

Payment Methods in Hong Kong

1. **Faster Payment System (FPS):** Students are strongly encouraged to settle their account balance through FPS by scanning the QR code shown on the fee notes. Please note the following before making payments:

快速支付系統（FPS）：大學強烈地鼓勵學生透過掃描收費單上的二維碼以“轉數快”方式付款。請在付款前注意以下事項：

- (i) The QR code shown on each fee note is **UNIQUE** and should **NOT** be used to settle another fee note even though it is the same type.
每張收費單上的二維碼是獨一的，不能用於支付同一/不同類型的收費單。
- (ii) FPS payments must be done by **scanning the QR code**. The university system cannot recognize other FPS payments if they are done via other means, such as directly keying in the bank account number.
「轉數快」付款必須以掃描收費單上的二維碼完成。如果轉數快付款是透過其他方式（例如直接輸入銀行賬戶號碼），大學系統則無法識別這些付款。
- (iii) The University does not set any limit for payments but your banks may impose limits on FPS transactions. Students are encouraged to check with their banks for the limits before making the payments.
大學沒有設定任何付款限額，但你的銀行可能會對「轉數快」交易設定限額。大學鼓勵學生在付款前向銀行查詢限額。
- (iv) Payments made through FPS will be updated to the student account in about 5 to **20** minutes.
通過「轉數快」支付的款項將在大約 5 至 20 分鐘內更新至學生帳戶。

1. Use your mobile phone to log in to the e-banking 2. Select "Transfer and Pay" 3. Select "To local account/FPS" 4. Use mobile phone to scan the QR code on the fee note 5. Once the payment is successful, you should receive a SMS message from the bank 6. Please retain the SMS as a proof of payment	1. 用手機登入網上銀行 2. 選擇「轉帳及付款」 3. 選擇「到本地戶口/轉數快」 4. 用手機掃描收費單上的二維碼 5. 付款成功後，你將會收到銀行的確認簡訊 6. 請保存銀行的確認簡訊作為付款證明
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2. **e-Banking:** Please use **“BILL PAYMENT”** method. **DO NOT use direct transfer** to pay the University as the University system cannot recognize these payments.

