

HOW TO RESPOND TO YOUR HKU OFFER OF ADMISSION

Step by Step
Guide

Step 0: Preparation

- Your application account
- Payment method for settling the admission deposit
 - ATM Transfer or Internet Banking (for local HK bank accounts ONLY)
 - HKD Bank Draft (for outside of HK)
 - Wire Transfer (for outside of HK)

Step 1: Log in to your application account

HKU Application System for Undergraduate Programmes
The University of Hong Kong

Home > 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 log in to the same account you used to submit an online application.

Step 2: Check your application status

The screenshot shows the HKU Application System for Undergraduate Programmes interface. The left sidebar contains navigation options: My Inbox, My Application, Application Status (highlighted with a blue box), My Profile, and Logout. The main content area is titled 'My Inbox' and displays a table of messages under the 'Announcement' tab. The table has columns for Title, Status, and Issue Date Time. The first four messages are titled '[HKU Application System] Update on Application (██████████)' and are marked as 'New'. The last two messages are titled '[HKU Application System] Welcome to the Application System!' and are also marked as 'New'.

Title	Status	Issue Date Time
[HKU Application System] Update on Application (██████████)	New	2019-12-20 15:15
[HKU Application System] Update on Application (██████████)	New	2019-12-20 15:11
[HKU Application System] Update on Application (██████████)	New	2019-12-20 15:03
[HKU Application System] Update on Application (██████████)	New	2019-12-20 11:49
[HKU Application System] Application Submitted (██████████)	New	2019-12-18 15:56
[HKU Application System] Welcome to the Application System!	New	2019-12-18 12:28
[HKU Application System] Welcome to the Application System!	New	2019-12-18 12:28

Click “Application Status” on the left panel.

You may also click the messages titled “Update on Application...” in your inbox to see your latest application status.

My Inbox

My Application

Application Status

My Profile

Logout



Application Status

Application Status

Full Name : **Three Nine Testing**

Application

Updates to your application to the University, whenever available, will be reflected in the section above upon submission of your application to the University.

An official offer of admission will be mailed to successful applicants to the address stated on the application within 4 to 6 weeks. If there is any inconsistency or ambiguity on the offer(s) of admission between the official and the online version, the official offer letter mailed to your address shall prevail. In this regard, please ensure the address stated on your application is accurate and up-to-date.

You may refer to the table below for further details on the status for your application.

Programme Status	Definition
Under Consideration	The programme is reviewing your application
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

Please read carefully the definition of the different programme status.

My Inbox

My Application

Application Status

My Profile

Logout



Enrolled	Your offer has been confirmed and all your required official document(s) have been 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

Admission Year : 2020

Application No. 20200072024

Curriculum	Reply Deadline	Replied On	Status	Action
Bachelor of Science in Actuarial Science	2019-12-31 23:59	-	Offer with Conditions	View Offer Detail View Initial Scholarship Offer Detail
Bachelor of Business Administration/ Bachelor of Business Administration in Accounting and Finance	2019-12-31 23:59	-	Offer with Conditions	
Bachelor of Engineering	2019-12-31 23:59	-	Offer with Conditions	
Bachelor of Economics/ Bachelor of Economics and Finance	2019-12-31 23:59	-	Offer with Conditions	
Bac App				View Offer Detail View Initial Scholarship Offer Detail

Update to your application status will be shown in this section, where you can see the programmes you have applied to, the latest application status, as well as the deadline to respond to your offer of admission.

Click "View Offer Detail" to see your offer letter and respond to your offer of admission.

Click "View Initial Scholarship Offer Detail" to see the scholarship offer (if any).

My Inbox

My Application

Application Status

My Profile

Logout

Response to Offer



香港大學
THE UNIVERSITY OF HONG KONG

December 20, 2019

Application Number: [REDACTED]

Reference Number: [REDACTED]

[REDACTED]

OFFER OF ADMISSION

I agree to the [terms and conditions](#) on the offer of admission

Reply

Payment Type - Select -

Payment Instruction

Upload Deposit ?

+ Choose

Upload

Cancel

Decline

Close

Appeal

After clicking "View Offer", you will be able to check and download the offer of admission to the particular programme. Important information such as offer conditions (for conditional offer holders) will be shown on this letter.

Please also read carefully the "Terms and Conditions" and click the checkbox before you proceed.

Step 3: Respond to your offer(s)

The screenshot shows a web interface for responding to an offer of admission from The University of Hong Kong. On the left is a dark sidebar with navigation links: My Inbox, My Application, Application Status, My Profile, and Logout. The main content area is titled "Response to Offer" and contains the university's logo and name in both Chinese and English, along with the date "December 20, 2019". It lists the applicant's Application Number and Reference Number, both redacted. Below this is the heading "OFFER OF ADMISION" (sic). A checkbox is checked, indicating agreement to the terms and conditions. At the bottom, there is a "Reply" section with a "Payment Type" dropdown menu (set to "- Select -") and a "Payment Instruction" button. Below that is an "Upload Deposit" section with a "+ Choose" button, an "Upload" button, and a "Cancel" button. At the very bottom are three buttons: "Decline", "Close", and "Appeal".

