

Checklist for Student Visa / Entry Permit Application

	Electronic submission requirements: (1) file size: 2MB or below (2) recent photograph: JPEG only, other documents: PDF
	ALL applicants MUST submit the following documents:
☐	Printed "Acknowledgement of the Request for Student Visa/Entry Permit Sponsorship" via the online system "Request for Student Visa / Entry Permit Sponsorship" (Sample 1)
☐	Completed original form ID995A "Application for Entry for Study in Hong Kong" (Sample 2) - with one recent photo affixed to Page 2 same handwritten signature on all 4 pages
☐	Applicant's Recent Photograph (Please also affix it on Page 2 of ID995A.) Requirements: JPEG only, 1200 W x 1600 H pixels
☐	For new students: Copy of the letter of admission/letter of acceptance issued by the University For current students: Copy of a letter of certification from the Academic Regulations and Records Office / Chow Yei Ching School of Graduate Studies as proof of your student status
☐	Copy of the following document(s) For students from the Chinese Mainland: - 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 (EEP) (往來港澳通行證) (if applicable) Self-declaration on application for an Exit-Entry Permit for Travelling to and from Hong Kong and Macao (EEP) and exit endorsement For students from the Macao Special Administrative Region (Macao SAR): - Passport - Macao Identity Card and - Visit Permit for Residents of the Macao SAR to the Hong Kong SAR (澳門居民往來香港特別行政區旅遊證) For students from Taiwan, China: - Passport - Household Registration Transcript (戶籍謄本) (front and back pages) - Taiwan Identity Card (front and back pages) For students from countries/regions other than the Chinese Mainland, Macao SAR, and Taiwan, China: - Passport
☐	Copy of financial proof (The proof is preferably issued within the last three months. You should demonstrate to the relevant authority that you have sufficient funds to cover expenses during your study period in Hong Kong.) - 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 Declaration of Sponsor - Copy of financial sponsor's passport including the page showing the holder's signature (not applicable to students from the Chinese Mainland)
☐	For students who have indicated change of name on Section 9(i) on Page 4 of form ID995A: Copy of proof of change of name, e.g., Household Register (居民戶口簿), Household Registration Transcript (戶籍謄本)
	Additional documents for students who are under 18 years old:
☐	Completed Letter of Consent signed by your parent or guardian
☐	Copy 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 originals of the supporting documents (such as identity documents, financial documents, school certificates, and so forth). **DO NOT staple the documents together.** To avoid unnecessary delays in the process, please review and ensure that ALL required documents have been included in your package before sending. If these documents are not in English or Chinese, please provide officially translated documents in English. All submitted documents should be sent to the Admissions Office (NSPS Team) of CityUHK and will not be returned to you. Upon verification, they will be forwarded to the Immigration Department of the Government of the Hong Kong Special Administrative Region of the People's Republic of China. You may be contacted to submit additional information/supporting documents. Check [here](#) for more information.

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 online system where you placed the "Request for Student Visa / Entry Permit Sponsorship". Please locate the "Acknowledgement Page" button in the system.

Acknowledgement Page

For Office Use Only:
Date received:

Current Student
Ref:

Form B: Visa Sent:

Acknowledgement of Request for Student Visa/Entry Permit Sponsorship

Reference No.: 20260611999
Semester/Year: 202609 (Semester A 2026/27)
Name: SMITH Ava
Application No.: 500001234
Nationality/Place of Domicile: United Kingdom
Programme Code: 1211
Programme Title: BME (BEng)
Mode of Study: Full-time
Phone Number: 44-1-12345678
Email Address: ava.s@xmail.com
Mailing Address: Ava #1,
London LDN 123456
United Kingdom

Visa Administrative Fee payment preference
Online Payment

Payment Settled Date
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Application Status

Status
Request for Visa Sponsorship submitted

Please print and save this Acknowledgement, and follow the instructions [here](#) to submit your visa application documents.

