

東華三院馬振玉紀念中學
行政通告 090/24-25
提防電騙及學校收費的程序事宜

敬啟者：

教育局知悉近日有家長因誤墮偽冒學校教師的電騙而招致金錢損失，現透過學校提醒家長提高警覺，並確保家長清楚知悉學校向學生收取費用的正確程序，如家長有任何疑問，應立即與學校聯絡確認有關安排，以免誤墮騙案。

學校除會透過家長教育提高家長的防騙意識外，亦會加強教職員的警覺性及不時檢視各項收費的程序，包括電子繳費政策，以避免不法之徒有機可乘。

學校向學生收取費用的正確程序如下：

一般情況下，所有向學生收費之活動事宜，如每學年之學習用品費用、旅行日、「其他學習經歷日」之活動收費等，務必透過 eClass Parent App 內之「繳費通告」發放予家長。家長須通過繳費通告及以 AlipayHK 或支票繳付學校活動費用。

此外，如有學校活動之按金須以現金繳費及方便日後退款，如校本課後學習支援計劃、校外音樂比賽報名費用等，本校亦務必透過 eClass Parent App 內之「家長通告」詳述活動詳情及列明「以現金繳交」等，以示識別。

請於五月二十六日(星期一)或之前簽妥電子通告回條，以便統籌辦理。如對上述內容有任何疑問，請致電 2443 9833 與陳凱芝副校長聯絡。

此致
貴家長

東華三院馬振玉紀念中學校長



謹啟

(陳妙霞)

二零二五年五月二十三日

東華三院馬振玉紀念中學

班號：_____

行政通告 090/24-25

提防電騙及學校收費的程序事宜

敬覆者：

本人為 _____ 班學生 _____ 之家長，已知悉上述通告內容。

此覆
東華三院馬振玉紀念中學

家長簽署：_____

家長姓名：_____

二零二五年 月 日

TWGHs C.Y. Ma Memorial College
Administration Circular 090/24-25
Beware of Phone Scamming and Procedures of Collection of Fees

23rd May 2025

Dear Parents

The Education Bureau (EDB) is aware that some parents have recently suffered financial losses due to telephone scams impersonating school teachers. We are now reminding parents to be vigilant and ensure that parents are clearly aware of the procedures for the school to collect fees from students. If you have any questions, you are advised to contact the school immediately to confirm the relevant arrangements to avoid falling for scams.

In addition to raising parents' anti-fraud awareness through parent education, the school will also strengthen the vigilance of teaching staff and review the fee collection procedures from time to time, including the electronic payment policy, to prevent criminals from taking advantage of the situation.

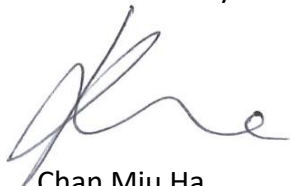
Procedures of our collection of fees are listed as follows:

Generally, all fees charged to students, such as annual learning materials fees, school picnic day, and fees for "other learning experience days", must be issued to parents through the "Payment Notice" of the eClass Parent App. Parents are required to pay the relevant school activity fees via payment notice and AlipayHK or cheque.

Moreover, if there are school activities where the deposit must be paid in cash and is refundable, such as the school-based after-school learning support programmes, entry fees for inter-school music competitions and so on, our school would also provide activity details and specify "payment by cash" in the "Parent Notice" in the eClass Parent App for your identification.

Please return the signed e-reply slip by 26th May 2025 (Monday). Please free feel to contact our Vice Principal, Ms. Chan Hoi Chi on 2443 9833 if you have any questions.

Yours sincerely



Chan Miu Ha
Principal

Note: In case of any discrepancies between the Chinese and English versions of the above content, the Chinese version shall prevail.