網上銀行服務：請選擇「繳費服務」。請不要使用「直接轉賬」因大學的電腦系統不能識別這些付款。

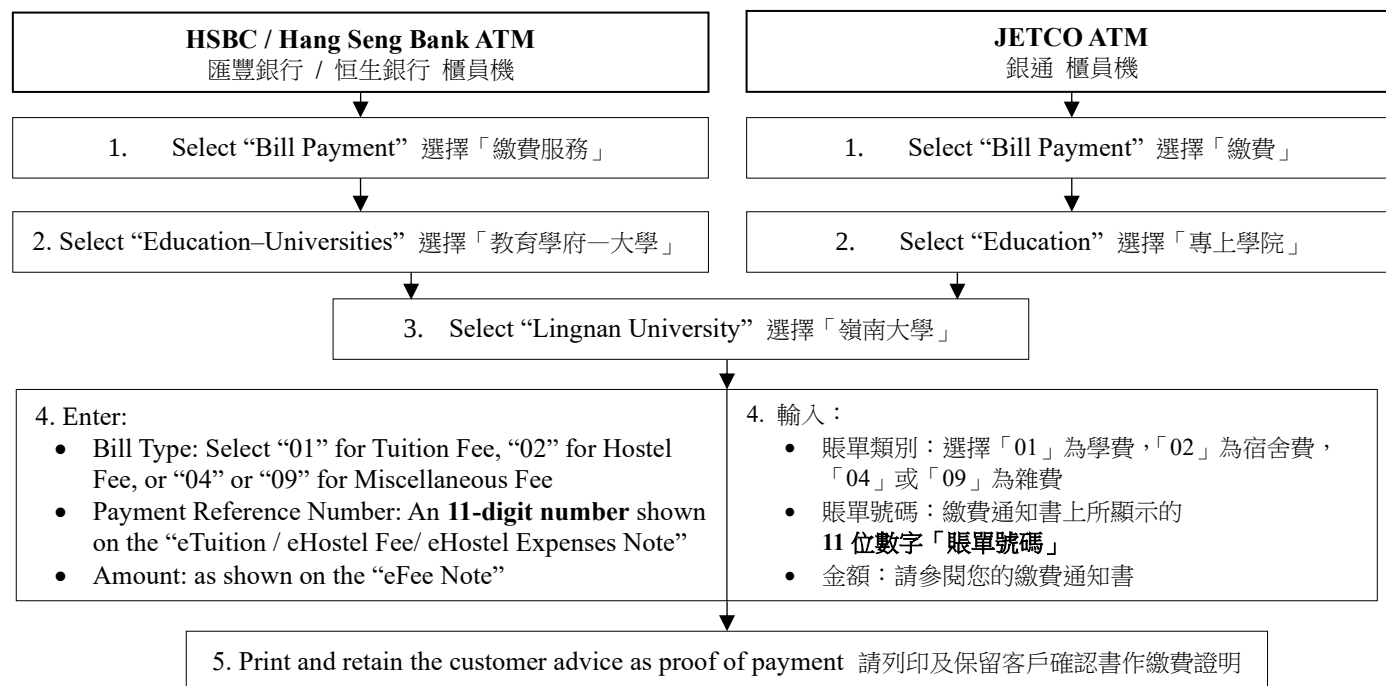
On the “Bill Payment” page: 1. Select “View & Pay Bill” 2. Add New Bill and Select “Lingnan University” 3. Bill Type – Select “01” for Tuition Fee, “02” for Hostel Fee, “04” or “09” for Miscellaneous Fee 4. Bill Account Number – The 11-digit “Payment Reference Number” shown on the “eTuition/ eHostel/ eHostel Expenses Fee Note” 5. Print or write down the “Payment Reference No.” as a proof of payment	賬單及繳費 1. 選擇「繳費服務」 2. 選擇「新增商戶 / 繳賬」及選擇「嶺南大學」 3. 賬單類別：選擇「01」為學費，「02」為宿費，「04」或「09」為雜費 4. 賬單號碼：繳費通知書上顯示的 11 位數字「賬單號碼」 5. 列印或寫下「付款參考編號」作為繳費證明
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3. Automatic Teller Machine (ATM): Please use **“BILL PAYMENT”** method. **DO NOT use direct transfer** to pay the University as the University system cannot recognize these payments.

自動櫃員機: 請選擇「繳費服務」。請不要使用「直接轉賬」因大學的電腦系統不能識別這些付款。

If you have an ATM card issued by HSBC, Hang Seng or JETCO, you may settle your fees at the ATM by following the steps shown in the chart below:

如你擁有匯豐銀行、恒生銀行或銀通櫃員機的提款卡，你可於自動櫃員機按以下指示繳費：



4. Payment by Phone Services (PPS) 「繳費靈」 – PPS Merchant Code 商戶編號 – “9154”

PPS allows you to settle your fees by using a touch-tone phone or Internet (<https://www.ppshk.com>). Please register your ATM card (or credit card with ATM function) at the PPS Registration Terminal (the nearest one is at Circle-K, Fu Tai Shopping Centre). For phone service, please call 18011 (English) / 18013 (Cantonese) for bill registration and 18031 (English) / 18033 (Cantonese) for bill payment.

通過「繳費靈」你可用音頻電話或互聯網 (<https://www.ppshk.com>) 來交費，請於繳費靈登記終端機（最近的位於富泰購物中心的Circle K）登記你的提款卡（或具有提款功能的信用卡）。如使用電話服務，賬單登記請撥 18011（英文）/ 18013（廣東話）及撥 18031（英文）/ 18033（廣東話）進行賬單支付。

When you settle your fees with PPS, please key in: - PPS Merchant Code – “9154” - Bill Account Number – The 11-digit “Payment Reference Number” shown on the “eTuition/ eHostel/ eHostel Expenses Fee Note” - Bill Type – Select “01” for Tuition Fee, “02” for Hostel Fee, “04” or “09” for Miscellaneous Fee Write down the “Payment reference/transaction No.” as a proof of payment	繳費靈付款，請輸入以下資料： - 商戶編號：“9154” - 賬單號碼：繳費通知書上顯示的 11 位數字「賬單號碼」 - 賬單類別：選擇「01」為學費, 「02」為宿舍費, 「04」或「09」為雜費 列印或寫下「付款參考編號」作為繳費證明
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5. By Cash / Cheque at any branch of Bank of East Asia 於東亞銀行任何分行以現金或支票繳費

