



Make Online Payments

CUSIS Project Website:
www.cuhk.edu.hk/cusis

MyCUHK Portal:
<https://portal.cuhk.edu.hk>

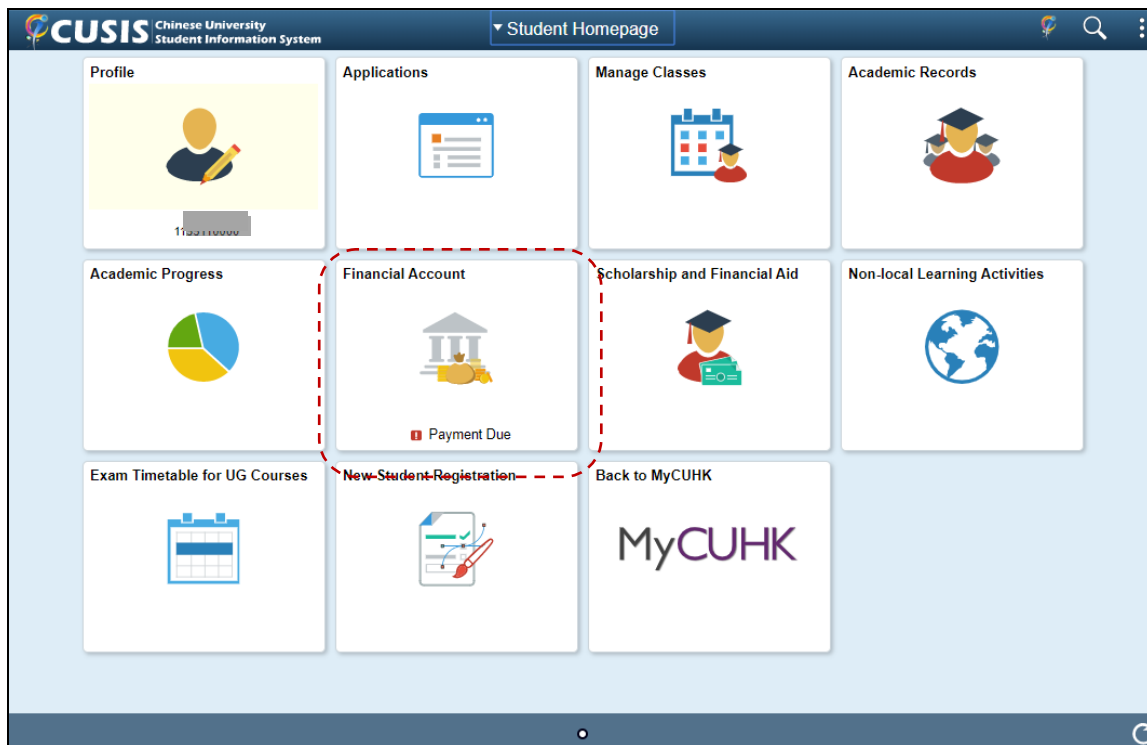
Feb 2020

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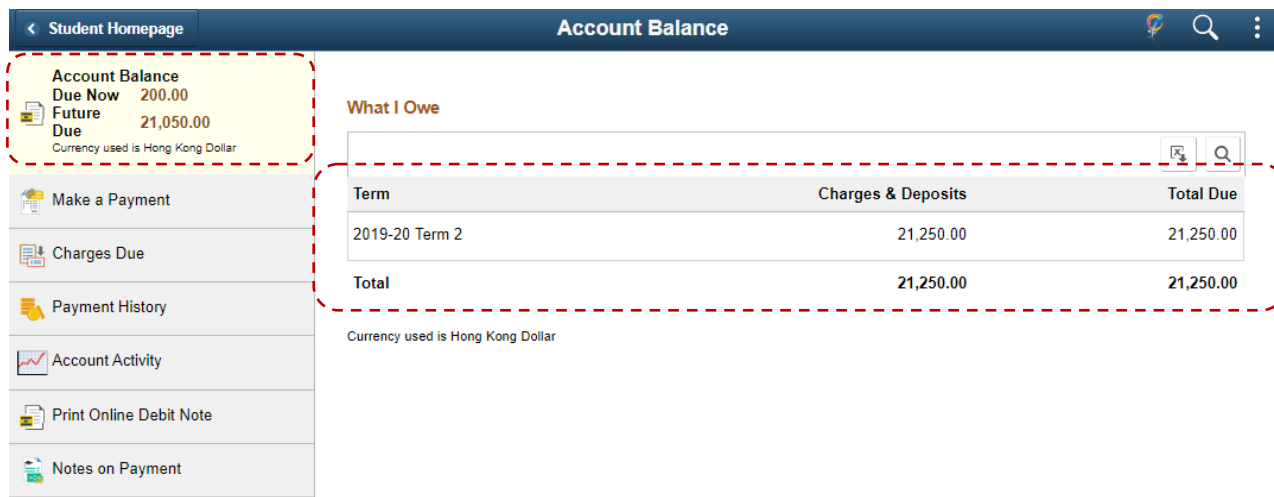
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Check Your Account Summary and Print Debit Note

