

Instructions for Claiming an Offer (for 2026 HKDSE Local Applicants)

For applicants who meet the offer conditions (Associate Degree/ Higher Diploma)

Step 1: Open the unique link to the Claim Offer Form

SAMPLE


香港大學專業進修學院保良局何鴻燊社區書院

HPSHCC Online Claim Offer (2026-27)
HPSHCC網上確認學位 (2026-27)

Applicant Name 申請人姓名: [REDACTED]

HKID (first 4 digits) 身份證號碼(首4個字母及數字): [REDACTED]

Offered Programme Name 課程名稱: Higher Diploma in Business Management - Human Resource Management Theme 商業管理學高級文憑 - 人力資源管理學

If you have any problems, please contact us at 3923 7000 or send e-mail to admission@hkuspace-plk.hku.hk.
如有任何問題, 請致電3923 7000或電郵至admission@hkuspace-plk.hku.hk查詢。

[Next 下一步](#)

Step 2: Answer the question and submit the form

Q1*

Based on your academic results, you have met the conditional offer requirements for **Higher Diploma in Applied Health and Rehabilitation Care**. Please answer the following question to claim the offer.

根據你的成績, 你已符合 **應用健康及康復護理高級文憑** 有條件取錄的要求。請你回答以下問題以確認學位。

I wish to claim the offer of the above programme.
我希望確認以上課程的學位。

[Submit 送出](#)

Step 3: The claim offer process is completed. If successful, you will receive a confirmation with payment instructions via e-mail and SMS on the same day.

Thank you for claiming the offer. You will receive an email with tuition fee payment instructions. Please read the instructions carefully and pay the tuition fee by the deadline specified in the offer letter.

If you have any question, please contact us at 3923 7000 or send e-mail to admission@hkuspace-plk.hku.hk.

HKU SPACE Po Leung Kuk Stanley Ho Community College (HPSHCC)

感謝你確認學位。書院將透過電郵向你發出繳交學費指示, 請你仔細閱讀, 並於取錄信所列的限期前繳交學費。

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港大保良何鴻燊社區書院

For applicants who do not meet the offer conditions but meet the minimum requirements for the Diploma in Foundation Studies (DFS)

Step 1: Open the unique link to the Claim Offer Form

SAMPLE


香港大學專業進修學院保良局何鴻樂社區書院

HPSHCC Online Claim Offer (2026-27)

HPSHCC網上確認學位 (2026-27)

Applicant Name 申請人姓名:

HKID (first 4 digits) 身份證號碼(首4個字母及數字):

Offered Programme Name 課程名稱: Higher Diploma in Business Management - Human Resource Management Theme 商業管理學高級文憑 - 人力資源管理學

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Next 下一步

Step 2: Answer the question

Q1*

Based on your academic results, you do not meet the conditional offer requirements for **Associate of Applied Social Sciences in Applied Psychology for Business**. However, you are eligible for the following Diploma in Foundation Studies (DFS) programme:
Diploma in Foundation Studies (Applied Psychology for Business)

It is a one-year full-time programme. Upon successful completion of the DFS programme, you can progress to the 2-year Associate Degree/ Higher Diploma programme offered by the College.

Please click here to learn more about the entry requirements and details: <https://hkuspace-plk.hku.hk/programme/detail/diploma-in-foundation-studies-dfs-programme>

After you confirm your acceptance of the DFS programme, an updated offer letter and payment instructions will be sent to you by email. A new application is not required.

根據你的成績, 你並不符合 **應用社會科學副學士 (商業心理學)** 有條件取錄的要求, 但你符合以下基礎專上教育文憑課程的入學資格:
基礎專上教育文憑 (商業心理學)

本課程為一年全日制課程。如成功修畢課程, 你可升讀預先選擇的兩年制副學士/高級文憑課程。
請按此了解課程的入學要求及詳情: <https://hkuspace-plk.hku.hk/cht/programme/detail/diploma-in-foundation-studies-dfs-programme/>

當你確認入讀基礎專上教育文憑課程後, 書院將以電郵向你發出最新的取錄信及學費繳款方法。你無須重新遞交申請。

I wish to take Diploma in Foundation Studies (DFS) programme.
我希望入讀基礎專上教育文憑課程。

Step 3: Read the DFS information and tick the acknowledgement box and submit the form

Q2*

Applicants who wish to apply for admission to the Diploma in Foundation Studies (DFS) programme should note that:

1. The qualifications obtained after completing the programme are not recognised for civil service appointment as meeting the academic entry requirement which requires Level 2 in five subjects including Chinese Language and English Language in the Hong Kong Diploma of Secondary Education Examination (HKDSE); and
2. The qualifications awarded by our College may not be recognised by other institutions for articulation to their sub-degree or other programmes; and
3. Students will not be eligible for Financial Assistance Scheme for Post-secondary Students (FASP) administered by the Student Finance Office; and
4. Under the existing immigration policy, an application for a visa or entry permit to enter the HKSAR for study below post-secondary level may not be considered.
5. Promotion to the two-year Associate Degree or Higher Diploma programme of your choice on admission is subject to successful completion of the programme within a year, achievement of satisfactory results, and the College approval.

