



吉隆坡中華獨立中學

CHONG HWA INDEPENDENT HIGH SCHOOL

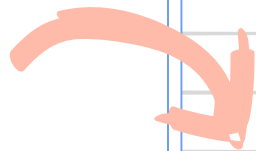
此

## 银行直接缴费指南

## Direct Debit Guideline

- 会计处 -

# 学费缴交方式： 银行直接缴费 Direct Debit (DD)



为方便家长每月缴付孩子的学费；  
同时简化处理学费的繁琐手续，  
本校规定全体学生必须采用银行  
直接缴费 (Direct Debit) 系统

## 简单 安全



## 方便 准时





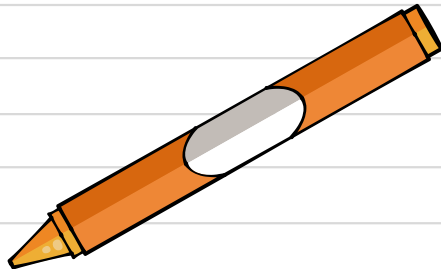
# 直接缴费 (Direct Debit)



- ✓ 家长只须授权账户所在银行，  
便可将学费按指定日期支付给校方
- ✓ 银行将依据校方的指示，直接从家长的  
储蓄或来往账户扣除学费



# 参与直接缴费银行



# 参与直接缴费的27家银行



| Abbreviation | Bank Name                                      |
|--------------|------------------------------------------------|
| ABB          | Affin Bank Berhad                              |
| AGRO         | Agrobank                                       |
| ABMB         | Alliance Bank Malaysia Berhad                  |
| ARM          | Al-Rajhi Bank                                  |
| AMBB         | Ambank                                         |
| BIMB         | Bank Islam Malaysia Berhad                     |
| BKRM         | Bank Kerjasama Rakyat Malaysia Berhad          |
| BOFA         | Bank of America (M) Berhad                     |
| BTMU         | Bank of Tokyo-Mitsubishi UFJ (Malaysia) Berhad |
| BMMB         | Bank Muamalat                                  |
| BNPP         | Bnp Paribas Malaysia Berhad                    |
| BOCM         | Bank of China                                  |
| CIMB         | CIMB Bank Berhad                               |
| CITI         | Citibank Berhad                                |

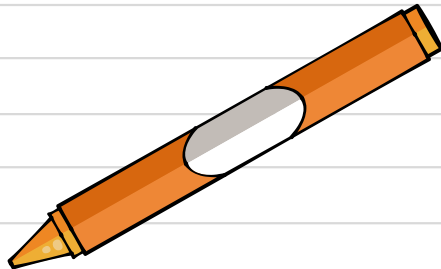
| Abbreviation | Bank Name                                           |
|--------------|-----------------------------------------------------|
| DBB          | Deutsche Bank Malaysia Berhad                       |
| * HLBB       | Hong Leong Bank Berhad                              |
| * HSBC       | HSBC Bank Malaysia Berhad                           |
| ICBC         | Industrial and Commercial Bank of China             |
| JPMC         | JP Morgan Chase Bank                                |
| ** MBB       | Malayan Banking Berhad                              |
| MCBM         | Mizuho Bank (Malaysia) Berhad                       |
| OCBC         | OCBC Bank Malaysia Berhad                           |
| PBB          | Public Bank Berhad                                  |
| * RHB        | RHB Bank Berhad                                     |
| SCB          | Standard Chartered Bank Malaysia Berhad             |
| SMBC         | Sumitomo Mitsui Banking Corporation Malaysia Berhad |
| UOB          | United Overseas Bank                                |

\* HLBB, HSBC 和 RHB : 一个户口只限一名学生

\*\* MBB : 若第2个孩子共用同一个MBB户口,  
请打电话到会计处询问如何填写申请表格



# 启动直接缴费的服务



# 如何申请及启动直接缴费的服务？

1. 家长不必去银行办理,可从本校校网下载申请表格  
或 可到本校中华楼7楼会计处填写申请表格。
2. 将已填写及亲笔签名后的申请表格连同银行注册费 (RM2) 邮寄或交至本校7楼会计处。
3. 若邮寄,来函请注明"Direct Debit申请表格"