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



2. Your account balance and details will be displayed.



3. To view your debit note. Selct "Print Online Debit Note".

The screenshot shows the 'Student Homepage' with a navigation menu on the left and a 'What I Owe' section on the right. The 'Print Online Debit Note' option in the menu is highlighted with a red dashed box. The 'What I Owe' section shows 'Term' as '2019-20 Term 2' and 'Total' as 'Currency used is Hong Kon'.

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

The screenshot displays a 'STUDENT FEES DEBIT NOTE' from The Chinese University of Hong Kong. It includes the university logo, contact information (WHXZ, Qhwx Hdm), and student details (Payment Number, Debit Note Date, Student ID No., Year, Program). A table lists the charges: Tuition Fee-UG-FT and Caution Money. The total amount is \$21,250.00. Remarks provide instructions on settlement and payment methods.

Description	名稱	Academic Year/Term 學年/學期	Due Date 最後繳費日期	Item Amount 金額(港幣)
Tuition Fee-UG-FT	學費	19-20 T2	31/03/2020	\$21,050.00
Caution Money #	保證金#	19-20 T2	08/03/2020	\$200.00
Total 總額				\$21,250.00

Remark:

- The settlement record would be reflected in CUSIS after 3 working days of the payment.
- Fees once paid shall not be refunded.
- Unless pre-approved by the University, the total amount should be settled on or before the due dates.
- For late payment, a fine of HK\$200 may be levied when appropriate, except for the fees collected on behalf of the CU/College student union/association.
- For overseas payment, remittance by telegraphic transfer should be sent directly to the University's bank account with details in the following website:
http://www.cuhk.edu.hk/fno/eng/public/financial_guides/student_fee/notice_tt.pdf.

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

i.	PPS :	Please call PPS Hotline 18031 (English) or 18033 (Cantonese) or visit www.pps.hk.com , enter Merchant Code "9110"; Bill Type "01" and input your Payment reference number as the bill / account number with the payment amount.
ii.	ATM :	ATM card holder of HSBC, Hang Seng Bank or JETCO may pay at ATMs with signage of "BILL PAYMENT SERVICE" or "JET PAYMENT", enter " Bill Payment Services ", select " The Chinese University of HK "; Bill Type "01" and enter your Payment reference number as the bill /

5. To print out the debit note, right click to open the pop-up menu. Select 'Print'.

WHXZ, Qhwx Hdm		Year 年級	: Year 3
		Program	: BA History

Description	名稱	Academic Year/Term 學年/學期	Due Date 最後繳費日期	Item Amount 金額(港幣)
Admission Fee-UG-FT	學費	19-20 T2	31/03/2020	\$21,050.00
Admission Money #	保證金#	19-20 T2	08/03/2020	\$200.00
Total 總額				\$21,250.00

Remark:

- The settlement record would be reflected in CUSIS 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.
- For late payment, a fine of HK\$200 may be levied when appropriate on behalf of the CU/College student union/association.
- For overseas payment, remittance by telegraphic transfer should be used. Account with details in the following website:
http://www.cuhk.edu.hk/fno/eng/public/financial_guides/student_f

