

## Payment Methods

(Please quote the Account Code for payment)

### Cheque

- Payable to: **FRENCH INTERNATIONAL SCHOOL.**
- Write down your «**Account Code**» (refer to your invoice) at the back of your cheque.
- Mail the crossed cheque to: 165 Blue Pool Road, Happy Valley, Hong Kong.

### Direct Debit (Autopay)

Please download the form and instruction in the link below:

<https://www.fis.edu.hk/sites/default/files/directdebitauthorisationform.pdf>

### Online banking:

1. Via HSBC Bill Payment (only applicable to HSBC customers)
2. Select **FRENCH INTERNATIONAL SCHOOL** from the Merchant list **NEW PAYEE**
3. Quote your «**Account Code**» (refer to your invoice) on the Bill Payee Account Number.
4. Input the amount
5. Complete the transaction

### Bank transfer:

A copy of the **bank receipt** must be sent to [receivables@fis.edu.hk](mailto:receivables@fis.edu.hk). Otherwise, the transaction cannot be identified and the invoice remains outstanding. All incoming payments must contain full remitter name, address and account number. Please note that PO Box is not acceptable as address.

1. Bank: Standard Chartered Bank (Hong Kong) Limited  
Name: French International School  
Account Number: 003 447 17986201  
Swift code: SCBLHKHHXXX
2. Bank: Credit Agricole CIB, Hong Kong Branch  
Name: French International School  
**Select one of the payment channel with your bank:**  
**FPS** Account Number: 01612454108000  
**CHATS** Account Number: 01612454108000  
Swift code: CRLYHKHH  
Bank: 005
3. Bank: HSBC  
Name: French International School  
Account Number: 004-808-310114-292  
Swift Code: HSBCHKHH

The school will not be responsible for any bank charged incurred; therefore please make sure that you have paid enough to cover the bank charges and handling charges.