

**THE UNIVERSITY OF HONG KONG**  
**SUBMISSION OF OFFICIAL / OFFICIALLY CERTIFIED DOCUMENTS**

Your registration with the University may only be considered probationary until all the required official documents are submitted and verified to the satisfaction of the University. Please arrange to submit the required official / officially certified results or documents **by mail** to the Admissions Office (MG14, Ground Floor, Main Building, The University of Hong Kong, Pokfulam Road, Hong Kong) before student registration by August. The University reserves the right to withdraw the offer of admission if the required documents are not submitted upon registration.

*(Note: Documents uploaded via the application account or submitted as e-mail attachment(s) **would not** serve the purpose.)*

**Required results**

Official / Officially certified copy of the following results are required:

- Result(s) indicating that you have satisfied the condition(s) of offer, expected lower boundary and minimum entrance requirements listed on the Admissions website for 2022 admission; and
- Results of public examination(s) / international test(s) as indicated in the application form or uploaded via the application account

Below are examples of the required results:

(a) Public examination results:

- GCE A-/AS-Level or International Advanced/AS Level – Statement of results (with final cash-in grades) issued by the examination board or letter of grade confirmation issued by the school
- Singapore GCE A-Level – Final result issued by Ministry of Education
- GCSE/IGCSE/GCE O-Level/Singapore GCE O-Level – Certificate issued by the examination board
- IB diploma – Students should authorise the University to access their IB results from IBO; or submit the final total score, score in each subject and the combined grade issued by the school
- HKDSE/HKALE/HKCEE – Result slip issued by Hong Kong Examinations and Assessment Authority

(b) International test results:

- SAT / AP / TOEFL – Result of all sittings sat issued by the examination board. Students should send both hard and soft copies of result slip to the University directly by the examination board (the code of HKU is 9671) *(Note: Screen capture **will not** serve the purpose.)*
- IELTS – Result issued by the examination board

(c) Other results:

- Candidates following bachelor's programme – Transcript issued by university with final examination results and degree awarded (if applicable)
- Candidates following sub-degree (i.e. Associate Degree/Higher Diploma) programme – Transcript issued by community college with both final cumulative and/or award GPA and sub-degree awarded (if applicable)
- Candidates following the high school curriculum in the following countries:
  - (i) Australia – ATAR or UAI; and (ii) Canada – Final grade 12 high school result issued by Ministry of Education

**Official / officially certified documents**

Official documents are proof issued by the authority concerned. In the case of documents supplied by universities and colleges, they should either bear the seals of the institutions and be signed by an appropriate official or be sent to the University directly by the institutions concerned.

Officially certified documents are photocopies of your original documents (transcripts or examination results) that are certified by the issuing authority concerned, or a school principal, or a notary public, which should bear the seals of the certifying body and be signed by an appropriate official. The name, status, and position of the person certifying the copies must be clearly stated in English. You may also bring photocopies of your original documents to the District Offices and follow the declarations statement provided in the Annex to make declarations of your documents (Please click [here](#) for details). Documents which are not in English should be accompanied by an official translation in English. *(\*Please find the sample declaration statement on making declarations of your documents at the District Offices in the Annex for reference.)*

***The University is not responsible for any documents lost in the post. Please be informed that the official / officially certified documents will not be returned once submitted.***

DECLARATION

I [Your Name] (name), of [Your Current Residential Address] (address), solemnly and sincerely declare that:

The document(s) marked page "Page No." to "Page No." attached to this declaration is/are the true and correct copy of the original document(s).

The following fields to be completed during administration of declaration:

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Ordinance.

Declared at ... in the HKSAR this ... day of ... 20... through the interpretation of ... (name) of ... (address and occupation), the said interpreter having been also first declared/sworn\* that he/she\* had truly, distinctly, and audibly interpreted the contents of this document to the declarant, and that he/she\* would truly and faithfully interpret the declaration about to be administered to him/her\*.#

(signature of declarant)

Before me,

Commissioner for Oaths

#I, ... (name), of ... (address), solemnly and sincerely declare/swear\* that I well understand the official language in which this document is written and ... language and that I have truly, distinctly, and audibly interpreted the contents of this document to the declarant ... (name), and that I will truly and faithfully interpret the declaration about to be administered to him/her\*.

(signature of interpreter)

Declared/Sworn\* at ... in the HKSAR this ... day of ... 20...

Before me,

Commissioner for Oaths#

# . # Please delete the relevant paragraphs if no interpreter is involved
\* Please delete where appropriate
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