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Check Your Account Summary and Print Debit Note

1. To view your account summary, click “Financial Account”.

2. Your account balance and details will be displayed.

   - **Account Balance**
     - **Due Now**: 200.00
     - **Future Due**: 21,050.00
     - Company uses Hong Kong Dollar

   - **What I Owe**
     - **Term**: 2019-20 Term 2
       - **Charges & Deposits**: 21,250.00
       - **Total Due**: 21,250.00

   Currency used is Hong Kong Dollar.
3. To view your debit note, select “Print Online Debit Note”.

4. Your online debit note will be displayed in a new browser window.

<table>
<thead>
<tr>
<th>Description</th>
<th>Academic Year/Term</th>
<th>Due Date</th>
<th>Item Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition Fee (Tuition)</td>
<td>19-20 Term 2</td>
<td>10/02/2020</td>
<td>$5,273.30</td>
</tr>
<tr>
<td>Penalty for late payment</td>
<td>19-20 Term 2</td>
<td>17/04/2019</td>
<td>$200.00</td>
</tr>
</tbody>
</table>

Total: $5,473.30

Payment Methods:
- Cash/Check
- Direct Debit
- Direct Credit
- Student Finances
- Bank Transfer
- Credit/Debit Card
- Cash/Check
5. To print out the debit note, right click to open the pop-up menu. Select ‘Print’.

<table>
<thead>
<tr>
<th>Description</th>
<th>Item Code</th>
<th>Academic Year/Term</th>
<th>Due Date</th>
<th>Item Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>tuition fee</td>
<td>UG-TT</td>
<td>19-20 T2</td>
<td>31/03/2020</td>
<td>$21,050.00</td>
</tr>
<tr>
<td>tuition money</td>
<td></td>
<td>19-20 T2</td>
<td>08/03/2020</td>
<td>$200.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$21,250.00</strong></td>
</tr>
</tbody>
</table>

- The settlement record would be reflected in CUSSS after 3 working days.
- Fees once paid shall not be refunded.
- Unless pre-approved by the University, the total amount should be paid in full within 3 months.
- For late payment, a fine of HK$200 may be levied when appropriate around the end of the Academic Year.
- For overseas payment, remittance by telegraphic transfer should be arranged in the following websites:

For local payment in Hong Kong, one of the following payment methods can be used:

1. **PPS**:
   - Call PPS Hotline 18031 (English) or 18033 (Cantonese) and input your PPS account number with the payment amount.

2. **ATM**:  
   - ATMM card holder of HSBC, Hang Seng Bank or OCBC may make payment via the "PAYMENT SERVICE" or "EFT PAYMENT" by entering "Bill Payment Service of University of HK" and input your PPS account number with the payment amount.

3. **Bank website**:  
   - If you are an internet banking user of HSBC, Hang Seng Bank or OCBC, visit your bank’s website, enter "Bill Payment Services of University of HK" and input your PPS account number with the payment amount.

4. **Counter Payment**:  
   - Please visit HSBC, Hang Seng Bank counter and pay into the bank account no: 293-005065-007 in the name of "The Chinese University of Hong Kong" and quote your Payment reference number.
Make Online Payment (PPS)

1. You can make payments via PPS through CUSIS. PPS account is needed for making online payments.
2. Click “Financial Account”
3. Select “Make a Payment”
4. Click “Confirm”, then “Next” to proceed to step 2.

5. Click “Actions” > “Pay All Charges” to pay all outstanding balance.
6. Check the payment amount here.
   Click “Confirm” then “Next” to proceed to step 3.

7. Click “Confirm” then “Next” to proceed to step 4.
8. You will see the PPS page.

Enter PPS account information and click "Submit" to confirm your payment.

You must read the Terms and Conditions, Legal Disclaimer & Copyright Notice and Personal Information Collection Statement before clicking "Submit" for payment. For PPS Services General Terms and Conditions of Use, please browse ppshk.com

Merchant Name: The Chinese University of Hong Kong
Reference Number: P013000000283089
Amount (HK$): 21250.00
8-digit PPS Account Number or PPS Account Name: 687
PPS Internet Password: ********

I have read and hereby accept the PPS Services General Terms and Conditions of Use.

PPS customers will receive SMS alert on every successful payment made to the merchant categories of "Credit Services" & "Securities Broker".

Submit  Cancel

*If you don't have a PPS account yet, you may create your PPS Account at any nearby PPS Registration Terminal. For details, please click here.
9. A confirmation page will be displayed. You will see “Approved” in the Transaction Status field.
Make Online Payment (WeChat, AliPay, UnionPay or BoCPay)

1. You can make payments via Wechat, Alipay, UnionPay, BocPay through CUSIS.
2. Click “Financial Account”
3. Select “Make a Payment”

4. Select “WeChat/Alipay/UnionPay/BoCPay”, then click “Confirm”.
5. Click “Next”.

6. Adjust the payment amount if needed, then click “Confirm”.
7. Click “OK”.

8. Click “Next”.

9. Click “Confirm”.

CUHK Confidential
10. You can select which payment option to be used in this page. We will use AlipayHK as example.
   Click “AlipayHK”, then click “Confirm”.

11. QR code will be shown on the screen.
12. You can use your mobile device to open “AlipayHK” app. Tap “Scan” in the lower left corner.

13. Scan the QR code shown on the screen. Then confirm the payment details and input payment password to complete the payment.
14. Click “Back to Merchant”

15. A confirmation page will be displayed. You will see “Approved” in the Transaction Status field.
Make Online Payment (FPS)

1. You can make payments via FPS through CUSIS.
2. Click “Financial Account”
3. Select “Make a Payment”
4. Select “Faster Payment System (FPS)”, then click “Confirm”.

5. Click “Confirm”, then click “Next”.

Step 1 of 4: Select Payment Method
If you wish to use multiple credit cards or bank accounts to pay off your balance, you will need to submit multiple transactions.
6. Adjust the payment amount if needed, then click “Confirm”.

7. Click “OK”.
8. Click “Next”.

![Payment Screen](image1)

9. Click “Confirm”.

![Payment Screen](image2)

10. The FPS QR Code will be shown.

![FPS QR Code](image3)
11. This part use “HSBC Mobile App” as example. Select “Pay with FPS” from the bottom-left of your log on screen.

12. Hold your device over the QR code on the screen.
13. Enter your Mobile Security Key password or use biometric authentication to verify your identity and proceed with the payment.

14. If the payee’s name and the transaction details are correct, select ‘Confirm and pay’ to complete the transaction.
15. Your transfer is complete.

16. Click “Confirm”.

### FPS Payment

- **Valid Till:** 2022/01/25 15:18:57
- **Merchant Name:** The Chinese University of Hong Kong
- **Bill No.:** 1F010000000000007
- **Amount (HK$):** 7.00

1. Enable the QR Code scanner of your mobile banking app e-wallet and then scan the FPS QR Code to make a payment.
2. The **Bill No.** and **Amount** are already embedded. Please check the correctness before continuing to proceed payment.
3. After FPS payment process is completed in the app/e-wallet, please click the below “Confirm” button.

### FPS QR Code
17. Click “Exit”.

Make a Payment

Step 4 of 4: Payment Result
Your payment has been accepted. You may save the information below for future reference.

Confirmation Details
Payment Method: FPS
ID: [REDACTED]
Name: [REDACTED]
Transaction Number: UF0100000000000007
Transaction Status: Approved
Payment Amount: $1.36
Transaction Date: 25/04/2022

Currency used in Hong Kong Dollar.