

Notice of Offer

Application No.: 210018027
Ref No.: 5551-4260-6222-2959

Applicant Name: JIANG Guanlin (蒋冠霖)

Dear Guanlin,

We are pleased to offer you a place to the following programme for the 2021-22 academic year **under the conditions below**.

Programme:	BSc (HONS) SCHEME IN COMPUTING (UGC-Funded)
Programme Code:	61431-SCH
Mode of Study:	Full-time
Credit Requirements:	Programme Credit Requirements - 124.0
	Your Credit Requirements - 124.0
Normal Duration:	4.0 year(s)

Conditions

Satisfactory completion of a High School Diploma with an average of 70% or above in 5 Grade 12 subjects; AND

Attaining 70% or above in Grade 12 English / ENG4U/M course in Canadian High School Diploma; OR a Test of English as a Foreign Language (TOEFL) score of 80 for the Internet-based test, OR 550 for the paper-based test; OR an overall Band Score of 6 in the International English Language Testing System (IELTS).

Please refer to our Study@PolyU website (www.polyu.edu.hk/study) for the English Language Requirement.

Meeting Conditions

To meet the condition(s) or otherwise, please complete the procedures for "Meeting Conditions" when you have acquired the relevant qualifications within 30 days prior to your "Meet Condition Date - 14-Jul-2021".

If you are not able to meet the conditions, the University will arrange refund of the initial fee paid by cheque (in Hong Kong Dollars), provided that the relevant supporting documents are submitted on or before the stated deadline. If you fail to do so, your place will be offered to another applicant and the initial fee paid will not be refunded.

For queries on the above conditions, please contact Ms Jenny Wong at 852-27665171 / ar.intl@polyu.edu.hk.

Offer Acceptance

Please note that this is the ONLY offer you will receive for your application. Your application to other programme choices will NOT be further considered whether you accept the offer or not.

To accept this offer, you need to complete the following procedures. Otherwise, your study place will be offered to another applicant. All fees paid will not be refunded.

1. Pay the non-refundable initial fee on or before the payment deadline given in Debit Note 1 (see [debit note 1](#) and details of the [payment methods](#)).
2. Complete and indicate your acceptance by clicking "Accept My Offer" in the following section on or before the payment deadline.
3. Complete and return Student Visa application forms and all the required documents by express post within 10 working days after you have accepted our offer. Dependent visa holders who were 18 years old or above when they were issued with such visa / entry permit by the Director of Immigration are not required to apply for a student visa. Please click [here](#) for the application forms and refer [here](#) for related details.
4. Apply for a place in the Student Halls of Residence in mid-June.

By accepting the offer, you agree to comply with the [regulations of the University](#). If you are unable to accept the offer, please let us know by clicking the "Decline My Offer" button to enable early release of the study place to another eligible applicant.

If you have any enquiries concerning this offer, please contact us at ar.intl@polyu.edu.hk.

We look forward to seeing you at PolyU!

Academic Registry

The Hong Kong Polytechnic University

Timeline for Submission of Required Documents for Programme Registration

You are advised to arrange documents required to be sent directly by the awarding bodies to the Academic Registry of PolyU for verification at your earliest time, i.e. at least 5 to 7 working days before the first day of programme registration. Upon completion of the verification process, a notification will be sent to your registered email notifying you to proceed with the programme registration.

Failure to provide required documents for verification or any discrepancies found in the submitted documents may lead to the cancellation of your offer and registration at the University. Fees paid will not be refunded.

Email Address: ar.intl@polyu.edu.hk

Mailing Address: Academic Registry, M101, Li Ka Shing Tower, The Hong Kong Polytechnic University, Kowloon, Hong Kong

Contact Number: +852 2333 0600

Notes:

1. To keep track of your records easily, you are encouraged to attach a [cover sheet](#) to the documents to be sent to PolyU.
2. **Electronic copies are highly preferred.** Please ask your awarding bodies to send us the electronic copies of your documents using official email account (e.g. xxx@polyu.edu.hk).
3. If the awarding bodies cannot send us an electronic version of the official documents, please ask them to send us hard copy of the official documents by express post. The envelope should be sealed, signed and stamped by the Registrar or by an authorised official of your institution.
4. The University only accepts originals or copies of the documents that have been duly declared as true copies by an authorised party, such as lawyer, notary public, or Consulate General etc.
5. An official certified translation in English is required for transcripts and certificates that are not in English or Chinese. The translator should sign and stamp on both (i) the translation and (ii) the official document and certify that the translation is accurate and complete. The certification process is the same as above in point 4.
6. All documents submitted will not be returned. Please do not send us any **originals which cannot be re-issued**.
7. You may be asked to re-submit any official certification of qualifications, e.g. transcript or degree award certificate, etc., if deemed necessary.
8. Check the "Verification Status" of your qualifications under "Verification Status of Qualifications" section below. **For qualification with status marked "Completed", there is no need to ask the awarding bodies to send us documents for verification.**

Documents Required for Qualification Verification

Before proceeding to programme registration, **ALL qualifications (except those from PolyU but excluding PolyU-SPEED) input in your online application** have to be verified.

