

Global Engagement Office 香港城市大學

Checklist for Student Visa / Entry Permit Application

ALL applicants MUST submit the following documents:
Printed "Acknowledgement of the Request for Student Visa/Entry Permit Sponsorship" (Sample 1)
Completed original form <u>ID995A</u> "Application for Entry for Study in Hong Kong" <u>(Sample 2)</u> with one recent photo affixed to Page 2 same handwritten signature on all 4 pages
Copy of the letter of admission issued by the University (not applicable to current students) OR
Letter of certification from the Academic Regulations and Records Office/Chow Yei Ching School of Graduate Studies as a proof of your student status (for current students only)
Copy of acknowledgement of accepting the University's admission offer which can be printed out from the online application portal (not applicable to exchange students, mainland students admitted via the National University Entrance Examination (NUEE) Scheme and current students)
Copy of the following document(s)
 <u>Students from mainland China</u> People's Republic of China Resident Identity Card (中華人民共和國居民身份證) Exit-Entry Permit for Travelling to and from Hong Kong and Macau (往來港澳通行證) (if applicable) <u>Self-declaration</u> on application of Exit-entry Permit for Travelling to and from Hong Kong and Macao (EEP) and exit endorsement
<u>Students from Macao</u> Passport Macao Identity Card and Visit Permit for Residents of Macao SAR to HKSAR (澳門居民往來香港特別行政區旅遊證)
<u>Students from Taiwan</u> Passport Household Registration Transcript (戶籍謄本) (front and back pages) Taiwan Identity Card (front and back pages)
 <u>Students from countries/regions other than mainland China, Macao and Taiwan</u> Passport
Copy of proof of change of name (for students who have indicated change of name on Section 9(i) on Page 4 of form ID995A), e.g. Household Registration Card (常住人口登記卡)/Household Registration Transcript (戶籍謄本)
Copy of financial proof (The proof is preferably issued within the last three months)
 Financial documents under your name, e.g. bank statements, savings account passbooks, scholarship award notification, tax receipts and salary slips OR
 Financial documents under your financial sponsor's name with <u>Declaration of Sponsor</u> Copy of financial sponsor's passport including the page showing the holder's signature (not applicable to students from mainland China)
Additional documents for students who are aged under 18 years old:
Completed Letter of Consent signed by your parent or guardian
Photocopy of the proof of your accommodation arrangement in Hong Kong if you will not live in the student residence managed by the University

DO NOT submit any original copy of the supporting documents (such as financial proofs, bank letters, school certificates and so forth). All submitted documents will be sent to the Hong Kong Immigration Department and will not be returned to you.

To avoid unnecessary delay in the process, please send all the required documents to our office in one go. If these documents are not in English or Chinese, please provide official translated documents in English.

When submitting documents, please DO NOT staple the documents together.

SAMPLE 1 Printed "Acknowledgement of the Request for Student Visa/Entry Permit Sponsorship"

"The Acknowledgement of the Request for Student Visa/Entry Permit Sponsorship" can be printed from the visa sponsorship system where you submit the online visa sponsorship request. You can find the relevant button Acknowledgement Page within the page.

		For Office Use	Ear Office Has Only		
		For Office Use Only: Date received:			
		Admission			
		Ref:			
		Form B:	Visa Sent:		
		+			
Acknowledgement of Requ	est for Student Visa/Entry I	Permit Sponsorship			
Reference No.:	202412301088				
Semester/Year:	202502 (Semester B	2024/25)			
	SMITH Ava	,			
Name:	50001234				
Application No.:					
Nationality/Place of Dom	-				
Programme Code:	1211				
Programme Title:	BME(BEng)				
Mode of Study:	Full-time				
Phone Number:	44-1-12345678				
Email Address:	ava.xmail.com.uk				
Mailing Address:	Ava #1,				
	London, London LDN 12345	6 United			
	Kingdom	o, Olined			
	Ringdom				
Visa Administrative Fee p	aumont professores				
Online Payment	ayment preference				
-					
Payment Settled Date					
30-Dec-2024					
Application Status					
Status					
Request for Visa Sponsorsh	ip submitted				
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			form ID995A (in black or blue ink), toom 3-001, 3/F, CityU International		
Centre, City University of Hong	Kong, 22 Cornwall Street, Kov	vloon, Hong Kong. Please n	ote that it could take 8 weeks for the		
	tment to process your application	on. To avoid delay, please	send in your application as early as		
possible.					
More information on visa a	pplication can be found at h	ttps://www.citvu.edu.hl	k/geo/non-local-		
students/visa/student-visa					

SAMPLE 2: Application for Entry for Study in Hong Kong (Form ID995A)

Points to note: In Section 6 "Applicant's Estimated Cost of Living in Hong Kong", you may make reference to the estimated Cost of Living and Finance on our website.

