

24 August 2022

To: Local Students of MSCS and MSEC

Course offered under the MSc Electronic Commerce and MSc Computer Science Programme Eligible for Continuing Education Fund (CEF) (持續進修基金)

We are pleased to inform you that the following course has been included in the list of reimbursable courses for CEF purposes.

Maximum Reimbursement

You may wish to note that only certain categories of courses are supported by CEF. Successful applicants can be reimbursed up to 80% of the tuition fees for the 1st HK\$10,000 and 60% of the tuition fees for the remaining HK\$15,000 (*new arrangements effective from 1 August 2022).

* Please refer to the web site <http://www.wfsfaa.gov.hk/cef/intro.htm> for details regarding eligibility and the normal application procedures, or the 24-hr hotline 3142 2277 for further enquiries.

CEF Approved Course
EC5001 Introduction to eCommerce

Name of Institution / Course Provider	City University of Hong Kong
CEF Institution Code	005
CEF Course Code	21Z03722-6
Commencement Date	29 August 2022
CEF Course Title	INTRODUCTION TO ECOMMERCE (IN THE PROGRAMMES MSC ELECTRONIC COMMERCE & MSC COMPUTER SCIENCE OF CITYU)
Actual Tuition Fees Paid	HK\$11,070 (for cohort 2018 local students) HK\$12,090 (for cohort 2019 local students) HK\$13,500 (for cohort 2020 local students) HK\$15,600 (for cohort 2021 local students) HK\$16,200 (for cohort 2022 local students)
Date of Tuition Fees Paid	<i>Please check from your Account Summary in AIMS</i>
Credit Unit	3
Offered in	Semester A, 2022/2023

* Tuition fees must be settled on or before the payment due date. **All CEF applicants are required to achieve at least 70% attendance and obtain at least 50% passing mark in the assessment of all CEF reimbursable courses.**

Application & Reimbursement Procedures

- 1 To submit application for opening an account together with application for the first reimbursement claim after the successful completion of the applicant's first CEF course.
- 2 For those who have not applied for CEF before and would like to submit an application to obtain in-principle approval for reimbursement of fees, please complete a CEF application form and submit it together with a **stamped self-addressed envelope** to the Department of Computer Science for certification by one of the following methods:

- drop in CS General Office mailbox no. 50 which is adjacent to Lift 9, 6/F., Yeung Kin Man Academic Building (please mark MSCS/MSEC on a cover sheet)

or

- post to “Department of Computer Science, City University of Hong Kong, 83 Tat Chee Avenue, Kowloon Tong, Hong Kong” (please mark your programme name, i.e. MSCS/MSEC on the envelope)

Submit Application Forms to Department During the Following Periods

For Semester A, 2022/2023 (EC5001)	From 7 November 2022 to 3 December 2022 (Week 11 - end of revision period)
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- 3 The Department of Computer Science will return the endorsed reimbursement form with a “Proof of Completion of Course” with the **stamped self-addressed envelope** to students who have successfully completed the course 4 weeks after the announcement of examination results.
- 4 No “Proof of Completion of Course” will be issued to students who do not submit the reimbursement form to the Department of Computer Science before **3 December 2022**.
- 5 After you receive the endorsed form, submit it together with copies of HKID card copy, documentary proof of course fee paid and the front page of your bank passbook or bank statement showing the name, account number and bank name / bank code to the address below:

Office of the Continuing Education Fund
Units 07-11, 25/F., CDW Building
388 Castle Peak Road, Tsuen Wan
Hong Kong

Applicants may also place their applications in the drop-in box which is located at 12/F., Cheung Sha Wan Government Offices, 303 Cheung Sha Wan Road, Kowloon.

A sample of the form is attached for your information.

Should you have any enquiries, please contact Department of Computer Science (msec@cs.cityu.edu.hk or msec@cs.cityu.edu.hk)

Yours sincerely,

Department of Computer Science
City University of Hong Kong