



Po Leung Kuk  
Lo Kit Sing (1983) College

保良局羅傑承(一九八三)中學

Cheung Hong Estate, Tsing Yi, N.T., Hong Kong

香港新界青衣長康邨

Tel: 2497 7110

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Dear Parents,  
各位家長：

P24038

**“Quality Education Fund e-Learning Funding Programme” (2024/25)**  
**「優質教育基金電子學習撥款計劃」(2024/25)**

Our school has been implementing the “Bring Your Own Device” policy since the 2020/21 school year, recommending students to bring their own mobile computer devices to school for learning. To alleviate the financial burden of students from low-income families, we have participated in the “Quality Education Fund e-Learning Funding Programme—Provision of Mobile Computer Devices and Internet Services Support” to apply funding for purchasing mobile computer devices for loan to financially needy students.

Our school therefore would like to know whether students need to apply for related equipment. **Eligible students** are those who are

1. receiving Comprehensive Social Security Assistance (CSSA) from the Social Welfare Department, or
2. **full/half grant** of the School Textbook Assistance Scheme (STAS) from the Student Finance Office; or

Also, students who meet the above eligibility criteria and unable to acquire appropriate Internet services due to their living environment, they can use the “Subsidy of Internet Access Charges” (2024/25 school year) to acquire suitable Internet facilities (e.g. mobile data card) for e-learning at home if they receive the subsidy. If the “Subsidy of Internet Access Charges” cannot cater for the needs of e-learning, parents can provide justifications to schools for having additional support.

All parents should complete the **reply slip** through **eClass eNotice System** by **14th October 2024**. Students who would like to borrow the equipment should submit a **copy** of the **eligibility proof** (e.g. the letter of result notification) to the following **Google Form**. (*CSNO and student name should be written at the top right hand corner of the documents.*) In case students are **yet to be notified** of their CSSA or STAS application result, they should **complete** the **reply slip** by the aforementioned date and **submit** the letter of **result notification** from CSSA or STAS through the Google Form **by 18<sup>th</sup> October 2024**.

Google Form for submitting **eligibility proof**: <https://forms.gle/SABeVf2KNNFxxzXb8> (Sign in with student Google Account)

**Personal Information Collection Statement**

1. The personal data provided will be used by the School for the following purposes:
  - (i) processing applications relating to the programme;
  - (ii) verifying information with the departments/bureaux of the Government of the Hong Kong Special Administrative Region which are relevant to (i), if necessary
2. Any information, including personal data, submitted may be disclosed to the EDB and relevant government departments/bureaux for the purposes mentioned above.
3. The provision of personal data is obligatory. Without the data provided, the School is not able to process the application and proceed with the relevant arrangements.
4. According to Personal Data (Privacy) Ordinance (PDPO), all persons have the right to request access to and correction of their personal data. Request for access to or correction of personal data should be made in the Data Access Request Form (No.OPS003 issued by the Privacy Commissioner for Personal Data) and sent to Po Leung Kuk Lo Kit Sing (1983) College, Cheung Hong Estate, Tsing Yi, N.T.. For more information about the privacy policy, please visit the website of the Privacy Commissioner for Personal Data.

Po Leung Kuk Lo Kit Sing (1983) College  
保良局羅傑承(一九八三)中學

Law Wing Chung, Principal 羅穎忠校長

9<sup>th</sup> October, 2024 二零二四年十月九日





本校自 2020/21 學年起推行「自攜裝置」政策，建議學生自備流動電腦裝置回校進行學習。為減輕因學校發展「自攜裝置」政策對低收入家庭學生帶來的經濟壓力，本校會於今學年參加「優質教育基金電子學習撥款計劃—流動電腦裝置及上網支援」，申請撥款購買流動電腦裝置供有經濟需要的學生借用。

本校現向家長了解學生是否有需要申請借用相關設備，申請資格包括

1. 正領取社會福利署的綜合社會保障援助（綜援）或
2. 學生資助處的學校書簿津貼（書簿津貼）全額或半額資助。

另外，合乎以上申請資格且因居住環境所限而未能獲得合適上網服務的學生，如有領取「上網費津貼」（2024/25 學年），可使用該津貼購置合適上網設備（例如購置流動數據卡），以便在家中進行電子學習。如「上網費津貼」未能照顧電子學習上需要，家長可提出理據以便學校提供額外支援。

