## **INSTRUCTION AND USER GUIDE – ONLINE ACADEMIC ATTAINMENT PROFILE APPLICATION**

## **INSTRUCTIONS TO APPLICANTS**

An Academic Attainment Profile (AAP) is a document which records the achievement of a student in the four main components, where applicable, (i) Major/Professional Core, (ii) English Language and Chinese Language, (iii) Common Core, and (iv) Non-major (minor and/or electives) of the reformed undergraduate curriculum introduced in the academic year 2012-13.

Graduates of the full-time undergraduate students of the reformed curriculum (i.e. 4-year undergraduate curriculum) admitted from the academic year 2012-13 onwards AND have successfully completed the undergraduate degree programme can apply for AAP.

Full-time undergraduate students admitted to the 3-year curriculum in 2012-13 or before, part-time undergraduate students, postgraduate students, exchange/visiting students, or students who have withdrawn from the University are not eligible to apply for AAP.

The University reserves the right to withhold issuance of AAP to a student owing fees or any other debt to the University, or who has failed to discharge all obligations towards the University.

## APPLICATION FEE

HK\$50 for one copy of EACH curriculum (inclusive of postage by ordinary mail). For document(s) to be sent by registered post, an additional \$20 will be charged per mailing address. All fees paid are NOT refundable.

## PROCESSING TIME

The normal processing time is as follows:

- a. Final year students of academic year 2024/25 For applications submitted on or before June 27, 2025, students will start to receive their documents from July 28, 2025 while applications made after June 27, 2025, the documents will be available from August 13, 2025 onwards.
- b. Graduates 14 working days (excluding Saturday, Sunday and public holidays)

## PERSONAL INFORMATION COLLECTION STATEMENT

Available at http://www.ase.hku.hk/doc/PICS\_159\_716.pdf

# LOGIN PAGE FOR GRADUATES If you apply for AAP via HKU Portal, please go to <u>page 5</u>.

### Online Application System for Graduates

Graduate Login

### Instruction and User Guide

The "Instruction and User Guide" (i.e. the violet button on the top left hand corner) highlights important information relating to the application and the User Guide provides screen snapshot of the entire application process. You may refer to the User Guide when you encounter any problem during your application.

To login, please complete Section A and section B (for new application only).

For section A, please enter the username and password of your graduate email account.

### Remarks: If you have just created a new '@connect.hku.hk' email account, please login for online application 1 day after your account registration.

For section B, you are required to upload your HKID card or passport for identification for new application (file size: maximum 1MB; file format: JPG or PDF; file name: maximum 80 characters, please save the file name as "<Your University No.>-transcript", e.g. 2000123456-transcript.pdf for our easy reference). You may prepare the file before you login.

Section A	
Username Password Server	Please input your graduate account user name and password  O@connect.hku.hk O@graduate.hku.hk
Online application you wish to access (Which document fits your purpose?)	○ Transcript ○ Testimonial ○ AAP ○ Collection of Certificate by mail or via a delegate
	<ul> <li>New Application (or to continue with the "Incomplete / Unsuccessful" article</li> <li>View Application Status</li> <li>Choose</li> <li>"New Application" (go to page 6) or</li> <li>"View Application Status" (go to page 3)</li> </ul>
Continue Click "Continue" to proceed	e.
If you do not have a graduate email account or have forgotten t	he password, please click here. please click to create an account or to reset the password.

2

If you have chosen "View Application Status" in page 2, you will see your previous AAP application record(s), if any. Please refer to the "Remark on Application Status" below for the progress of your application(s) or other information.

### **View Application Status**

### **Application Record**

Application Number	
No record found.	If there is no previous application, the message "No record found" will be shown.