✓ 银行 只接受亲笔签名的申请表格 (original signature)

✗ 银行 不接受已填写和签名的复印表格,也不接收电邮。

# 如何启动直接缴费的服务？

4. 学校会将申请表格递交给您的银行处理
5. 审核后，银行会传达校方有关您的申请状况
6. 校方通过  WhatsApp 通知您，申请是否成功

整个申请过程须6到8个星期

IMPORTANT



请尽早申请

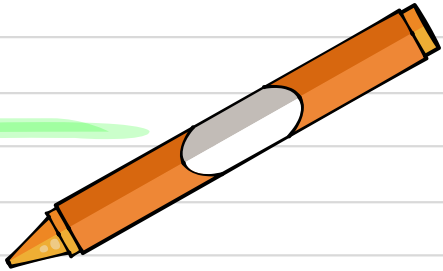
**REJECTED**

如果申请不成功，须重新申请  
(另付RM2的手续费)





# 如何下载 Direct Debit Authorization Form 申请表格\*



\* 也称“授权表格”，因授权银行将款项转账。

## 如何下载Direct Debit Authorization Form 申请表格

1. 浏览本校校网 (<https://www.chonghwakl.edu.my>)
2. 到‘**下载区**’下载直接缴费表格



## 下载区

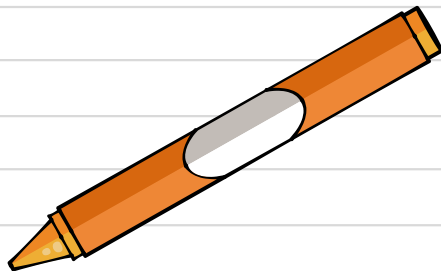
- 学校无现金作业操作指南 Cashless Payment System Guide
- 2024/25 校务行政历
- 2024/25 跨领域学习日
- 2024/25 学校平面图
- 学会团体活动简介
- 上网选学会流程
- 学生请假申请表
- 寄宿申请表格 Hostel Application Form
- 征收学杂费方案 – 直接缴费 (Direct Debit) 说明书: **AI 指南视频** 或 **PDF文档**
- 征收学杂费方案 – 直接缴费表格 Direct Debit Authorisation Form



|                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                             |
|------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
|                                            |  <h2 style="margin: 0;">Direct Debit</h2> <h3 style="margin: 0;">AUTHORIZATION FORM</h3>                                                                                                                                                                                                                                      | <br>OCBC |
| <b>IMPORTANT NOTE: ALL FIELDS WITH (*) ARE MANDATORY. PLEASE USE CAPITAL LETTERS, BLACK INK AND ☑ ON THE RELEVANT BOXES.</b> |                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                             |
| <b>FOR ACCOUNT HOLDER'S COMPLETION</b>                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                             |
| Type of Application *                                                                                                        | <input type="checkbox"/> New Application <input type="checkbox"/> Maintenance <input type="checkbox"/> Termination                                                                                                                                                                                                                                                                                               |                                                                                             |
| Account Holder's Name (Primary) *                                                                                            | <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"></table> <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"></table>                                                                                                                                                                                                                                |                                                                                             |
| ID Number<br><i>(without '-' or '/') *</i>                                                                                   | <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> New IC    <input type="checkbox"/> Passport<br/> <input type="checkbox"/> Old IC    <input type="checkbox"/> Business Reg.         </div> <table border="1" style="width: 80%; height: 20px; border-collapse: collapse;"></table> </div>                                                                             |                                                                                             |
| Saving, Current Account No<br><i>(without '-' or '/') *</i>                                                                  | <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"></table> <div style="display: flex; justify-content: space-between; align-items: center; padding-top: 5px;"> <div>             (例子: 830101081234)<br/>             (户口号码的例子: 3333812342)           </div> </div>                                                                                                                 |                                                                                             |
| Telephone Number                                                                                                             | <table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"></table> <div style="display: flex; justify-content: space-between; align-items: center; padding-top: 5px;"> <div>             Bank Abbreviation *<br/>             (Refer to Guideline for abbreviation list)           </div> <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table> </div> |                                                                                             |



