HKU ONLINE APPLICATION SYSTEM

Step by Step Guide

Step 0: Prepare your application

Prepare the below documents before you start your application

To be prepared before submission	To be uploaded after payment of application fee	To be provided by your counsellor / advisor / referee(s)
✓ Personal Information including a valid email address (as registered email address cannot be changed once you registered an account)	✓ One personal statement (regardless of the number of your programme choice(s))	✓ High school transcript
✓ Your identity document (Passport / Hong Kong Identity Card / other travel document)	✓ High school transcript	✓ Predicted / actual results
✓ Choice of programmes (cannot be changed e.g. edited / added / swapped in any way after 12:00 noon, Nov 16, 2022 (HKT))	✓ CV, certificates and awards	✓ Reference letter(s)
✓ A valid credit card (VISA, MasterCard or Unionpay) for payment of the application fee	✓ Certificates of public examinations and proof of English language and second language proficiency	
	✓ Degree certificates and official transcripts (for current university students)	
	✓ Any other required documents you would like to add to support your application	

Step 1: Create an application account

HKU Application System for Undergraduate Programmes
The University of Hong Kong

⌂ > Login

LOGIN

👤 Registered Email Address

🔑 Password

[Login]

Forgot Password ?
Forgot Registered Email ?

REGISTRATION

Register for an account to launch your application to the undergraduate programmes at the University of Hong Kong.

👤 Registration

Please register for an account by clicking 'Registration'.

If you have registered for an account last year, you may skip this step and proceed to log in with the same credentials directly.

← Declaration

- I declare that the information to be given in support of my undergraduate application is accurate and complete, and I understand that any misrepresentation will disqualify my application to the University.

- I authorize The University of Hong Kong to obtain, and the relevant examination authorities, assessment bodies or academic institutions in Hong Kong and elsewhere to release any and all information about my public examination results, records of studies or professional qualifications. I also authorize the University to use my data in this form for the purpose of obtaining such information.

- I accept that all the data in this form and those the University is authorized to obtain will be used for purposes related to the processing and administration of my application in the university context.

- I understand that if I am a current full-time Bachelor's degree student studying UGC-funded programme in one of the local tertiary institutions or a de-registered or discontinued student of the University and I fail to declare this, I may be disqualified even after being offered admission.

- I note the general points pursuant to the Personal Data (Privacy) Ordinance as set out in the *Personal Information Collection Statement* and the *General Data Protection Regulation*.

- I have read the *General Information* and agreed to the information, terms and conditions stated.

☑ I have read and understood the above stated terms and conditions.

[Accept]   [Not Accept]

Read the "Declaration" carefully. Upon having read and understood the declaration, check the box and click "Accept" to proceed.

← Registration

Complete this section to start registering for an account with the Application System for Undergraduate Programmes at The University of Hong Kong.

Email Address * [?]

Password *

Include at least 3 of these 4 types that lowercase letters, uppercase letters, numerals, and special characters; and must be of 10-18 characters.

Re-type Password *

Alternate Email Address * [?]

Family Name / Surname / Last Name * [?]

Given Name / First Name * [?]

Submit   Cancel

Email Address: Your email address will be your login name. Choose an email that you use often and **will NOT expire as you cannot change this email address once registered**. You are advised to also select an alternate email address carefully in case you need to reset your password or your primary address fails.

Password: The password should contain at least 3 of these 4 types that lowercase letters, uppercase letters, numerals, and special characters; and must be of 10-18 characters.

The Last Name and First Name should be identical to the ones stated on your Hong Kong Identity (HKID) Card or Passport.

Please fill out the rest of the information carefully and accurately.

Step 2: Complete the online application

HKU Application System for Undergraduate Programmes
The University of Hong Kong

🏠 〉 Login

LOGIN

👤 Registered Email Address

🔑 Password

Login

Forgot Password ?

Forgot Registered Email ?

REGISTRATION

Register for an account to launch your application to the undergraduate programmes at the University of Hong Kong.

👤 Registration

After successful registration, a confirmation email will be sent to both your registered email and secondary email, and you will be given a link to activate your account. Once your account is activated, please use your registered email and password to log in.