Application Number	Type of Application	Date of Application	Status		
	AAP	17:43	In Progress - Paid, application is being processed		
AAP		10:31	Done - AAP is ready		
	AAP	17:17	Incomplete / Unsuccessful - Application will not be processed		

\*Remark on Application Status:

### 1. Incomplete / Unsuccessful - Application will not be processed.

You will NOT be charged for incomplete / unsuccessful application even you may have received notification from the bank of your authorization for payment. If you have repeated unsuccessful attempts, please consider using another browser for your online application. Incomplete / Unsuccessful application will be kept for 3 days, you may continue with this application by choosing 'New Application (or to continue with "Incomplete / Unsuccessful" Application)' in the login page. After uploading your HKID card or passport for identification purpose, you can continue with this application by clicking the Application Number or to start a New Application. Once you have proceeded with your new application, the Incomplete / Unsuccessful application will be cancelled. If you cannot proceed to payment due to "Duplicate Invoice", please start a New Application.

### 2. In Progress - Paid, application is being processed.

The normal processing time is 14 working days (excluding Saturday, Sunday and public holidays). For fresh graduates, please refer to Instruction and User Guide for the schedule.

### 3. Hold - Application is pending due to outstanding fees to University or awaiting the award of the qualification.

Your application is on hold due to

- · outstanding fees to University, please contact the Finance and Enterprises Office to settle the outstanding fees; and/or
- your request to wait for the award of the qualification.

### 4. Done - Document is ready on (date).

Your document is ready. For document to be collected at the Academic Services Office, please bring along your HKID card or passport to collect the document in person during office hours#. In case the document is to be collected by an authorized person, the authorized person as stated on the application is required to present his/her HKID card/passport for verification. For document to be sent by post, it will be sent to the address(es) by ordinary mail or registered post as stated on your application. Longer mailing time is required for overseas addresses and/or during peak seasons in January/February and July/August.

Graduate Login

## After you have chosen "New Application", please upload your HKID card or passport in this page.

### **Upload Supporting Document**

Section B

Please upload your HKID card or passport for identification purpose.

Logout

File size: maximum 1MB;

File format: JPG or PDF;

File name: maximum 80 characters, please save the file name as "<Your University No.>-<document type>", e.g. 2000123456-transcript for our easy reference.

Please select the file and click "Upload and Continue" for uploading the file. In case you have any problem in uploading the file on HKID card or passport, you may close all browsers and login again.

The uploaded file on HKID card or passport will be kept for 4 months for the processing of the application and will be destroyed afterwards.

Upon successful uploading of your HKID card or passport, you will be directed to a new page. Please click the "New Application" button to give the application details.

Choose File No file chosen

Please choose a file from your device and click "Upload and Continue" to upload the file.

Upload and Continue Back

Graduate Login

# FOR CURRENT STUDENTS WHO HAVE LOGGED IN VIA HKU PORTAL ACCOUNT



For current students who have logged in via HKU Portal Account, the online application forms can be found under SIS Menu > Online Applications. Please click "Application for AAP"

## FOR GRADUATES WHO HAVE UPLOADED THE ID DOCUMENT; AND CURRENT STUDENTS WHO HAVE CHOSEN "APPLICATION FOR AAP" THIS IS THE FIRST PAGE OF APPLICATION, YOU MAY START A NEW APPLICATION, TO CONTINUE WITH INCOMPLETE APPLICATION OR TO VIEW THE APPLICATION RECORD

Please select the degree curriculum(s) for your AAP application. (The application fee is HK\$50 for one AAP copy for EACH curriculum.)

□BEng(CompSc) ← Please select the degree curriculum(s)

### Please click "New Application" button below to apply for AAP

No online application received	ed. If you wish to submit an onlin	he application, please click the	"New Application" button above to proceed with the online application.	
	If there is no j	previous application, th	he message "No online application received" will be shown	
Application Record				
New Application	If you have u	nsuccessful application	n due to "Duplicate Invoice" (see <u>page 17</u> ), please start a new	application

Application Number	type of Application	Date of Application	status
	AAP	17:43	In Progress - Paid, application is being processed
	AAP	10:31	Done - AAP is ready
	AAP	17:17	Incomplete / Unsuccessful - Application will not be processed
Barrada en Anglianting Otatura	You may click	the application number	er to continue with previous incomplete application.

