

**The Chinese University of Hong Kong**  
**International Asian Studies Programme (IASP)**

**CHECKLIST**

[Applicable to Business Administration Master's Programmes students or Research students ONLY]

To confirm your admission offer, please return the following documents in **hardcopy** (softcopies are not accepted, except online forms) to the address below **by courier** (e.g. FedEx, DHL, UPS or Express Mail).

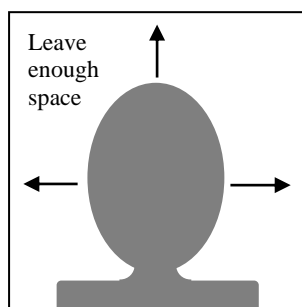
**Courier Address**

International Asian Studies Programme  
i-Centre, Office of Academic Links, 1/F., Yasumoto International Academic Park  
The Chinese University of Hong Kong, Shatin, N.T., Hong Kong SAR  
Tel. No.: (852) 3943 7597

<b>Documents to be returned (Do not glue or staple pages together)</b>	
(All documents must be clearly printed on <b>singled-sided</b> (A4/Letter size) white paper. Documents which are <u>not</u> in English or Chinese must be accompanied by an official certified translation in either <b>English or Chinese</b> .)	
<input type="checkbox"/>	<b>Offer of Admission Letter</b> with the letterhead of CUHK (Login to <a href="#">your online application form</a> and download it from "My Task". (Return a signed copy. Keep a copy for your own reference.)
<input type="checkbox"/>	<b>Proof of Online Payment</b> (For payment of less than or equal to HKD5,500 only. <b>Only VISA or MasterCard or UnionPay is accepted</b> .) 1. Login to <a href="#">your online application form</a> → View your debit note from "My Task" → Press " <b>Make Payment</b> " button to proceed to online payment 2. <b>After</b> making the payment → View your debit note from "My Task" <b>again</b> → Ensure the payment due date is changed to " <b>Paid</b> " and <b>your name</b> is clearly shown → Press " <b>Print</b> " button to print the proof of your online payment
<input type="checkbox"/>	<b>Terms and Conditions</b> (Return a signed copy. Keep a copy for your own reference.)
<input type="checkbox"/>	<b>Visa Application Forms and Supporting Documents</b> (These documents are not needed if you have right of abode or right to land in Hong Kong)
<input type="checkbox"/>	<b>A completed and signed true copy of the partially pre-filled 'Application Form ID995A'</b> (Downloadable <a href="#">HERE</a> ) (Make sure the bar code is clearly printed at the bottom of each page.) <input type="checkbox"/> <b>Sign and date</b> at the bottom of <b>pages 1, 2, 3 and 4</b> (Electronic signatures or missing signatures are not acceptable.) <input type="checkbox"/> <b>Affix</b> (Glue, not staple) your photo on the page 2 (See next page for photo specifications)
<input type="checkbox"/>	<b>A completed and signed 'Application for Student Visa Sponsorship' Form</b>
<input type="checkbox"/>	<b>A clear and legible photocopy of valid passport / travel document (page with personal particulars) and the following if applicable:</b> ➤ Renewal Page for extended validity of your passport/travel document ➤ Overseas Permanent Residential Proof and Re-entry Visa ➤ Overseas Student Visa and Re-entry Visa ➤ Identity Card and Household Registration Record (Only for PRC citizens residing in the Chinese Mainland who do NOT have travel document known as "Exit-entry Permit for Traveling to and from Hong Kong and Macao 《來往港澳通行證》")
<input type="checkbox"/>	<b>Provide one of the following financial declaration in either English or Chinese:</b> ➤ A <b>photocopy</b> of your own bank statement/letter issued by the bank, <b>or</b> ➤ A <b>photocopy</b> of a letter or certificate issued by your home institution as financial declaration for your visa application, <b>or</b> ➤ A <b>photocopy</b> of your parent/guardian's bank statement/letter issued by the bank <b>along with</b> completed 'Letter of Undertaking for Student's Parent/Guardian' Form, and photocopies of personal particulars and signature pages of parent/guardian's passport. <i>Note: (1) Financial declaration must show a minimum balance for a student who will be studying at CUHK and issued <b>within the past 3 months</b>. The estimated cost <b>per month</b> will be <b>HK\$13,000</b> (or equivalent in other currencies) for Business Administration Master's Programmes Students or Research Students who will stay in a CUHK hostel or live with the local relatives/friends in Hong Kong; <b>HK\$24,000</b> (or equivalent in other currencies) for those who will live in a rented flat outside the University. (2) Electronic bank declaration is acceptable if it shows the name of the account holder, as well as the bank's name and logo. (3) Financial declaration must be <b>in English or Chinese</b>. (4) Financial declaration can be in the form of a monthly bank account statement or certifying letter issued by the bank clearly stating the accumulative account balance, within the past 3 months.</i>
<input type="checkbox"/>	<b>Additional Documents</b> (Return the following documents <i>if applicable</i> ) ➤ <b>PRC citizens residing/studying outside the Chinese Mainland:</b> <input type="checkbox"/> <a href="#">Declaration Form</a> <input type="checkbox"/> <a href="#">Statement of Purpose</a> ➤ <b>Passport holders of Taiwan:</b> <input type="checkbox"/> Photocopy of Identity Card <input type="checkbox"/> Photocopy of Household Registration Transcript <b>戶籍謄本(現戶全戶)</b> (last page with official stamp) <input type="checkbox"/> <a href="#">Statement of Purpose</a> ➤ <b>Macao SAR residents:</b> <input type="checkbox"/> Macao Resident Identity Card (BIR) <input type="checkbox"/> Visit Permit for Residents of Macao to HKSAR (灰簿)/Macao SAR Passport/Portuguese Passport ➤ <b>Students who have changed their name:</b> <input type="checkbox"/> Proof of name(s) used before (Refer to 'Page 4, Item 9 Declaration of Applicant/Parent/Legal Guardian')
<input type="checkbox"/>	<b>One (1) Recent Passport Photo</b> (See next page for photo specifications) ➤ In addition to the one on your 'Application Form ID995A' ➤ Write your name on the back of your photo. Do not staple the photo.
<input type="checkbox"/>	<b>Online Health History Form</b>
<input type="checkbox"/>	<b>Online Special Educational Needs (SEN) Service Registration Form</b> (Only for those who have special educational needs. Read through the <a href="#">registration guidelines</a> before filling out the form.)

## Photo Specifications

- Approximately 55 mm x 45 mm in size
- Include a full face, front view and open eyes
- With a plain and uniform background
- A recent photo (taken within the past six months)



## Unacceptable photo

- The head of the subject is not in the middle of the photo
- Over-exposure (too bright) or under-exposure (too dark)
- Reflection or glare on the face or glasses
- Wearing a hat or covering any parts of head
- Faded photo
- Cropped from a group photo