

THE CHINESE UNIVERSITY OF HONG KONG
Postgraduate Studentship Payment Instruction (For new admission of 2020/2021)

To: Accounting Operations and Systems Unit (AOU), Finance Office Date: _____

By hand: 1/F, Sui-Loong Pao Building, CUHK or By email: aou@cuhk.edu.hk

Please choose one of the following payment methods:

☐

Autopay (for local bank account only)

Please pay my award to my Current / Savings Account No. _____

with _____ Bank, _____ Branch.

☐

Cross cheque (for those their local bank account have not been opened and AOU will post the crossed cheque to the provided address below)

Please send the issued cheque to:

☐

Cross cheque (for those their local bank account have not been opened and AOU will keep the cheque(s) until they are able to collect)

☐

Telegraphic Transfer (all bank charges will be deducted from the studentship amount)

Please complete the form at next page.

I hereby agree that the Bank's acknowledgment to you will be sufficient discharge in lieu of my personal acknowledgment.

Department : _____ Student I.D. : _____

Tel. No. : _____ Name : _____
Exact name filled with Bank (in BLOCK)

Email address : _____ Signed : _____

Notes:

- (1) *The completed form should be sent to the **Accounting Operations and Systems Unit** on or before the 10th if you wish the above instruction to be effected in the same month's payment.*
 - (2) *To avoid omission of payment, request for change of bank account should **NOT** be sent two months earlier than the effective month.*
 - (3) *The personal data provided on this form will be used by the Finance Office to pay your studentship into your bank account.*
 - (4) *For correction of or access to the personal data after submission of this form, please contact the Accounting Operations and Systems Unit, Finance Office. [Tel. No. (852) 3943 7294]*
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The Chinese University of Hong Kong
Telegraphic Transfer form

	Information required	
#	Beneficiary name	
#	Currency to be remitted	HK\$
#	Bank and branch name	
#	SWIFT code / BIC Address ^{note 1}	
#	Bank account number / IBAN code ^{note 2}	
	UK Bank Sorting Code ^{note 3}	
	Beneficiary contact number ^{note 4}	
	USA ABA code / Fedwire Routing number ^{note 5}	
	Australian BSB number ^{note 6}	
	Bank address	
	Intermediary bank:	
	SWIFT code / BIC Address	
	Bank account number / IBAN	
	Bank name	
	Beneficiary's address ^{note 7}	

Mandatory field

Note:

1. *SWIFT code / BIC address is the unique identification code for banks for routing cross border payments*
2. *IBAN is commonly used in Europe that contains all the key bank account details such as Bank Identifier Codes, branch codes (known as sort codes in the UK and Ireland), account numbers and check digits*
3. *UK Bank Sorting Code must be provided for remittance to UK if IBAN is not provided*
4. *Beneficiary contact number must be provided for remittance to Mainland China*
5. *ABA code (codes issued by American Bankers Association) / Fedwire Routing number must be provided for remittance to USA banks if SWIFT code is not provided*
6. *BSB ("Bank State Branch") number must be provided for remittance to Australian banks if SWIFT code is not provided*
7. *For remittance to Canada, please fill in the Beneficiary's address*
8. *The above required information covers most of the remittance cases. Please contact AOU if you have remittance to rare countries or remittance in rare currencies*