Remark on Application Status

### 1. Incomplete / Unsuccessful - Application will not be processed.

You will NOT be charged for incomplete / unsuccessful application even you may have received notification from the bank of your authorization for payment. If you have repeated unsuccessful attempts, please consider using another browser for your online application. Incomplete / Unsuccessful application will be kept for 3 days, you may continue with this application by choosing 'New Application (or to continue with "incomplete / Unsuccessful" Application)' in the login page. After uploading your HKID card or passport for identification purpose, you can continue with this application by clicking the Application Number or to start a New Application. Once you have proceeded with your new application, the Incomplete / Unsuccessful application will be cancelled. If you cannot proceed to payment due to "Duplicate Invoice", please start a New Application.

### 2. In Progress - Paid, application is being processed.

The normal processing time is 14 working days (excluding Saturday, Sunday and public holidays). For fresh graduates, please refer to Instruction and User Guide for the schedule.

### 3. Hold - Application is pending due to outstanding fees to University or awaiting the award of the qualification.

Your application is on hold due to

- · outstanding fees to University, please contact the Finance and Enterprises Office to settle the outstanding fees; and/or
- · your request to wait for the award of the qualification.

### 4. Done - Document is ready on (date).

Your document is ready. For document to be collected at the Academic Services Office, please bring along your HKID card or passport to collect the document in person during office hours#. In case the document is to be collected by an authorized person, the authorized person as stated on the application is required to present his/her HKID card/passport for verification. For document to be sent by post, it will be sent to the address(es) by ordinary mail or registered post as stated on your application. Longer mailing time is required for overseas addresses and/or during peak seasons in January/February and July/August.

# The following pages (pages 7 - 18) are demonstration of submitting a new application

The University of Hong Kong Online Application for AAP	Close Online Application If you wish to close the application and toontinue at a later stage, click "Close Online Application"
Part 1. Method of Collection	
You will be informed via your HKU e-mail when the AAP is ready.  Despatch by Mail  AP will be sent by ordinary mail or registered post as indicated on the application form. If you wish to know more application that sent	n person
https://www.hongkongpost.hk/en/home/index.html For overseas addresses, registered post will be sent by regular air mail or surface mail depending on the availability of mail delivery services via h https://www.hongkongpost.hk/en/about_us/whats_new/notices/index.html for the latest update. Please allow extra mailing time for the AAP to be sent by post. Longer mailing time is required for overseas addresses (especially to the United St January/February and in July/August. The University accepts no responsibility for any loss or damage to the documents during postal del complete addresses of the recipients of the AAP on/the application form.	Hong Kong Post. You may check the Hong Kong Post website at tates and Canada); and/or during peak seasons in livery. To avoid postal error, applicants must give clear and

If you are in urgent need of the AAP, please consider collecting the document(s) at the Academic Services Office. In case you have any questions, please send email to asoffice@hku.hk.

Collection in Person from the Academic Services Office

Back to First Page

Close Online Application

### The University of Hong Kong Online Application for AAP

### Applicant:

### Part 2a. Despatch by Mail

(The AAP will be sent to you by ordinary mail. If you wish the document to be sent to you by registered post, for the question "Sent by Registered Post" below, please choose "Yes", and an additional \$20 will be charged per mailing address.)