If you have forgotten your password, please click 'Forgot Password' and reset your password using your registered email.

My Inbox
My Application
Application Status
My Event
My Profile
Logout

HKU Application System for Undergraduate Programmes
The University of Hong Kong
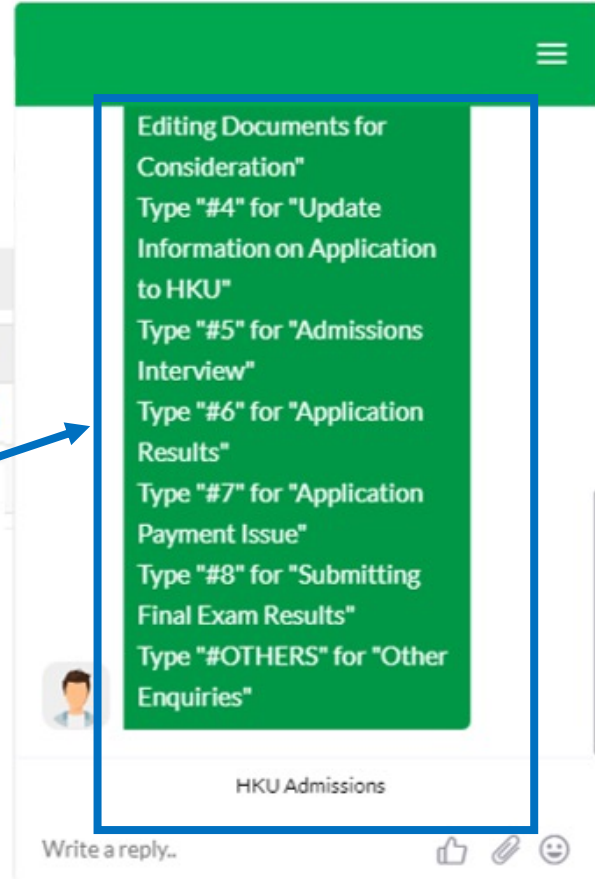
⌂ > My Inbox

My Inbox

For enquiries, please contact us through live chat here.

If you have any enquiries, please click the live chat button.

Announcement

Title	Status
✉ [HKU Application System] Welcome to the Application System!	New

Editing Documents for Consideration"
Type "#4" for "Update Information on Application to HKU"
Type "#5" for "Admissions Interview"
Type "#6" for "Application Results"
Type "#7" for "Application Payment Issue"
Type "#8" for "Submitting Final Exam Results"
Type "#OTHERS" for "Other Enquiries"

HKU Admissions

Write a reply..

Find useful information or initiate a live chat session with our staff here during office hours.
For non-office hours, please follow the instructions to contact our staff.

Please read the email in your inbox carefully and make sure to check the inbox regularly to receive updates from the University.

Click 'My Application' on the left panel to start your application.

HKU Application System for Undergraduate Programmes
The University of Hong Kong

My Application

Applications	Status	Actions
▬▬ UG Admission	New	Apply Now

Click 'Apply Now' to start your application.

My Application

Personal Particulars | Academic Profile | Academic Qualifications | Choice of Programme | Extra-curricular Achievements | Reference | Others

Personal Information

Family Name / Surname / Last Name *		Given Name / First Name *	
Chinese Name		Date of Birth *	📅
Nationality *	- Select - ▼	Sex *	- Select - ▼
E-mail *	████████	Secondary E-mail *	████████
Country / Region of Residence *	- Select - ▼		

Identity

The following students will be considered as non-local applicants and will pay the non-local fees upon admission to the Univers
in the post-secondary education context:

Students holding:
- student visa / entry permit to study in Hong Kong
- dependent visa / entry permit and were aged 18 years old or above when you were first issued with such documents by the I
- visa under the Immigration Arrangements for Non-local Graduates (IANG), issued by the Director of Immigration of the Hor

Will you be applying as a local or non-local applicant ?   ○ Non-Local   ● Local

☐ I cannot provide my Hong Kong Identity Card No. / China Identity Card No. / Passport No. now

    (I understand I will be required to provide the latest copy of my identification document for entry to Hong Kong to the
University prior to registration)

HKID Card No.   [ ] [ ] ([ ])

Personal Particulars
Please fill out this section carefully.

