

GOOD HOPE SCHOOL

Fee Remission Reckoner

(2018 – 2019)

A. Introduction

1. The fee remission scheme aims at ensuring that no student will be deprived of learning opportunities at Good Hope School because of financial hardship.
2. The assistance is provided at four levels, namely 25%, 50%, 75% and full tuition fee remission.
3. All applications for fee remission will be given serious consideration by a team formed by the School Council using a point system. All recommendations made by the team will be subject to consideration and approval by the Principal or Vice Principal.
4. All applications should be forwarded to the School Office by the deadline announced by the School. The deadline for current students is usually in May. The School will issue a letter and / or email to parents to announce the details. Please refer to Item 7 in Part C for details.
5. Any student whose family experiences financial hardship due to a sudden and unexpected change in circumstances during a school year may, at any time, apply to the school for fee remission.
6. For any application received after the start of a school year, the fee remission granted, if approved, will only be effective starting from the date of submission.

B. Good Hope School point system for school fee remission

1. School fee remission applications are open to all students of Good Hope School. Parents / guardians must apply on behalf of the students.
2. Level of assistance

According to the points scored by the applicant, school remission will be given as listed in the table below:

Point Scored	Fee Remission
> = 18	100%
12 – 17	75%
8 – 11	50%
5 – 7	25%
< = 4	0%

3. Points scored under the Good Hope School point system are calculated according to the following three categories:
 - i. Average monthly income (from April 2017 to March 2018)
 - Average monthly income = (Yearly salary of Applicant and Spouse + 30% yearly contribution from other family members + other income within the year)/12 – monthly rent or mortgage
 - For the details of other sources of income, see Note 1.

- Points scored for different average monthly income:

Average monthly income (\$)	Point
0-15000	16
15001-17000	13
17001-19000	12
19001-21000	7
21001-23000	6
23001-27000	5
27001-33000	3
33001-42000	1
42001-44000	-1
> 44000	*

* Normally, fee remission would not be considered for applications of this situation. However, for applicants in this income range with extenuating situations, special consideration may be given. (Please refer to Part iii below)

ii. Family Situation

- Single-parent family: 4 points
- Dependents

Dependent	Point score for each dependent	
a) Spouse	1	
b) Dependent Parent	1	
c) Dependent Child (including student-applicant):		
<ul style="list-style-type: none"> • Attending local / international pre-primary, primary, secondary schools or full-time Springboard Programme 	Aided / subsidized	DSS / Private
	2	3
<ul style="list-style-type: none"> • Receiving local / international full-time tertiary education up to first degree, including VTC, IVE, post-secondary courses and associate degrees, etc. (see Note 2) 	Government subvented	Private
	2	2
<ul style="list-style-type: none"> • Attending evening / part-time / special training courses 	under 18	18 or above
	1	0

iii. Extenuating family situations

- For any family experiencing extenuating situations, their applications will be assessed with compassion, and up to 2 points may be given to the applicant.

C. Application Procedures

1. Application forms can be obtained from the School Office or school website.
2. Completed application forms should be forwarded to the School Office together with the supporting documents (Please refer to Guidance Notes).
3. Applicants should ensure that all information provided in the application form is complete, true and accurate.
4. All information provided in the application form is subjected to strict verification. The applicant may be asked to provide proof for any information provided in the application form. Applicants may also be asked to come for an interview.
5. Application forms and documents submitted will not be returned.
6. Results of applications will usually be released within 4 weeks of the submission of all required documents. Applicants will be notified of their results individually. A longer processing time should be expected during the long holiday.
7. The application will not be processed until all the required documents have been submitted to the School.

New students:

For new students who will join the school in next academic year, the full amount of school fee will still be payable until the application is approved. Application for fee remission and the required documents can be submitted to the School Office starting from April. The deadline of submission will be the Registration Day (usually in July).

Families who have already been granted fee remission in the previous school year:

The full amount of school fees will be payable from August if the required documents have not reached the School Office with the application form on or before **30 June** of the school year.