Sent by Registered Post, an additional \$20 will be charged per addre	ss: OYes ONo	Take note of the guidelines, especially for long addresses.
(Please list below the name and address to which the AAP(s) should be se	ent)	Address: Please only input the address in English OR Chinese, DO NOT
Name:		include both languages
Address:	Line	Please input each line with a maximum of 38 characters for English
Please only input the address in English OR Chinese. DO NON include both languages.	Line 2	OR 16 characters for Chinese, including spaces and symbols.
Please input each line with a maximum of 38 characters for English $\underline{OR}$ 16 characters for Chinese, including spaces and symbols.	Line 3	- Use abbreviations: such as "Building - Bidg", "House - Hse", "Street - St", "Road - Rd", "Department - Dept", "Room - Rm", "4th floor - 4/F",
- Use abbreviations: such as "Building - Bldg", "House - Hse", "Street - St", "Road - Rd", "Department - Dept", "Room - Rm", "4th floor - 4/F", "Number - No", "Application number 1234 - App 1234", and "Reference number 5678 - Ref 5678"	Line 4	"Number - No", "Application number 1234 - App 1234", and "Reference number 5678 - Ref 5678" - Avoid unnecessary symbols, such as •
- Avoid unnecessary symbols, such as • , .	Line 5	
Country:		
Mobile phone number for mail delivery (optional): (The phone number will be shown on the envelope)		
Purpose of application: (If the award of qualification is required, please mark "Overall results required".)		
No. of AAP(s) to this address:	1 🗸	
Pack the AAP(s) in : (If the AAP are to be packed in individual envelopes, the front of each envelope will be printed "TO WHOM IT MAY CONCERN".)	·····································	you wish to enclose an attachment to your AAP, please choose es" and click "Request form for AAP" for the details.
Attachment(s) to be included in AAP(s)*:	⊖Yes   No	
*If the AAP is to be sent with a " <u>Request form for AAP</u> " provided by some form under Part 3 "Application Summary". Documents other than the "Req	institutions, please choose "Yes" for the questio juest form for AAP" will not be accepted.	n "Attachment(s) to be included in AAP(s)" and upload this
Save and Continue	Save this record to your summary of application	n) Back

Cancel and Back to First Page Click "Save and Continue" to proceed

The University of Hong Kong Online Application for AAP							
Applicant: Part 3. Application Sum	mary						
Method of Collection	Name	No. of Copies	Check / Amend				
By Registered Post		1	Check / Amend				
Request another copy (I Request another copy (I Upload Attachment:	Despatch by Mail) Collection in Person)						
You may upload a new 瀏覽 未選擇檔案。	attachment to overwrite the previous attachm	ent if required Please upload the beincluded in A	ne "Attachment" he AP(s)"	re if you have chosen "Yes" for "Attachment(s) to			
Upload File Uploaded Attachment	t: pdf uploaded	Once the "Attac	chment" is successf	ully uploaded, the upload details will be shown here			

## Part 4. Declare AAP Course Component

Please click here for the Student Guide to declare AAP Course Component. When clicked the icon 'Declare AAP Course Component', you will be directed to the relevant page in your Student Portal and you may make your declaration or update it, if applicable, until July 3, 2025

Declare AAP Course Component	For final year students or fresh graduates of the current academic year, please click and read the "Student Guide" for the "Declare
	AAP Course Component" function and then click the "Declare AAP Course Component" button to go to the declaration page (see
	page 10). You may make your declaration or update it, if applicable, until the specified deadline.
Part 5. Other Information Required	
Please provide the following informatic	This section on "Declare AAP Course Component" is not available to graduates in the past academic years as information on AAP
Contact Telephone	course component has already been finalized.
Number:	
You will be informed via your HKU e-mail whe	en the document(s) is / are ready.

Save and Continue Delete Application

Click "Save and Continue" if you have no further amendment to the application

## Part 4: Declare AAP Course Component

Declare AAP Course Component When clicked the button "Declare AAP Course Component" button, you will be directed to the relevant page in your Student Portal and you may make declaration or update it, if applicable.