To respond to your offer of admission, you may either:

1. accept the offer by paying the admission deposit and uploading a proof,
2. decline the offer, or
3. file an appeal.

Please also note that if you have not responded to your offer of admission by the deadline stated on your offer letter, you will be considered to have automatically declined your offer.

Step 3: Respond to your offer(s): Pay the application deposit

Reply

Payment Type: - Select -

Payment Instruction

Upload Deposit ? + Choose Upload Cancel

Decline Close Appeal

This screenshot shows the initial state of the 'Reply' form. The 'Payment Type' dropdown menu is set to '- Select -'. The 'Upload Deposit' section has a '+ Choose' button, an 'Upload' button, and a 'Cancel' button. The 'Appeal' button is highlighted in green.

Upload a proof of deposit (in pdf and not exceeding 10MB).

Select the payment option.

Check the payment instructions on how you may settle the admission deposit. This amount will be credited towards your tuition fee in your first semester.

Students with a local bank account may settle the payment by ATM transfer or Internet Banking while non-local students should settle the payment via HKD Bank Draft or Telegraphic Transfer (TT).

Please also note that the deposit paid will not be refunded, except to a candidate admitted provisionally who subsequently fails to satisfy their offer conditions.

Reply

Payment Type: TT

Payment Instruction

Upload Deposit ? + Choose Upload Cancel

Accept Decline Close Appeal

This screenshot shows the 'Reply' form after the 'Payment Type' has been set to 'TT'. The 'Accept' button is now highlighted in green, indicating it is the next step to take.

Click "Accept" after you have uploaded the proof of payment.

Step 3: Respond to your offer(s): Pay the application deposit

Admission Year : 2020 Application No. **070002154**

Curriculum	Reply Deadline	Replied On	Status	Action
Bachelor of Science in Actuarial Science	2019-12-31 23:59	2019-12-27 11:09	Offer Accepted	Download Offer Letter Download Initial Scholarship Letter Withdraw Acceptance View Offer Detail View Initial Scholarship Offer Detail
Bachelor of Business Administration/ Bachelor of Business Administration in Accounting and Finance	2019-12-31 23:59	-	-	View Offer Detail View Initial Scholarship Offer Detail
Bachelor of Engineering	2019-12-31 23:59	-	Offer with Conditions	View Offer Detail View Initial Scholarship Offer Detail
Bachelor of Economics/ Bachelor of Economics and Finance	2019-12-31 23:59	-	Offer with Conditions	View Offer Detail View Initial Scholarship Offer Detail
Bachelor of Arts and Sciences in Applied Artificial Intelligence	2019-12-31 23:59	-	Offer with Conditions	

Your offer status should now be updated.

You may click "Withdraw Acceptance" to withdraw an accepted offer later on.

Please note that you may accept up to 5 conditional offers and 1 firm offer at any given time. By accepting a firm offer, you would also be considered to have automatically withdrawn all previously accepted firm offer(s), if any.

Step 3: Respond to your offer(s): Decline

Reply

Payment Type: [Payment Instruction](#)

Upload Deposit ? [+ Choose](#) [Upload](#) [Cancel](#)

[Decline](#) [Close](#) [Appeal](#)

Curriculum	Reply Deadline	Replied On	Status	Action
Bachelor of Science in Actuarial Science	2019-12-31 23:59	2019-12-27 11:09	Offer Accepted	Download Offer Letter Download Initial Scholarship Letter Withdraw Acceptance
Bachelor of Business Administration/ Bachelor of Business Administration in Accounting and Finance	2019-12-31 23:59	-	Offer Declined	View Offer Detail View Initial Scholarship Offer De

By clicking "Decline", your offer status will be updated accordingly.

If you have second thoughts about your previous decision to decline an offer, you may click here to file an appeal.

Step 3: Respond to your offer(s): File an appeal

Reply

Payment Type

Upload Deposit

Appeal

Appeal Type *

- Select -
- Extension of Deadlines
- Reinstatement of Offer

After clicking "Appeal", you may either choose "Extension of Deadline", or "Reinstatement of Offer" in the case where you have missed the deadline to respond to your offer.

Step 3: Respond to your offer(s): File an appeal

Appeal ✕

Appeal Type *

Appeal Reason *

Original Offer Expiry Date

Requested Offer Expiry Date * 

All "Extension of Deadlines" request should be accompanied by a valid reason, a short statement to support your appeal, as well as a requested expiry date.

Please note that request for deadline extension over one month will usually NOT be granted.

Appeal ✕

Appeal Type *

Short Statement *

If you have missed a deadline to respond to your offer, you may submit an appeal for "Reinstatement of Offer" and provide a short statement to support your appeal.