香港特別行政區政府入境事務, Immigration Department, the Gover the Hong Kong Special Administrat 來港就讀申請表 (由 <u>申請人</u> 填案 Application for Entry for Study in He (to be completed by the <u>applicant</u>) 注意: (i) 有關申請手續及所需文件,請參閱「來 Please read the 'Guidebook for Entry for Study in pplication procedures and documents required for (ii) 領取本表格無須樂費, This form is issued for	rtment of ive Region 不) long Kong 些就讀人境指南」[ID(C) 996]。 Hong Kong' [ID(E) 996] for the r the application. ee of charge.	此欄由辦理機關處理 FOR OFFICIAL USE ONLY 檔案條碼 Reference barcode
(iv) □ 請在適當方格內填上「✔」號。□ Ple		
簽證/進入許可或獲准的逗留期限問 Warning: A person who knowingly and wilfully ma	『告無效。 .kes a statement or gives information which he/s	言為真實的資料,即屬違法,而該人所獲發的任何 she knows to be false or does not believe to be true shall be ed or permission to enter or remain in Hong Kong granted
甲部 Part A: 申請來港就讀 Application	for Study in Hong Kong	If you are under the age of 18, enclose the Letter of Consent completed and signed by
1. 個人資料 Personal Particulars	for Study in Hong Kong	your parent to authorize a relative, friend,
姓名(中文)(如適用) Name in Chinese (if applicable)	婚前姓氏(如適用)	or visa sponsor in Hong Kong to be your
Name in Chinese (il applicable)	Maiden surname (if applicab	guardian. The responsibility of this guardian
Sumame in English	e name must be the same as the or	Hong Kong to facilitate the communications
名(英文) (A) (A) US	ed in your passport/travel documer	nt. between the Hong Kong Immigration
Given names in English H V Π 別名(如有)		Department and the parent.
		6 出生地點
性別 Sex 周期 Male Female 出生 F Date o	日期 f birth 日dd 月mm 年yyyy	6 出生地點 Place of birth LONDON, UK
國籍/ 原居地(適用於内地、 源門及台灣居民) Nationality/Place of domicile (applicable to Mainland, Macao and Taiwan residents)	婚姻/關係狀況 /未婚 Bachelor/S Marital/ Relationship status 分居 Separated	
香港身份證號碼 (如有) Hong Kong identity card no. (if any)		分證號碼(如有) lidentity card no. (if any)
旅行谱件箱则		ocument no. applies to students with a passport OR students from mainla
Travel document type PASSPORT	Travel document no. China wit	ith EEP (leave it blank if you do not have a travel document for the time bein
簽發地點 Place of issue UNITED KINGDOM 簽發日期 Date of issu	le <u>1 0 1 2 2 0 1 9</u> □ dd 月mm 年 yyyy	屆滿日期 Date of expiry 1012 2029 □ dd 月 mm 年 yyyy
電郵地址 (如有) E-mail address (if any) A V A - S @ X I	MAIL-COM	
聯絡電話號碼 Contact telephone no. + 44 1235867	(90) 傳真號碼(如有	有)
現時定居國家/地區	申請人是否在定居國家/地區獲得永久	
Country/Territory of domicile UK	Has the applicant acquired permanent residence	ce in his/her country/territory of domicile?
在定居國家/地區的居留時間 Length of residence in country/territory of domicile	27 year(s) 0 $\frac{1}{month(s)}$	
職業 Occupation STUDENT	現時僱主的名稱(如適用) Name of current employer (if applicable)	
現時僱主的地址(如適用) Address of current employer (if applicable)	Name of current employer (if appricable)	
申請人是否現正在香港? Is the applicant currently s	aying in Hong Kong?	
□ 是 → 獲准逗留至 Permitted to remain until 日 dd 月mm	在港身份 ^{年 yyyy} Status 武業 Employment	居留/受養人 訪客 其他 Residence/Dependant Visitor Others
区 香 No		
如本表格為影印本或從互聯網下載, 請填寫此欄。	在本頁內所填報的資料均屬正確、完備和 The information given on this page is correct, com	
Please complete this column if this form is a photocopy or downloaded copy.	日期 31/5/20ン3 *申請人/父/母/ Nate 31/5/20ン3 *Signature of applicant/	「合法監護人簽署 Swith Vparent/legal guardian
*16歲以下的申請人須由其父、母或合法監護人 *1f the applicant is under the age of 16, this application s		Please delete where inappropriate.