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

香港特別行政區政府入境事務處
Immigration Department, the Government of
the Hong Kong Special Administrative Region
來港就讀申請表 (由申請人填寫)
Application for Entry for Study in Hong Kong
(to be completed by the applicant)



此欄由辦理機關處理
FOR OFFICIAL USE ONLY
檔案號碼 Reference barcode

- 注意: (i) 有關申請手續及所需文件, 請參閱「來港就讀入境指南」(ID(C) 996)。
Note: Please read the "Guidbook for Entry for Study in Hong Kong" (ID(E) 996) for the application procedures and documents required for the application.
(ii) 填此本表務須清楚。This form is issued free of charge.
(iii) 請用黑色或藍色筆以正楷填寫本表格。Please complete this form in BLOCK letters using black or blue pen.
(iv) 請在適當方格內填上「✓」號。□ Please tick as appropriate.

警告: 根據香港法例, 任何人士如明知而故意申報失實或填報明知其為虛假或不相信為真實的資料, 即屬違法, 而該人所獲發的任何簽證/進入許可或獲准的逗留期限即告失效。
Warning: A person who knowingly and wilfully makes a statement or gives information which he/she knows to be false or does not believe to be true shall be guilty of an offence under the Laws of Hong Kong and any such visa/entry permit issued or permission to enter or remain in Hong Kong granted shall have no effect.

甲部 Part A: 申請來港就讀 Application for Study in Hong Kong			
I. 個人資料 Personal Particulars			
姓名 (中文) (如適用) Name in Chinese (if applicable)		姓 (英文) Surname in English	
		SMITH	
名 (英文) Given names in English		AVA	
別名 (如有) Alias (if any)			
性別 Sex	☐ 男 Male ☒ 女 Female	出生日期 Date of birth	10 12 1996
出生地點 Place of birth			
國籍/居留地 (適用於內地、澳門及台灣居民) Nationality/Place of domicile (applicable to Mainland, Macao and Taiwan residents)		BRITISH	
婚姻/關係狀況 Marital/Relationship status		☒ 未婚 Bachelor/Spinster ☐ 已結 Married ☐ 分居 Separated ☐ 喪偶 Widowed ☐ 其他 Others	
香港身份證號碼 (如有) Hong Kong identity card no. (if any)		()	
旅行證件類別 Travel document type		PASSPORT	
旅行證件號碼 Travel document no.			
簽發地點 Place of issue		UNITED KINGDOM	
簽發日期 Date of issue		10 12 2019	
電郵地址 (如有) E-mail address (if any)		AVA.S@XNAZL.COM	
聯絡電話號碼 Contact telephone no.		+44 1235867590	
傳真號碼 (如有) Fax no. (if any)			
現時定居國家/地區 Country/Territory of domicile		UK	
申請人是否已在定居國家/地區獲得永久居留權? Has the applicant acquired permanent residence in his/her country/territory of domicile?		☒ 是 Yes ☐ 否 No	
在定居國家/地區的居留時間 Length of residence in country/territory of domicile		27 年 0 月 0 日	
職業 Occupation		STUDENT	
現時僱主的地址 (如適用) Address of current employer (if applicable)			
申請人是否現正居港? Is the applicant currently staying in Hong Kong?			
☐ 是 Yes ☒ 否 No			
如本表格為影印本或從互聯網下載, 請填寫此欄。 If the information given on this page is correct, complete and true.			
日期 Date		31/5/2026	
申請人/父/母/合法監護人簽署 Signature of applicant/parent/legal guardian		Smith	

If you are under the age of 18, enclose the [Letter of Consent](#) completed and signed by your parent or guardian to authorize a relative, friend, or visa sponsor in Hong Kong to be your guardian. The responsibility of this guardian is non-parental; they serve as a contact person in Hong Kong to facilitate the communications between the Immigration Department of the Government of the Hong Kong Special Administrative Region of the People's Republic of China (the Immigration Department) and the parent.

Travel document no. applies to students with a passport OR students from the Chinese Mainland with an EEP (leave it blank if you do not have a travel document for the time being.)

Same handwritten signature on all 4 pages.

