



Payment Method

(如需中文版本，請參閱此[繳費方法](#))

Important Notes:

- The admission confirmation fee payments must be made to the Hong Kong Baptist University on or before the stipulated deadline stated in the offer letter.
- Cut-off time for e-payment is 16:00 from Monday to Friday (excluding public holidays). Payment made after the cut-off time will be treated as transaction of the following working day. ALL overdue transaction will NOT be accepted unless prior written approval is granted by the University. The Hong Kong Baptist University reserves the final right of decision on the validity of the admission offer.
- **Partial payment is strictly DISALLOWED.**
- All fees paid are non-refundable.
- Applicants should upload a copy of the payment receipt to the [Online Application System](#) on or before the stipulated deadline in the offer letter for offer acceptance.

For payment made **in Hong Kong** with a **local** bank account or credit card, you may settle the debit note with the following payment methods A - D. You must quote your debit note number in order to identify and match your payment.

- A. [Credit Card – Bill Payment](#)
- B. [ATM – Bill Payment](#)
- C. [Internet Banking – Bill Payment](#)
- D. [Cash/Cheque Payment at Hang Seng Bank](#)

For payment made **outside Hong Kong** with an **overseas/Mainland** bank account/credit card, you may settle the fees by telegraphic transfer. You must quote your 8-digit student number in order to identify and match your payment.

- E. [Telegraphic Transfer \(TT\)](#)

A. Credit Card – Bill Payment

Important Notes: Please **DO NOT use “Fund Transfer”** when settling your fee as your payment as it would not be identified by our system. You would be asked to produce document proof of your payment for follow-up identification which may delay the settlement time.

If you are a registered e-banking user of the following banks, you can make payment by credit card through their websites.

Bank	Website	Hotline
Bank of China	www.bochk.com	2853 8828
China Construction Bank (Asia) Corporation Ltd	www.asia.ccb.com	2779 5533
Citibank	www.citibank.com.hk	2860 0333
The Bank of East Asia Ltd	www.hkbea.com	2211 1321
Standard Chartered Bank (Hong Kong) Ltd	www.sc.com/hk	2886 8868
China CITIC Bank International Ltd	www.cncbinternational.com	2280 1288
Dah Sing Bank	www.dahsing.com	2828 8000
DBS Bank (Hong Kong) Ltd	www.dbs.com/hk	2290 8888
Hang Seng Bank	www.hangseng.com	2822 0228
HSBC	www.hsbc.com.hk	2748 3322
Industrial and Commercial Bank of China (Asia) Ltd	www.icbcasia.com	2189 5588
Shanghai Commercial Bank Ltd	www.shacombank.com.hk	2818 0282
Wing Lung Bank	www.cmbwinglungbank.com	2952 6666
Fubon Bank	www.fubonbank.com.hk	2566 8181
Chong Hing Bank	www.chbank.com	3768 6888
Bank of Communications	www.hk.bankcomm.com	2269 9699

Steps for Bill Payment by Credit Card

1. Choose “Bill Payment”
2. Choose “Education Institution”
3. Choose “Hong Kong Baptist University”
4. Key in the Debit Note Number as Bill/Account no., bill type “01” for tuition fee and the exact amount indicated in the debit note (*Partial payment is strictly disallowed*)
5. Print out the receipt as payment record.



B. ATM – Bill Payment

Important Notes: Please **DO NOT use “Fund Transfer”** when settling your fee as your payment as it would not be identified by our system. You would be asked to produce document proof of your payment for follow-up identification which may delay the settlement time.

If you are an ATM cardholder of HSBC, Hang Seng Bank or JETCO group, you can settle the fee at any ATMs with the sign “Bill Payment Service” or “Jet Payment” as follows.