欲報讀基礎專上教育文憑課程的申請人須注意以下事項：

1. 基礎專上教育文憑的資歷在公務員聘任上並不同達到香港中學文憑考試五科二級（包括中、英文）的學歷要求；及
2. 本書院所頒授的基礎專上教育文憑資歷或不獲其他院校認可作為銜接它們的副學位或其他課程的升學資歷；
3. 基礎專上教育文憑課程的學生並不符合資格申請學生資助處提供的「專上學生資助計劃」；及
4. 基礎專上教育文憑屬低於專上課程級別。根據現行入境條例，如申請人所選讀之課程並非專上課程級別，其來港就讀的簽證或進入許可申請或不獲入境事務處批准。
5. 修讀基礎專上教育文憑課程的學生須於一年之修讀期內完成課程並取得滿意成績，經校方批准後方可升讀預先選擇之兩年制副學士或高級文憑課程。

I have read and understand and agree to the above terms and conditions.

本人已閱讀並明白及同意以上細則。

Submit 送出



Step 4: The claim offer process is completed. If successful, you will receive a new DFS offer and a confirmation with payment instructions via e-mail and SMS on the same day.

Thank you for claiming the offer. You will receive an email with tuition fee payment instructions. Please read the instructions carefully and pay the tuition fee by the deadline specified in the offer letter.

If you have any question, please contact us at 3923 7000 or send e-mail to admission@hkuspace-plk.hku.hk.

HKU SPACE Po Leung Kuk Stanley Ho Community College (HPSHCC)

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Other Scenarios:

For applicants who are on the “Waiting List” for specific programmes

Based on your academic results, you do not achieve the required admission scores stated on your conditional offer for **Higher Diploma in Sport Coaching and Sport Performance**. However, you still meet the minimum entry requirements for this programme and have been placed on the “Waiting List” for review by the College. If there are still places available, College staff will send the payment instructions via email to successful applicants between 15 and 17 July 2026.

根據你的成績，你未能符合 **運動教練學及運動表現高級文憑** 有條件取錄通知書所列之入學成績要求，現未能確認取錄。但你仍符合此課程的最低入學資格，現已獲列入候補名單，並交由書院作進一步審核。倘有餘額可供取錄，書院職員將於2026年7月15日至17日期間以電郵向候補名單中成功的申請人發出繳費安排及相關指引。

Notes: “HD Sport Coaching and Sport Performance” applicants with 10 or 11 points OR “HD Sport and Recreation Management” applicants with 10 points in HKDSE, will be placed on the “Waiting List” for review by the College.

註：於香港文憑試中取得10或11分的運動教練學及運動表現高級文憑申請人，或取得10分的體育及康樂管理高級文憑申請人，將獲列入候補名單，並交由書院進行審核。

For applicants who do not meet the requirements for a specific programme but are still eligible for other Higher Diploma/ Associate Degree programmes

Based on your academic results, you do not meet the conditional offer requirements for **Higher Diploma in Applied Intelligent Technologies**. However, you are still eligible for other Higher Diploma or Associate Degree programmes. College staff will contact you shortly regarding the arrangement for changing to another programme choice.

根據你的成績，你並不符合 **應用智能科技高級文憑** 有條件取錄的要求，但你仍符合其他高級文憑或副學士課程的入學資格。書院職員將會盡快與你聯絡，跟進更改課程選擇的安排。

For applicants fail to meet the entry requirements for Higher Diploma/ Associate Degree/ Diploma in Foundation Studies (DFS)

Based on your academic results, we regret to inform that you do not meet the entry requirements for Higher Diploma, Associate Degree or Diploma in Foundation Studies (DFS) programmes. However, if you have any supplementary academic results, such as GCSE/ IGCSE/ GCE Chinese subject result, previous HKDSE result, and wish for the College to consider these results as well, please send the copy of your result certificates to admission@hkuspace-plk.hku.hk as soon as possible.

根據你的成績，你未能符合高級文憑、副學士或基礎專上教育文憑課程的入學要求。如你持有其他學業成績，例如GCSE/ IGCSE/ GCE 中國語文科成績，或過往的香港中學文憑試成績，請盡快將成績副本以電郵發送至 admission@hkuspace-plk.hku.hk，以供書院職員跟進。