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(装力田内植宿)	SWEXXX	— 照片 Photograph
		請在此處貼上近照一張 Affix one recent photograph here
Bo	URNEMOUTH BHI IAA	(照片大小為不超過 55 乘 45 毫米)
定住址 (如與上述不同) ermanent address (if different from above)		及不小於 50 乘 40 毫米)
(速大田南坡安)		(Photograph should not be larger than 55mm x 45mm
(詞在乔內琪為) (please fill in within border) Write your	r expected arrival date Write the dura	r than 50mm x 40mm)
and the second	study program	ime
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A REAL PROPERTY AND A REAL	Proposed duration of stay Image: Comparison of stay 周/伴侶 [®] 及18歲以下未婚及受養子女)(如適用)	
Accompanying Dependants (Spou	ise/partner ^e and unmarried dependent children under the : 繼續填寫。 Please continue to complete on a photocopy or an addition	age of 18) (if applicable) al downloaded copy of this page if necessary.
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) Surname in English		
名(英文) Given names in English		
主名 (中文) (如適用) ame in Chinese (if applicable)	別名(如有) Alias (if any)	
的 月 女 出生日期	出生地點	照片 Photograph
ex Male Female Date of birth dd		請在此處貼上近照一張
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4. 申請人擬在港就讀的資料 Information of 在港就讀學校的名稱及地址 Name and address of school in H		d Study in Ho	ng Kong		
CITY UNIVERSITY OF HONG KONG,	0	UF KOW	LOON TONG .	HONG K	ING
在港人讀的年級/修讀的課程 Class/Course to be attended in	n Hong Kong		-, ,		-7
YGAR 3 1 GACHAN		1.0			
5. 學歷/專業資格(按獲取資格的日期序列出		nal Qualificat	tions (in chronological o	Concentration of the second	and a Caturday
曾就讀的學校/學院/大學/其他教育機構名稱 Name of school/college/university/other education institution	n Major subject	Degree/Qu	的學位/資格 alification obtained	由(月/年) From (mm/yy)	eriod of study 至(月/年) To (mm/yy)
XXXX UNIVERSITY	GNGILNEBRING	BACHELOR O	F GNGINEERING	10/20	06/24
XXX COUEGE	/	A - 1	JUEL	09/18	06/20
6. 申請人預計在港的生活開支 Applicant's			0		
事項 Item	費用(港幣)C		簡述(如適用)B		
 (i) 學費(每學年) School fee (each academic year) (ii) 住宿(每月) Accommodation (each month) 宿舎 宿舎 和住樓字 與親人居住 lives with relat 				of living in ot be able timates on	
 交通費及膳食費(每月約數) Costs of transport and meal (approximately each month) 	Students are a account) that o	advised to pro can show that y	vide financial proof you have enough fun	(e.g., balance ds to support	e of saving your study
(iv) 其他(每月) Others (each month)	the <u>Declaration</u>	in Hong Kong. If you are financially sponsored by someone else, provide the <u>Declaration by Financial Sponsor</u> completed and signed by your financial sponsor. The Declaration should state the sponsor's relationship with you and that he/she agrees to underwrite your study and living			
(v) 總計 Total:	expenses in Ho		0		
7. 申請人的經濟狀況 Financial Situation of	Applicant				
事項 Item	金額(港幣)Amoun	nt (HK\$)	簡述(如適用)B		
i) 存款 Deposit	70,00	0	If you are finance another person	, please writ	e
(ii) 入息 Income			"supported by family / financia		dian/
(iii) 其他 (請簡述) Others (please state briefly)	If you are awarded a	a scholarship, j	please indicate the a	mount in this s	section.
8. 曾在港修讀短期課程的資料					
Information on Previous Short-term Studie 在緊接本申請前的十二個月內,申請人是否曾在港街		禾进宣笙教育隆	2校開始的短期調和9		
任繁按本中調則的十二個月內,中調人定否曾任港制 Has the applicant ever taken any short-term studies offered by before the submission of this application?	≥ 調田擁有字位旗授權的 y Hong Kong higher educatio	百港尚寺教肖防 n institutions with	t tx 用 那 出 短 期 課程? degree-awarding powers	in the past 12 m	onths immediately
 (請提供該短期課程的名稱、 是 修讀學校及修讀日期) Yes (please provide the name, school) 					
and period of such short-term studies)		_			
▲ No 如本表格為影印本或從互聯網下載, 在本	頁內所填報的資料均屬正 nformation given on this page			handwritten	signature on all 4 pa
	<u>31/5/2023</u> *申請 *Signa			Smith	-
Date	51g114				
ID 995A (O6/2024)	3				

