

Student Visa Extension Matters

A student who is seeking for extending study needs to apply for visa extension.

1. Procedure:

Option 1: Applying through Academic Secretariat (AS) at PolyU

The Hong Kong Immigration Department (HKID) will normally arrange a batch exercise to collect applications for visa extension from eligible students. The detail will be emailed to you by March every year. You can submit the documents to the Academic Secretariat (AS) of PolyU directly. The AS will notify you the application outcome.

Option 2: Applying in person at HKID

You may apply in person or authorize someone in writing as a representative to submit the documents in the following steps:

- ✧ sending an email to the AS (asnlsteds@polyu.edu.hk) around four weeks before expiration date, quoting your student number and contact phone number;
- ✧ submitting the application student visa extension and the testimonial at Immigration Department; and
- ✧ the Immigration Department will inform you the time to collect the visa label.

(Note: you must be physically in Hong Kong on the date of submission and collection.)

2. Supporting documents:

- ✧ testimonial (A completed form [AS4](#) from the AS. Seven working days is needed to process a student testimonial application.);
- ✧ a completed application form [ID91](#) from Immigration Department;
- ✧ applicant's travel documents; and
- ✧ applicant's Hong Kong Identity Card.

3. HKID address:

For Mainland students:

Quality Migrants and Mainland Residents Section, Immigration Department,
6/F, Immigration Tower, 7, Immigration Tower, 7 Gloucester Road, Wan Chai, Hong Kong.

For students from other countries or regions:

Extension Section, Immigration Department

5/F, Immigration Tower, 7 Gloucester Road, Wan Chai, Hong Kong

(Application is acceptable in other [Immigration Offices](#) except for Hong Kong Island Travel Documents Issuing Office)

4. Mainland student permit:

The students also needs to apply for renewing **Exit-entry Permit for Travelling to and from Hong Kong and Macao**(內地往來港澳通行證) after obtaining the HK visa extension. Extension application can be submitted to [China Travel Service \(Hong Kong\) Limited](#) or the **Exit-Entry Administration Bureau** in the city of your domicile.

More information: [\(FAQs\) Immigration Department](#)