							$\langle \rangle$	
University No	umber:							
Academic Ca	areer: Ur	ndergrad	uate Career					
Student Care	er Nbr: 1							
Academic Pro	ogram: Ba	ichelor c	f Business Adm	inistration				
Major 1: Maj	jor in Marketi	ng	Major 2:	Major in V Managem	/ealth ent	Major 3: N/A		
Minor 1: N/A	1		Minor 2:	N/A		Minor 3: N/A	Minor 4: N/	A.
🔻 Guideli	ine							
Note:								
2. If an er 2. If an er Please a. Fc co b. St ov 3. Studen	advanced st arolled cours- noice of which note that: or enrolled co- unted. udents canni- rerride any de ts should co-	e can be h major/ burses el ot assigr aclaratio ntact the	used to fulfill m minor this partic igible for double n a particular co n made by stud ir Faculty if they	iore than or ular course counting c urse to thei ents. / have any	ne major or minor r should be assigne over the allowable 2 r preferred major/m questions about the	equirement at the same level ed to. 24 credits, students may cont ninor if an assignment has be a course components shown	(i.e. core/compulsory or disciplinar) act their Faculty to declare which co en made by Faculty; the Faculty ha in AAP.	y elective), students can declare ourses should be double- s the absolute discretion to
Data are refre	eshed as of							
Enrollmen	t							Find
Term	Course Code	Class Nbr	Description	Unit Taken	Official Grade	Assigned Academic Plan (by system)	Override Academic Plan	Override Reason
1 2019-20 Sem 1	BUSI3801	1152	Business law	6.00		Major in Marketing	Major in Marketing	× ·
2 2019-20 Sem 2	STRA4701	3228	Strategic management	6.00		Major in Marketing	Major in Wealth Management	• •
3 2019-20 Sem 1	MKTG3502	2744	Marketing research	6.00		Major in Marketing	Major in Marketing	

Back to AAP application

Return to Search

If you have made any changes to the AAP Course Component, please click "Save", otherwise, click "Back to AAP application" to continue with your application.

(Part 2b.) If you have chosen "Collection in Person from the Academic Services Office", please fill in the required information in this page

Close Online Application

The University of Hong I	Kong
Online Application for	AAP

A	p	pl	ic	a	n	t:
	- I	E. 7				

Part 2b. Collection in Person from the Academic Services Office, G-04, Run Run Shaw Building

Purpose of application: (If the award of qualification is required, please mark "Overall results required".)		
No. of AAP(s) to be collected:	1 🗸	
Pack the AAP(s) in : (If the AAP are to be packed in individual envelopes, the front of eac envelope will be printed "TO WHOM IT MAY CONCERN".)	n	If you wish to enclose an attachment to your AAP, please choose
Attachment(s) to be included in AAP(s)*:	● Yes ○ No	"Yes" and click "Request form for AAP" for the details.
"If the AAP is to be sent with a " <u>Request form for AAP</u> ' <del>provided by s</del> form under Part 3 "Application Summary". Documents other than the If you wish to authorize a person to collect the AAP(s) on your behal	ome institutions, please choose "Yes" for the questic "Request form for AAP" will not be accepted. i. please give details:	In "Accommentation of the president of the second of the s
Name of the authorized person:		7
HKID/Passport No:		
Save and Continu	e (Save this record to your summary of application)	Back
Cancel and Back to First Page Click "Save and Continue	" to proceed	

### The University of Hong Kong Online Application for AAP

Applicant:

### Part 3. Application Summary

Method of Collection	Name	No. of Copies	Check / Amend	Delete	Click "Check / Amend" if you want to check the
By Ordinary Mail	Academic Services Office	1	Check / Amend	Delete	information you have entered or to make
In Person	Name of the authorized person	1	Check / Amend	Delete	amendments (see next page).

Request another copy (Despatch by Mail)

## Part 4. Other Information Required

## Please provide the following information for your application

Contact Telephone Number: Personal Email (optional):

You will be informed via your HKU e-mail when the document(s) is / are ready.

Save and Continue | Delete Application

Click "Save and Continue" to proceed. If you click "Delete Application", all saved entries under this application will be removed and this application will <u>NOT</u> be kept in your application record.

