

**THE CHINESE UNIVERSITY OF HONG KONG**

**Postgraduate Studentship Payment Instruction**

**To: Accounting Operations and Systems Unit, Finance Office**      Date: \_\_\_\_\_  
(1/F, Sui-Loong Pao Building, CUHK) or email to [aou@cuhk.edu.hk](mailto:aou@cuhk.edu.hk)

New Student  
Please pay my award to my Current / Savings Account No. \_\_\_\_\_  
with \_\_\_\_\_ Bank, \_\_\_\_\_ Branch.

Student who wish to change bank account  
Please pay my award to my Current / Savings Account No. \_\_\_\_\_  
with \_\_\_\_\_ Bank, \_\_\_\_\_ Branch  
with effect from the month of \_\_\_\_\_.

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 : \_\_\_\_\_

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**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 or email to [aou@cuhk.edu.hk](mailto:aou@cuhk.edu.hk)]*
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