

## Academic Registry (Taught Postgraduate Studies Section) Application for Deferral of Tuition Payment

Completed form together with the relevant supporting documents should be submitted to the Taught Postgraduate Studies Section of the Academic Registry (Tel: 34115127 Fax: 34115133) at AAB 904, Academic and Administration Building at least seven working days before the deadline of tuition payment. Please note that partial or late submission may not be considered.

***If your application is approved, the new pay date will be reflected in your e-statement. Otherwise, you will be informed of the result separately.***

### Personal Data

Name (in English) \_\_\_\_\_ Student No. \_\_\_\_\_

Study Programme \_\_\_\_\_ Telephone No. \_\_\_\_\_

### Period Applied for Deferral

#### ***Taught Postgraduate Students***

Semester 1/ Semester 2/ Summer Term/ Trimester 1/ Trimester 2/ Trimester 3 (Please circle as appropriate)  
of Academic Year \_\_\_\_\_

Tuition Payment Deferred to: \_\_\_\_\_ (Please specify a date)

### Reason for Deferral (Applications without relevant supporting documents may not be processed)

Have you applied for the Government Grant / Loan?      Yes* / No *Approval letter from Student Financial Assistance Agency must be attached
If no, please give reasons:

Other information:

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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### Approval for Deferral of tuition payment (FOR OFFICE USE ONLY)

The student is approved for deferral of tuition payment. The new pay date is \_\_\_\_\_.

The student is not approved for deferral of tuition payment.

Remarks: \_\_\_\_\_

\_\_\_\_\_  
Section Head

\_\_\_\_\_  
Date

c.c. Finance Office (Treasury, Payroll and Benefit Disbursements Section)