

Application for Admission as a Visiting Undergraduate Student

- This is an electronic fillable form. Please study the application-related information at <https://www.cityu.edu.hk/admo/admissions/visiting-students> before completing this form.
- The application fee is HK\$400 per application. Up to 10 courses can be included in each application. After an application has been submitted, any additional courses (even if the original application includes less than 10 courses) will require a new application and fee payment. Please note that the application fee is non-refundable and non-transferable and is required when submitting your application.
- Before submitting your application, please check the course offering at <https://www.cityu.edu.hk/admo/admissions/visiting-students>. Course codes starting with 1, 2, 3 or 4 (e.g., GE1111, CS2114, AIS2012, MA4152) are undergraduate courses.
- Please note that regular students will be given priority in course registration. There is no guarantee that the applications from visiting students can be considered for the courses/sessions listed, particularly for professional courses such as accountancy and law.

Please complete the application form in capital letters.

Admissions Office

For Office Use

Student Number

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1 Courses Applied For*

Attendance Period: ☐ Semester A 20 ____ / ____ ☐ Semester B 20 ____ / ____ ☐ Summer Term 20 ____

	Course Code	Course Title	Preferred Session(s)
1			<input type="checkbox"/> Day <input type="checkbox"/> Evening
2			<input type="checkbox"/> Day <input type="checkbox"/> Evening
3			<input type="checkbox"/> Day <input type="checkbox"/> Evening
4			<input type="checkbox"/> Day <input type="checkbox"/> Evening
5			<input type="checkbox"/> Day <input type="checkbox"/> Evening
6			<input type="checkbox"/> Day <input type="checkbox"/> Evening
7			<input type="checkbox"/> Day <input type="checkbox"/> Evening
8			<input type="checkbox"/> Day <input type="checkbox"/> Evening
9			<input type="checkbox"/> Day <input type="checkbox"/> Evening
10			<input type="checkbox"/> Day <input type="checkbox"/> Evening

* Because of visa restrictions, non-local visiting students are required to undertake a full-time study load of at least 12 credits (i.e., at least four courses of three credit units each) in Semester A or B and at least six, but no more than seven credit units in the Summer Term.

2 Personal Particulars and Contact Information

Please fill out this section using the information as shown on your ID/travel document (e.g. passport).

Name in English

Surname / Family Name

First/Given Name(s)

Name in Chinese
(if applicable)

HKID Card / Travel
Document Number

Gender

☐ Male ☐ Female

Date of Birth

Day	Month	Year

Place of Origin

[In providing your place of origin, the relevant travel/identity document (e.g. passport) should be provided.
For applicants from the mainland, please also indicate your registered place of household (戶籍)]

Correspondence Address

In English

In Chinese (if applicable)

City

Country/Territory

Postal Code

Phone

Country/Territory Code

Area Code

Phone No.

E-mail

Do you hold any of the following documents/status? (please tick one only)

Please provide a copy of your Hong Kong permanent identity card/passport. For holders of item 3 – 7, please also provide copies of your initial and current entry permit.

- ☐ A permanent resident of Hong Kong
- ☐ Have the right to land in Hong Kong
- ☐ Holder of a one-way permit for entry to Hong Kong
- ☐ Holder of a valid employment visa / work permit (for part-time study) visa no.: _____ visa expiry date: _____
- ☐ Holder of a valid dependent visa and the visa was issued before age 18 visa no.: _____ visa expiry date: _____
- ☐ Holder of a valid entry visa / entry permit for quality migrants visa no.: _____ visa expiry date: _____
- ☐ Holder of a valid entry visa / entry permit for capital investment entrants visa no.: _____ visa expiry date: _____
- ☐ None of the above (you will be required to obtain a student visa / entry permit to study in Hong Kong SAR.)

3 Language Proficiency

- My first language is: ☐ English ☐ Chinese ☐ Other Language(s) _____ (please specify)
- Chinese Proficiency (only applicable to students planning to study Chinese-related courses):
 My written Chinese is ☐ Good ☐ Fair ☐ Poor
 My spoken Chinese (Putonghua) is ☐ Good ☐ Fair ☐ Poor
 My spoken Chinese (Cantonese) is ☐ Good ☐ Fair ☐ Poor

4 Secondary Education

List all schools attended and qualifications attained / to be attained. Please attach certified true copies of your transcripts and certificates. Transcripts and certificates which are not in English must be accompanied by a certified English translation by the awarding body or your high school.

From		To		Name of School	Country/Territory	Class/Grade	Qualifications Attained / To Be Attained (e.g. HKALE, HKCEE, HKDSE, GCEAL, IB Diploma)
Month	Year	Month	Year				

5 Sub-degree / Undergraduate / Postgraduate Qualifications

Please list qualifications obtained after secondary education (e.g. certificate, diploma, higher diploma, associate degree, bachelor's degree, postgraduate degree), including qualifications obtained from City University of Hong Kong. Please attach certified true copies of your transcripts and award certificates. Transcripts and certificates which are not in English must be accompanied by a certified English translation by the awarding body or your university.