Please review the descriptions carefully to identify
your status of local/non-local.

Please provide information on your academic history starting with your secondary / junior high school studies. This information should include any course that is in prog otherwise.

This information will be used for processing and evaluation of your application to the University. Omission of your academic history may lead to disqualification of your a awal or any offers given.

For more instructions on how to fill this page, please refer to *here*.

Academic History and Course Enrollment between September 2022 to June 2023

I am not enrolled in any course of academic study between September 2022 to June 2023 ☐

Country / Region in which your study is pursued * — Select -

Current Programme of Study

Type of Programme / Curriculum * — Select -

Level of Study * — Select -

Have you completed this study? ◯ Yes ◯ No

Study Mode ◯ Full-time ◯ Part-time

Start Date * [   ] 📅

Academic Profile
Please fill out your academic history accurately.

If you are not enrolled in any academic institution between September 2022 to June 2023, check the 'I am not enrolled in any course of academic study between
September 2022 to June 2023' box to go straight to the 'Previous Studies' section.

Expected Date of Completion / Graduation *

Previous Studies

Name of Institution	Type of Programme	Country	Programme Title	Study Mode	GPA	Study Period	Action
No records found.							

+ Institution

Please include all your Secondary / Junior & Senior High School Education information (except your current programme of study) in the "Previous Studies" section.

Year of Schooling

Please indicate below your highest level of qualification to be obtained by September for our evaluation purpose.

Highest Qualification to be obtained by August * - Select -

Please confirm below the years of education you have received in the primary / secondary / post-secon[...]. This should take into account only your regular school. Short courses / summer courses / rep[...] not be counted in this calculation. If any of the level of study is not applicable, please enter "0"

Primary Education : * 0 years full-time study or its equivalent

Secondary / Junior & Senior High School Education : * 0 years full-time study [...]

Tertiary / University-level Education : * 0 years full-time study or its equivalent

Total years of schooling completed / will be completed by August 31, : 0 years full-time or its equ[...]

Save   Save and Next →

Please select your highest qualifications to be obtained before enrolling in the University (e.g. **select 'Bachelor's Degree' if you are currently studying a Bachelor's degree programme** in a university as Year 1 student but had completed IB Diploma previously).

Please clearly indicate the exact number of years in which education was received. This information is crucial if you wish to be considered for advanced standing.

| Personal Particulars | Academic Profile | Academic Qualifications | Choice of Programme |

| Extra-curricular Achievements | Reference | Others |

You should include ALL your academic achievement, including academic programmes still in progress, by adding each qualification individually through the modules below.

You will be given an opportunity to upload electronic copies of transcripts / statements of results to support your application after you have successfully submitted your application. You will be given instructions to submit original / official copies of these documents if required by the Admissions Office.

+ Qualification

Save   Save and Next →

Academic Qualifications
Click '+ Qualification' to add current and previous qualifications. You may add multiple qualifications as necessary.

Qualification

Examination Type *   - Select - ▾

Examination *   - Select - ▾

Year *   - Select - ▾

Month *   - Select - ▾

Add   Cancel

gress, by adding each

upport your application
/ official copies of these

Fill in the relevant details about your qualification
and then click 'Add'.

You should include ALL your academic achievements, including academic programmes still in progress, by adding each qualification individually through the modules below.
You will be given an opportunity to upload electronic copies of transcripts / statements of results to support your application after you have successfully submitted your application. Yo
given instructions to submit original / official copies of these documents if required by the Admissions Office.

For more instructions on how to fill this page, please refer to *here*.

+ Qualification

▼ General Certificate of Education A Level / International A Level

Attempt/Examination Sitting	Subject	Examination Board	Level	Achieved Grade	Predicted Grade	Date of Result Release	Action
No records found.							

Remove Qualification | **+ Subject**

Once the qualification has been added, click '+ Subject' to add the subjects taken under the qualification.