貴家長須於 **2024 年 10 月 14 日** 或以前填寫 eClass 電子通告回條。有需要申請借用設備的家長須把有關「資格證明文件」副本 (例如申請結果通知書) 透過下列 Google Form 交回(請於文件**右上角**寫上**學生姓名及學號**)。正等待綜援或書簿津貼申請結果的家長，可先行於以上日期前填寫電子通告回條，及於 **2024 年 10 月 18 日** 或以前透過下列 Google Form 交回有關申請結果通知書副本。

遞交「資格證明文件」副本 Google Form 連結(須以學校 Google 帳戶登入)：  
<https://forms.gle/SABeVf2KNNFxxzXb8>

#### 收集個人資料聲明

1. 學校將提交的個人資料作以下用途：
  - (i) 處理有關項目的申請；和
  - (ii) 如有需要，學校會與香港特別行政區政府部門/局核實與(i)有關的資料。
2. 學校或會因上述項目所提交的資料，包括個人資料送交教育局或相關的政府部門/局。
3. 提供個人資料是必須的。如沒有提供資料，學校無法處理有關申請及進行相關安排。
4. 根據《個人資料(私隱)條例》，任何人均有權要求查閱或改正已向本校提供的個人資料。有關要求須透過查閱資料要求表格(由個人資料私隱專員發出的表格 OPS003) 提出，填妥表格後，請以郵寄方式遞交(郵寄地址：新界青衣長康邨保良局羅傑承(一九八三)中學)。有關更多隱私政策的資料，請前往個人資料私隱專員網站。

## Reply Slip 回條

(Parents are required to complete the reply slip through **eClass eNotice System** by **14th October**.)

(家長須於 10 月 14 日或以前經 **eClass** 電子通告系統填寫回條)

1. In response to the letter on the captioned Funding Programme about the arrangement of purchasing mobile computer devices for loan and providing additional support for Internet service to needy students in the 2024/25 school year, my reply is as follows:

就學校有關「優質教育基金電子學習撥款計劃—流動電腦裝置及上網支援」的家長信，安排在 2024/25 學年向有需要學生借出流動電腦裝置及提供上網的額外支援等事宜，本人的回覆如下：

- Do not participate.  
不參加。(end)
- Apply for participation.  
申請參加。

2. I declare that:

本人申報：

- My child is **eligible** to benefit from the Funding Programme. A **copy of the documentary proof of eligibility** (e.g. Notification Letter) has been submitted to the Google Form. (**CSNO** and **student name** has been written at the top right hand corner of the document.) to prove.

本人的子女符合受惠資格並已把「受惠資格證明文件」副本(例如：申請結果通知書)透過指定 Google Form 交回(並已於文件右上角寫上學生姓名及學號)。

- My child is yet to be notified of the application result, the letter of result notification from CSSA or STAS will be submitted through the Google Form by **18<sup>th</sup> October 2024**. (go to Q4)

本人的子女現正等待綜援或書簿津貼申請結果，會於 **2024 年 10 月 18 日**或以前透過下列 Google Form 交回有關申請結果通知書副本。

3. The documentary proof of eligibility submitted is used to prove the following eligibility of my child:

交回的「受惠資格證明文件」副本用作證明本人子女：

- Receiving Comprehensive Social Security Assistance (CSSA) in the 2024/25 school year  
於 2024/25 學年內，領取綜援
- Receiving School Textbook Assistance Scheme (STAS) in the 2024/25 school year  
正領取 2024/25 學年書簿津貼



4. Regarding the borrowing of a mobile computer device, my child:  
就借用流動電腦裝置方面，本人的子女：
- Borrowed** equipment in this school under the “Quality Education Fund e-Learning Funding Programme” in the 2023/24 school year. (Go to Q.6)  
於 2023/24 學年在貴校透過「優質教育基金電子學習撥款計劃」借用有關設備。
  - Never** borrowed equipment in another/other school(s) under the “Quality Education Fund e-Learning Funding Programme”. (Go to Q.6)  
過往從未在其他學校透過「優質教育基金電子學習撥款計劃」借用有關設備。
  - Borrowed** equipment in previous school under the “Quality Education Fund e-Learning Funding Programme” in the 2023/24 school year and already returned the borrowed equipment to the old school. (Go to Q.5)  
過往曾透過「優質教育基金電子學習撥款計劃」在舊校借用有關流動電腦裝置，並已交還所借用的設備給該校。