HSBC/Hang Seng Bank ATM Machine	JETCO ATM Machine
1. Choose “Bill Payment”	1. Choose “Bill Payment”
2. Choose “Education – Universities”	2. Choose “Education”
3. Choose “Hong Kong Baptist University”	3. Choose “Hong Kong Baptist University”
4. Key in the debit note number as Bill/Account no., bill type “01” for Tuition Fee and the exact amount as indicated in the debit note (<i>Partial payment is strictly disallowed</i>)	
5. Collect and retain customer advices as proof of payment	



C. Internet Banking – Bill Payment

Important Notes: Please **DO NOT use “Fund Transfer”** when settling your fee as your payment as it would not be identified by our system. You would be asked to produce document proof of your payment for follow-up identification which may delay the settlement time.

If you are a registered e-banking user of HSBC, Hang Seng Bank or JETCO group, you can make payment via any of the following websites:

Bank	Website
Hang Seng Bank	www.hangseng.com/e-banking
HSBC	www.hsbc.com.hk
JETCO	www.jetco.com.hk

Steps for Internet Payment Services

1. Choose “JET Payment” or “Bill Payment”
2. Choose “Education Institution”
3. Choose “Hong Kong Baptist University”
4. Key in the Debit Note Number as Bill/Account no., bill type “01” for tuition fee and the exact amount as indicated in the debit note (*Partial payment is strictly disallowed*)
5. Print out the receipt as payment record.



D. Cash / Cheque Payment at Hang Seng Bank Counter

Important Notes: Please **DO NOT deposit the cash/cheque** in the Hang Seng Bank's Cash Deposit Machine, Express Cheque Machine or Cheque Drop-in box as your payment would not be identified by our system. You would be asked to produce document proof of your payment for follow-up identification which may delay the settlement time.

Bring your debit note and make payment by Cash or Cheque at **any branch of Hang Seng Bank only**. Post-dated cheques are not accepted. Cheque should be crossed and drawn in favour of "Hong Kong Baptist University". Please mark the debit note number and contact number at the back of the cheque. Make sure that the **debit note number is clearly reflected on the bank pay-in slip** as your payment reference.



E. Telegraphic Transfer (TT)

You are advised to arrange your TT payment at least 5 working days before the deadline and provide following information to bank.

Beneficiary Name: Hong Kong Baptist University
 Beneficiary Account No: 024-283-338366-012
 Beneficiary Bank: Hang Seng Bank Limited
 Beneficiary Bank Address: 224 Waterloo Road, Kowloon Tong, Hong Kong
 Hong Kong Baptist University Branch
 Beneficiary Bank's Swift Code: HASE HKHH
 Payment amount (in HKD): **Fee Payment + HKD300** (non-refundable admin charge for each TT payment)
 Payment Details: **8-digit student number and student name**
 You must provide your student number & student name in the remittance information in order to identify and match you payment.