Step 3: Respond to your offer(s): File an appeal

Response to Offer

香港大學
THE UNIVERSITY OF HONG KONG

December 27, 2019

Application Number: [REDACTED]
Reference Number: [REDACTED]
[REDACTED]

OFFER OF ADMISSION

I agree to the [terms and conditions](#) on the offer of admission

Reply

Payment Type: - Select - Payment Instruction

Upload Deposit ? + Choose Upload Cancel

Decline Close

Offer Letter
Initial Scholarship Letter
Acceptance
Detail
Scholarship Offer Detail

After submitting your appeal, you will be redirected to the offer letter page, which indicates that your submission is successful.

All appeals received will be forwarded to the concerned programmes for consideration and the minimum process time is 2 weeks.

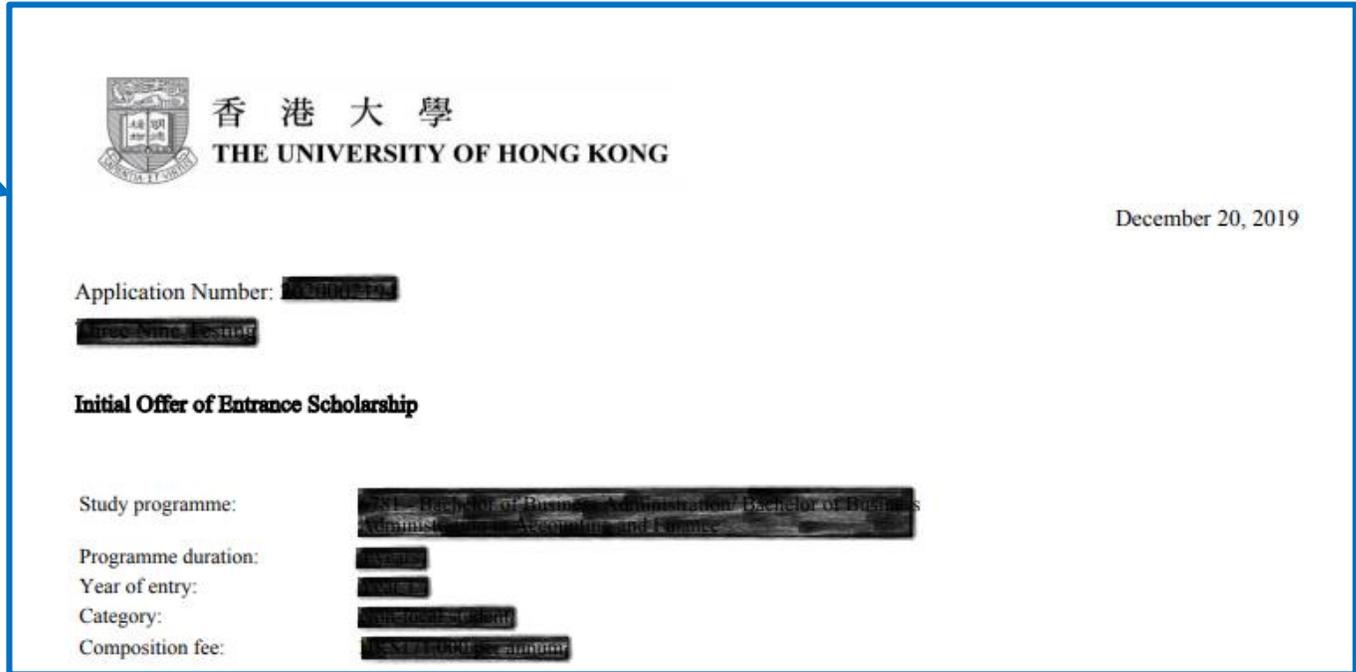
Step 4: View your scholarship offer

Action

[View Offer Detail](#) [View Initial Scholarship Offer Detail](#)

Click “View Initial Scholarship Offer Detail” to check the scholarship offer (if any). If there are additional scholarship conditions you need to fulfil to qualify for the scholarship, it will also be stated on the scholarship offer.

By accepting the offer of admission, you would also be considered to have automatically accepted the scholarship offer.



香港大學
THE UNIVERSITY OF HONG KONG

December 20, 2019

Application Number: [REDACTED]
[REDACTED]

Initial Offer of Entrance Scholarship

Study programme: [REDACTED]
[REDACTED]

Programme duration: [REDACTED]

Year of entry: [REDACTED]

Category: [REDACTED]

Composition fee: [REDACTED]

Next Steps

1. Ensure the address stated on your application is accurate and up-to-date. An official offer of admission will be mailed to the address stated on your application within 4 to 6 weeks
2. Check your latest status by logging in to your account on a regular basis
3. If you are a conditional offer(s) holder:
 - Upload document(s) which show(s) that the offer conditions have been fulfilled
4. You are also encouraged to:
 - a) Check for our emails regularly and keep up-to-date with our information
 - b) Explore HKU via the following ways:
 - i. Visit the [HKU&U website](#) for offer holders
 - ii. Join our [campus tours](#) and talk to our students and admissions officers

Questions?

Refer to our FAQ [here](#)

Complete the contact us form:

<https://aal.hku.hk/admissions/international/contact-us>