5. Name of my child’s previous School:  
本人子女原校名稱：
- 

6. Regarding the Internet services support:  
就上網支援方面：
- My child needs to apply for Internet services support.  
本人子女需要上網服務支援。
  - My child DOES NOT need to apply for Internet services support. (Go to Q.10)  
本人子女不需要上網服務支援。

7. My child is living in \_\_\_\_\_ (please choose as appropriate) and cannot acquire appropriate Internet services.  
本人的子女因居住於 \_\_\_\_\_ (請選擇適用者)，未能獲得合適的上網服務。
- a subdivided unit 劏房 (Go to Q.9)
  - an old building 舊樓 (Go to Q.9)
  - a remote area 偏遠地區 (Go to Q.9)
  - others (Please Specify) 其他(請註明) (Go to Q.8)

8. My child is living in 本人的子女因居住於：
-

9. I have enquired the following Internet services providers and confirmed that my residence cannot be connected to appropriate broadband services (including 5G Broadband), additional support from the school is thus needed. The names of Internet services providers (ISP) enquired are as follows: (At least **THREE** ISP are required.)

本人已向以下的互聯網服務供應商查詢，確定住所未能接駁合適寬頻服務（包括 5G 寬頻），所以需要學校的額外支援。曾查詢的互聯網服務供應商名稱如下：(須最少三間)

- (1) \_\_\_\_\_  
(2) \_\_\_\_\_  
(3) \_\_\_\_\_

10. Applicants should declare for the accuracy of the information and documents provided and commit that:

- (I) If the school is unable to apply for the subsidy from the Education Bureau due to inaccurate or incomplete information provided by me, **I will pay the cost incurred**, including the concerned cost of the device for supporting e-learning of my child; and
- (II) If my child is not eligible to benefit from the Funding Programme due to the improvement of my family's financial position, or my child leaves the school for various reasons (including graduation, further studies or transfer to other schools), I will return all borrowed equipment.

申請人須就所提供的資料和文件的正確性作出聲明及承諾：

- (I) 若因本人所提供失實或不完整的資料以致學校未能成功向教育局申請相關資助，本人會承擔所引致的損失，包括支付有關費用作為購買該設備給本人的子女作學習之用；及
- (II) 日後若本人家庭經濟情況改善以致本人的子女未符合申請資格，或本人的子女因各種原因（包括畢業、升學或轉校）而離校時，本人會交還所借用的所有設備。

I declare that the information and documents provided are accurate and agree with the commitments stated above.

本人謹此聲明所提供的資料和文件正確無誤，並同意作出以上的承諾。

Name of applicant (parent) / 申請人(家長)姓名: \_\_\_\_\_





## Background and Objectives

The Quality Education Fund (QEF) has implemented a three-year "e-Learning Funding Programme—Provision of Mobile Computer Devices and Internet Services Support" (Funding Programme) starting from the 2021/22 school year for public sector primary and secondary schools (including special schools) and Direct Subsidy Scheme (DSS) schools to apply for funding to purchase mobile computer devices and Internet access facilities for loan to needy students. It aims to ensure that students with financial needs are equipped with the necessary equipment for e-learning so that schools can effectively implement a blended mode of learning and teaching under the "new normal" for facilitating learning and teaching.

## Application Requirements of Schools

Public sector primary and secondary schools (including special schools) and DSS schools meeting the following requirements are eligible to participate in the Funding Programme:

- (i) schools implement e-learning to support the blended mode of learning and teaching under the "new normal", and students are required to use their personal mobile computer devices for learning at schools or at home; and
- (ii) schools will arrange for the loan of mobile computer devices and related equipment to eligible students.

## Student Beneficiaries

Students beneficiaries include:

- (i) those receiving subsidies under the Comprehensive Social Security Assistance (CSSA) from the Social Welfare Department;
- (ii) those receiving full grant/half grant of the School Textbook Assistance Scheme (STAS) from the Student Finance Office; or
- (iii) those with limited economic means identified by schools. If students' families face financial difficulties but are not receiving CSSA or STAS due to special circumstances, they may provide schools with explanations or supplementary information. The Education Bureau (EDB) provides quota for schools to identify students with actual needs according to school-based criteria.

