

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

**CHECKLIST**

[Applicable to all IASP students, except for Business Administration Master's Programmes students or Research students]

To confirm your admission offer, please return the following documents in **hardcopy** (softcopies are not accepted, except "Online Health History Form" and "Online Language Background Form for Chinese Language Study") to the address below **by courier** (e.g. FedEx, DHL or UPS).

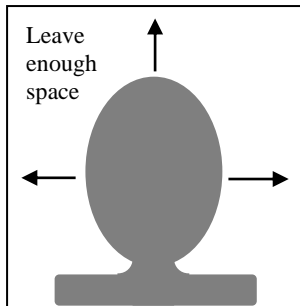
**Courier Address**

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 staple pages together)</b> (All documents must be clearly printed on <b>singled-sided</b> (A4/Letter size) white paper. Documents which are <b>not</b> in English or Chinese should be accompanied by an official certified translation in either English or Chinese.)	
<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 under "My Task") (Return a signed copy. Keep a copy for your own reference.)
<input type="checkbox"/>	<b>Special Arrangements Declaration Form</b> (Attached to your offer of admission letter) (Return a signed copy. Keep a copy for your own reference.)
<input type="checkbox"/>	<b>Payment</b> (Login to <a href="#">your online application form</a> and view your debit note under "My Task") <input type="checkbox"/> <b>Proof of Online Payment</b> (For payment of less than or equal to HKD3,000 only. <b>Only VISA or MasterCard is accepted. UnionPay is not acceptable.</b> To print your online payment record, view your debit note again <u>after</u> making the payment. Ensure the payment due date is changed to " <b>Paid</b> ", then press " <b>Print</b> " button.) <input type="checkbox"/> <b>Bank Draft</b> (For payment of over HKD3,000 must be settled by Bank Draft. Online payment is not accepted.)
<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> (Make sure the bar code at the bottom right corner is clearly printed on 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 Mainland China 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 declarations in either English or Chinese:</b> ➤ A photocopy of your own bank statement/letter issued by the bank, <b>or</b> ➤ A photocopy 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 providing Financial Declaration' Form, and photocopies of personal particulars and signature pages of parent/guardian's passport, <b>or</b> ➤ A photocopy of a letter or certificate issued by your home institution as financial declaration for your visa application. <i>Note: (1) Financial declaration must show a minimum balance of HK\$38,000 or HK\$76,000 (or equivalent amount in other currencies) for a student who will be studying at CUHK for an academic term or a full year respectively, and issued within the past 3 months. (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 should be in English or Chinese. (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 if applicable) ➤ <b>PRC citizens residing/studying outside Mainland China:</b> <input type="checkbox"/> <a href="#">Declaration Form</a> <input type="checkbox"/> <a href="#">Statement of Purpose</a> ➤ <b>Taiwanese Passport Holders:</b> <input type="checkbox"/> Photocopies of Identity Card & Household Registration Record (戶籍謄本/現戶全戶) <input type="checkbox"/> <a href="#">Statement of Purpose</a> ➤ <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>Two (2) Recent Passport Photos</b> (See next page for photo specifications) ➤ In addition to the one on your 'Application Form ID995A' ➤ Write your name on the back of each photo. Do not staple the photos.
<input type="checkbox"/>	<b>Special Learning Needs Notification Form</b> (Only for those who have special learning needs)
<input type="checkbox"/>	<b>Online Health History Form</b>
<input type="checkbox"/>	<b>Online Language Background Form for Chinese Language Study</b> (Only for those who are interested in taking Cantonese or Putonghua courses. Click <a href="#">here</a> to view the registration guidelines.)

## 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
- Recently taken within the past six months
- Printed on glossy photo paper



## Unacceptable photos

- 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 photos
- Printed on plain photocopying paper
- Cropped from a group photo