*16歲以下的申請人須由其父、母或合法監護人簽署, 請將不適用者刪去。
*If the applicant is under the age of 16, this application should be signed by his/her parent/legal guardian. Please delete where inappropriate.



1. 個人資料 (續) Personal Particulars (Continued) 現時住址 Present address (請在界內填寫) (please fill in within border) XX CHYCEL HILL, HESWEXXX BOURNEMOUTH BH1 1AA		照片 Photograph 請在此處貼上近照一張 Affix one recent photograph here (照片大小為不超過 55 乘 45 毫米及不小於 50 乘 40 毫米)
2. 擬來港就讀時間 Proposed Stay in Hong Kong for Study 擬抵港日期 Proposed date of entry 20/08/2026 擬在港逗留時間 Proposed duration of stay 1 Year		
3. 申請來港居留的隨行受養人 (配偶/伴侶* 及 18 歲以下未婚及受養子女) (如適用) Accompanying Dependents (Spouse/partner* and unmarried dependent children under the age of 18) (if applicable) 如有需要, 請影印或從互聯網額外下載本頁繼續填寫。 Please continue to complete on a photocopy or an additional downloaded copy of this page if necessary. # 請為每名受養人註明編號, 如(i), (ii), (iii)..... Please assign a serial number to each dependant, such as (i), (ii), (iii).....		
# 姓 (英文) () Surname in English 名 (英文) Given names in English 姓名 (中文) (如適用) Name in Chinese (if applicable) 性別 ☐ 男 Male ☐ 女 Female 出生日期 Date of birth 日 月 年 國籍/原居地 (適用於內地、澳門及台灣居民) Nationality/Place of domicile (applicable to Mainland, Macao and Taiwan residents) 與申請人關係 Relationship with applicant 婚姻/關係狀況 Marital/Relationship status 旅行證件類別 Travel document type 旅行證件號碼 Travel document no. 內地身份證號碼 (如有) Mainland identity card no. (if any) 如現正在香港 (請註明) If currently staying in Hong Kong (please specify) 獲准逗留至 Permitted to remain until 日 月 年 在港身份 Status ☐ 學生 Student ☐ 就業 Employment ☐ 居留 Residence ☐ 訪客 Visitor ☐ 其他 Others 香港身份證號碼 (如有) Hong Kong identity card no. (if any) 現時定居國家/地區 Country/Territory of domicile 受養人是否在定居國家/地區獲永久居留身份? Has the dependant acquired permanent residence in his/her country/territory of domicile? ☐ 是 Yes ☐ 否 No		照片 Photograph 請在此處貼上近照一張 Affix one recent photograph here (照片大小為不超過 55 乘 45 毫米及不小於 50 乘 40 毫米) (Photograph should not be larger than 55mm x 45mm and not smaller than 50mm x 40mm) (此欄由辦理機關處理 For official use only) 檔案條碼 Reference barcode
# 姓 (英文) () Surname in English 名 (英文) Given names in English 姓名 (中文) (如適用) Name in Chinese (if applicable) 性別 ☐ 男 Male ☐ 女 Female 出生日期 Date of birth 日 月 年 國籍/原居地 (適用於內地、澳門及台灣居民) Nationality/Place of domicile (applicable to Mainland, Macao and Taiwan residents) 與申請人關係 Relationship with applicant 婚姻/關係狀況 Marital/Relationship status 旅行證件類別 Travel document type 旅行證件號碼 Travel document no. 內地身份證號碼 (如有) Mainland identity card no. (if any) 如現正在香港 (請註明) If currently staying in Hong Kong (please specify) 獲准逗留至 Permitted to remain until 日 月 年 在港身份 Status ☐ 學生 Student ☐ 就業 Employment ☐ 居留 Residence ☐ 訪客 Visitor ☐ 其他 Others 香港身份證號碼 (如有) Hong Kong identity card no. (if any) 現時定居國家/地區 Country/Territory of domicile 受養人是否在定居國家/地區獲永久居留身份? Has the dependant acquired permanent residence in his/her country/territory of domicile? ☐ 是 Yes ☐ 否 No		照片 Photograph 請在此處貼上近照一張 Affix one recent photograph here (照片大小為不超過 55 乘 45 毫米及不小於 50 乘 40 毫米) (Photograph should not be larger than 55mm x 45mm and not smaller than 50mm x 40mm) (此欄由辦理機關處理 For official use only) 檔案條碼 Reference barcode
如本表格為影印本或從互聯網下載, 請填寫此欄。 Please complete this column if this form is a photocopy or downloaded copy. 在本頁內所填報的資料均屬正確, 完備。 The information given on this page is correct, complete. 日期 Date 31/5/2026 *申請人/父/母/合法監護人簽署 Signature of applicant/parent/legal guardian		Same handwritten signature on all 4 pages.