Save | **Save and Next →**

Add Subject

Please contact the Admissions Office for assistance if your subject is not in the drop-down list

You should enter your Advanced Level examination results, whether you have already taken the exam or your courses are still ongoing.

You are also advised to provide us with a copy of your Advanced Subsidiary Level results, if available, by uploading a scanned copy onto the system under your "General Certificate of Education A Level / International A Level" tab after you have successfully submitted this application.

1. After selection of Attempt/Examination Sitting, Level, Examination Board and Subject, select the Date of Result Release (whether past or future)

2. If you already have your achieved result, enter the score in "Achieved Score," otherwise enter your Predicted Grade. If you are not provided the predicted grade by your school, select "To be provided by my school"

Attempt/Examination Sitting *	- Select -		
Level *	GCE Advanced Level	Examination Board *	- Select -
Subject *	- Select -	Date of Result Release *	
Achieved Grade *	- Select -	Predicted Grade	- Select -

Save   Cancel

Follow the instructions to fill out the details of the subject carefully. To open the select menu, it is mandatory to follow 'instruction 1' (select in order).
Please select 'To be provided by my school' if you are not provided the predicted grade and 'Pending' if the achieved grade is not yet available.

| Personal Particulars | Academic Profile | Academic Qualifications | Choice of Programme | Extra-curricular Achievements | Reference | Others |

You may submit an application for UP TO 3 undergraduate programmes at the University. With the exception of your top programme choices, all other programmes wi ually ranked. Evaluation will take place concurrently and independently for all your programme choices. You may refer to the status of each of your programme choices tus on the left. Changes to your programme choices will be allowed until ███████████.

For more instructions on how to fill this page, please refer to *here*.

1 st Choice Programme

Programme

| - Select - ▾ |

Other Programme Choices

Programme

| - Select - |
| - Select - |

Choice of Programme

You may submit an application for UP TO 3 undergraduate programmes at the University. You may refer to the status of each of your programme choices under 'Application Status' on the left panel. Changes to your programme choices will be allowed until **12:00 noon, Nov 16, 2022 (HKT)**.

Dual Degree and University Collaborative Programmes (separate application REQUIRED)

You are welcome to indicate your interest in applying to the following dual degree / university collaborative programmes offered by HKU and our partner institutions. Please note that each of these programmes will have a separate application and may also have additional entrance requirements. Indication of interest on this form, DOES NOT replace an application to be submitted separately. You should refer to the details available for each programme carefully here.

☐ Dual Degree with Peking University in Bachelor of Economics and Finance

☐ Dual Degree with Peking University Dual Degree in Bachelor of Laws

☐ HKU-Cambridge Undergraduate Recruitment Scheme (Natural Sciences)

☐ Dual Degree with Sciences Po in Bachelors of Arts, Business and Administration, and Social Sciences

☐ Dual Degree with University of British Columbia Sauder School of Business in Business and Administr...

☐ Dual Degree with University of California Berkeley in Bachelors of Arts and Social Sciences

☐ Dual Degree with University College London in Bachelor of Laws

☐ HKU-Cambridge Undergraduate Recruitment Scheme (Engineering and Computer Science)

Sports Scholarship Scheme

☐ I would like to apply for admission as a Sports Scholar (Details here [link]).

If you would like to apply for any Dual Degree or University Collaborative programmes, you should also indicate it on the form. However, please note that each of these programmes will have a separate application and may also have additional requirements and instructions, and as such you should refer to the details of the programme.

You can also indicate your interest in other admission scheme and special scholarships offered by the University. Please check your eligibility before applying and take note of any additional requirements or supporting documents that you should submit alongside your application.

School Nominations Direct Admission Scheme (SNDAS)

☐ I would like to be considered as a candidate for the School Nominations Direct Admission Scheme (Details here [link]).

Special Scholarships for Incoming Applicants

All students who have received an offer of admission will be considered for the University's Entrance Scholarship based on the students' academic and non-academic qualities. No separate application is required for the Entrance Scholarships.

