



**ST. CLARE'S GIRLS' SCHOOL**  
50 MOUNT DAVIS ROAD,  
HONG KONG

Web Page : www.stclare.edu.hk  
E-mail : info@stclare.hk

Tel : 2817 1764  
Fax : 2855 8420

Dear Parents,

1 September 2021

**List for Order of Exercise Books & School Items 2021-2022 (S4)**

|                                                                                                                     | <u>Unit Price (\$)</u> | <u>Quantity</u>  | <u>Amount (\$)</u> |
|---------------------------------------------------------------------------------------------------------------------|------------------------|------------------|--------------------|
| <b>Exercise Books</b>                                                                                               |                        |                  |                    |
| Single Lined Book                                                                                                   | 1.00                   | 5                | 5.00               |
| Long Single Lined Book                                                                                              | 3.00                   | 5                | 15.00              |
| Single Lined Paper                                                                                                  | 4.50                   | 8                | 36.00              |
| 原稿紙                                                                                                                 | 4.50                   | 2                | 9.00               |
| Book Cover (Blue)                                                                                                   | 1.10                   | 8                | 8.80               |
| Book Cover (Beige)                                                                                                  | 1.10                   | 3                | 3.30               |
|                                                                                                                     |                        | <b>Sub Total</b> | <b>77.10</b>       |
| <b>School Items</b>                                                                                                 |                        |                  |                    |
| “Student Guidelines” Booklet                                                                                        |                        | 1                | 5.00               |
| Student Handbook                                                                                                    |                        | 1                | 11.00              |
| “My Community Service Footprints” record book                                                                       |                        | 1                | 3.50               |
| Student ID & Student Photos (one dozen)                                                                             |                        | 1                | 12.00              |
| School-based Chinese (Oxford Chinese (2 <sup>nd</sup> Edition)) Series<br>(Customised version for the school)       |                        | 1                | 412.00             |
|                                                                                                                     |                        | <b>Sub Total</b> | <b>443.50</b>      |
| <b>Fees for Specific Purposes (approved by EDB)</b>                                                                 |                        |                  |                    |
| Miscellaneous for the whole year 2021/2022                                                                          |                        |                  | 300.00             |
| PTA Membership Fee 2021/2022 (If there are sisters studying<br>in this school, only the younger sister should pay.) |                        |                  | 120.00             |
| Tong Fai 2021/2022                                                                                                  |                        |                  | 340.00             |
|                                                                                                                     |                        | <b>Sub Total</b> | <b>760.00</b>      |
|                                                                                                                     |                        | <b>Total</b>     | <b>1,280.60</b>    |

The said fee will be debited from the autopay account between 20 and 24 September 2021. Please ensure that the amount is deposited into the autopay account. The school will notify parents by SMS the amount and due date for the payment before their account is debited. An administration fee charged by the bank of not more than \$150 (depending on individual banks) will be levied upon any unpaid fee after the due date.

For parents who have not applied for an autopay account, the fee should be paid by cheque made payable to “The IMC of St. Clare’s Girls’ School” on or before 3 September by mail to school. Please write the name, class and class no. of your daughter at the back the cheque.

Thank you for your attention.

Yours sincerely,

  
Mrs. Cherry Chan  
Principal





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敬啟者：

練習簿及學校用品訂購表 2021-2022 (中四)

|                        | <u>單價 (\$)</u> | <u>數量</u> | <u>總額 (\$)</u>  |
|------------------------|----------------|-----------|-----------------|
| <b>練習簿</b>             |                |           |                 |
| 短單行簿                   | 1.00           | 5         | 5.00            |
| 長單行簿                   | 3.00           | 5         | 15.00           |
| 單行紙                    | 4.50           | 8         | 36.00           |
| 原稿紙                    | 4.50           | 2         | 9.00            |
| 文件夾 (藍色)               | 1.10           | 8         | 8.80            |
| 文件夾 (黃啡色)              | 1.10           | 3         | 3.30            |
|                        |                | 小計        | 77.10           |
| <b>學校用品</b>            |                |           |                 |
| 學生指引                   |                | 1         | 5.00            |
| 學生手冊                   |                | 1         | 11.00           |
| 社會服務紀錄冊                |                | 1         | 3.50            |
| 學生證及學生證件相 (一打)         |                | 1         | 12.00           |
| 校本中文(牛津高中課程)系列(學校訂製版本) |                | 1         | 412.00          |
|                        |                | 小計        | 443.50          |
| <b>特別用途收費 (經教育局批准)</b> |                |           |                 |
| 2021/2022 年度雜費         |                |           | 300.00          |
| 2021/2022 家長教師會會員費     |                |           | 120.00          |
| (若有姊妹在本校就讀，只有妹妹才需繳交)   |                |           |                 |
| 堂費 2021/2022           |                |           | 340.00          |
|                        |                | 小計        | 760.00          |
|                        |                | <b>總計</b> | <b>1,280.60</b> |

本通告所列費用將於9月20日至24日以自動轉賬方式從家長所提供的銀行戶口中扣除，本校在轉賬前將會以短信形式提醒家長自動轉賬日期及費用，請家長在轉賬日期前將費用存入付款的銀行戶口內，若戶口存款不足而無法扣取所需款項，有關扣賬銀行會收取不多於港幣150元的手續費（視乎個別銀行而定）。

凡未有申請以自動轉賬繳費的家長，必須於9月3日或以前郵寄支票至本校繳交費用。以支票繳交，支票抬頭為：「聖嘉勒女書院法團校董會」，並請於支票背面寫上學生姓名、班別及學號。

此致  
貴家長

校長陳黃碧瑜謹啟

二零二一年九月一日