ID 995A (O6/2024)

9.	申請	人/父/母/合法監護人的聲明	Declaration of Applicant/Parent/Legal Guan	rdian	
本申	請表甲	部第1項內的申請人須填寫本項,如目	申請人為 16歲以下的兒童(兒童申請人),須由其 m is required to complete this item. If the applicant is	父、母或合法監護人簽署。 a child under the age of 16 (child applicant), this	
appli	ication s	should be signed by his/her parent/legal guar	rdian.	a child ander the age of ro (child approxim), this	
本 人 In su	向香港	集特別行政區入境事務處遞交本申請, a this application to the Immigration Department	谨此作出以下聲明: nt of the Hong Kong Special Administrative Region (HKSAF	R). I declare the following:	
	(a)	▶ /*本人/兒童申請人從沒有更改姓	名。	If you have changed your name	
		✓ *I/The child applicant have/has not chan *本人/兒童申請人曾經更改姓名		before, please provide the	
			my/his/her name and used the following name(s) before:	relevant documentary proof.	
	(b)	*本人/兒童申請人從未被拒絕簽 *I/The child applicant have/has never be	發簽證/進入許可以入境香港,以及從未被拒絕/ en refused a visa/entry permit for entry into Hong Kong and l	入境/遞解/遺送或要求離開香港。 have/has never been refused entry into, deported	
		from, removed from or required to leave	Hong Kong.		
		*本人/兒童申請人曾被拒絕簽發 詳細資料如下:	簽證/進入許可以入境香港或曾被拒絕入境/遞角	#/ 這 送 或 要 求 離 開 香 港 。 有 關 的 日 期 及	
		*I/The child applicant have/has previous	ly been refused a visa/entry permit for entry into Hong Kong		
		deported from, removed from or required	d to leave Hong Kong. The date(s) and details are as follows		
	(c)		其他地方因任何罪行或違法行為被定罪。		
	(0)		en convicted of any crimes or offences either in Hong Kong of 他地方因任何罪行或違法行為被定罪。有關的日期		
		*I/The child applicant have/has previous	sly been convicted of crime(s) or offence(s) in Hong Kong or	elsewhere. The date(s) and details are as follows:	
			的本站。		
	I conse	司意為處理本申請個案而進行任何所需自 ent to the making of any enquiries necessary for	the processing of this application.		
iii)	本人同	司意為處理本申請個案而向任何機構或I	政府機關(包括在香港特別行政區境內或境外的) mation to any organisations and authorities, including those	提供 *本人/兒童申請人的資料。	
	this app	plication.			
1V)	本人招錄或資		特别行政區境內或境外的)向香港特别行政區入境	争防魔促供局魔理本甲請個条所帶的仕門紀	
	I autho	rise all public and private organisations, includ	ding those inside or outside the HKSAR, to release any recon-	rd or information which the Immigration Department	
v)	of the H 本人同	HKSAR may require for the processing of this a 司意可將本申請表內各項資料提供予各	application. 政府決策局、部門(包括稅務局)及其他在香港	特别行政區境內或境外的公、私營機構(包	
	括強制	11件公積金計劃管理局)以作核對用途,	0		
	or priva	ate organisations inside or outside the HKSAR	ein by/to any government bureaux, departments (including th (including the Mandatory Provident Fund Schemes Authority	y) for verification purposes.	
vi)	本人明	月白任何人為本申請的目的而言,明知ī	而故意申報失實或填報其明知為虛假或不相信為真 而任何已向申請人及受養人簽發、或已審核批准簽	(實的資料,根據香港法例即屬違法,可被檢 發的人證答證/進入許可/所期視知,或任	
	何已加	在加於申請人及受養人的逗留條件,均j	可被宣告為無效。		
	I under	rstand that any person who knowingly and wilf	fully makes a statement or gives information which he/she kn nee under the Laws of Hong Kong and is liable to prosecution	nows to be false or does not believe to be true for the	
	applica	ation may be refused, and that any visa/entry pe	ermit/extension of stay so granted or issued to the applicant	and his/her dependants and any conditions of stay so	