Your proposed date of entry should align closely with the commencement date of your study programme.

Please refer to your letter of admission / letter of acceptance / letter of certification.

CityUHK does not sponsor applications for dependent visas/entry permits. Please contact the Immigration Department for inquiries.

4. 申請人擬在港就讀的資料 Information of Applicant's Proposed Study in Hong Kong				
在港就讀學校的名稱及地址 Name and address of school in Hong Kong CITY UNIVERSITY OF HONG KONG, TAT CHEE AVENUE, KOWLOON, HONG KONG				
在港入讀的學級/修讀的課程 Class/Course to be attended in Hong Kong YEAR 3 / EXCHANGE PROGRAMME				
5. 學歷/專業資格 (按獲取資格的日期序列出) Education/Professional Qualifications (in chronological order)				
曾就讀的學校/學院/大學/其他教育機構名稱 Name of school/college/university/other educational institution	主修科目 Major subject	獲頒發的學位/資格 Degree/Qualification obtained	就讀日期 Period of study 由 (月/年) 至 (月/年) From (mm/yy) To (mm/yy)	
XXXX UNIVERSITY	ENGINEERING	BACHELOR OF ENGINEERING	10/24	06/27
XXX COLLEGE	/	A-LEVEL	09/22	06/24
6. 申請人預計在港的生活開支 Applicant's Estimated Cost of Living in Hong Kong				
事項 Item	費用 (港幣) Cost (HK\$)			
(i) 學費 (每學年) School fee (each academic year)				
(ii) 住宿 (每月) Accommodation (each month) ☒ 宿舍 residential hall ☐ 租住樓宇 rented flat ☐ 與親人居住 lives with relative				
(iii) 交通費及膳食費 (每月約數) Costs of transport and meal (approximately each month)				
(iv) 其他 (每月) Others (each month)				
(v) 總計 Total:				
7. 申請人的經濟狀況 Financial Situation of Applicant				
事項 Item	金額 (港幣) Amount (HK\$)	簡述 (如適用) Brief description (if applicable)		
(i) 存款 Deposit	70,000			
(ii) 人息 Income				
(iii) 其他 (請簡述) Others (please state briefly)				
8. 曾在港修讀短期課程的資料 Information on Previous Short-term Studies in Hong Kong				
在緊接本申請前的12個月內,申請人是否曾在港修讀由擁有學位頒授權的香港高等教育院校開辦的短期課程? Has the applicant ever taken any short-term studies offered by Hong Kong higher educational institutions with degree-awarding powers in the past 12 months immediately before the submission of this application?				
☐ 是 Yes (請提供該短期課程的名稱、修讀學校及修讀日期) (please provide the name, school and period of such short-term studies)				
☒ 否 No				
如本表格為影印本或從互聯網下載,請填寫此欄。 Please complete this column if this form is a photocopy or downloaded copy.		在本頁內所填報的資料均屬正確、完備和真實。 The information given on this page is correct, complete and true. 日期 31/5/2026 *申請人/父/母/合法監護人簽署 Date *Signature of applicant/parent/legal guardian Smith		

Whether or not you receive a scholarship awarded by the University, all visa applicants are requested to provide the estimated cost of living in Hong Kong for each expenditure item listed. We shall not be able to process your application if you do not provide reasonable estimates on school fee, accommodation, and living costs in the application form. Students are advised to provide financial proof (e.g., balance of a savings account) that they have enough funds to support their study in Hong Kong. If you are financially sponsored by someone else, provide the [Declaration by Financial Sponsor](#) 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 expenses in Hong Kong.