The transferred students are eligible to apply only if they already returned the borrowed equipment to the old schools.

## Level and Use of Disbursement

The amount of subsidy would be disbursed to schools in two parts:

### (i) "Basic Funding"

Schools can apply for the "Basic Funding" for each newly eligible student, at a maximum of \$4,900 per student, for purchasing the following items:

- a mobile computer device with three-year warranty;
- a mobile device management system for up to three years; and
- basic accessories for meeting learning needs.

### (ii) "Additional Funding"

Schools can apply for "Additional Funding" for purchasing the followings for each financially needy student who are unable to acquire appropriate Internet services due to the constraints in their living environment:

	Products	Maximum Amount
First year	Portable WiFi router and mobile data card	\$800
Each year thereafter	Mobile data card for each year	\$450

## Application Procedures

Schools could download the application form from the EDB website, and return the completed form to the IT in Education Section of EDB during the application period. Eligible students have to submit their eligibility proof and reply slips signed by their parents to their schools. After confirming students' eligibility, schools could procure equipment required. Upon completing the procurement procedures, schools should submit the list of student beneficiaries and the documents of products to EDB. EDB will disburse the required funding of relevant equipment to schools. Schools can lend the equipment to eligible students according to their school-based arrangements.

## Enquiry

IT in Education Section, the EDB

☎ 3698 3670 / 3698 4149

🌐 <https://www.edb.gov.hk/ited/qeffp>

# Quality Education Fund e-Learning Funding Programme— Provision of Mobile Computer Devices and Internet Services Support



Education Bureau



## 優質教育基金電子學習撥款計劃 —提供流動電腦裝置及上網支援



教育局

### 背景及目的

優質教育基金（基金）由2021/22學年開始推行「電子學習撥款計劃—提供流動電腦裝置及上網支援」（撥款計劃），讓公營中小學（包括特殊學校）及直接資助計劃（直資）學校申請撥款，購買流動電腦裝置及上網設備，供有需要的學生借用，目的是確保有經濟需要的學生均配備所需的設備進行電子學習，以便學校在「新常態」下能有效地推行混合教學模式，促進學與教。

### 學校申請條件

符合下列條件的公營中小學及直資學校，均可參加撥款計劃：

- (i) 學校推行電子學習以配合在「新常態」下的混合教學模式，因而學生有需要使用個人的流動電腦裝置在學校或家中進行學習；及
- (ii) 學校會安排借出流動電腦裝置及相關設備給合資格的學生使用。

### 受惠學生

合資格的受惠學生包括：

- (i) 正領取社會福利署的綜合社會保障援助（綜援）；
- (ii) 正領取學生資助處學校書簿津貼（書簿津貼）的全額或半額資助；或
- (iii) 經學校識別為家庭經濟有困難的學生。如學生家庭有實際經濟困難，但因為特殊情況未有領取綜援或書簿津貼，可向學校提供說明或補充資料。教育局為學校提供有限的名額，讓學校可按校本準則，識別有真正需要的受惠學生。

轉校生須交還所借用的設備給舊校，才符合申請資格。

### 資助金額及用途

撥款予學校的資助金額分為兩部分：

- (i) 「基本撥款」  
學校可為每名新合資格的學生申請「基本撥款」，上限為4,900元，用於購置下列項目：
  - 流動電腦裝置連三年產品保養；
  - 最長三年的流動裝置管理系統；及
  - 按學習需要的基本配件。
- (ii) 「額外撥款」  
學校可為個別因居住環境所限而未能獲得合適上網服務的有經濟需要學生，申請額外撥款購置下列設備：

	產品	上限
首年	可攜式路由器及流動數據卡	\$800
其後每年	該年所需的流動數據卡	\$450

### 申請程序

學校可在申請期內於教育局網頁下載申請表格，填妥後交回教育局資訊科技教育組。合資格學生需向學校提交資格證明文件及家長回條。經確認後，學校可採購有關設備。在完成採購程序後，需提交有關受惠學生及產品的文件給教育局。教育局會發放購置相關設備的實際開支予學校。學校可按校本安排借出有關設備。

### 查詢

教育局資訊科技教育組

☎ 3698 3670 / 3698 4149

🌐 <https://www.edb.gov.hk/ited/qeffp/tc>