Cancellation of JUPAS Application

Submit Request for Cancellation of JUPAS Application
INTRODUCTION

If you wish to cancel your JUPAS application, you **MUST** submit your request via your JUPAS account. Any fees paid will not be refunded or transferred to another year / other application.

If you are certain that you will decline your Main Round offers (e.g. for the reason of studying abroad), you should cancel your JUPAS application such that the offer, if any, you might receive in the Main Round could be given to other eligible applicants.

**Submission after the deadline will NOT be accepted.**

If you want to know more details about cancellation of JUPAS application, please visit the sections of “Cancellation of JUPAS Application” and “FAQ” at the [JUPAS website](https://www.jupas.org.hk).
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1. **GO TO** “Cancel My JUPAS Application” User Interface

1.1 Log on your [JUPAS account](#) and **click** “Application Information”

1.2 **Click** “Cancel My JUPAS Application”
2. **SUBMIT** Request for Cancellation

2.1 **Read** the agreement carefully and “✓” all boxes to confirm you have read them.

2.2 **Select** a reason for cancellation of your JUPAS application.

2.3 **Click** “Go to STEP 2.”
2.4 Read the agreement again and check the reason for cancellation carefully.

2.5 “✓” this box.

2.6 Click “Go to STEP 3”.
3. **ENTER** Password and Security Code

3.1 Enter your password and the security code shown

3.2 If you cannot view the security code clearly, you can click the following:

   ①: “Display another Security Code” to display a new one
   ②: “download audio” to listen to the security code

3.3 Click “Continue”
4. **CONFIRM Request for Cancellation**

Once the process for cancellation of the JUPAS application is completed, you will no longer be able to access your JUPAS application information. Any fees paid will not be refunded or transferred to another year / other application.

4.1 **Click “Yes”**

4.2 Your request for cancellation of your JUPAS application has been completed

An email confirmation will be sent to your registered email address within 5 working days from the day your cancellation request is completed.

**Note**

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