Post-secondary Qualifications from PolyU

PolyU students / graduates (excluding PolyU-SPEED) are **NOT** required to submit their post-secondary qualifications for our verification.

Post-secondary Qualifications from Other Institutions

If your post-secondary qualifications are **NOT** awarded by PolyU (excluding PolyU-SPEED), you should ask your awarding institution to send us the official copies of degree certificates / diplomas **and** official final transcript. The transcript should include results of all the coursework and project(s), a final GPA / grade / score together with an explanation of the grading system.

Final year students whose awards are confirmed but will be formally conferred after programme commencement are required to submit a letter of graduation certification issued by the Registrar or an authorised official of your institution. The letter should include your name, date of birth and the signature of an authorized official with an official stamp of your institution which confirms that you have fulfilled all the graduation requirements, preferably with the date of conferment and award classification.

Other Qualifications

Score Reports of ACT, AP, IB, IELTS, SAT, SAT Subject Test and TOEFL

Please ensure that your scores obtained can be verified by PolyU via the respective official websites. You should request the awarding bodies to send us the report directly for our verification or inform the awarding bodies to release the right to our university to verify your results online. Below are the PolyU codes for ACT, IB, SAT, SAT Subject Test, AP and TOEFL (access code for IELTS is not required):

ACT	2764
IB	00251
SAT / AP / SAT Subject Test	7261
TOEFL	0732

If your scores **CANNOT** be verified online, you should ask the test organiser to send us the official result slip for our verification. Please follow the procedures in points 2 and 3 of the notes under "Timeline for Submission of Required Documents for Programme Registration" section above to send in the required documents.

GCE A-Level

Please request your high school to send an official letter of certification of your GCEAL/IAL/GCEASL/IASL/GCSE/IGCSE/GCEOL results directly to our University, in which your name and date of birth should be included.

Alternatively, please apply for certification of examination results from the relevant examination boards.

High School Qualification (except HKDSE)

You should ask your awarding institution, e.g. US High School to send the official copies of certificates / diplomas **and** official **electronic** final transcript directly to us. The transcript should include your name, results of all the coursework and project(s), a final GPA / grade / score together with an explanation of the grading system.

HKDSE Results

For applicants who have input your HKDSE results in your application form, you should request your secondary school to send us an official letter of certification of your HKDSE results, in which your name and date of birth should be included.

Alternatively, please apply for certification of examination results from the HKEAA: https://www.hkeaa.edu.hk/en/our_services/cert/

Registration Procedures

Please follow the procedures below to perform your online programme registration during 18-Aug-2021 at 12:00 AM to 20-Aug-2021 at 11:59 PM:

- Step 1: Click the "Proceed to Programme Registration" button below (this button will be enabled if your verification status of all your qualifications turned to "completed");
- Step 2: Verify personal particulars, upload photograph (click [here](#) for photo requirements) for student identity card, enter information on emergency contact and confirm receipt of student visa (if applicable);
- Step 3: Complete the online survey;
- Step 4: Read the "Important Notes for Registered Students" which will also be sent to you by email;
- Step 5: Collect your PolyU student identity card according to the schedule below.

Notes:

- 1) In case you cannot complete your programme registration online within the scheduled period, please contact us at ar.intl@polyu.edu.hk for assistance. Otherwise, your offer will turn invalid.
- 2) The tuition fee on your 2nd debit note must be settled before proceeding to programme registration.

Student Identity Card Collection

You can come to PolyU to collect your student card according to the schedule below after completing the programme registration:

Date and Time	Venue
20 – 30 August 2021 (Monday to Friday) 9:30 – 11:00 a.m. 2:30 – 5:00 p.m.	Rm VS012, Fong Shu Chuen Hall, G/F, Block VS, The Hong Kong Polytechnic University (see campus map)

Points to note

1. Registration Procedures

Originals / certified true copies of ALL academic award certificates, relevant transcripts and professional certificates claimed in / attached to your application will be checked before you can complete your programme registration. Failure to do so will affect your registration. **If the original certificates provided do not tally with the information given in your application, you will be disqualified.** Fees paid will not be refunded. In case of loss of the original certificates, please request the issuing body to send an official transcript / testimonial directly to the Academic Registry, PolyU.

If you fail to complete the necessary procedures, or if your full fee payment has not been properly received, the University will release your study place to other eligible applicants immediately. All fees paid will not be refunded. For reinstatement of offer, you must submit an application to your department for consideration.

You will get a PolyU Student Identity Card after completing the registration procedures. Your data together with the photo image (collected upon acceptance of offer) will then be transferred to the Student Record System of PolyU. These will be used in activities and services provided by units of the University in support of your study at PolyU including those conducted by the student organisations and application for student residence.

Your data may also be transferred to parties outside PolyU for processing student visa (for non-local students) and/or any other activities related to your study (such as placement, field trips, internship, exchange programme, Service-Learning and Work-Integrated Education arrangements and training).