To allow the University a better understanding of your achievements and to assess your fit with our programmes, please provide a maximum of 3 examples, where applicable, of activities where you have demonstrated the corresponding characteristics. You may also provide other information for the University to consider as supplemental information by uploading a CV / Resume as a supporting document.

Leadership

Name of Activities	From / To	On-going	Organizer	Achievements / Awards	Action
No records found.					

+ Leadership

Communication

Name of Activities	From / To	On-going
No records found.		

+ Communication

Global Mindedness

Name of Activities	From / To	On-going
No records found.		

+ Global Mindedness

Extra-curricular Achievements
You may inform the University of your personal achievement by providing information on your extra-curricular activities that best demonstrate each of the attributes listed. You may submit a maximum of 3 activities per attributes. For example, you may wish to inform the University about your participation in an international symposium, a national Olympiad competition, your community service projects, etc.

You may also elaborate on other activities on a CV and upload any relevant certificates after you have submitted your application.

| Personal Particulars | Academic Profile | Academic Qualifications | Choice of Programme |
| Extra-curricular Achievements | Reference | Others |

You may nominate your counsellor to support your application to the University by providing predicted / anticipated result(s), transcripts, and reference documents.

You may also nominate up to 2 referees who may provide additional information to support your application to the University.

In the case that you are not able to find your counsellor under the "Counsellor" list, please provide your counsellors' contact information as a referee and we will be in touch accordingly.

Referee / Counselor

Relationship	Name
No records found.	

+ Referee

Save   Save and Next →

Reference

Referee's / counsellor's contact / invitation cannot be edited once you have submitted your application. You may nominate your counsellor to provide reference, transcript as well as any anticipated / predicted results to support your application. Please select your counsellor from the drop-down list. If your counsellor is not listed, please make sure you have selected your school under the "Academic Profile" tab first. You may nominate your counsellor as a "referee" if you still cannot find him/her in the list. If you were graduated from high school but wish to nominate your previous counsellor, please also nominate him/her as your "referee".

You may also nominate up to 2 referees to support your application to the University. Please be sure to communicate first with referee(s) you will be nominating prior to submission of your application. An email will be sent to each referee seeking their confidential reference to support your application after your application has been submitted successfully.

To facilitate our evaluation, we recommend your counsellors and referees to complete their parts by **Dec 1, 2022**. If your counsellors or referees cannot make this deadline, or if your application is submitted at a later date, please also communicate with them so that they can support your application as soon as possible.

Personal Particulars   Academic Profile   Academic Qualifications   Choice of Programme   Extra-curricular Achievements   Reference   Others

You may nominate your counsellor t   lt(s), transcripts, and reference documents.

You may also nominate up to 2 refer   rsity.

In the case that you are not able to fi   ct information as a referee and we will be in touch
accordingly.

Referee / Counselor

Relationship	N		cription	Action

No records found.

+ Referee

| Save | Save and Next → |

Referee   ✖

School Counselor   ▼

Name *

- Select -   ▼

Email *

[   ]

If you cannot identify your counsellor from the drop down menu, please
nominate the counsellor as a teacher and enter the appropriate email
address. Our system will invite for reference still from your teacher.

☑ I agree to disclose programme decision to counsellors

Save   Cancel

If you would like to grant your counsellor
access to view your programme decision,
please check this box.

Disability Information

If you have a disability, please give details in this section. Supporting documents may be required at a later stage. Information given in this section helps the university to identify the special assistance and facilities that it can provide on your admission. You may also contact the Faculty / Programme to discuss issues or your concerns.

Type of Disability   - Select -

Degree of Impairment

Description

Transfer of Credits (for applicants who are currently enrolled or once enrolled in a bachelor's degree / higher degree programme)

☐ I wish to apply for direct entry to the following programme

Year of Study [?]

Programme [?]

☐ I wish to apply for transfer of credits upon admission

Save   Proceed to Payment for Submission of Application →

Others

Please give us any other relevant information in this section. Once you have reviewed your application, click 'Proceed to Payment for Submission of Application' to be redirected to the payment page. **Supporting documents and Personal Statement can only be uploaded after the payment of application fee.**

Step 3: Pay the application fee
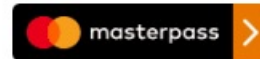
Payment
Use one of the methods to pay the application fee.