Back to First Page

# Check / Amend the "Method of Collection" in Part 3. Application Summary

Application for AAP			
			Close Online Application
	The University of Hong Kong Online Application for AAP		
Applicant:			
Part 3a. Amend Information (Despatch by Mail)			
(The AAP will be sent to you by ordinary mail. If you wish the document to will be charged per mailing address.)	be sent to you by registered post, for the question "Sent by Re	egistered Post" below, please choose "Yes", a	ind an additional \$20
Sent by Registered Post, an additional \$20 will be charged per addre	∋ss:		
Application Number :			Please check / amend the information you
Name:	Academic Services Office		have energine and a set on a
Address:	Address 1		nave previously entered.
Please only input the address in English OR Chinese. DO NOT include both languages.	Address 2		Click "Save and Continue" to proceed
Please input each line with a maximum of 38 characters for English <u>OR</u> 16 characters for Chinese, including spaces and symbols.	Address 3		Click Save and Continue to proceed.
<ul> <li>Use abbreviations: such as "Building - Bldg", "House - Hse", "Street - St", "Road - Rd", "Department - Dept", "Room - Rm", "4th floor - 4/F", "Number - No", "Application number 1234 - App 1234", and "Reference number 5678. Ref 5678"</li> </ul>	Line 4		
- Avoid unnecessary symbols, such as • , .	Line 5		
Country:			
Mobile phone number for mail delivery (optional): (The phone number will be shown on the envelope)	12345678		
Purpose of application: (If the award of qualification is required, please mark "Overall results			
required .) No. of AAP(s) to this address:			
			Close Online Application
	The University of Hong Kong Onlinle Application for AAP		
Applicant:			
Part 3b. Amend Information (Collection in Person)			
Application Number : Purpose of application:			
(If the award of qualification is required, please mark "Overall results required".)	Internship		
No. of AAP(s) to be collected:	1 🗸		
Pack the AAP (s) in : (If the AAP are to be packed in individual envelopes, the front of each envelope will be printed "TO WHOM IT MAY CONCERN".)	h ONE single University envelope ►		
Attachment(s) to be included in AAP(s)*:	⊖Yes ●No		
*If the AAP is to be sent with a " <u>Request form for AAP</u> " provided by s form under Part 3 "Application Summary". Documents other than the	ome institutions, please choose "Yes" for the question "Attach "Request form for AAP" will not be accepted.	hment(s) to be included in AAP(s)" and uploa	rd this
If you wish to authorize a person to collect the AAP(s) on your behalf	f, please give details:		
Name of the authorized person:	Name of the authorized person:		
HKID/Passport No:	A123456(7)		

Save and Continue

Back

## Please check the summary of your application carefully before you proceed to payment

kept in your application record.

Instruction and User Guide

The University of Hong Kong Online Application for AAP

Close Online Application 

If you wish to close the application and to continue at a later stage, click "Close Online Application"

Applicant:

Part 5a. Application Fee

Application Number: Curriculum(s) applied for: Total no. of AAP(s) applied for: Total Fee Payable:

2 (Curiculum(s): BBA, BEng(CompSc)) 4 (No. of copy: 2 x Curriculum(s): 2) HK\$ 200

#### Part 5b. Please check that the information is correct before making payment.

### Despatch By Ordinary Mail

Name:	Academic Services Office
Address:	Address 1
	Address 2
	Address 3
Country:	Country
Mobile phone number for mail delivery (optional): (The phone number will be shown on the envelope)	123456789
Curriculum(s) applied for:	2 (Curriculum(s): BBA, BEng(CompSc)) (Curriculum(s) applied for under this application will be packed as ONE AAP to this address)
No. of AAP(s) to this address:	1
Purpose of application : (If the award of qualification is required, please mark "Overall results required".)	Internship
Pack the AAP(s) in : (If the AAP are to be packed in individual envelopes, the front of each envelope will be printed "TO WHOM IT MAY CONCERN".)	ONE single University envelope
Attachment(s) to be included in AAP(s):	Yes

#### Collection in Person from Academic Services Office

Curriculum(s) applied for:	2 (Curriculum(s): BBA, BEng(CompSc)) (Curriculum(s): applied for under this application will be necked as ONE AAB to be collected at the Academic Services Office)
No. of AAP(s) to be collected:	(controllium(s) applied for under this application will be packed as ONE AAP to be collected at the Academic Services Onice)
Purpose of application:	1
(If the award of qualification is required, please mark "Overall results required".)	Internship
Pack the AAP(s) in : (If the AAP are to be packed in individual envelopes, the front of each envelope will be printed "TO WHOM IT MAY CONCERN".)	ONE single University envelope
Attachment(s) to be included in AAP(s):	NO
You have authorized a person to collect the AAP(s) on your behalf, details are as folic	WS:
Name of the authorized person:	Name of the authorized person
HKID/Passport No:	fit Card Payment" to proceed
I want to Amend the above information If you click "Dele	te Application", all saved entries under this application will be removed and this application will <u>NOT</u> be

