

Demo for HKBU Direct (Non-JUPAS) Online Application – 7. Upload Supporting Documents

1. Please read the “Guideline” carefully for details of supporting documents required for respective highest qualifications before uploading your supporting documents.

If supporting documents are not available at the time of application, you can upload them until 31 August 2025.

Final Year students of Associate Degree/ Higher Diploma/ Diploma/ Degree and transfer students are required to submit the completed Course Enrolment Form of Current Study.

Types of Required Supporting Documents		
Highest Qualification	Academic Certificates/Transcripts with Grading System	Certificates of Public Examination (HKDSE/IBN/SAT/GSAT)
Higher Diploma Final Year Students/ Holders	✓	

Remarks:

1. Academic certificate(s)/ transcript(s) should clearly show the logo of the institution, title of programme, level of study and name of the applicant. Unofficial copies of academic certificate/ transcript will be accepted only if there is the official stamp of the institution;
2. The following programmes require applicants to submit additional supporting documents, such as, writing samples, portfolios, music qualifications, etc., please refer to Additional Supporting Documents Required for details.
 - Bachelor of Arts (Hons) / Bachelor of Music (Hons) (Music / Creative Industries) or Bachelor of Arts (Hons) in Music;
 - Bachelor of Arts (Hons) in Business Administration (Global Entertainment);
 - Bachelor of Arts (Hons) in Chinese Language and Literature;
 - Bachelor of Arts (Hons) in Film and Television;
 - Bachelor of Arts (Hons) in Physical Education and Recreation Management;
 - Bachelor of Arts (Hons) in Visual Arts;
 - Bachelor of Arts and Science (Hons) in Arts and Technology;
 - Bachelor of Arts, Science and Technology (Hons) in Individualised Major;
 - Bachelor of Communication (Hons) in Game Design and Animation;
 - Bachelor of Fine Arts (Hons) in Acting for Global Screen;
 - Bachelor of Music (Hons) in Creative Industries;
 - Bachelor of Social Work (Hons).
3. For applicants with disabilities, please submit supporting document(s) which indicates the type and degree of the disability;
4. For submission of a document that is not written in English or Chinese, please attach a certified translation in Chinese or English by a qualified translator;
5. Please do not submit the original public examination results or academic certificates which will only be required for verification upon admission;
6. Final year students of Associate Degree/ Higher Diploma/ Diploma/ Degree and transfer students are required to submit the completed Course Enrolment Form of Current Study;
7. The institution codes of HKBU are: TOEFL 9467, SAT 7904, IB 000247, ACT 6957. To allow academic departments to receive your latest results for consideration of your applications, you are required to add HKBU as one of your score report recipients through the TOEFL iBT® online registration system. For IB students, you should make a request to send your results directly to HKBU via the iBO. For SAT students, you should authorise College Board to send your results directly to HKBU. For ACT app students, you should authorise Eucoura to send your results directly to HKBU.

2. Please upload your files at the “Upload” tab.

Upload

Important points to note:

1. Provision of any false/ misleading information or failure to provide the requested supporting documents will lead to disqualification of your application for admission or cancellation of the admission offer, where appropriate.
2. Please refer to the examinations/ qualifications listed in the table below and upload the required documents by clicking “Upload”.
3. The file size should not be larger than 10 MBytes (10,485,760 bytes).
The upload volume should not be larger than 50 MBytes (52,428,800 bytes).
4. Windows Bitmap (.bmp), Graphic Interchange Format (.gif), Joint Photographic Experts Group (.jpg), Portable Document Format (.pdf), Portable Network Graphics (.png) and Windows Metafile Format (.wmf)
5. The physical scan size should be A4.

Reference Section / Entry	Upload Condition	Upload
Identity Card/ Passport/Travel Document		
Personal Particulars	Required	Upload
Academic transcript		
HKBU-CIE - HKBU, The College of International Education 2023-09 2025-06	Optional	Upload
Others		