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| **LU NewSignature3** | Receipts Division, Finance Office  Lingnan University  Unit 1902, 19/F, Nina Tower, 8 Yeung Uk Road,  Tsuen Wan, N.T., Hong Kong |

Application for Certification of Fee Payment

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| **Part I: Personal Particulars** | | | | |
| Student Name: |  |  | Student ID: |  |
|  | (in English) |  |  |  |
| Email Address: |  |  | Contact Phone No.: |  |
|  |  |  |  |  |
| Study Programme: |  | | | |
|  | (in English) | | | |

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| **Part II: Fee Payment Details** | | | | | | | | | | | | |
| Academic Year: | 20 |  | — | 20 |  |  |  | 1st term |  | 2nd term |  | Summer term |

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| Fee Certify: |  | Tuition Fee |  | Graduation Deposit |  | Student Union Fee |
|  |  | Hostel Fee |  | Hostel Deposit |  | Air-condition Fee |
|  |  | Others, please specify: | |  | | |

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Fee to be paid: | HK$50 per copy | x |  | (no. of copies) | = | **HK$** |  |

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| Payment method: | |
|  | * In person at Unit 1902, 19/F, Nina Tower, 8 Yeung Uk Road, Tsuen Wan, N.T., Hong Kong. Payment can be made by Octopus Card. * By bank transfer to 015-514-40-42666-0 Lingnan University BEA bank account.  Please send this application form and payment proof to FOAR@ln.edu.hk. |

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| PERSONAL INFORMATION COLLECTION STATEMENT: | | | | |
| 1. The data provided in this form shall be released to relevant units within the University for the purpose of processing your application.  2. Unless required by law, the data collected will not be disclosed to any third parties other than those specified above without your consent.  3. If the data provided is incomplete or inaccurate, the University may not be able to process your application.  4. This form will be destroyed after the issuance of the certificate.  5. You have a right of access and correction in respect of the data contained in this form under the Personal Data (Privacy) Ordinance. Please raise such request(s) to the Data Protection Officer of the Finance Office at [fodpo@LN.edu.hk](mailto:fodpo@LN.edu.hk). | | | | |
| Signature of Student: |  |  | Date: |  |