Your contact information will be used for maintaining on-going communication with you after your graduation, including the delivery of announcement and other information, such as activities, education programmes, benefits and services.

2. Study Information

Credit Requirements

Each programme is comprised of a number of subjects, expressed in terms of credits. Your credit requirement for graduation, which has been preliminarily assessed at this stage on the basis of your qualifications with reference to the normal programme credit requirements, is stated in your notice of offer. Additional requirements and training, if any, will be advised by your department separately at a later stage. Students admitted on the basis of HKDSE or equivalent qualification and without the preferred subjects will be required to take additional subjects to strengthen their foundation; and they will be advised at a later stage. The University reserves the right to make changes to the programme credit requirements and hence your graduation requirements as considered to be reasonable and necessary. You will be informed in such circumstances.

For students who have not been given credit transfer at the admission stage, they may consider submitting an application for credit transfer after enrolment on the programme together with relevant supporting documents, e.g. transcript of study and subject syllabus to their programme offering departments before the end of the add/drop period of the first semester of their first year of study for their consideration. Students admitted to a UGC-funded 4-year degree programme will only be given entry credit transfer up to a maximum of 25% of the credit requirement for a 4-year degree programme.

Normal Duration for Completion of a Programme

Each programme has a normal duration for completion and this period is specified in the definitive programme document which will be issued to you by your Department at the commencement of your study.

Fees Payment

Fees paid will not be refunded except in the case of programme cancellation* and in the case of your qualifications acquired fall short of the requirements specified in a conditional offer.

Admittee, who has paid the tuition fee but would like to decline the offer before programme registration, has to send a written notification to the Academic Registry (ar.dept@polyu.edu.hk). Special refund arrangement will be made after deducting HK\$15,000. For admittee who withdraws after programme registration, please refer to the refund policies stated in the Student Handbook.

[* The Hong Kong Polytechnic University (PolyU) reserves the right to cancel any programmes advertised for application.]

Concurrent Enrolment

You are not allowed to enrol concurrently on two full-time/sandwich programmes whether or not one of the programmes is offered by another institution. For enrolling on a full-time/sandwich programme and a part-time programme, or on more than one part-time programme leading to any formal award, including those offered by another institution, you are required to obtain approval from the PolyU Head(s) of Department concerned prior to enrolment. Failure to obtain written approval will result in discontinuation of your study at PolyU and the tuition fees paid for the programme(s) will not be refunded.

Those who wish to apply for concurrent enrolment should download an application for concurrent enrolment via [Form AR38](#) or obtain it from the Academic Registry Service Centre and return it to the Academic Registry **before registration on the programme(s) concerned.**

Students who have been granted approval for concurrent enrolment should note that the University is not responsible for making special timetable arrangement in case of clashes in timetables including examination timetables.

Application No.: 210018027

Applicant Name: JIANG Guanlin

Debit Note 1 of 2

Fee to be paid

Debit Note No./Bill No.	96156340
Academic Year/Semester	2021/1
Payment Deadline	22-Feb-2021
Payment Status	Paid
Net Amount to be Paid (HKD)*	0.00

* Net amount to be paid = Total fee - Total amount paid

Fee details

Tuition Fee	15,000.00
Total Fee (HKD)	15,000.00

Amount paid by

Flywire on 04-Feb-2021	15,000.00
Total Amount Paid (HKD)	15,000.00

FO reference date: 01-Feb-2021

Debit Note 2 of 2

Fee to be paid

Debit Note No./Bill No.	96156359
Academic Year/Semester	2021/1
Payment Deadline	14-Aug-2021
Payment Status	Paid
Net Amount to be Paid (HKD)*	0.00

* Net amount to be paid = Total fee - Total amount paid

Fee details

Caution Money	400.00
Tuition Fee	57,500.00
Total Fee (HKD)	57,900.00

Amount paid by

Flywire on 14-Jul-2021	57,900.00
Total Amount Paid (HKD)	57,900.00

FO reference date: 01-Feb-2021

Note on Debit Note Payment

Please note that the non-refundable initial fee includes all the fee items in the debit note(s) above. Please pay your fee before the payment deadline specified in each debit note or before your programme registration, whichever is earlier. **You can check your payment status here 2 working days (5 working days for Telegraphic Transfer / Bank Draft / Flywire) after your payment.** The Hong Kong Polytechnic University reserves the right to reject any late or wrong payment.

For a government-funded programme's admittee who has paid the initial fee but would like to decline the offer before programme registration, you have to send a written notification to the Academic Registry (ar.dept@polyu.edu.hk), special refund arrangement will be made after deducting HK\$5,000 for local admittee/ HK\$15,000 for non-local admittee. For any admittee who withdraws after programme registration, please refer to the refund policies stated in the Student Handbook.

The Payment Methods

Please visit http://www.polyu.edu.hk/fo/FO_Web/Students/payment/payment.php?type=TuitionHallOther for payment methods