If you are financially supported by another person, please write "supported by parent/guardian/family/financial sponsor".

If you're awarded a scholarship, please indicate the amount in this section.

Same handwritten signature on all 4 pages.



9. 申請人／父／母／合法監護人的聲明 Declaration of Applicant/Parent/Legal Guardian

本申請表甲部第1項內的申請人須填寫本項。如申請人為16歲以下的兒童（兒童申請人），須由其父、母或合法監護人簽署。
The applicant in item 1 of Part A of this application form is required to complete this item. If the applicant is a child under the age of 16 (child applicant), this application should be signed by his/her parent/legal guardian.

本人向香港特別行政區入境事務處遞交本申請，謹此作出以下聲明：
In submitting this application to the Immigration Department of the Hong Kong Special Administrative Region (HKSAR), I/We declare as follows:

(i) (a) ☒ *本人／兒童申請人從未有更改姓名。
*I/The child applicant have/has not changed my/his/her name before.
☐ *本人／兒童申請人曾經更改姓名。曾用之姓名如下：
*I/The child applicant have/has changed my/his/her name and used the following name(s) before:

(b) ☒ *本人／兒童申請人從未拒絕簽發簽證／進入許可入境香港，以及從未拒絕入境／離境／遞送或要求離開香港。
*I/The child applicant have/has never been refused a visa/entry permit for entry into Hong Kong and 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簽證／進入許可入境香港或曾被拒絕入境／離境／遞送或要求離開香港。有關的日期及詳細資料如下：
*I/The child applicant have/has previously been refused a visa/entry permit for entry into Hong Kong or have/has previously been refused entry into, deported from, removed from or required to leave Hong Kong. The date(s) and details are as follows:

(c) ☒ *本人／兒童申請人從未在香港或其他地方因任何罪行或違法行為被定罪。
*I/The child applicant have/has never been convicted of any crimes or offences either in Hong Kong or elsewhere.
☐ *本人／兒童申請人曾在香港或其他地方因任何罪行或違法行為被定罪。有關的日期及詳情如下：
*I/The child applicant have/has previously been convicted of crime(s) or offence(s) in Hong Kong or elsewhere. The date(s) and details are as follows:

(ii) 本人同意為處理本申請個案而進行任何所需的查詢。
I consent to the making of any enquiries necessary for the processing of this application.

(iii) 本人同意為處理本申請個案而向任何機構或政府機關（包括在香港特別行政區境內或境外的）提供 *本人／兒童申請人的資料。
I consent to releasing *my/the child applicant's information to any organisations and authorities, including those inside or outside the HKSAR, for the processing of this application.

(iv) 本人授權所有公營及私營機構（包括在香港特別行政區境內或境外的）向香港特別行政區入境事務處提供為處理本申請個案所需的任何紀錄或資料。
I authorise all public and private organisations, including those inside or outside the HKSAR, to release any records or information which the Immigration Department of the HKSAR may require for the processing of this application.

(v) 本人同意將本申請表內各項資料提供予各政府決策局、部門（包括稅務局）及其他在香港特別行政區境內或境外的公、私營機構（包括強制性公積金計劃管理局）以作核對用途。
I consent to the use/disclosure of any information herein by/to any government bureaux, departments (including the Inland Revenue Department) and any other public or private organisations inside or outside the HKSAR (including the Mandatory Provident Fund and Schemes Authority) for verification purposes.

(vi) 本人明白任何人在本申請的目的而言，明知而故意申稱失實資料或提供虛假或不相信為真實的資料，根據香港法例即屬違法，可被檢控及於其後被遞解香港。本申請可被拒絕，而任何已向申請人簽發入、發、或已審核批准簽發的人境簽證／進入許可／延期逗留，或任何已施加於申請人及受養人的逗留條件，均可被宣告為無效。
I understand that any person who knowingly and wilfully makes a statement or gives information which he/she knows to be false or does not believe to be true for the purpose of this application shall be guilty of an offence under section 17 of the Immigration Ordinance and is liable to prosecution and subsequent removal from Hong Kong. This application may be refused, and that any visa/entry permit/extension of stay granted or issued to the applicant and his/her dependants and my conditions of stay so imposed on him/her and his/her dependants may be null and void.