SAMPLE

樣本

中国建设银行 China Construction Bank		境外汇款申请书 APPLICATION FOR FUNDS TRANSFERS (OVERSEAS)	
致: 中国建设银行股份有限公司 TO: CHINA CONSTRUCTION BANK CORPORATION			
		<input checked="" type="checkbox"/> 电汇 T/T <input type="checkbox"/> 票汇 D/D <input type="checkbox"/> 信汇 M/T 发电等级 Priority <input type="checkbox"/> 普通 Normal <input type="checkbox"/> 加急 Urgent	
申报号码 BOP Reporting No.	□□□□□□	□□□□	□□□□□□ □□□□
20 银行业务编号 Bank Transac. Ref.No		收电行/付款行 Receiver/Drawn on	
32A 汇款币种及金额 Currency & Interbank Settlement Amount	*Tuition/hall fee amount + HK\$300 (Non-refundable TT admin charge)		
其中	现汇金额 Amount in FX	账号 Account No./Credit Card No.	
	购汇金额 Amount of Purchase	账号 Account No./Credit Card No.	
	其他金额 Amount of Others	账号 Account No./Credit Card No.	
收费账号			
50a 汇款人名称及地址 Remitter's Name & Address			
<input type="checkbox"/> 对公 组织机构代码 Unit Code □□□□□□□□-□ <input type="checkbox"/> 对私		个人身份证件号码 Individual ID NO. <input type="checkbox"/> 中国居民个人 Resident Individual <input type="checkbox"/> 中国非居民个人 Non-Resident Individual	
54/56a 收款银行之代理行名称及地址 Correspondent of Beneficiary's Bank Name & Address	BIC:		
57a 收款人开户银行名称及地址 Beneficiary's Bank Name & Address	收款人开户银行在其代理行账号 Bene's Bank A/C No. HASE HKHH HANG SENG BANK-HONG KONG BAPTIST UNIVERSITY BRANCH - 224 WATERLOO ROAD, KOWLOON TONG, HK		
59a 收款人名称及地址 Beneficiary's Name & Address	收款人账号 Bene's A/C No. 024-283-338366-012 (SWIFT CODE:HASE HKHH) HONG KONG BAPTIST UNIVERSITY		
*70 汇款附言 Remittance Information 只限140个字符 Not Exceeding 140 Characters	*8-digits student number + Student Name (e.g. 16xxxxxx Chan Tai Man)		7A 国内外费用承担 All Bank's Charges If Any Are To Be Borne By <input type="checkbox"/> 汇款人 OUR <input type="checkbox"/> 收款人 BEN <input checked="" type="checkbox"/> 共同 SHA 备注
	收款人常驻国家(地区)名称及代码 Resident Country/Region Name & Code □□□		
请选择: <input type="checkbox"/> 预付货款 Advance Payment <input type="checkbox"/> 货到付款 Payment Against Delivery <input type="checkbox"/> 退款 Refund <input type="checkbox"/> 其他 Others			
交易编码 BOP Transac. Code	□□□□□□	相应币种及金额 Currency & Amount	交易附言 Transac. Remark
本笔款项是否由原币贷物项下付款 <input type="checkbox"/> 是 <input type="checkbox"/> 否 合同号 发票号			

第二联 申报主体留存联

Sample of TT Form



繳費方法

重要事項

- 所有繳費必須於取錄信上列明的繳款日期或之前轉到香港浸會大學指定的銀行賬戶內。
- 電子繳款的截數時間一般為星期一至五下午四時正(公眾假期除外)，於截數時間後進行的電子繳款將被視作翌日的交易。除非事前取得浸會大學的書面批准，所有逾期之電子交易將一概不被接納。香港浸會大學保留取錄學生的最終決定權。
- 所繳付金額必須為繳費通知書上之全數金額。**部份付款恕不允許。**
- 所有已繳交之款項均不退還。
- 完成繳費後，請於取錄信上列明的繳款日期或以前登入你的[網上入學申請系統](#)帳戶上載繳款收據副本以辦理確認入學手續 (Offer Acceptance)。

以下是適用於香港境內的繳費方法:

(付款時你必須提供你所需要繳交費用的**繳費通知書號碼**以便大學確認或核對你繳納的款項。)

- (一) [以信用咭繳費](#)
- (二) [以自動櫃員機繳費](#)
- (三) [網上繳費服務 \(由儲蓄或支票戶口扣除有關款項\)](#)
- (四) [以現金或支票繳費於恒生銀行櫃檯繳費](#)

以下是適用於香港境外的繳費方法：

(付款時你必須提供你的**8位數字之學生編號**以便大學確認或核對你繳納的款項。)

- (五) [以電匯方式繳費](#)