From		To		Name of Institution and Country/Territory	Programme/Award Title e.g. Bachelor of Science (Physics)	Study Mode (FT/PT)	Medium of Instruction	Overall GPA/Mark	Classification of Award	Date of Award		Status of Study (e.g. year 2, graduated, withdrawn)
Month	Year	Month	Year							Month	Year	

6 Professional Qualifications

List qualifications obtained or to be obtained. Attach photocopies of supporting documents.

Date of Award OR Expected Date of Award		Name of Awarding Institution	Country/Territory	Title of Professional Qualification
Month	Year			

7 Work Experience

From		To		Full/Part-time	Name of Organisation	Country/Territory	Department/Section	Post
Month	Year	Month	Year					

8 Other Information

- Please indicate whether you are going to submit / have already submitted an application for visiting postgraduate studies. ☐ Yes ☐ No
- Have you studied at CityUHK before? ☐ Yes (Student ID: _____) ☐ No
- If you are applying for courses offered by the School of Law, please provide reasons as an attachment of your application.

9 Application Fee HK\$400 per application

(Non-Refundable and Non-Transferable)

Method of Payment (choose one of the following methods)

- ☐ ATM transfer to CityUHK account (Hang Seng Bank account number 293-318028-003) (attach the original receipt)
- ☐ credit card (Visa or MasterCard) Amount authorised: HK\$400

Card Number

Security Code

(The last 3 digits after the card number on the signature panel of your card)

Expiry Date (mm/yy)

Name of Cardholder _____

(in BLOCK letters)

Signature of Cardholder _____

(same signature as shown on the credit card)

10 Declaration

- I declare that all the information and supporting documents provided in this application are, to the best of my knowledge, true, accurate, complete and valid. I understand that the information will be used in the admission decision process. I agree to provide the original certificate or official certification or any other documentations but not limited to the originals of passport(s) with respect to overseas qualification(s) (if applicable), in any forms upon request by the University for verification of my qualifications (including CityUHK qualifications).
- I understand that if, in reading and completing this application, I knowingly or carelessly provided untrue or incomplete information, or I fail to provide the original certificate or official certification for verification, or the University suspects falsified, forged, or misleading documents/information/personal data are provided as part of my application, whether by direct or indirect commission or omission, the University will have the right to disqualify my application, withdraw any offer of admission, whether accepted or not, rescind my enrolment, where appropriate, and all fees paid will not be refunded.
- I authorize the University to use the information I provide in the application for various types of processing in relation to my application.
- I authorize the University to obtain, and the relevant examination authority, assessment body or academic institution in Hong Kong or elsewhere to release, information about my examination results, records of studies, professional qualifications or employment records if deemed appropriate.
- I authorize the University to use my data to carry checks on my application and any records of my studies in the University and other institutions in Hong Kong and elsewhere if deemed appropriate.
- I understand that the application fee is non-refundable and non-transferrable.

- g) I understand that my application information will be used in accordance with the procedures of the University at <https://www.cityu.edu.hk/admo/aims/direct/PICS.htm>.
- h) I understand that my relevant data will/may be transferred to a) the student record systems of CityUHK; b) the partner institution under collaboration arrangements and/or other parties supporting financial schemes/awards, if applicable, upon my successful enrolment at CityUHK.
- i) I understand that the University intends to use my personal data (name, address, telephone number, email address, etc.) in direct marketing of its programme and activities. **Please indicate below your agreement or otherwise to the use of your personal data.** You may change your option by notifying the University via <https://www.cityu.edu.hk/admo/explore/contact-us>.
- ☐ I agree to the above arrangement given in the item (i).
- ☐ I do not agree to the above arrangement given in the item (i) and do not wish to receive any direct marketing materials or communications from the University.
- j) I understand and note that the European Union and the United Kingdom General Data Protection Regulations (GDPR) Privacy Notice of the University (<https://banweb.cityu.edu.hk/cityu/GDPRPrivacyNotice.pdf>) is available and applies to me, where applicable.

Your signature below indicates that you understand and agree to the above declaration.

Signature of Applicant: _____

Date: _____

Checklist

Before submitting your application, please check if you have:

- ☐ filled in Sections 1 to 10
- ☐ entered the correct course codes and titles
- ☐ attached the proof of application fee payment (Fees paid are non-refundable and non-transferable)
- ☐ supplied **certified true copies issued by issuing authority** of transcripts / certificates / supporting documents for Sections 4 - 6
- ☐ signed and dated the application form

Please return the completed application form with all required documents to the the Admissions Office (Visiting Student), City University of Hong Kong, Tat Chee Avenue, Kowloon, Hong Kong before the application deadline.
For details, please visit <https://www.cityu.edu.hk/admo/admissions/visiting-students>.

Applicants may refer to the website at <https://www.cityu.edu.hk/admo/admissions/visiting-students> about the specific use of and the right of access to the information collected in this form.