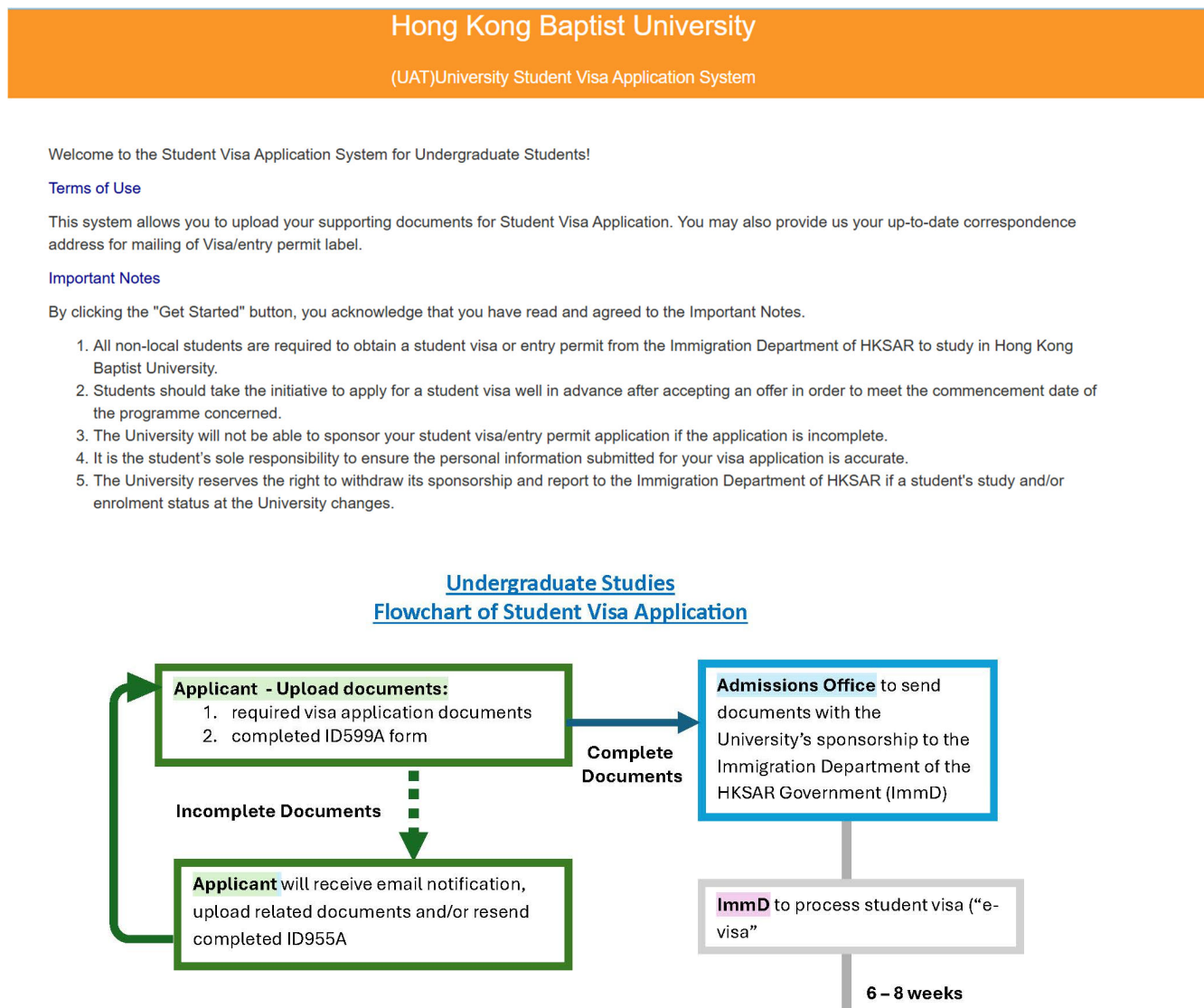


Demonstration on Student Visa Application – Undergraduate Admissions

1. Go to University Student Visa Application System (URL: <http://gs-visa.hkbu.edu.hk/>).
2. This website is best viewed with Firefox / Google Chrome. 2. Read the ‘Terms of Use’, ‘Important Notes’ and the ‘Flowchart of student visa application’



3. Click ‘Get Started’.

If you are a newly admitted non-local undergraduate student, please submit your student visa application through this system.

I understand the above and would like to

The System is only accessible upon your acceptance of the offer (normally a week after the University's receipt of all required documents and payment).

This website is best viewed with Firefox / Google Chrome.

Demonstration on Student Visa Application

4. Register Account.

Click 'Register Account'.

Register Account

Students are required to go through the account registration process before logging in the Online Student Visa Application System. Please note that the System is only accessible upon your acceptance of the offer of Undergraduate Programme (normally a week after receipt of Admission Confirmation Fee by the Admission Office of the Academic Registry). Please contact the Admissions Office by email at ardirect@hkbu.edu.hk if you have already settled all required payment over one week but cannot register the login account for student visa application.

Register Account

4.1 Input your student ID, email address and the image code.

Student ID: the 8-digit student number printed on your admission offer letter.

Email address: the personal email address that you have registered with HKBU via the online application system at https://iss.hkbu.edu.hk/amsappl_nj/.

Image code: the 6 characters shown in the image below the textbox.

Register Account

Student ID:

E-mail:

Image code:



4.2 Click 'Register'.

Register Account

Student ID: 

E-mail: 

Image code:



4.3 Upon completion of the account registration, an email containing the login password will be sent to your registered email address. Please use the password to login to the system. In case you have lost your password, you can perform the aforementioned steps (i.e. same steps to Register Account) to obtain a new password.

