

HUMAN RESOURCES POLICIES & PROCEDURES/EDUCATION ALLOWANCE**(Applicable for Staff on Local or Overseas Terms ¹)**

Allowances are payable for up to four dependent children who are undergoing full-time education. The following revised rates of education allowance announced by the Government took effect from 1 September 2023 and still prevail:

I. Local Education Allowance

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| | <u>Maximum reimbursable Rates</u> |
| Primary Schools (Primary/Grade 1-6) | HK\$29,925 per annum |
| Secondary Schools | |
| (i) Forms 1 to 3 | HK\$49,650 per annum |
| (ii) Forms 4 to 6 | HK\$46,313 per annum |

Allowances are payable for dependent children who are undergoing full-time education at schools included in the "Approved Schools List" issued by the Director of Education in Hong Kong and in mainland China. These allowances are payable up to the end of the term in which the child reaches his/her 19th birthday. The allowances are payable at the following rates, subject to the above maximum reimbursable rates whichever is the less:

(a) Primary Schools

Allowances are only payable for approved schools at 75% of the gazetted fee.

(b) Secondary Schools - Forms 1 to 3

Allowances are only payable for approved schools at 75% of the gazetted fee.

(c) Secondary Schools - Forms 4 to 6

Allowances are payable for approved schools at 75% of the gazetted fee.

(d) Schools of English Schools Foundation (ESF)/International Schools

Allowances are only payable for approved schools of English Schools Foundation/International Schools at 75% of the gazetted fee.

II. Overseas Education Allowances ²

Overseas Education Allowances are payable for dependent children from the beginning of the school term in which the child reaches his/her ninth birthday up to the end of the term in which he/she reaches nineteen. These allowances are payable at the actual cost of basic boarding and tuition fees paid to an approved school subject to the following maximum reimbursable rates whichever is the less:

(a) Boarding School Allowances

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|--------------------------------------|----------------------|
| i) Primary Schools (Grades 1-6) | HK\$42,600 per annum |
| ii) Secondary Schools | |
| Forms 1 to 3 (Grades 7-9) | HK\$70,700 per annum |
| Forms 4 and above (Grade 10 & above) | HK\$65,650 per annum |

(b) Day School Allowances

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| Schools in India | £ 140 per annum |
| Schools in Sri Lanka | £ 185 per annum |
| Schools in Pakistan | £ 175 per annum |
| Schools in Republic of Ireland | £ 270 per annum |
| Schools in United Kingdom, United States of America, Australia, New Zealand & Singapore | £1,289 per annum |

Notes:

1. Education Allowance is only provided where such provision is specified in the Letter of Appointment/Terms of Service.
2. Supplementary Notes on Overseas Education Allowances:
 - (a) The University does not provide "School passages" for appointee's children attending overseas schools.
 - (b) Education allowance is only granted to those overseas schools approved by the Education Department, Hong Kong. Eligible appointees should make sure that their children's schools are on the approved list by checking with the Education Department, Hong Kong. The University reserves the right not to pay an allowance if it considers that the school in respect of which an application is made is not appropriate or of an acceptable standard. The University may request the applicant, any school, education authority, or other public or private body to provide information relevant to an application for payment of an allowance.
 - (c) Local appointees can only claim Overseas Education Allowances for their dependent children who are attending approved schools in the United Kingdom.
 - (d) Overseas appointees can claim Overseas Education Allowances for their dependent children who are attending approved schools in their place of permanent home.
 - (e) Details of the maximum rates of Overseas Education Allowances will be revised and promulgated from time to time. In no circumstances will an amount in excess of the actual cost to the appointee of his/her children's basic boarding and tuition fees be paid. Account will be taken of any assistance the child may receive from other sources, such as grants from local authorities in an overseas country.

Human Resources Office

September 2023

Education Allowance – Local or Overseas Terms.doc:JL/AC/BA (Revised 9/93, 6/94, 10/94, 12/94, 3/95, 12/95, 10/96, 11/96, 12/96, 10/97, 9/2001, 1/02, 12/12, 09/23)