to the "Fee Remission Guidelines" of the corresponding school year for the exact dates.

11.1 一般而言，本校將於申請日期完結或收妥申請表格及相關證明文件後三十天內以郵寄方式通知申請人。

11.2 凡資料或文件不足者，將獲電話或電郵通知。

11.3 相關日子以該學年「學費減免指引」為準。

12

Appeal Mechanism
上訴機制

12.1 Applicants can make an appeal to the School if with sufficient justification.

12.2 The appeal must be submitted to the School within one month from the date of the result notification.

12.3 All appeals will be dealt with by an Appeal Panel whose members consist of School Management Committee/ School Council members and independent third parties.

12.1 如有足夠理據，申請人可向本校提出上訴。

12.2 有關上訴須於結果通知書所列日期一個月內提請。

12.3 所有上訴將由學校管理委員會／校董會成員及獨立人士組成的上訴委員會處理。

13

Additional Financial Assistance- Living Expenses Subsidy
額外經濟支援——生活津貼

13.1 Families who are granted full (100%), three-quarters (75%) or half (50%) fee remission are eligible for the Living Expenses Subsidy operated under the Heep Yunn School Opportunities Enabling Fund.

13.2 The maximum amount claimable for different levels of fee remission for the respective school year are as follows:

Level of Fee Remission	Maximum Amount Claimable
100%	$10,000
75%	$7,500
50%	$5,000

13.3 Upon submission of valid receipts and the application form in January (for first term expenses) and July/ August (for second term expenses) and subject to meeting the conditions set for each item, subsidies are provided for the following on a reimbursement basis (up to the maximum claimable amount):
(i) Lunch ordered at School
(ii) Transport
(iii) School uniforms
(iv) Public examinations fees (results meeting requirement)
(v) Co-curricular activities arranged by Heep Yunn School (including instrumental class, foreign language class and outbound or overseas competitions/ training/ exchange activities as representatives of Heep Yunn school teams, etc.)

13.4 Relevant guidelines and application form will be sent to successful applicants in receipt of half-fee remission or above together with the fee remission results or upon request.

13.1 凡獲全免（100%）、四分三免（75%）或半免（50%）之家庭均符合資格申請協恩中學創機基金支援的生活津貼。

13.2 不同的學費減免幅度於該學年所獲的最高申領金額如下：

學費減免幅度	最高申領金額
100%	$10,000
75%	$7,500
50%	$5,000

13.3 家長可於每年1月(上學期)及7或8月（下學期）遞交生活津貼申請表，並附上有關單據，本校將根據相關條款，以實報實銷的原則，發放津貼。生活津貼資助項目如下：
(i) 於學校飯堂訂購之午膳
(ii) 交通
(iii) 校服
(iv) 公開考試費用 (成績達標)
(v) 本校安排的聯課活動 (包括樂器班、外語班及代表學校赴境外或海外比賽/練習/交流的校隊等)

13.4 相關申請指引及表格將連同「學費減免結果」一併郵寄予凡獲半免以上的申請人。如有需要，亦可向本校學生福利部索取。

14

Points to Note
注意事項

14.1 It is the responsibility of applicants to complete the application form fully and truthfully and to provide all supporting documents.The School will take necessary steps to verify the details of applications to ensure the funds are properly used as and when appropriate.

14.2 All documents submitted will not be returned unless upon special request.

14.1 申請人有責任填寫真實及完整的資料，並提供所有相關證明文件。本校將按實際情況適時查核有關申請，以確保資源正確運用。

14.2 如非特別請求，所有申請文件一經遞交將不獲發還。

15

Enquiry (Fee Remission Scheme)
查詢(學費減免計劃)

Vice-Principal: Ms. Vera Chow
Education and Student Welfare Officer: Miss Mandy Leung
E-mail: hysswc@hys.edu.hk
Tel: 27110862
Office Hours: 08:00-16:00 (Mon to Fri)

副校長： 周希怡女士
教育及學生福利主任： 梁文芮小姐
電郵： hysswc@hys.edu.hk
電話： 27110862
辦公時間： 早上八時至下午四時 (星期一至星期五)

Scholarship Scheme
獎學金計劃

01

Background 背景

With the vision and mission to promote all-round education, Heep Yunn is committed to support students' whole person development in areas of moral, intellectual, physical, social, aesthetic and spiritual, and to instil in our girls a spirit of public service. To this end, the School has set aside a considerable sum for the Scholarship Scheme to recognise students with outstanding performance in both academic and non-academic fronts.
The number and amount of scholarships to be awarded will be determined by the School Management Committee/ School Council after a yearly review.