# 填写申请表格注意事项





# 填写申请表注意事项

- ✓ 请用黑色笔与大写字母 (CAPITAL LETTER)填写表格
- ✓ 请小心填写，不可涂改，确保资料无误



**DirectDebit**  
**AUTHORIZATION FORM**

IMPORTANT NOTE: ALL FIELDS WITH (\*) ARE MANDATORY. PLEASE USE CAPITAL LETTERS, BL

FOR ACCOUNT HOLDER'S COMPLETION

Type of Application \*☒ New Application ☐ Maintenance ☐ Termination

Account Holder's Name (Primary) \*

|   |   |   |  |   |   |  |   |   |   |   |  |  |  |  |  |
|---|---|---|--|---|---|--|---|---|---|---|--|--|--|--|--|
| O | N | G |  | A | H |  | M | E | N | G |  |  |  |  |  |
|---|---|---|--|---|---|--|---|---|---|---|--|--|--|--|--|



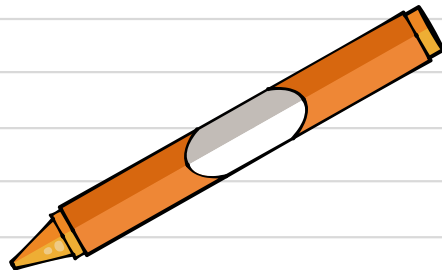
## 填写申请表格注意事项

- ✓ 必须使用活跃的“来往” (Current) 或“储蓄” (Savings) 账户
- ✓ 可用个人，联名或公司 (business) 账户
- ✓ 填写申请表时，请用正确（与银行文件上一致）的签名
- ✓ 如忘了签名方式，请到银行确认签名，并得到银行的认证盖章
- ✓ 注册费为RM2 (请付现金，联同表格一起交回给校方)
- ✓  OCBC 银行账户免注册费。





# 申请表格说明指南



# 填写申请表(样本一)

## — 个人账户者

1. Type of Application: ☒ New Application

2. Account Holder's Name

3. IC Number (不可以放 '-') (例子: 830101081234)

4. Bank Account Number (不可以放 '-')  
(例子: 0123456789)

5. Bank Abbreviation (例子: PBB, MBB, HLB, OCBC)

6. Telephone Number

7. E-mail

8. Maximum amount to debit:

RM 3000 (非寄宿生), RM 5000 (寄宿生)

9. Maximum frequency: 3

10. Effective Date: 020125 - 311230 (新生)

11. 学生学号: 此栏只限在籍生填写学号, 不需要填写字母 'S' (例子: 240100)



新生请填写:  
考试编号和名字

DirectDebit  
AUTHORIZATION FORM



IMPORTANT NOTE: ALL FIELDS WITH (\*) ARE MANDATORY. PLEASE USE CAPITAL LETTERS, BLACK INK AND ☒ ON THE RELEVANT BOXES.

### FOR ACCOUNT HOLDER'S COMPLETION

Type of Application \* ☒ New Application ☐ Maintenance ☐ Termination

Account Holder's Name (Primary) \* O N G A H M E N G

ID Number (without '-' or '9') \* ☒ New IC ☐ Passport ☐ Old IC ☐ Business Reg. 0 3 0 4 1 2 1 0 6 2 3 4

Saving, Current Account No (without '-' or '9') \* 1 2 3 4 5 6 7 8 9 0 (例子: 830101081234) (户口号码的例子: 3330812342)

Telephone Number 0 1 2 1 2 3 4 5 6 7 Bank Abbreviation \* (Refer to Guideline for abbreviation list) P B B

E-Mail a b c 1 2 3 @ g m a i l . c o m

Purpose of Payment \* S C H O O L F E E S

Maximum amount to debit per transaction (RM) \* - - - - 3 0 0 0 - 0 0 (Subject to maximum limit specified by the DO Operator)

Maximum frequency \* - - 3 Mode of frequency \* ☐ Daily ☐ Weekly ☒ Monthly ☐ Yearly

Effective Date \* (DDMMYY) 020125 Expiry Date (DDMMYY) 311230

Declaration:

