

**PLEASE READ THIS DOCUMENT CAREFULLY
BEFORE SUBMITTING YOUR APPLICATION**

**Technological and Higher Education Institute of Hong Kong
Spring Intake Admission of Academic Year 2024/2025**

Information Kit for Applicants

Dear Applicant,

Thank you for your interest in applying for entry to the Technological and Higher Education Institute of Hong Kong (THEi). Please read this information kit carefully before you begin your application.

In AY2024/25, THEi will accept applications from **Local and International applicants (excluding Mainland China, Macau SAR and Taiwan)** for the Spring Intake admission. Interested applicants could apply the below degree programmes via Year-1 or Year-3 entry and you are strongly advised to visit the websites for the admission requirements, programme structure and curriculum:

Programme Code	Programme Title	Medium of Instruction	Subsidy Scheme ^[1]	Year-1 Entry	Year-3 Entry
Department of Hospitality and Business Management					
MH125104	Bachelor of Arts (Honours) in Hotel Operations Management	English	NMTSS	-	<input checked="" type="checkbox"/>
MH525104	Bachelor of Arts (Honours) in Hotel Operations Management (Part-time) ^[2]	English	--		<input checked="" type="checkbox"/>
MH125109	Bachelor of Arts (Honours) in Hotel Operations Management	Chinese (Putonghua)	NMTSS		<input checked="" type="checkbox"/>
MH145106	Bachelor of Arts (Honours) in Culinary Arts and Management	English	SSSDP		<input checked="" type="checkbox"/>
MH125108	Bachelor of Arts (Honours) in Public Relations and International Events Management	English	NMTSS		<input checked="" type="checkbox"/>
MH125110	Bachelor of Arts (Honours) in Public Relations and International Events Management	Chinese (Putonghua)			<input checked="" type="checkbox"/>
Department of Digital Innovation and Technology					
DS125108	Bachelor of Science (Honours) in Multimedia Technology and Innovation	English	NMTSS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Notes:

1. Only local students are eligible to be subsidised under [NMTSS](#) or [SSSDP](#).
2. Only local students are eligible to apply part-time degree programme.

General Entrance Requirements

Year-1 Entry

Applicants should obtain Level 3 or above in the HKDSE English Language and Chinese Language; AND Level 2 or above in the HKDSE Mathematics and one Elective Subject; AND

An "Attained" in Citizenship and Social Development; OR Equivalent.

For applicants holding with qualifications other than HKDSE, the applications will be assessed individually by the departments concerned. You may refer to <https://www.thei.edu.hk/admissions/local-students-admission-for-year-1-entry/general-entrance-requirement-year-1-entry> for details.

Year-3 Entry

Applicants should obtain Higher Diploma OR equivalent qualifications in a relevant area of study.

All applications are considered on a case-by-case basis, based on its individual merits. Applicants who meet the entry requirements are also required to undergo and pass an interview (conducted either in person, or via video-conferencing software such as Microsoft Teams and Zoom) before a decision on acceptance is made. Requests for voice-only interviews over the telephone will not be entertained, and it is your responsibility as an applicant to ensure that you have the necessary equipment to attend the interview.

How to Apply

Please complete the application form available at:

<https://www.thei.edu.hk/admissions/spring-intake> and return the application form together with the following documents to thei-reg@thei.edu.hk (for Year-1 Entry) or thei-yr3-offer@thei.edu.hk (for Year-3 Entry) via email:

- A digital photograph (in JPEG format of size not more than 2MB, image size at least 1200 (W) x 1600 (H) pixels). This photograph will be used in the production of your student card should your application is accepted.

- Scanned copies of all **OFFICIAL** academic qualifications obtained. If you can only present an **UNOFFICIAL** certificate(s) / transcript(s) before the deadline, you are requested to apply for a Testimonial / Letter of Completion from your Institute to prove you have completed the programme as a supplementary document.
- Outline of all the subjects taken in the highest relevant qualification (e.g. the programme curriculum and the course outline of subjects taken in a Higher Diploma or an Associate Degree programme).

Please submit all the above-mentioned documents together with your application form in a ZIP/RAR file and send it to the designated email address. If the ZIP/RAR file is large in size (larger than 10 MB), you may upload the file to a cloud storage space (e.g. Google Drive, DropBox, Baidu Cloud, etc) and provide us with the link to retrieve the file. The VTC will not be responsible for the digital security of the document sent via cloud storage.

Please note that a verification of the original copies of all documents / academic qualifications submitted during the application will be required before the commencement of studies. Therefore, you are advised to keep a copy of your application before submission.

Application Deadline

For applicants who have the right of abode in Hong Kong, you will be considered as a **local student** and your application deadline will be **31 December 2024**.

For applicants who do not have the right of abode in Hong Kong, you will be considered as a **non-local student** and your application deadline will be **31 October 2024**.

If you do not hold a Hong Kong Identity (HKID) Card, you will generally be considered as a non-local student. If “Hong Kong Permanent Identity Card” is stated on your HKID card (as illustrated below), you will be considered as a local student. Otherwise, you would normally be considered as a non-local student.



The timestamp on the application email when it arrives at the designated email address shall determine whether the application is received before the deadline.

Please refer to the following websites to find out more about:

- The right of abode in Hong Kong at Immigration Department's website:
<https://www.immd.gov.hk/eng/faq/faqroa.html>
- Definition of Local / Non-local Students at VTC website:
<http://www.vtc.edu.hk/admission/en/definition-of-local-non-local-students/>

Announcement of Offer

Your application will be processed upon receipt of completed set of application documents and you will be notified of the result by email.

Commencement of Study

The Spring Semester begins on **3 February 2025** but you may be required to report to the Institute before this date. You will be separately notified on when you should report to the Institute.

Application Fees

Applicants apply for degree programme(s) via Year-1 Entry are required to pay the application fee:

- Local Applicants: HK\$180
- International Applicants: HK\$200

Applicants will be separately notified of the payment method. No application fee will be charged for applicants applying for degree programme(s) via Year-3 Entry.

Other Information

Study places will be allocated on a first-come-first-served basis. Applicants may visit the THEi website at <http://www.thei.edu.hk> for information about THEi in general.

Enquiries

Enquiries should be directed to the THEi Registry at thei-reg@thei.edu.hk.