學校推行全人教育，重視學生德、智、體、群、美、靈六育的發展，特設獎學金計劃，鼓勵學業成績優異或在體育、文化、服務等有傑出表現的學生。
有關獎學金的名額及金額不定，由學校管理委員會／校董會每學年議定。

02

Academic Scholarships: for Students with Outstanding Academic Performance
學術獎學金：
依據學生的學業成績而頒發的獎學金

Pre-S1 準中一	Approximately 20 students with the highest scores in the streaming test of the School will be awarded a scholarship. 約20名，頒予在分班試成績最好的學生。
Forms One to Five 中一至中五	The Top 10 students, students with the best achievement in each subject and students who have made the best progress will be awarded a scholarship. 設全級成績首10名獎、學科獎、進步獎等。
Form Six 中六	The School Management Committee/ School Council will determine the number and amount of scholarships based on the actual performance in the HKDSE Examination in each School Year. 學校管理委員會／校董會每年依據中六學生在香港中學文憑試考獲的成績，議定中六獎學金的名額及金額。
IAL (Form Five) 國際高級程度會考 (中五)	The Top 3 students and students with the best achievement in each subject will be awarded a scholarship. 設全級成績首3名獎、學科獎。

03

Non-Academic Scholarships: for Students with Outstanding Performance in Co-curricular Activities (Sports, Cultural activities or Services)
非學術獎學金：
依據學生在體育、文化、服務的表現而頒發的獎學金

Pre-S1 準中一	Approximately 20 students with outstanding performance in sports or cultural activities. 約20名，頒予在體育或文化活動上有傑出表現的學生。
Forms One to Five 中一至中五	Gold, Silver, Bronze and Commendation Awards will be awarded to students with outstanding performance in sports, cultural activities or services. 設金、銀、銅、嘉許獎，頒予在體育、文化活動或服務上有傑出表現的學生。

04

Points to Note 注意事項

Pre-S1 準中一	The Scholarships awarded in the current year will be used to offset the school fee payable in the next School Year starting from January/ February. 學校會在下一個學年 1 -2月份，直接經家長的銀行賬戶，以扣減學費的形式發送獎學金。
Forms One to Five 中一至中五	
Form Six 中六	The Scholarships will be credited to the parents' bank account in the next School Year in January/ February. 獎學金會在下一個學年 1 -2月份，直接轉賬至家長的銀行戶口。
Families in receipt of Local Education Allowance (e.g. civil servants) 獲僱主津貼子女學費者（如公務員）	
Families in receipt of Fee Remission 獲學費減免者	

05

Enquiry (Scholarship Scheme)
查詢(獎學金計劃)

Vice-Principals: Ms. Vera Chow, Ms. Iris Yeung
Accounting Department: Ms. Stella Ng
Tel: 27110862
Office Hours: 08:00 to 16:00 (Mon to Fri)

副校長： 周希怡女士、楊璧樺女士
會計部： 吳佩芳小姐
電話： 27110862
辦公時間： 早上八時至下午四時
(星期一至星期五)

Fee Remission Table (For 2026-27 Fee Remission Applications)
學費減免表 (供二零二六至二七年度申請)

"Fee Remission Table" for 2027-2028 will be updated and released in June 2027 with reference to the changes made by SFO.
學費減免表 (2027-2028) 將參考學生資助處的改動後,於二零二七年六月更新及發放。

No. of Family Members 家庭成員數目*	Level of Fee Remission 學費減免幅度* (%) [School Fee Payable 須繳付學費] ^				
	100% [$ 0] ** [$ 0] #	75% [$ 11,396]** [$ 13,675] #	50% [$ 22,792]** [$ 27,350] #	25% [$ 34,188]** [$ 41,025] #	0% [$ 45,585]** [$ 54,700] #
	Gross Annual Family Income 家庭年度總入息* ($) (rounded to the nearest dollar)				
3	< 358,060	358,060 - 425,965	425,966 - 493,870	493,871 - 561,777	> 561,777
4	< 447,575	447,575 - 515,603	515,604 - 583,632	583,633 - 651,662	> 651,662
5	< 537,090	537,090 - 601,496	601,497 - 665,903	665,904 - 730,310	> 730,310
6	< 626,605	626,605 - 687,389	687,390 - 748,173	748,174 - 808,959	> 808,959
7	< 716,120	716,120 - 765,791	765,792 - 815,464	815,465 - 865,137	> 865,137
8	< 805,635	805,635 - 844,194	844,195 - 882,754	882,755 - 921,315	> 921,315
9	< 895,150	895,150 - 922,596	922,597 - 950,044	950,045 - 977,492	> 977,492

*Please refer to the corresponding explanation under the "Means Test" section above.
請參閱本文件「入息審查」下相關解釋。

School Fee 學費 (2026-2027)
**F.1 – F.6 (中一至中六) (HKDSE): $ 45,585
F.5 (中五) (IAL): $ 54,700

Points to Note 注意事項

1. School fee payable for the succeeding year after class promotion will be no less than the school fee payable for the current year. (Subject to EDB's approval)
2. Depending on the school' s development and financial situation, fee revision applications may be submitted to EDB in future.

1. 當學生在翌年升級後，所需繳付的學費將不少於現時的學費水平(如獲教育局批准)。
2. 因應學校的發展和財務狀況，未來校方或需再向教育局申請調整學費。

^ School Fee Payable 需繳付學費 ($)
School Fee Payable = School Fee approved by EDB for the School Year x [100- Level of Fee Remission (%)]
需繳付學費= 該學年獲教育局核准收取之學費x [100 -學費減免幅度 (%)]

In strength and grace we stand united
In faith and love we are committed