D. Important Notes:

1. 30% of family members' contribution will be calculated in the annual income.
2. 100% of the rent and mortgage of a self-occupied property can be deducted from the calculation of annual income.
3. A single-parent family will be awarded 4 points.
4. Full school fee remission will be provided for applicants in receipt of Comprehensive Social Security Assistance (excluding Old Age Allowance and Disability Allowance).
5. The school fee remission scheme will offer a rate not less than the subsidy rate of the Government under the Student Financial Office (SFO).
6. Any student with extenuating financial circumstances may be given special consideration.
7. Non-full tuition scholarship holders can apply to the fee remission scheme as well. They may receive both a scholarship and other provisions under the school fee remission scheme.

8. Students receiving school fee remission can apply for both Internal Subsidies and Co-curricular Activities Subsidies for activities organized / recommended by the school.
9. Should there be sudden change in the financial situation of an existing fee remission recipient that may lead to a different rate of fee remission, a re-assessment may be granted. A letter requesting a re-assessment and supporting documents should be sent to the School Office.
10. The fee remission scheme is subject to review annually to meet the needs of ongoing changes.
11. The offer of school fee remission is subject to the financial viability of the school for that year.

Note 1: Income from All Sources - Annual Income

A: Income that will be assessed	B*: Income that will not be assessed
<ol style="list-style-type: none"> 1. Basic salary 2. Year-end double pay 3. Allowances (including housing / travel / meals / education / shift allowances, etc.) 4. Leave pay / pay in lieu of leave 5. Bonuses 6. Commission 7. Profit from business / investment 8. Interest earned from bank deposits, stocks and shares, etc. 9. Rent earned from property 10. Monthly pension / widow and children's compensation 11. Alimony / living expenses from ex-spouse 	<ol style="list-style-type: none"> 1. Old age allowance 2. Disability allowance 3. One-off retirement gratuity 4. One-off provident fund or one-off MPF 5. Severance pay 6. Traffic accident indemnity 7. Insurance indemnity 8. Injury indemnity 9. Inheritance 10. Charity donations 11. Loans 12. Comprehensive Social Security Assistance (CSSA)

* Income drawn under column B, though not assessed, should be listed in the application form for reference.

Note 2: Full-time Education

Full-time education is defined as day courses that last for 1 year or more, with 5 meetings per week, each lasting more than 3 hours, including, but not limited to, the following institutions:

- The Hong Kong Institute of Vocational Education (Formerly known as The Technical Institute/Technical College)
- Vocational Training Centres
- The Construction Industry Training Authority
- The Clothing Industry Training Authority
- Sheltered Workshop
- The Hong Kong Academy for Performing Arts
- Commercial Schools
- Other local / overseas education institutions

Illustrative examples:

Case I

Annual income from applicant and spouse: \$300,000 per year

Rent payment: \$10,000 per month

Family members: 4 (Applicant, spouse and 2 children):

2 children are studying in local schools (1 in an aided primary school, 1 in a DSS secondary school)

Method of assessment

(a) Calculation:

i. Average monthly income = $\$300,000 / 12 - \$10,000 = \$15,000$

Points scored = 16

ii. Family situation

Dependent	Points scored for each dependent
a. Spouse	1
b. Dependent Children (including student-applicant):	
• 1 child attending local aided primary school	2
• 1 child attending local DSS secondary school	3

Total points scored = $1 + 2 + 3 = 6$

(b) Level of assistance

Total points scored = $16 + 6 = 22$

Fee Remission = 100%

Case II

Annual income from applicant: \$480,000 per year

Family contribution from other family member of applicant: \$10,000 per year

Mortgage payment: \$10,000 per month

Family member of 5 (Applicant, 2 parents and 2 children):

2 children are studying in local schools (1 in a private primary school, 1 in a DSS secondary school)

Method of assessment

(a) Calculation:

i. Average monthly income = $(\$480,000 + 30\% \times 10,000) / 12 - \$10,000 = \$30,250$

Points scored = 3

ii. Family situation

Dependent	Points scored for each dependent
a. Single-parent Family	4
b. Dependent Parent(s)	2
c. Dependent Children (including student-applicant):	
• 1 child attending local private primary school	3
• 1 child attending local DSS secondary school	3

Points scored = 4 + 2 + 3 + 3 = 12

(b) Level of assistance

Total points scored = 3 + 12 = 15

Fee Remission = 75%