☰ 🛡️ HKU Application System for Undergraduate Programmes
The University of Hong Kong

⌂ > My Application

My Application

Applications	Status	Actions
████████████████████	Submitted	Edit Application
		Upload Supporting Document

Once your submission is successful, you will receive an email with instructions on the next steps and you will also be able to view your application number under 'Application Status' on the left.
The status of your application will now also change from 'In Progress' to 'Submitted'. Click 'Upload Supporting Document' to submit relevant documents.

Step 4: Upload supporting documents

HKU Application System for Undergraduate Programmes
The University of Hong Kong

⌂ > Supporting Document

Supporting Documents

You may upload copies of the relevant documents under each respective category. All documents should be in pdf format. Please note that the University may require you to submit the official / certified true copy of documents uploaded onto this application system.

You should name your files in the following format:

AppNo_FirstName_LastName_DocumentDescription

Eg:
20191234567_Jane_Doe_VolunteerCertificates

Personal Identification and Statement

Document Type	File Name	Submission Date
Personal Identification [?]		
Personal Statement [?]		

Upload

Supporting Documents
Please follow the naming format to upload the corresponding transcript or documents under the associated header. For all other documents, including your CV and other certificates, you may upload the document under "Other Documents".

Documents that have been successfully uploaded and received by the University will list the respective file type, file name, and the date of submission. You are however advised to keep a personal record of all the documents you have uploaded.

Step 5: Check your application status

My Inbox

My Application

Application Status

My Event

My Profile

Logout

HKU Application System for Undergraduate Programmes
The University of Hong Kong

Programme Status	Definition
Under Consideration	The programme is reviewing your application
Waitlisted	Your application has been reviewed and you are placed in the waiting list based on application information and documents submitted
Offer with Conditions	You have received a conditional/firm offer
Offer Accepted	You have accepted a conditional/firm offer
Offer Declined	You have declined a conditional/firm offer OR Your offer has expired because the University has not received a response from you regarding the offer by the stipulated deadline
Appeal Under Review	The programme is reviewing your appeal for relaxing the offer condition(s) which you have not met The review process normally takes around two to three weeks
Conditions Met	The final results received by the University indicate that you have m on academic achievements laid out in your offer of admission
Conditions Not Met	The final results received by the University indicate that you have n condition(s) on academic achievements laid out in your offer of adm
Enrolled	Your offer has been confirmed and all your required official docume verified by the University
Acceptance Withdrawn	You have withdrawn your acceptance to a conditional/firm offer
Programme withdrawn	You have withdrawn your application to the programme
Unsuccessful	Your application to the programme is unsuccessful

Application Status

You may check the status of your application any time by clicking 'Application Status' on the left panel. You can also review your acceptance status and any outstanding actions required from you here.

Admission Year :			Application No.		
Curriculum	Reply Deadline	Replied On	Status		Action
Bachelor of Arts in Architectural Studies	-	-	Under Consideration		Withdraw Programme

Tips for uploading documents

1. If you have several files to upload, please consolidate them to one single file
2. File size should not exceed 10MB
3. File should be in pdf format only
4. **Files cannot be viewed nor deleted after they have been uploaded** (so make sure you upload the right file)
5. A revised document can be uploaded at any time (but the old document will still be there); the University will consider the latest upload as official
6. Please be mindful to follow the file naming instruction
7. The system would rename your file name automatically after upload, but document downloaded from the system will retain its original file name

Next Steps

1. After submission, you will be able to log in to your application account to:
   a) Provide/update scores not yet available at the time of application under 'Academic Qualifications' tab
   b) Upload supporting documents
   c) Update some of your personal information

2. You are encouraged to:
   a) Check for our emails regularly and keep up-to-date with our information
   b) Follow us on [The University of Hong Kong International Undergraduate Admissions](#) Facebook Page

Questions?

Refer to our FAQ here

Still have questions? Contact us through live chat after you have logged in to your application account