(vii)		ed on him/her and his/her dependants may becom 月白如 *本人/兒童申請人獲批准在港)	me null and void. 就讀, *本人/兒童申請人只可在經批准的指定院;	校修讀指定課程。除非事先獲得入境事務處	
2.5	的批准	隹,否則 *本人/兒童申請人不得轉換	院校及課程,亦不得接受有薪或無薪的僱傭工作。		
	I under take ur	rstand that the permission given to *me/the chill o a specified course at the specified educational	ld applicant to remain in Hong Kong for study will be subject 1 institution as may be approved. Unless prior permission i	s obtained from the Immigration Department, change	
viii)	of educ	cational institution /course or taking employment			
	Lunder	rstand that *1/the child applicant am/is required	to have adequate funds to cover all the expenses and expendence	liture throughout the period of study in Hong Kong.	
ix)	^本人	代表本部第3項內的所有隨行受養人戀	歷交以本人的受養人身份來港居留的申請。有關申 香港期間的一切費用及開支。本人亦承諾倘受養人	請載於本申請表乙部。本人承諾擔任本申請 在入境東務處處長所批准的短密期限屈滿時	
	仍未聞	雕港,本人願意承擔責任,將受養人遣:	返(填上原居地)		
	^I subr	mit on behalf of all the accompanying dependar	nt(s) of item 3 in this Part their application(s) for residence in will be the sponsor responsible for all the expenses and ex-	n Hong Kong as my dependant(s) which are set out in	
	applica	ation while he/she is allowed to remain in H	Hong Kong. I also undertake to assume responsibility for	or the dependant(s)' repatriation to (insert place of	
	domici Hong l	1	t the expiry of limit of stay granted by the Director of Immig	gration, the accompanying dependant(s) fails to leave	
x)	※如*	*本人/兒童申請人的進入許可申請獲得	得批准,*本人/兒童申請人將會向內地有關部門	申辦《往來港澳通行證》(通行證)及有關	
	人的动	准入許可。本人明白如*本人/兒童申請	兒童申請人須於辦理入境手續時一併出示具相關起 请人持用其他旅行證件,*本人/兒童申請人將會被	皮拒入境。	
	※ Sho	ould this application for an entry permit be succe	essful, *1/the child applicant will apply for an "Exit-entry Perm levant Mainland authorities for travelling to Hong Kong for	nit for Travelling to and from Hong Kong and Macao"	
	presen	at *my/the child applicant's EEP bearing the re	elevant exit endorsement together with the entry permit gran	nted to me/the child applicant for immigration arrival	
(vi)		nce. I understand that should *I/the child applic 人所知所信,本申請表內甲部所填報的	cant enter Hong Kong on other travel document, *I/the child 多項資料均為正確、完備和直實。	applicant will be refused entry to Hong Kong.	
(11)			rm is correct, complete and true to the best of my knowledge	and b <mark>elief.</mark>	
				Same handwritten signature on al	ll 4 pag
	E1 640	2. (簽署 或 父/母/合法監護人姓名及簽署	7. [*] .	
	口期 Date	31/5/2023 *申請人簽 *Signature	會者 或 又/母/吕法監護人姓名及競者 of applicant or Name and signature of parent/legal guard	ian	
		將不適用者刪去。Please delete where inap	ppropriate.		
	^ 只	適用於在申請表內列有受養人的申請人		appropriate.	
	X	適用於內地的中國居民,包括現時暫居	民於香港和澳門的內地居民申請進入香港就讀。請	將不適用者刪去。	
	Or	nly applicable to the Chinese residents of the M plying for entry to Hong Kong for study. Plea	Mainland including those who are currently residing in Hon ase delete where inappropriate.	g Kong or Macao on a temporary basis, and who are	
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ID	995A	(06/2024)	4		