

Pre-Departure Notes for Non-Local Students

A. Before Departure

1) Travel Documents, Student Visa & No Objection Letter (for non-local student legal employment)

- Please make sure that you have already had the approved Student Visa in your mobile phone, and valid travel documents (e.g. passport or the Exit-Entry Permit for Travelling to and from Hong Kong and Macao 《往來港澳通行證》 with valid exit endorsement).
- Eligible non-local students can also receive a “[No Objection Letter](#)” (NOL), alongside their Student Visa for legal employment during their studies in HK.

2) Important points to note when travelling to Hong Kong

- Schedule your transportation arrangements once you have obtained your student visa.
- **Purchase travel insurance** for your trip to Hong Kong on your own, if applicable.

[Points to Note]

While you will be covered by the basic insurance coverage (Group Personal Accident Insurance) for joining CPCE-endorsed student activities during your stay in Hong Kong, please arrange Group Medical (GM) Insurance on your own, if needed. You may reference to [Register of Licensed Insurance Intermediaries](#) when sourcing.

3) Accommodation in Hong Kong

- All students enrolled in full-time programmes, including non-local students, are eligible to apply for the CPCE Student Hostel. Please click [here](#) for more information.
- Non-local students who are not admitted to the CPCE Student Hostel are strongly advised to secure their own accommodations in Hong Kong before arrival. Please click [here](#) for useful information to assist with your accommodation planning.

4) Packing checklist

a) Important Documents

- Valid travel documents (e.g. passport)
- Student visa
- No Objection Letter (NOL)
- Proof of residential address in your home country (e.g. letters from government departments, statements by banks)
- Medical records, if applicable
- Documents with details of your insurance policy issued in your home country, if applicable
- Photocopies of the aforementioned documents
- 5 passport-sized photos (optional but recommended)

b) Clothes & Bedding

- Bedding items (e.g. pillow covers and quilt), even for the Student Hostel
- Warm clothing for colder months (especially Jan–Feb, when temperatures may drop below 10°C)
- Shower-proof jacket
- Cold resistant clothes
- Comfortable indoor clothes (air-conditioning is common in most buildings, but no central heating is provided)

[Points to Note]

Weather in Hong Kong can vary. Please check the weather details on [The Hong Kong Observatory](#) website and pack clothes accordingly for your stay in Hong Kong.

c) Cash & Credit Cards

- Initial petty cash (in Hong Kong Dollars)
- Credit cards

[Points to Note]

Please check if your credit card can be used in Hong Kong and if any additional charges will apply to cash withdrawal at ATM machines, etc.

- [Cost of living references](#)
- [Understanding HK currency](#)

d) Electronic Items

- Universal power adapters or plug converters
(Hong Kong uses UK-style 3-pin plugs, 220V)

e) Other Essentials

- Personal first-aid kit and any prescribed medications
- Your own laptop (free Wi-Fi is available on campus for CPCE students)

5) Programme Registration

- You should have received an e-mail/SMS on the offer. You can then have access to your application and check the “Notice of Offer”.
- Please refer to the “Registration Procedures” stated on your “Notice of Offer” for programme registration details.

[Points to Note]

Complete Programme Registration as soon as possible according to the schedule.

B. Upon Arrival

1) Getting to Campus

- CPCE is located at the PolyU West Kowloon Campus, check out [how](#) to get there.

2) Getting Student ID Card

- Please refer to the "Registration Procedures" stated on your "Notice of Offer" issued by the CPCE Academic Registry (CAR) for programme registration and getting your Student ID Card at the designated date and venue.

3) Orientation

- To help all freshmen from the Mainland become familiar with CPCE and life in Hong Kong, an online information session specifically for Mainland students will be arranged. Please refer to the emails that will be sent to you later for further details.

4) Getting an Octopus Card

- Octopus is a contactless payment tool which is easy to use, you can use it for public transport, shopping and more.
- You can get an Octopus card at MTR Customer Service Centres.

[Points to Note]

Full-time students under the age of 25 can apply for a Personalised Octopus with "Student Status" to enjoy [concessionary fares](#) for most public transportation. The [Application form](#) will be available on the MTR website in early September.

5) Purchasing Pre-paid SIM Card

- You can visit the stores of mobile network operators to purchase a SIM card for your mobile phone or subscribe to a monthly mobile service plan once you are settled.
- If you purchase SIM card issued by telecommunications service providers in Hong Kong, you have to complete real-name registration with your own [original identity document](#) so as to activate the card.
- The registration is easy and fast, you can refer to the [general registration steps](#) section and the [weblinks](#) by telecommunications service providers.

6) Applying for Hong Kong Identity Card

- According to the Registration of Persons Ordinance, persons aged 11 or over and has been permitted to stay in Hong Kong for over and has been permitted to stay in Hong Kong for more than 180 days must register for a Hong Kong Identity Card (HKID card) within 30 days of arrival.
- You are advised to make an appointment 96 working days in advance through the [Online Appointment Booking System](#) before visiting [Registration of Persons Offices](#) for services. Please bring along the [documents](#) to support your application.
- Once you get the HKID card, you are entitled to use the government medical services at local rates. You are required to carry your HKID card **at all times**.

7) Opening Bank Account

- You may receive fees refund, scholarship and other payments from the College from time to time. You need to have a local bank account number because all such payments will be arranged through the bank's auto-pay service.
- Opening local Hong Kong Dollar bank account is free. Please check the [documents](#) needed.

[Points to Note]

The Hong Kong Monetary Authority (HKMA) has come up with a policy regarding the opening a bank account at local banks for people under the age of 18 (minors). Minors are required to be accompanied by parent/guardian when opening a bank account. The parent/guardian will be requested to sign a declaration and provide a copy of HKID card/passport/other documents as proof of his/her identity. For details, please check with the local banks directly.

C. Useful Information

- Emergency Contact: 999 (The Police, Fire Services Department or ambulance services)
- [List of Consulates in Hong Kong](#)
- Public Transport App QR Codes :
 - **MTR Mobile**
MTR is a heavily patronized railway network consisting of 10 local lines. By choosing the origin and destination stations in the app, it provides you route suggestions to better plan your journey.



For Android



For iOS

- **APP 1933 – KMB/LWB (Bus)**

A smartphone app of KMB, which is a company that offers bus services in both Kowloon, the New Territories and cross-harbour, provides you tailor-made information list of bus routes as well as their estimated arrival time.



For Android



For iOS

- **Citybus (Bus)**

The mobile app of Citybus offers precise route suggestions and information for passengers.



For Android



For iOS