Thank you for your application for registration of login account of Online Student Visa Application System, an email containing the password (system generated) will be sent to your registered email address: [REDACTED] in due course. Please contact AR if you have not received the email after three working day.

Please ensure to keep the login password under your safe custody, without the password you will be required to submit the application and upload all required documents again resulting in delay of your student visa application.

Log in now



5. Login Account.

After registering for an account, Click 'Login'.

Hong Kong Baptist University

University Student Visa Application System

Register Account

Students are required to go through the account registration process before logging in the Online Student Visa Application System. Please note that the System is only accessible upon your acceptance of the offer of Undergraduate Programme (normally a week after receipt of Admission Confirmation Fee by the Admissions Office of the Academic Registry). Please contact the Admissions Office by email at ardirect@hkbu.edu.hk if you have already settled all required payment over one week but cannot register the login account for student visa application.

Register Account

Login

Upon successful registration of the login account, an email containing the login password will be sent to student's registered email account within three working days. Please ensure to keep the login password under your safe custody, without the password you will be required to submit the application and upload all required documents resulting in delay of your student visa application. [Forgot password](#)

Login



5.1 Input your student ID, password and the image code.

Student ID: the 8-digit student number printed on your admission offer letter.

Password: please refer to the password email you received upon completing registration.

Image code: the 6 characters shown in the image below the textbox.

Login

Student ID:

Password:

Image code:

Login

5.2 Click 'Login'.

Login

Upon successful registration of the login account, an email containing the login password will be sent to student's registered email account within three working days. Please ensure to keep the login password under your safe custody, without the password you will be required to submit the application and upload all required documents resulting in delay of your student visa application. [Forgot password](#)

Login

Student ID:

Password:

Image code:

Login

6. Before uploading the documents for Visa application, please read the notes.

- A. Student Visa Application

B. Documents for Registration

C. Hong Kong Identity (HKID) Card

Upload

Notes to Chinese Mainland students

A. Student Visa Application

Non-local students are defined as persons entering Hong Kong **for the purpose of education** with a student visa / entry permit issued by the Director of Immigration. Newly admitted non-local students shall submit their student visa application to the University. It may take up to **6 - 8 weeks** before you could receive the visa label. Applicants should read the "Guidebook for Entry for Study in Hong Kong (來港就讀入境指南)" for the application procedures at: <http://www.immd.gov.hk/hks/services/visas/study.html> [Chinese version]

Details of the submission of student visa application, please read the [Flowchart of Student Visa Application](#).

For enquires about student visa application, you may contact the Immigration Department of HKSAR. Their contact details are as below:

Telephone No.: (852) 2824 6111
 Fax No.: (852) 2877 7711
 Email Address: enquiry@immd.gov.hk

7. Submit Documents.

Items in the first grid are mandatory which means applicants must upload all of them in order to successfully submit the applications.

7.1 Click 'Select File' to browse and upload the files (pdf or jpeg format). Please make sure the resolution of the file is high enough for clear print-out.

Documents Required	pdf/ jpeg file only	Files uploaded	Status	Remarks
(A) Photocopy of "Admission Offer Letter" #2				
(B) Original Form ID995A (Download Here) (Sample) - Please read the Guidebook for Entry for Study in Hong Kong before filling in the application form - Complete all columns on page 1-4 only (except part 3 on page 2) - Graduate School will NOT handle any dependents visa application - Sign on every page as required on the bottom right corner - Affix one recent original photo on page 2 " " The original form should be sent to GS by post. The University will not process the visa application without the receipt of the original form of 995A. Note 1				The original form should be sent to Taught Postgraduate Section, Academic Registry by post. The University will not process the visa application without the receipt of the original form of 995A. Note 1
(C) Photocopy of the applicant's Identity Card				
(D) Photocopy of the applicant's Household Registration Record (居民戶口簿)				Please combine all pages into one file

7.2 After uploading all the required documents, click 'Submit Request' to submit the application.

Degree certificate(s)	pdf/ jpeg file only	Files uploaded	Status	Remarks
(1) Photocopy of degree certificate(s) from concerned university(ies)				Note 2 Can be uploaded once it is ready.

[Note 1](#) The address of the Graduate School is: 4/F, Madam Chan Wu Wan Kwai School of Continuing Education Tower, Baptist University Road Campus, Hong Kong Baptist University, 9 Baptist University Road, Kowloon Tong, Hong Kong
[Note 2](#) For final year student on conditional offer, please upload the copy of your degree certificate at your earliest possible.



8. Submission is unsuccessful due to outstanding documents.

Please go back to 7.1 to upload the missing files for each outstanding item.

Outstanding Items:

The following item(s) are still outstanding. Please be reminded to upload all required documents and submit them via the University Student Visa Application System before attending the registration.

Document(s) Required	Remark
Photocopy of "Admission Offer Letter" Original Form ID995A (Download Here) (Sample- Mainland Version / Oversea Version) - Please read the Guidebook for Entry for Study in Hong Kong before filling in the application form - Complete all columns on page 1-4 only (except part 3 on page 2) - Graduate School will NOT handle any dependents visa application - Sign on every page as required on the bottom right corner - Affix one recent original photo on page 2 " " The University will not process the visa application without completion of the original form of 995A. Note 1	The University will not process the visa application without completion of the original form of 995A. Note 1

9. Submitted the application successfully.

Submit Successfully

[Back to Upload Page.](#)

Enquiries

For more information, please refer to our [FAQ](#).

If you have further questions, please feel free to contact us at ardirect@hkbu.edu.hk.

Jun 2026