(vii) 本人明白如 *本人／兒童申請人獲批准在香港逗留，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的批准，否則 *本人／兒童申請人不獲轉校或及 *本人／兒童申請人不得接受有新或無薪的僱傭工作。
I understand that the permission given to *my/the child applicant to remain in Hong Kong for study will be subject to the condition that *I/the child applicant shall only take up a specified course at the specified educational institution as may be approved. Unless prior permission is obtained from the Immigration Department, change of educational institution/course or taking employment, whether paid or unpaid, are not allowed.

(viii) 本人明白 *本人／兒童申請人須自備足夠資金，支付在港就讀期間的一切費用及開支。
I understand that *I/the child applicant must have adequate funds to cover all the expenses and expenditure throughout the period of study in Hong Kong.

(ix) *本人代表本第3項內的所有隨行受養人以及以本人的受養人身份來港逗留的申請，有關申請載於本申請表乙部。本人承諾擔任本申請表內各受養人的監護人，負責在其後整個香港逗留期間的一切費用及開支。本人亦承諾倘受養人在入境事務處處長所批准的逗留期限屆滿時仍未離港，本人願意承擔責任，將受養人遣返（填上原居地）。
*I submit on behalf of all the accompanying dependant(s) of item 3 in this Part their application(s) for residence in Hong Kong as my dependant(s) which are set out in Part B of this application form. I undertake that I will be the sponsor responsible for all the expenses and expenditure of the accompanying dependant(s) of this application while he/she is allowed to remain in Hong Kong. I also undertake to assume responsibility for the dependant(s)' repatriation to (insert place of domicile) if at the expiry of limit of stay granted by the Director of Immigration, the accompanying dependant(s) fails to leave Hong Kong.

(x) 如 *本人／兒童申請人的進入許可申請獲批准，*本人／兒童申請人將會向內地有關部門申請《往來港澳通行證》（通行證）及有關的赴港簽注以來港就讀。本人明白 *本人／兒童申請人須於辦理入境手續時一併出示其相關赴港簽注的通行證及簽發予 *本人／兒童申請人的進入許可。本人明白如 *本人／兒童申請人持用其他旅行證件，*本人／兒童申請人將會被拒入境。
*Should this application for an entry permit be successful, *I/the child applicant will apply for an "Exit-entry Permit for Travelling to and from Hong Kong and Macao" (EEP) and the relevant exit endorsement from the relevant Mainland authorities for travelling to Hong Kong for study. I understand that *I/the child applicant should present *my/the child applicant's EEP bearing the relevant exit endorsement together with the entry permit granted to me/the child applicant for immigration arrival clearance. I understand that should *I/the child applicant enter Hong Kong on other travel document, *I/the child applicant will be refused entry to Hong Kong.

(xi) 據本人所知所信，本申請表內甲部所填報的各項資料均為正確、完備和真實。
All information given in Part A of this application form is correct, complete and true to the best of my knowledge and belief.

日期 31/5/2026 *申請人簽署 或 父／母／合法監護人姓名及簽署
Date Signature of applicant or Name and signature of parent/legal guardian Smith

* 請將不適用者刪去。 Please delete where inappropriate.
^ 只適用於在申請表內列有受養人的申請人。請將不適用者刪去。
Only applicable to applicants who have accompanying dependants in the application. Please delete where inappropriate.
※ 只適用於內地的中國居民，包括現時暫居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。
Only applicable to the Chinese residents of the Mainland including those who are currently residing in Hong Kong or Macao on a temporary basis, and who are applying for entry to Hong Kong for study. Please delete where inappropriate.

If you have previously changed your name, please declare it here and provide the relevant documentary proof.

Same handwritten signature on all 4 pages.