14

### Close Online Application

The University of Hong Kong Online Application for AAP

#### Applicant:

### Part 6. Credit Card Payment (Jetco Payment Gateway)

Application Number: Type of Application: AAP Curriculum(s) applied for: 2 (Curriculum(s): BBA, BEng(CompSc)) Total no. of AAP(s) applied for: 4 (No. of copy: 2 x Curriculum(s): 2) Total Fee Payable: HK\$ 200

### To the Registrar.

I hereby authorize The University of Hong Kong to charge HK\$ 200 to cover the application fee for the AAP(s).

Pay Back Please check the payment details and click "Pay" to proceed.

\* This electronic payme Please click "Back" if you want to go back to the previous page.

securely transmitted to the JETCO Payment Gateway directly for transaction authorisation using 128-bit encryption. The University will not receive any information on your creat card. Please read the University's <u>Privacy Policy Statement</u> and <u>Personal Information Collection Statement</u>. For VISA/MasterCard holder's information, the University of Hong Kong is domiciled in Hong Kong.



# 棄 BEA東亞銀行

EN   繁	简
Amount: HKD 200.00 Merchant: HKU-ACADEMIC SUPPORT & EXAM SECT Invoice Number:	
Card Information Enter your card information.	
Card Type: <b>VISA</b> Credit Card Number:	
Expiry Date: MM VYYY V Card Verification Number: What is this? Pay Now	When you have filled in the required information, please click "Pay Now" to complete the online payment.
« Cancel, and return to HKU-ACADEMIC SUPPORT & EXAM SECT	Click "Cancel" to return to your AAP application if you want to make amendments.
Visa Secure This payment website supports Visa Secure. You might be redirected to your card issuing bank and required to enter a password for authentication. Please contact your card issuing bank for service details.	Do not click the browser's "BACK" button during the payment process as it will result in transaction error. If you see the following error message, it is not possible to proceed further. Please submit a "New Application".
SECURE You are connected to a Secure Payment Page operated by Joint Electronic Teller	Duplicate Invoice. Transaction cancelled. (34) Please contact your merchant for any order or payment enquiries.
Services Ltd. Your payment instruction will be securely transmitted to the bank for authorisation.	

Close Online Application

The University of Hong Kong Online Application for AAP			
- Paid, application is being processed			
own reference, and close this application Clo	use Online Application		
	After you have completed the online payment successfully, this application summary is shown, please print or save a copy for your own record. You may		
	aliak "Dook to First Dage" and soo this application under "Application Pagerd"		
	with the status as "In progress" (refer to page 6).		
Academic Services Office			
Address 1			
Address 2	If you do not see this page, please check your "Application Record" (refer to		
Address 3	<u>— page 6).</u> If the application is "Incomplete / Unsuccessful", please click the		
Country	"Application Number" to continue with the application. No application fee		
123456789	Appreadon Number to continue with the appreadon. No appreadon ree		
2 (Curriculum(s): BBA, BEng(CompS (Curriculum(s) applied for under this a	will be charged for "Incomplete/ Unsuccessful" applications.		
1			
Internship			
printed ONE single University envelope			
Yes			
2 (Curriculum(s): BBA, BEng(CompS (Curriculum(s) applied for under this a 1 Internship printed "TO ONE single University envelope No /s: Name of the authorized person A123456(7)	s)) opplication will be packed as ONE <i>AAP</i> to be collected at the Academic Services Office)		
	- Paid, application is being processed  own reference, and close this application Clo  Academic Services Office Address 1 Address 2 Address 3 Country 123456789 2 (Curriculum(s): BBA, BEng(CompS) (Curriculum(s): applied for under this a 1 Internship printed ONE single University envelope Yes  2 (Curriculum(s): BBA, BEng(CompS) (Curriculum(s): applied for under this a 1 Internship printed "TO ONE single University envelope No rs: Name of the authorized person A123456(7)		