- You may pay your fees at any branch of Bank of East Asia by Cash / Cheque.
你可以用現金或支票於任何東亞銀行的分行繳費。
- Cheque should be crossed and made payable to “Lingnan University”. Please write down the 11-digit “Payment Reference Number” and student name at the back of the cheque.
支票須劃線及抬頭寫上「嶺南大學」，並在支票背面寫上11位數字「賬單號碼」及學生姓名。
- For cash/cheque payment, please inform the bank teller to enter your 11-digit “Payment Reference Number”
如以現金或支票付款，請通知銀行職員輸入你的 11 位數字「賬單號碼」。
- Keep the Customer’s Receipt returned by the bank (as shown below) as proof of payment.
保留銀行給您的客戶收據（見下圖）作為繳費證明。

Please ensure the 11-digit “Payment Reference No.” shown on your eFee Note is printed on the pay-in-slip.

請確保客戶收據上印有您繳費通知書上的 11 位數字「賬單號碼」。

Account No. 戶口號碼: 514-40-42677-6		Account Name 戶口名稱: LINGNAN UNIVERSITY NO.2 A/C	
Drawee Bank 付款銀行	Branch 分行	Currency & Amount 貨幣及金額	
Currency 貨幣 (戶口貨幣):		Teller	Supervisor

02MAY23 CASH DEPOSIT 16:41 525 L137195 L025161 HKD

514-40-42677-6 LINGNAN UNIVERSITY NO.2 A/C HKD

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GF 481 (072315) 2/2

Subject to the Conditions overleaf 請參閱背頁存款須知 The Bank of East Asia, Limited 東亞銀行有限公司

Important Notes 注意事項：

- In accordance with the University regulations, a penalty of HK\$500, HK\$300 and HK\$30 will be charged on late payment of tuition fee, hostel fee and hostel miscellaneous expenses respectively.
根據大學規定，逾期繳付學費、宿舍費及宿舍雜費，將須分別繳交罰款港幣 500 元、300 元及 30 元。
- For payments by e-banking, ATM and PPS, some banks may name the “Bill Account Number” as “Payment Reference Number” or “Bill Number” or “Account Number” or “Student Number”, please input the 11-digit “**Payment Reference No.**” shown on the “eTuition / eHostel Fee/ eHostel Expenses Note”.
以網上銀行、自動櫃員機及繳費靈繳費的方式付款，部分銀行可能會將「帳單號碼」命名為「付款參考編號」或「帳單編號」或「帳戶編號」或「學生編號」，請輸入「學費/宿舍費/宿舍雜費繳費通知書」上顯示的 11 位數字「**帳單號碼**」。
- After settlement of the payment, students should keep a copy of the bank receipt, pay-in slip, cheque or internet payment advice as proof of payment. It is not necessary to send it to FOAR unless the payment was made with an incorrect Payment Reference Number that requires our attention. It takes a few working days for the University system to process and recognize the payment, and to update the eFee Note balance.
付款後，學生應保留銀行收據、付款單、支票或互聯網付款通知書的副本作為付款證明。除非付款時輸入錯誤的賬單編號，否則無需將其發送給 FOAR。大學的系統需要幾個工作日來處理和確認付款，並更新 eFee Note 的餘額。
- For queries regarding payment, please contact Ms. Kan at (852) 2616 8815 / Ms. Mok at (852) 2616 8810 / Ms. Wong at (852) 2616 8279 or send your message to FOAR@LN.edu.hk. **Please provide your full name and your student ID in the email**, without which we will be unable to locate you in the system, and thus cannot offer you any response.
有關付款的查詢，請致電簡女士 (852) 2616 8815 / 莫女士 (852) 2616 8810 / 黃女士 (852) 2616 8279 或發送電郵到 FOAR@LN.edu.hk。請在電郵內註明你的學生**全名和學生編號**，否則，我們將無法在系統中識別你，並因此無法回覆你的查詢。