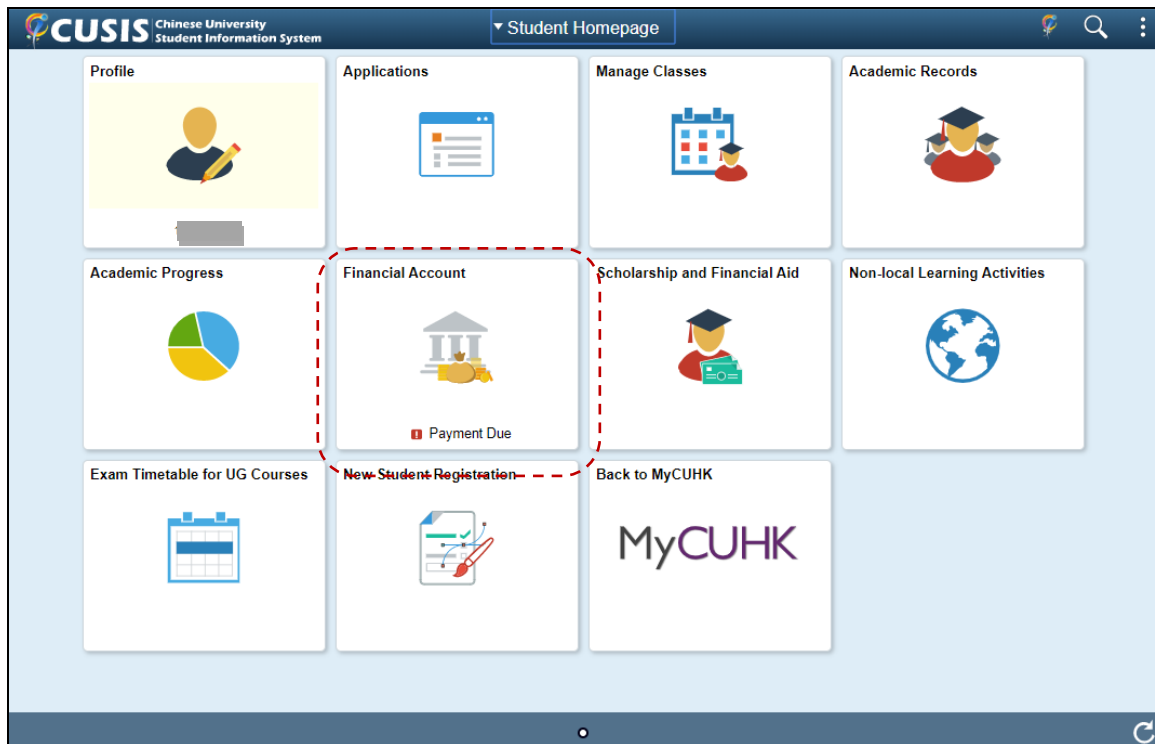
For local payment in Hong Kong, one of the following payment methods is recommended:

i. PPS :	Please call PPS Hotline 18031 (English) or 18033 (Cantonese) and provide Merchant Code "9110"; Bill Type "01" and input your Payment reference number and the payment amount.
ii. ATM :	ATM card holder of HSBC, Hang Seng Bank or JETCO may use their respective Bill Payment Services . For HSBC, enter "Bill Payment Services" and "The Chinese University of HK"; Bill Type "01" and enter your Payment reference number and the payment amount.
iii. Bank website :	If you are an internet banking user of HSBC, Hang Seng Bank or JETCO, visit your bank's website, enter " Bill Payment Services ", "The Chinese University of HK"; Bill Type "01" and enter your Payment reference number and the payment amount.
iv. Counter Payment :	Please visit Hang Seng Bank counter and pay into the bank account no. 293-005005-007 in the name of " The Chinese University of Hong Kong " and quote your Payment reference number .

