THE UNIVERSITY OF HONG KONG

Guidelines on Completing the Name Field during Online Master Registration

Your name should be the **SAME** as the one in your Hong Kong Identification Card (HKID) / Passport / Exit-Entry Permit for Travelling to and from Hong Kong and Macau (往来港澳通行证). This will be used for all official documents issued by the University. Please do the input carefully.

Surname and Other Name

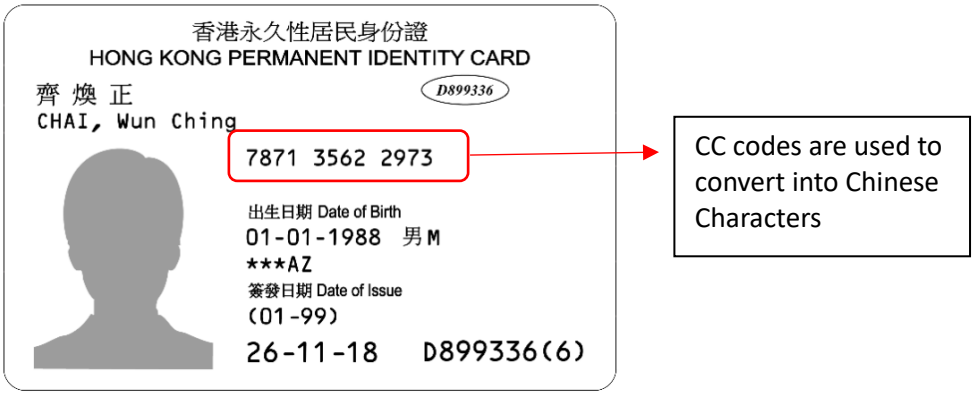
"Surname" is your family name and "Other Name" is your given name, which should be the same as in your HKID / passport / Exit-Entry Permit, including the spacing.

Chinese Name in Chinese Commercial (CC) Code

Input the CC Codes as shown in your HKID, and choose the correct Chinese characters. If you cannot find an appropriate character, please follow the instructions given on the Master Registration page to report it to the Academic Support and Examinations Section.

New Smart Identity Card

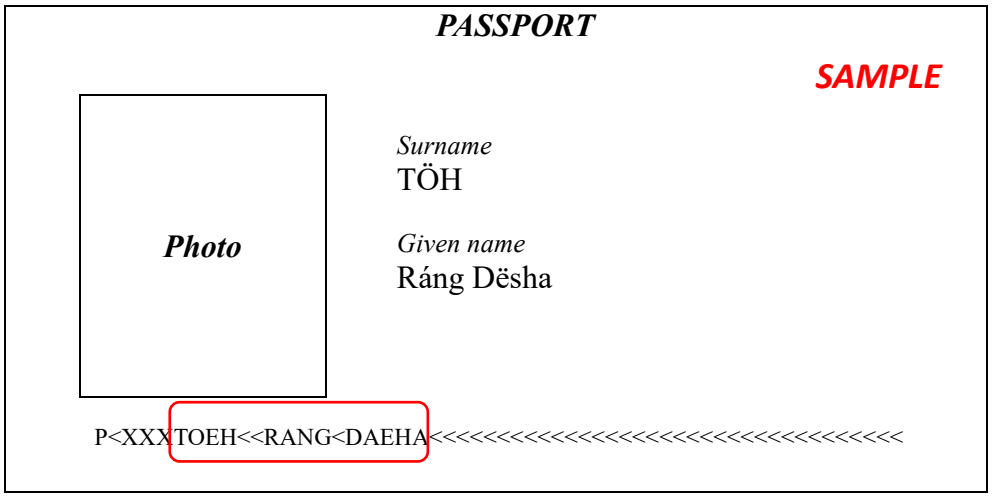
Issue date from 26 November 2018 onwards



Non-English Characters

Non-English characters (e.g. European or Arabic characters) should be inputted based on HKID or the transliteration used in the machine-readable zone in the passport.

The machine-readable zone is at the bottom of your passport data page.



For the sample above, the name should be inputted as:

Surname: Toeh
Other name: Rang Daeha

Academic Support and Examinations Section, Registry
April 2023