INTRODUCTION

You may update your programme choices before the release of the HKDSE Examination results during the specified period in any of the following options:

1. **REPLACE** a programme choice with another one or **ADD** new programmes to the original programme choice list, as long as the total number of programme choices does not exceed 20;
2. **CHANGE** the preference order of the programme choices; and
3. **DELETE** programmes from the programme choice list.

There is no restriction on the number of payment of amendment fee you can make or the number of time you can update your programme choices. After your payment of amendment fee of HK$100 has been processed, you can log on your JUPAS account to update and submit your programme choices.

**Updating or submission after the deadline will NOT be accepted.**


The JUPAS online application system **ONLY** supports single log-on. Please refrain from logging on your JUPAS account with multiple devices and browsers simultaneously to ensure data integrity.
1. **GO TO “My DRAFT Programme Choices”**

**Procedure (4 steps in total)**

Step 1: Log on your JUPAS account and click “Programme Choices”.

Step 2: Click “Edit Programme Choices”.

Step 3: Click “OK”.

Step 4: You will see the number of submissions you can make on this page.
2. **REPLACE** Selected Programme Choices or **ADD** New Programmes

You can replace a programme choice with another one or add new programmes to the original programme choice list, as long as the total number of programme choices does not exceed 20.

**Procedure (5 steps in total)**

**Step 1:** Click “Programme Catalogue” and then click “OK”.
Please note that every time you click “Programme Catalogue”, your draft programme choices will be saved automatically.

**Step 2:** You have 2 ways to select the programmes you are interested in:
1. to search by institutions, click the number shown in the “Programme Catalogue” directly; or
2. to search by keywords, enter keywords or information related to the programmes in the “Program Search” and click “Search for Programmes”.

**Step 3:** You will see the list of programmes you have searched on this page.
If you wish to view the details of the respective programme, click the programme full title.

**Step 4:** Click “Add” button to add programmes to your “My DRAFT Programme Choices”.

**Step 5:** If you wish to search for other programmes, click “Back to Programme Catalogue” and repeat step 2 to 4 above.
If you wish to view, re-order, delete, save or submit your updated programme choices, click “Proceed to My DRAFT Programme Choices”.

©Joint University Programmes Admissions System
3. **RE-ORDER Programme Choices**

You can shift between 2 methods to re-order your programme choices:

1. Click “**Mouse**” button to use the mouse; or
2. Click “**Keyboard**” button to use the keyboard.

3.1 **RE-ORDER by Mouse**

**Procedure (2 steps in total)**

Step 1: Drag and drop to move your programme choices upwards or downwards.

Step 2: Place the programme choices at the priority you want.

3.2 **RE-ORDER by Keyboard**

**Procedure (1 step only)**

Step 1: Select the priority in the drop-down menu to re-order the programme choices.

Please note that the JUPAS online application system will automatically prioritise the programme choices based on the “JUPAS Catalogue Number” if the same priority number is used for more than one programme. Hence, the programme choices may **NOT** be in the order you intended. You **MUST** check your programme choice list again before submission.
4. **DELETE Programme Choices**

Procedure (1 step only)

Step 1: Click **“Delete”** buttons.
5. **RESTORE** Programme Choices from “My CONFIRMED Programme Choices”

Procedure (2 steps in total)

Step 1: Click “Copy from My CONFIRMED Programme Choices”.

Step 2: Click “OK” to replace **ALL** your programme choices in “My DRAFT Programme Choices” from “My CONFIRMED Programme Choices”.

Please note that **ALL** the changes you have made in “My DRAFT Programme Choices” will be lost and they will not be retrievable once you complete the process.

If you do not wish to restore the programme choices from “My CONFIRMED Programme Choices”, click “Cancel”.

©Joint University Programmes Admissions System
6. **SAVE “My DRAFT Programme Choices”**

**Procedure (2 steps in total)**

**Step 1:** Click “Save Draft”.

**Step 2:** Your DRAFT programme choices are successfully saved. 
   Click “OK” to continue.
   The process for submission of programme choices has **NOT YET** been completed at this stage.

Please note that your saved DRAFT programme choices will **NOT** be automatically submitted to CONFIRMED programme choices.
7. **SUBMIT** to “My CONFIRMED Programme Choices”

You **MUST** submit your programme choices to “My CONFIRMED Programme Choices” for consideration by the 9 JUPAS participating-institutions and the SSSDP institutions, in short: the Institutions. Otherwise your programme choices will only remain in “My DRAFT Programme Choices” and will **NOT** be considered by the Institutions.

Procedure (5 steps in total)

Step 1: Check the updated programme choice list carefully.
Please ensure that you have selected the correct programmes you wish to choose. If you have mistakenly selected a programme which you do not wish to choose, you will be considered for admission to that programme.

Step 2: Click “**Continue**”.

Step 3: Click “**OK**”.

Step 4: Type “**Yes**” in the box provided and click “**Submit**” to submit your updated programme choices.
If you wish to edit your programme choices, click “**Cancel**”.

Step 5: Your **CONFIRMED** programme choices have successfully been updated.

Please note that if you wish to update your programme choices again within the specified period, you are required to pay an amendment fee of **HK$100** for each submission.
8. **VIEW “My CONFIRMED Programme Choices”**

Procedure (4 steps in total)

Step 1: Log on your JUPAS account and click “Programme Choices”.

Step 2: You can see your updated programme choices on this page.

Step 3: If you wish to print a copy of this confirmation page for record, click “Print confirmation”.

   In the event of any dispute or queries, the JUPAS Office will only accept this printed page as official evidence.

Step 4: You can view your programme choices in 2 different modes:

1. Click “View by Band” to view your programme choices in the form of bands ranked in **numerical order** within each band, which is the institutions’ view; or
2. Click “View by Actual Priority” to view your programme choices in actual priority.

Please note that your actual priority of programme choices is not made known to the Institutions until after the announcement of the Main Round offer results. They only have a general idea of how you rank your programme choices in the form of 5 bands.
9. **RECEIVE** Confirmation Email and SMS

After successful updating of your programme choices, an email which contains your updated programme choices and SMS will be sent to you by the JUPAS Office as a confirmation of your successful updating of your programme choices.

If you do not receive the notifications after completion of the relevant procedures, you should log on your JUPAS account again and check if your programme choices have successfully been updated and submitted.

Please note that you **SHOULD** log out from the JUPAS online application system when you have finished using it.