

繳費方式	繳費程序	
1) 支票	A. 支票請須加劃線並註明支付『職業訓練局』 B. 請於支票背面寫上姓名及報讀課程 請將支票親身遞交或郵寄至香港知專設計學院 · 專業促進中心。	
2) 現金	於香港知專設計學院 · 專業促進中心以現金繳費。	
3) 賬單繳費 - 銀行自動櫃員機 - 網上繳費	<u>恒生銀行或匯豐銀行</u> A. 選擇繳費服務 B. 選擇教育 – 其他 C. 選擇『職業訓練局』 D. 輸入賬單類別–其他『10』	<u>貼有「繳費易」的「銀通」櫃員機或網上繳費</u> A. 選擇繳費服務 B. 選擇『商戶編號輸入』 C. 輸入商戶編號『9151』 D. 輸入賬單類別–其他『10』
E. 輸入賬單編號 - 專業文憑, 專業證書, 證書, 單元證書: <b><u>680-000-077</u></b> - 工作坊, 短期課程, 銜接課程: <b><u>680-000-089</u></b> - 企業培訓: <b><u>680-000-090</u></b> - 講座: <b><u>680-000-110</u></b> F. 輸入總金額 G. 列印通知書 請將自動櫃員機列印的「交易通知書」的副本或另存網上繳費的 PDF, 以電郵、郵寄或親身遞交 至香港知專設計學院 · 專業促進中心		

附注:

- 除因課程取消外, 所繳費用**概不退還**, 亦**不能轉作其他課程之用**。
- 除以現金繳費外, 其他繳費方式的收據將於開課時派發。
- 如要申請 Vplus 創意專才 · Vplus 工程專才 · 持續進修基金(CEF) · 擴展的免入息審查貸款計劃(ENLS)或其他政府資助計劃, 請瀏覽: <http://www.hkdi.edu.hk/i.php?l=en&t=0&s=4&p=237>

Payment Method	Payment Procedures	
1) By Cheque	<p>A. The cheque should be crossed and made payable to “Vocational Training Council”</p> <p>B. Applicants name and the course enrolled should be written on the back of the cheque</p> <p>C. Please submit the cheque by hand or by mail to HKDI · PEEC.</p>	
2) By Cash	Payment by cash at HKDI · PEEC.	
3) Bill Payment through ATM or Online Payment	<p><u>Hang Seng Bank or HSBC</u></p> <p>A. Select Bill Payment Services</p> <p>B. Select Education – Others</p> <p>C. Select “Vocational Training Council”</p> <p>D. Enter Bill Account Category – Others “10”</p>	<p><u>JETCO ATM or Online Payment with JET Payment Logo</u></p> <p>A. Select Bill Payment Services</p> <p>B. Select “Merchant Code Entry”</p> <p>C. Key in Merchant Code “9151”</p> <p>D. Enter Bill Account Category – Others “10”</p>
	<p>E. Enter Bill Account Number</p> <p>- Professional Diploma, Professional Certificate, Certificate, Module Certificate: <b><u>680-000-077</u></b></p> <p>- Workshop, Short Course, Bridging Course: <b><u>680-000-089</u></b></p> <p>- Corporate Training: <b><u>680-000-090</u></b></p> <p>- Seminar: <b><u>680-000-110</u></b></p> <p>F. Enter the Total Payment Amount</p> <p>G. Print the ATM payment receipt</p> <p>H. Please send a copy of the payment receipt or the e-receipt (PDF format) to HKDI · PEEC by email, by mail or by hand.</p>	

Remarks:

- Fees paid are **non-refundable** and **non-transferrable** unless the course is cancelled.
- Receipt, with the exception of payment by cash, will be distributed after the commencement of the course.
- If applicants would like to apply for Vplus Creative Industries, Vplus Engineering, Continuing Education Fund (CEF), Extended Non-means-tested Loan Scheme (ENLS) or other Government Financial Aid, please visit:

<http://www.hkdi.edu.hk/i.php?l=en&t=0&s=4&p=237>