- a. I/we hereby acknowledge that the information in this form will be disclosed or released to the Corporation, Corporation's bank and the Direct Debit Operator for the purpose of the Direct Debit collection.
- b. I/we hereby acknowledge that a fee/charge will be charged to me/us in the event my/our Account has insufficient balance to make Direct Debit payment(s) (instruction(s)). I/we hereby agree the Bank to debit related fees/charges from my/our Account as a consequence of having insufficient fund for Direct Debit payment(s).
- c. I/we hereby confirm that I/we have checked the accuracy and correctness of the details furnished by me/us in this application form and I/we are aware of the content and the scope of the services provided therein.
- d. I/we hereby declare that all information provided is to the best of my/our knowledge true and correct.
- e. I/we hereby agree to be bound by the Terms and Conditions.
- f. This Direct Debit authorization will remain in force until terminated by I/we with prior written notice sent to Bank/Corporation.
- g. I/we hereby authorise the Bank to debit my/our Account for the Direct Debit payment(s) including the relevant transaction fees/charges not payable by the Corporation.

Signature / Company Stamp \* Account Holder's Signatures as per Bank's record (For Joint Account - Signature as per Bank's signing condition) Ah Meng Date \* (DDMMYY)

### FOR CORPORATION'S COMPLETION

Bill ID \* S E 0 0 0 0 9 3 8 2 (学生学号) Date \* (DDMMYY)

Payment Reference No. (e.g. Policy No., etc.) (Must be unique) \*

NOTE: TH

RATION

Company Stamp/ Logo

在籍生只需填写学号  
例子: 240100

与银行文件  
一致的签名

# 填写申请表格(样本二)

## - 使用联名账户者

须填写两个人的姓名,  
其中一个人的身份证号码

✓ 两个人的签名



新生请填写:  
考试编号和名字

DirectDebit  
AUTHORIZATION FORM



IMPORTANT NOTE: ALL FIELDS WITH (\*) ARE MANDATORY. PLEASE USE CAPITAL LETTERS, BLACK INK AND ☐ ON THE RELEVANT BOXES.

### FOR ACCOUNT HOLDER'S COMPLETION

Type of Application \* ☒ New Application ☐ Maintenance ☐ Termination

Account Holder's Name (Primary) \*  
O N G A H M E N G  
T A N M E I L I N G

ID Number (without - or /) \*  
☒ New IC ☐ Passport 8 3 0 4 1 2 1 0 6 2 3 4  
☐ Old IC ☐ Business Reg.

Saving, Current Account No (without - or /) \*  
1 2 3 4 5 3 6 7 9 0 1 2 (例子: 830101061234)  
(户口号码的例子: 3333812345)

Telephone Number  
0 1 2 1 2 3 4 5 6 7 Bank Abbreviation \*  
(Refer to Guideline for abbreviation list) M B B

E-Mail  
a b c 1 2 3 @ g m a i l . c o m

Purpose of Payment \*  
S C H O O L F E E S

Maximum amount to debit per transaction (RM) - - - 3 0 0 0 - 0 0 (Subject to maximum limit specified by the DO Operator)

Maximum frequency \* - - 3 Mode of frequency \* ☐ Daily ☐ Weekly ☒ Monthly ☐ Yearly

Effective Date \* (DDMMYY) 020125 Expiry Date (DDMMYY) 311230

### Declaration:

- I/We hereby acknowledge that the information in this form will be disclosed or released to the Corporation, Corporation's bank and the Direct Debit Operator for the purpose of the Direct Debit collection.
- I/We hereby acknowledge that a fee/charge will be charged to me/us in the event my/our Account has insufficient balance to make Direct Debit payment instruction(s). I/We hereby agree the Bank to debit related fees/charges from my/our Account as a consequence of having insufficient funds for Direct Debit payment(s).
- I/We hereby confirm that I/we have checked the accuracy and correctness of the details furnished by me/us in this application form and I/we are aware of the content and the scope of the services provided therein.
- I/We hereby declare that all information provided is to the best of my/our knowledge true and correct.
- I/We hereby agree to be bound by the Terms and Conditions.
- This Direct Debit authorization will remain in force until terminated by I/we with prior written notice sent to Bank/Corporation.
- I/We hereby authorise the Bank to debit my/our Account for the Direct Debit payment(s) including the relevant transaction fees/charges not payable by the Corporation.

