

持續進修基金

持續進修基金為有志進修的成年人提供持續教育和培訓資助。符合資格的申請人可不限次數申領合共最多 20,000 港元的資助。詳情請參閱[持續進修基金網頁](#)：



東華學院可獲發還款項課程

院校編號	院校名稱	課程名稱	課程編號	費用 (HK\$)
815	東華學院	內視鏡檢查照護證書	41C126393	\$15,800

申請程序

一. 課程註冊時

1. 申請人須把填妥的「[持續進修基金課程參加者報讀基金課程時的同意及確認聲明](#)」交到東華學院教務處(馬錦燦紀念大樓 8 樓)。



二. 完成課程後

1. 申請人須於持續進修基金網頁下載[申請表格 \[SFO 313 \(2020\)\]](#)。
2. 申請人須把填妥的申請表格交到東華學院教務處(馬錦燦紀念大樓 8 樓)蓋印以確認課程資料。
教務處辦公時間：星期一至五上午 9 時至下午 5 時 30 分
星期六、日及公眾假期休息
申請人亦可於辦公時間外把填妥的申請表格放入信封內，並投進教務處外的收集箱。信封面請註明學生姓名及學生編號。
3. 學院完成確認課程資料及蓋印後會發電郵通知申請人。申請人收到電郵後須到教務處領回已蓋印的申請表格及「完成課程確認信」。
4. 申請人須把已蓋印的申請表格、「完成課程確認信」及所需文件副本於限期前(即成功修畢課程後的一年內)遞交至持續進修基金辦事處。



查詢

如欲查詢持續進修基金的資料，可與持續進修基金辦事處聯絡。

24 小時熱線電話：3142 2277

電郵地址：cef_sfo@wfsfaa.gov.hk

網址：<https://www.wfsfaa.gov.hk/cef/tc/index.htm>

Continuing Education Fund (CEF)

The Continuing Education Fund (CEF) subsidizes adults with learning aspirations to pursue continuing education and training. Eligible applicants may submit unlimited number of claims for reimbursement of fees up to a maximum sum of HK\$20,000. For detailed information, please refer [CEF website](#).



Reimbursable CEF Course at Tung Wah College (TWC)

Institution code	Institution Name	Course Name	Course code	Course Fee (HK\$)
815	Tung Wah College (TWC)	Certificate in Endoscopy Care	41C126393	\$15,800


Application Procedure

A. Upon Course Enrolment

1. Applicant should complete and submit the “[Consent and Acknowledgement for CEF Course Participant upon Enrolment](#)” to the Registry (8/F, Ma Kam Chan Memorial Building).



B. After Completion of the Course

1. Applicant should complete the application form [[SFO 313 \(2020\)](#)],  which is available at CEF website.
2. Applicant should submit the completed application form to the Registry (8/F, Ma Kam Chan Memorial Building) for certification.

Registry’s Office Hours: Monday to Friday 9:00a.m. – 5:30p.m.

Closed on Saturday, Sunday and Public Holiday

Applicant may also put the completed application form in an envelope and place it in the collection box outside the Registry during non-office hours. Student name and student number should be clearly written on the envelope.

3. A notification e-mail from the College will be sent to the applicant after verification. The applicant should collect the application form with certification and “Proof of Completion” at the Registry.
4. Applicant should submit the completed application form with certification by the College, “Proof of Completion” and the copies of supporting documents to the Office of Continuing Education Fund (OCEF) before the deadline (i.e. within one year upon the successful completion of the course).

Enquiries

Enquiries about the CEF should be addressed to the OCEF.

24-hour enquiry hotline: 3142 2277

Email: cef_sfo@wfsfaa.gov.hk

Website: <https://www.wfsfaa.gov.hk/cef/en/index.htm>