Joint University Programmes Admissions System
Online Application System User Guide for Applicants

Download Area

Download Refund Form

(Last updated on 6 October 2021)

INTRODUCTION

Refund can only be made under the following circumstances:

1. Applicants have made duplicate or multiple payment of **Application Fee of HK$460 or HK$810**.
2. Applicants have paid **Amendment Fee of HK$100** but updating of programme choices is unexercised on or before the specified deadline.
3. Applicants have used a wrong HKID card number to register payment **OR** have made duplicate or multiple payment of **Acceptance Fee of HK$5000**.
4. Applicants have paid the **Acceptance Fee of HK$5000 for their Main Round offers** but who **DO NOT WISH** to accept the "better" offers.

If you belong to any of the above categories, you may request for a refund.

Submission of refund form after the specified 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.

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1. **DOWNLOAD** Refund Form

Procedure (2 steps in total)

Step 1: Log on your JUPAS account and click **"Download Area"**.

Step 2: Click **"Refund Form"**.

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

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2. **SUBMIT** Refund Form with Supporting Documents

The completed refund form together with the required supporting documents must be returned to the JUPAS Office via email at info@jupas.edu.hk on or before the specified deadline mentioned on the form.

The JUPAS Office will verify the requests after receiving the forms and refund will be made to proven cases only.

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