(一) 以信用咭繳費

注意: 請勿以“轉賬”方式繳費，因為你將無法輸入繳費通知書號碼以致大學無法核對你繳納的款項。屆時，你將要額外提供繳費證明，而令繳費流程有所延誤。

若你是以下任何一間銀行的網上客戶，你可以透過所屬銀行的網站繳費。

銀行名	銀行網址	熱線電話
中國銀行	www.bochk.com	2853 8828
中國建設銀行(亞洲)	www.asia.ccb.com	2779 5533
花旗銀行	www.citibank.com.hk	2860 0333
東亞銀行	www.hkbea.com	2211 1321
渣打銀行	www.sc.com/hk	2886 8868
中信銀行(國際)有限公司	www.cncbinternational.com	2280 1288
大新銀行	www.dahsing.com	2828 8000
星展銀行	www.dbs.com/hk	2290 8888
恒生銀行	www.hangseng.com	2822 0228
匯豐銀行	www.hsbc.com.hk	2233 3000
中國工商銀行(亞洲)	www.icbcasia.com	2189 5588
上海商業銀行	www.shacombank.com.hk	2818 0282
招商永隆銀行	www.cmbwinglungbank.com	2309 5555
富邦銀行	www.fubonbank.com.hk	2566 8181
創興銀行	www.chbank.com	3768 6888
交通銀行	www.hk.bankcomm.com	2239 5559

信用咭繳費程序

1. 選擇“繳付賬單”
2. 選擇“教育機構”
3. 選擇“香港浸會大學”
4. 於賬單戶口號碼內輸入繳費通知書號碼、賬單類別和金額。
5. 賬單類別：“01”代表學費 (請注意：所繳付金額必須為繳費通知書上之全數金額)
6. 列印收據作為繳費證明



(二) 以自動櫃員機繳費

注意: 請勿以“轉賬”方式繳費，因為你將無法輸入繳費通知書號碼以致大學無法核對你繳納的款項。屆時，你將要額外向大學提供繳費證明，而令繳費流程有所延誤。

若你持有滙豐銀行、恒生銀行或銀通集團銀行之提款咭，你可於任何貼有「繳費易」或「繳費服務」標誌的自動櫃員機繳費。

滙豐銀行/恒生銀行「繳費服務」	銀通集團銀行「繳費易」服務
1. 選擇“繳費服務”。	1. 選擇“繳費服務”。
2. 選擇“教育-大學”	2. 選擇“教育”
3. 選擇“香港浸會大學”	3. 選擇“香港浸會大學”
4. 於賬單戶口號碼內輸入繳費通知書號碼、賬單類別和金額。 賬單類別：“01”代表學費 (請注意：所繳付金額必須為繳費通知書上之全數金額)	
5. 列印及保留收據作為繳費證明	



(三) 網上繳費服務 (由儲蓄或支票戶口扣除有關款項)

注意: 請勿以“轉賬”方式繳費，因為你將無法輸入繳費通知書號碼以致大學無法核對你繳納的款項。屆時，你將要額外向大學提供繳費證明，而令繳費流程有所延誤。

若你是滙豐銀行、恒生銀行或銀通集團銀行的登記用戶，你可以透過以下的網頁繳費。

銀行	網頁
恒生銀行	www.hangseng.com/e-banking
滙豐銀行	www.hsbc.com.hk
銀通	www.jetco.com.hk

網上銀行繳費程序

1. 選擇“繳付賬單”
2. 選擇“教育機構”
3. 選擇“香港浸會大學”
4. 於賬單戶口號碼內輸入繳費通知書號碼、賬單類別和金額。
賬單類別：“01”代表學費 (請注意：所繳付金額必須為繳費通知書上之全數金額)
5. 列印收據作為繳費證明



(四) 以現金或支票於恒生銀行櫃檯繳費

注意: 請勿將現金或支票經恒生銀行的現金存款機、入票機或支票收集箱存入，因為你將無法輸入繳費通知書號碼以致大學無法核對你繳納的款項。屆時，你將要額外向大學提供繳費證明，而令繳費流程有所延誤。

你可帶同繳費通知書在任何一間恒生銀行分行以現金或支票方式繳費。期票恕不接受。支票應劃線並以“香港浸會大學”為抬頭。請在支票背面寫上繳費通知書號碼和聯絡電話號碼。繳費後，請確保**繳費通知書號碼**已清楚及正確地列印在銀行入數紙上。



