

Guideline for using PayMe “Pay Bills”

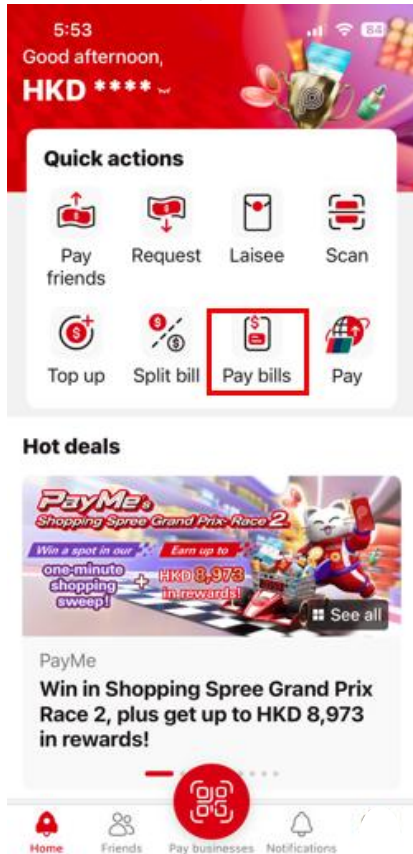
使用 PayMe 「繳付賬單」操作指南

1. Logon your “PayMe” app

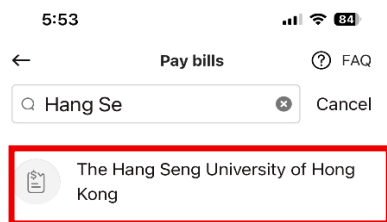
登入「PayMe」手機應用程式

2. Select “Pay bills”

選擇「繳付賬單」



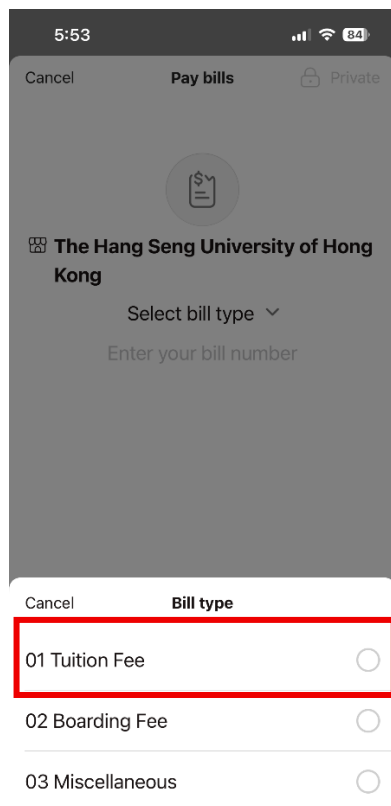
3. Search “hang seng” then “THE HANG SENG UNIVERSITY OF HK”



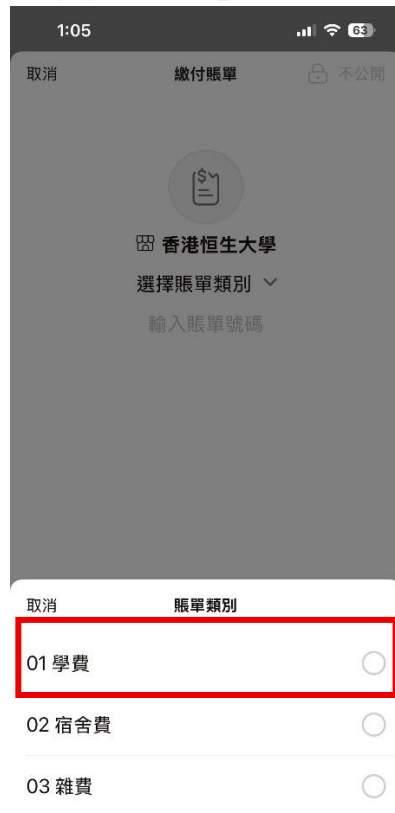
搜尋「恒生」然後選擇「香港恒生大學」



4. Select “Bill Type”



選擇「賬單類別」



5. **Key in your “Bill No.” (11-digits)**
“Bill No.” is required and must fill in the column of customer reference. Otherwise, the transaction will not be confirmed.

5:53 84

Cancel Pay bills Private



 The Hang Seng University of Hong Kong

Bill type: 01 Tuition Fee ▾

XXXXXXXXXX

Tip: Check the bill number carefully. If you enter it incorrectly, you'll need to contact the merchant to rectify.

Next

6. Enter the “Total Amount” of the debit note
(For minimum payment of HK\$50)

5:53 84

← Pay bills Private



 The Hang Seng University of Hong Kong

Bill type: 01 Tuition Fee

Bill number: XXXXXXXXXXXX

HKD 999.99

1	2	3	÷
4	5	6	×
7	8	9	−
.	0	⌫	+

Next

- 輸入 11 位數字「賬單編號」**
如未有輸入正確的「賬單編號」，該交易將不被確認。

5:51 84

取消 繳付賬單 不公開



 香港恒生大學

賬單類別：01 學費 ▾

XXXXXXXXXX

提提你：請仔細檢查賬單號碼。如果你輸入錯誤的號碼，你需要聯絡有關商戶以修正交易。

下一步

- 輸入賬單之總「金額」
(最低付款額為港幣 50 元)

5:51 84

← 繳付賬單 不公開



 香港恒生大學

賬單類別：01 學費

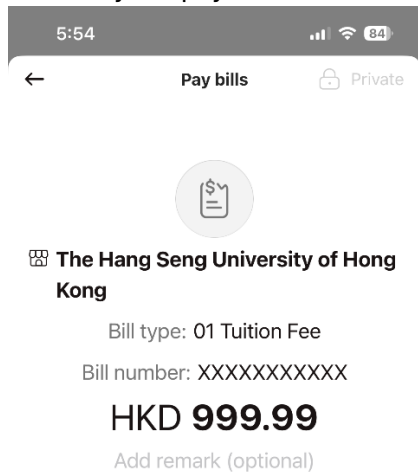
賬單號碼：XXXXXXXXXX

港幣 999.99

1	2	3	÷
4	5	6	×
7	8	9	−
.	0	⌫	+

下一步

7. Verify the payment details and “Pay bill”



5:54

← Pay bills Private



 The Hang Seng University of Hong Kong

Bill type: 01 Tuition Fee

Bill number: XXXXXXXXXXXX

HKD 999.99

Add remark (optional)

Note: Bill payments made after 4:30pm will be processed the following business day.

Pay bill

核對付款資料及「繳付賬單」



5:51

← 繳付賬單 不公開



 香港恒生大學

賬單類別: 01 學費

賬單號碼: XXXXXXXXXXXX

港幣 999.99

加入備註 (可選填)

備註: 下午 4 時半後進行的付款將於下一個工作天處理。

繳付賬單

Upload the payment receipt to the University 'eCampus' or 'Online Application System'. An official receipt will be issued by the University via email within 2 working days after payment confirmation.

將繳費證明上傳至大學內聯網或網上入學申請系統。正式收據在確認收款後兩個工作天內以電郵寄出。