

Faculty/Department Confirmation Sheet on Student Status – For Visa Renewal

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

PART 1 – Request to Faculty / Department (To be filled by applicant)

To: Faculty / Department of _____
(Full name of Faculty / Department)

I, _____ (University ID: _____), studying
(Full name of applicant)

_____ as *full-time / part-time student, have to renew my visa.
(Full name of study programme)

The reason of my application:

- To continue my study of above study programme
- To defer my study period in order to fulfill the requirement of above study programme
- To resume my study after leave of absence from _____ to _____ (DD/MM/YYYY)
- Other reasons: _____

Please confirm my student status below to facilitate my application for visa renewal.

Additional information: (DD/MM/YYYY)

Current student visa expiry date: _____

Study period shown on the current student card: _____

Signature of Applicant

Date

PART 2 – Confirmation by Faculty / Department (To be filled by Faculty / Department)

To: Admissions Office, Registry

I write to support the visa renewal application for the above-named student.

Details of his/ her studies are as follows: (DD/MM/YYYY)

Date of registration: _____

Study Resumption Date (*if applicable*[^]): _____

*Expected study end date: _____

Programme with mandatory internship in the *current / coming academic year : *Yes / No

Programme with credit-bearing internship in the *current / coming academic year: *Yes / No

Note:

[^]Only applicable to **Full-time** students and/or Current HKU students who transfer other types of visa to student visa

*Please note that the expected study end date would be the supporting visa expiry date for the new entry visa

Full name of Faculty / Department

Stamp of Faculty / Department

Signature of Designated Officer

Full Name of Designated Officer

Date