(五) 以電匯方式繳費

透過電匯方式繳交學費之學生，須於學費到期日前至少 5 個工作天安排匯款及向銀行提供以下資料：

- 收款人名稱： 香港浸會大學
- 收款人銀行號碼： 024-283-338366-012
- 收款銀行名稱： 恒生銀行
- 收款銀行地址： 香港九龍塘窩打老道 224 號
香港浸會大學分行
- 收款銀行分行代號： HASE HKHH
- 匯款金額（港幣）： 所須費用(請查閱取錄信及繳費通知書) + 港幣 300 元 (電匯行政費恕不退還)
- 附言： 學生編號及姓名

你必須於匯款附言中填寫你的學生編號及學生姓名以便大學確認你的身份及核對你繳納的款項。

SAMPLE

樣本

中国建设银行 China Construction Bank		境 外 汇 款 申 请 书 APPLICATION FOR FUNDS TRANSFERS (OVERSEAS)	
致：中国建设银行股份有限公司 TO: CHINA CONSTRUCTION BANK CORPORATION		<input checked="" type="checkbox"/> 电汇 T/T <input type="checkbox"/> 票汇 D/D <input type="checkbox"/> 信汇 M/T 发电等级 Priority <input type="checkbox"/> 普通 Normal <input type="checkbox"/> 加急 Urgent	
申报号码 BOP Reporting No.	□□□□□□ □□□□ □□ □□□□□□ □□□□	20 银行业务编号 Bank Transac. Ref.No	收电行/付款行 Receiver/Drawn on
32A 汇款币种及金额 Currency & Interbank Settlement Amount	*Tuition/hall fee amount + HK\$300 (Non-refundable TT admin charge)		
其 中	现汇金额 Amount in FX	账号 Account No./Credit Card No.	
	购汇金额 Amount of Purchase	账号 Account No./Credit Card No.	
	其他金额 Amount of Others	账号 Account No./Credit Card No.	
收费账号			
50a 汇款人名称及地址 Remitter's Name & Address			
<input type="checkbox"/> 对公 组织机构代码 Unit Code □□□□□□□□ - □ <input type="checkbox"/> 对私 个人身份证件号码 Individual ID NO.		<input type="checkbox"/> 中国居民个人 Resident Individual <input type="checkbox"/> 中国非居民个人 Non-Resident Individual	
54/56a 收款银行之代理行名称及地址 Correspondent of Beneficiary's Bank Name & Address	BIC:		
57a 收款人开户银行名称及地址 Beneficiary's Bank Name & Address	收款人开户银行在其代理行账号 Bene's Bank A/C No. HASE HKHH HANG SENG BANK-HONG KONG BAPTIST UNIVERSITY BRANCH - 224 WATERLOO ROAD, KOWLOON TONG, HK		
59a 收款人名称及地址 Beneficiary's Name & Address	收款人账号 Bene's A/C No. 024-283-338366-012 (SWIFT CODE:HASE HKHH) HONG KONG BAPTIST UNIVERSITY		
70 汇 款 附 言 Remittance Information 只限140个字符 Not Exceeding 140 Characters	*8-digits student number + Student Name (e.g. 16xxxxxx Chan Tai Man)		71A 国内外费用承担 All Bank's Charges If Any Are To Be Borne By <input type="checkbox"/> 汇款人 OUR <input type="checkbox"/> 收款人 BEN <input checked="" type="checkbox"/> 共同 SHA 备注
收款人常驻国家(地区)名称及代码 Resident Country/Region Name & Code □□□			
请选择: <input type="checkbox"/> 预付货款 Advance Payment <input type="checkbox"/> 货到付款 Payment Against Delivery <input type="checkbox"/> 退款 Refund <input type="checkbox"/> 其他 Others			
交易编码 BOP Transac. Code	□□□□□□	相应币种及金额 Currency & Amount	交易附言 Transac. Remark
本单据面额须与电汇金额相符 □ 是 <input type="checkbox"/> 否 合同号 发票号			

第二联 申报主体留存联

電匯表格樣本