

非本地學生申請學歷證明 (Testimonial) 注意事項 2022

同學可按其實際的需要向學校申請學歷證明 (Testimonial) 或成績單 (Transcript) 。請同學遞交有關申請前，確認自己的修讀情況及以下的重要日期，自行決定是否需要提早申請學歷證明 (Testimonial) ：

一般情況

- 1) 如同學的所有成績已公佈並符合畢業要求 (graduation requirements) ，同學的成績將被安排呈上 **6 月 28 日** 的教務議會會議，**成功通過教務議會審核** 的同學，學校將會在 **7 月 6 日** 開始寄出同學的**畢業證明信 (Graduation Letter)** 。上述證明文件是**免費**的，也**不需要額外申請**。同學如欲申請 IANG 簽證，可帶同該證明文件自行到入境處辦理簽證。

(注意：同學必須於教務議會會議前到 BUniPort 確認正確的郵寄地址，以免郵寄誤點。)

提前申請

- 2) Testimonial (For IANG Application)
如同學的所有成績已公佈並符合畢業要求 (graduation requirements) ，但需要在 **6 月 28 日** 教務議會前開始申辦 IANG 簽證，同學可申請一份 **Testimonial (for IANG application)** 。同學的畢業資格經核實後，研究院會簽發一封證明信給同學到入境處申請 IANG 簽證。這份證明文件的收費是**港幣\$50**，需時 **10 個工作天**。
- 3) Testimonial (Certification of Student/Graduation Status)
如同學的成績已成功通過教務議會審核，但仍需提早於 **7 月 6 日** (即學校開始免費寄出畢業證明信) 前盡快辦理 IANG 申請，同學可在 **6 月 28 日後** 申請一份 **Testimonial (for Certification of Student/Graduation Status)** 。這份證明文件的收費是**港幣\$50**，需時 **7 個工作天**。同學可帶同該證明文件自行到入境處辦理 IANG 簽證申請。
- 4) Testimonial (Certification of Student/Graduation Status)
如個別同學未完成考試或成績未完全呈上，趕不及 **6 月 28 日** 的教務議會會議，便有可能需要延簽 **3 個月** 學生簽證以等待成績，同學可申請一份 **Testimonial (Certification of Student/Graduation Status)** 。這份證明文件的收費是**港幣\$50**，需時 **7 個工作天**。同學可自行帶同證明文件到入境處辦理延簽等待成績。

Important Notes for Graduating Non-Local Students on Testimonial Application 2022

Students are always welcome to apply for Transcripts and/or Testimonials according to their own needs and purposes. For students who are graduating and considering the IANG scheme, they should understand their study status thoroughly and read the following notes before deciding whether they need to apply for their Testimonials in advance.

Normal Situation

- 1) **If all the grades of the student have been announced and the student has fulfilled all graduation requirements**, the student's academic record will be presented in the nearest Senate Meeting (**28 June**) pending for Senate's final approval. Upon approval of graduation status by the Senate, the University will mail out a **Graduation Letter** to the student (**6 July**). This document is **FREE of charge** and **NO application is needed**. If students would like to apply for IANG Visa, they can present this document to the Immigration Department as supporting documents.

(Note: Students must update their correspondence address on BUniPort before the Senate Meeting to avoid postal errors.)

Application in Advance

- 2) Testimonial (For IANG Application)
If all the grades of the student have been announced and the student has fulfilled all graduation requirements, and needs to apply for IANG Visa BEFORE the 28 June Senate Meeting, the student may then apply for **Testimonial (For IANG Application)**. Upon verification of graduation status, Graduate School will issue a Completion of Study letter (addressed to Immigration Department) for the student as supporting document for their IANG application. Fee for this document is **HK\$50**, and processing time is **10 working days**.
- 3) Testimonial (Certification of Student/Graduation Status)
After the approval of graduation status by the Senate on 28 June, students may apply for **Testimonial (Certification of Student/Graduation Status)** as supporting document if they need to apply for IANG Visa **before receiving the Graduation Letter that will be mailed out to the student on 6 July**. Fee for this document is **HK\$50**, and processing time is **7 working days**.
- 4) Testimonial (Certification of Student/Graduation Status)
For students who have not finished their examinations or whose grades will not be announced until a later time, their academic records **will not be presented to the 28 June Senate**. As a result, they may need to apply for extension of stay to wait for their grades. Students may apply for **Testimonial (Certification of Student/Graduation Status)** as supporting document for their extension of stay application. Fee for this document is **HK\$50**, and processing time is **7 working days**.