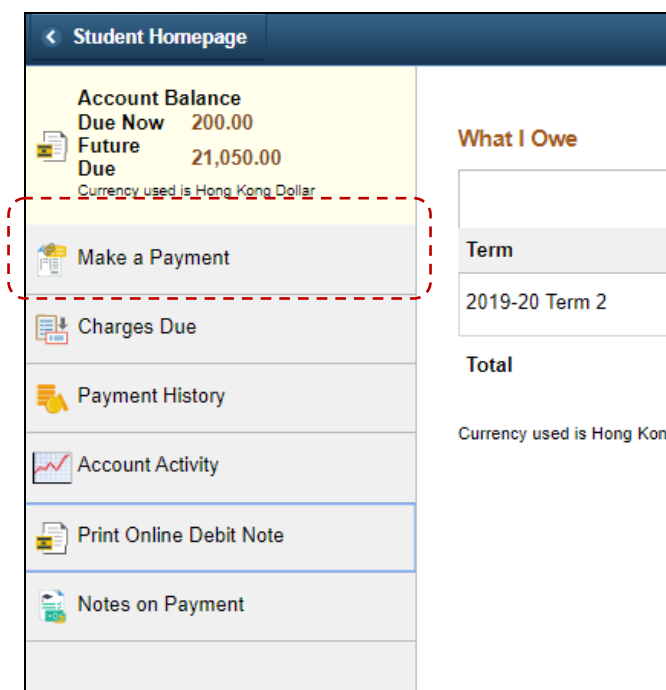
Back	Alt+Left Arrow
Forward	Alt+Right Arrow
Reload	Ctrl+R
Save as...	Ctrl+S
Print...	Ctrl+P
Cast...	
Translate to 中文 (繁體)	
View page source	Ctrl+U
Inspect	Ctrl+Shift+I

Make Online Payment

1. You can make payments 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.

Make a Payment

1 Select Payment Method In Progress

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.

Pay By PPS(Shop and Buy)

Confirm

Make a Payment

1 Select Payment Method Complete

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.

Pay By PPS(Shop and Buy)

Next >

Confirm

5. Click “Actions” > “Pay All Charges” to pay all outstanding balance.

Make a Payment

1 Select Payment Method Complete

Step 2 of 4: Specify Payment Amount

This is a list of charges that you are allowed to pay online. Your other charges can be paid through the Cashiers office or mailed in separately.

Actions

Pay All Charges

Clear All

Date	Item Term	Outstanding Charges	Payment Amount
31/03/2020	2019-20 Term 2	21,050.00	0.00
08/03/2020	2019-20 Term 2	200.00	0.00
Total		21,250.00	0.00

Currency used is Hong Kong Dollar

- Check the payment amount here.
Click "Confirm" then "Next" to proceed to step 3.

Step 2 of 4: Specify Payment Amount

This is a list of charges that you are allowed to pay online. Your other charges can be paid through the Cashiers office or mailed in separately.

The Chinese University of HK

Item Description	Due Date	Item Term	Outstanding Charges	Payment Amount
Tuition Fee-UG-FT	31/03/2020	2019-20 Term 2	21,050.00	21,050.00
Caution Money #	08/03/2020	2019-20 Term 2	200.00	200.00
Total			21,250.00	21,250.00

- Click "Confirm" then "Next" to proceed to step 4.

Step 3 of 4: Confirm Payment Amount

Your payment of 21,250.00 HKD will be collected through our secure third party payment provider.

8. You will see the PPS page.
Enter PPS account information and click "Submit" to confirm your payment.

PPS 繳費靈

PAY IT YOUR WAY!
Pay it your way!
Pay it your way!

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 * : 6-87

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.

The screenshot shows a web application window titled "Make a Payment". On the left is a vertical navigation pane with four steps: "1 Select Payment Method Complete", "2 Specify Payment Amount Complete", "3 Confirm Payment Amount Complete", and "4 Payment Result Visited". The "4 Payment Result" step is highlighted in green. The main content area is titled "Step 4 of 4: Payment Result" and contains the message "Your payment has been accepted. Save the information below for your reference." Below this is a section titled "Confirmation Details" with the PPS logo (繳費靈). The transaction details are listed as follows:

Payment Method	
ID	1155110000
Name	WHXZ, Qhwx Hdm
Reference Nbr	000000290220
Transaction Number	P013000000283089
Transaction Status	Approved
Merchant ID	010000013
Approval Code	
Payment Amount	21,250.00
Account Number	
Transaction Date	08/03/2020

The "Transaction Status" field, showing "Approved" with a green checkmark, is enclosed in a red dashed rectangular box.