

Mainland Students - Application for Replacement of Visa/Entry Permit

IMPORTANT NOTES:

- I. Mainland students should apply for a replacement of visa/entry permit from Hong Kong Immigration Department (ImmD) if the existing one is lost or damaged.
- II. In the case of lost Exit-entry permit (EEP) which is affixed with his/her student visa in an area outside Hong Kong, he/she is required to first replace the EEP in the Mainland at the Public Security Bureau where his/her household registration is kept. At the same time, the applicant is advised to apply for a tourist visa (旅遊簽證) to enter Hong Kong for processing the student visa replacement **in person at ImmD** (Quality Migrants and Mainland Residents Section).
- III. If the applicant has already entered/is staying in Hong Kong, he/she should first go to the Hong Kong Police to obtain a reported loss memo, then obtain a supporting letter from the Admissions Office (AO) before going to ImmD to start the replacement formalities. Applicant should also go to the China Travel Services (Hong Kong) Limited, with the new visa/entry permit label issued by ImmD, to replace the relevant exit endorsement as well.
- IV. The applicant is strongly advised to submit the application as soon as he/she does not have a valid visa/entry permit. AO will only issue the supporting letter to the applicant. All replacement fees incurred will be borne by the applicant.

For further enquiries, please contact the Admissions Office at <https://www.studentvisa.hku.hk/contact-us>.

Please complete the form in BLOCK letters and and *delete whichever is appropriate.

1. Personal Particulars	
Surname in English	Given name in English
Name in Chinese	Contact telephone number
Gender *Male / Female	Email address
Postal address and postal code	
Date of birth (DD/MM/YYYY)	University Identity Number (if applicable)
Faculty / Department	Full name of study programme in English
2. Reason to issue a new Entry Permit Label	
<input type="checkbox"/> Lost / Damaged / Defaced <input type="checkbox"/> Renew "Exit-Entry Permit for Travelling to and from Hong Kong and Macao" (EEP) 【往来港澳通行证】 <input type="checkbox"/> Other reason: _____	
<i>Please fill in detail below if applicable:</i> When the travel document was last used: _____ (DD/MM/YYYY) Where the travel document was last used: _____ Date of loss: _____ (DD/MM/YYYY) Place of loss: _____	
The information given on this page is correct, complete and true to the best of my knowledge and belief.	Name of Applicant _____ Signature of Applicant _____ Date _____

3. Declaration to the Admissions Office, Registry

In submitting this application to the Admissions Office (AO), I declare the following:

1. I have read and understood the important notes listed on page 1.
2. I request and authorize AO to act as my sponsor for application for my visa/entry permit replacement application.
3. I understand that AO and ImmD will process this application only if ALL required documents are submitted.
4. I undertake in the event that the abovementioned visa/entry permit label comes into my possession again, I will return it immediately to the ImmD for cancellation.
5. I understand that my lost visa/entry permit label will be cancelled subsequent to the issue of a replacement travel document.

Name of Applicant	Signature of Applicant	Date