Signature / Company Stamp *Ah Meng Mei Ling* Date\* (DDMMYY)   
Account Holder's Signatures as per Bank's record  
(For Joint Account - Signature as per Bank's signing condition)

### FOR CORPORATION'S COMPLETION

Billor ID \* S E 0 0 0 0 9 3 8 2 (学生学号) Date\* (DDMMYY)

Payment Reference No. (e.g. Policy No., etc.)  
(Must be unique) \*

在籍生只需填写学号  
例子: 240100



# 填写申请表格(样本三)

## - 使用公司账户者

填写公司名称

公司注册号码

- ✓ 根据银行文件一致的签名
- ✓ 盖公司印章



新生请填写:  
考试编号和名字

**DirectDebit**  
AUTHORIZATION FORM



IMPORTANT NOTE: ALL FIELDS WITH (\*) ARE MANDATORY. PLEASE USE CAPITAL LETTERS, BLACK INK AND [ ] ON THE RELEVANT BOXES.

### FOR ACCOUNT HOLDER'S COMPLETION

Type of Application \* ☒ New Application ☐ Maintenance ☐ Termination

Account Holder's Name (Primary) \* A B C D S D N B H D

ID Number (without - or 99) \* ☐ New IC ☐ Passport ☐ Old IC ☒ Business Reg. 1 2 3 4 5 6 T

Saving, Current Account No (without - or 99) \* 1 2 3 4 5 6 7 8 9 0 1 2 (例子: 830101001234) (户口号码的例子: 33330112342)

Telephone Number 0 1 2 1 2 3 4 5 6 7 Bank Abbreviation \* (Refer to Guideline for abbreviation list) M B B

E-Mail a b c 1 2 3 @ g m a i l . c o m

Purpose of Payment \* S C H O O L F E E S

Maximum amount to debit per transaction (RM)\* - - - 3 0 0 0 - 0 0 (Subject to maximum limit specified by the IO Operator)

Maximum frequency \* - - 3 Mode of frequency \* ☐ Daily ☐ Weekly ☒ Monthly ☐ Yearly

Effective Date \* (DDMMYY) 020125 Expiry Date (DDMMYY) 311230

Declaration:

- I/We hereby acknowledge that the information in this form will be disclosed or released to the Corporation, Corporation's bank and the Direct Debit Operator for the purpose of the Direct Debit collection.
- I/We hereby acknowledge that a fee/charge will be charged to me/us in the event my/our Account has insufficient balance to make Direct Debit payment instruction(s). I/We hereby agree the Bank to debit related fees/charges from my/our Account as a consequence of having insufficient fund for Direct Debit payment(s).
- I/We hereby confirm that I/we have checked the accuracy and correctness of the details furnished by me/us in this application form and I/we are aware of the content and the scope of the services provided therein.
- I/We hereby declare that all information provided is to the best of my/our knowledge true and correct.
- I/We hereby agree to be bound by the Terms and Conditions.
- This Direct Debit authorization will remain in force until terminated by I/we with prior written notice sent to Bank/Corporation.
- I/We hereby authorise the Bank to debit my/our Account for the Direct Debit payment(s) including the relevant transaction fees/charges not payable by the Corporation.

Signature / Company Stamp Ah Meng Account Holder's Signatures as per Bank's record (For Joint Account - Signature as per Bank's signing condition) Date\* (DDMMYY)

### FOR CORPORATION'S COMPLETION

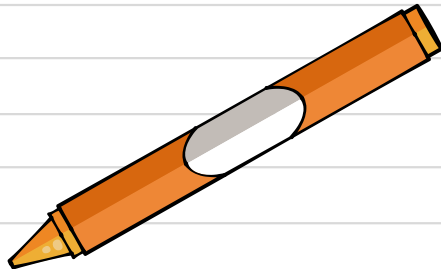
Bill ID \* S E 0 0 0 0 9 3 8 2 (学生学号) Date\* (DDMMYY)

Payment Reference No. (e.g. Policy No., etc.) (Must be unique) \* 在籍生只需填写学号 例子: 240100

NOTE: TH RATION Company Stamp/ Logo



# 银行直接缴费日期





## 银行直接缴费日期

- ✓ 银行直接缴费日期定在每月第5日

IMPORTANT



家长须在每月第4日或之前确保  
账户里有足够存款，使缴费顺利  
完成。



如有疑问

请联系本校会计处

03-62587935

03-62587946