

HKSI Institute Student Membership Application Procedure

Kick Start the Application



Step 1: Click Website: <https://eform.hksi.org/membership-application/landing> for Student Membership Application

Step 2: If you have created the online portal with us before, please click "Login to Online Portal". For new users, please click "Apply Here". After reading the notes for applicants, proceed by clicking "Acknowledge and continue"

A screenshot of the HKSI Membership Application landing page. The page has a light blue header with the text "Membership Application". Below the header, there is a message: "If you have an Online Portal account, please login and apply for HKSI Institute Membership via the 'EFORM' tab. Otherwise please press 'Apply Here'". At the bottom of the page, there are two buttons: "Login to Online Portal" and "Apply Here".

Step 3: Click "Yes" to proceed with Student Membership Application

A screenshot of a question on the application form. The question is "Q1. Are you currently a post-secondary **FULL-TIME** student?". Below the question, there are two buttons: "Yes" and "No". The "Yes" button is circled in red.

Step 4: Click "Yes" and then "Apply Now" to apply for the student membership. The **fee will be HKD100** if you are going to join the Case Competition, provided you **follow the required steps** at next page

A screenshot of the application form showing eligibility information. It states "You are eligible to apply: Student Membership (UHKSI)". Below this, it says "Annual Fee: **HKD 300**". Further down, it says "Time required: Approximately 1 to 2 weeks". At the bottom, there are two buttons: "Apply Now" and "Return". The "Apply Now" button is circled in red.

Input your Personal Information and Verify Email



Step 5: Fill in your personal information, including FULL address detail

Membership Application - UHKSI

Personal Particulars

*Salutation

Miss

*Surname

Chan

*Given Name

Tai Man

Preferred Name

David

Surname (Chinese)

陳

Given Name (Chinese)

大文

Chinese Preferred Name

大文

*Date of Birth

May 2006

Contact Information

*Address

Residential Address

17/F

Cambridge House, Taikoo Place

979 King's Road, Quarry Bay

Hong Kong

Hong Kong

Full Address

*Email

Personal Email

test@gmail.com

School Email (Preferred)

test@abcu.edu.hk

OTP Code

A verification code has been sent to your preferred email address. If you have not received it, please try again after 3 minutes.

Confirm OTP

*Phone

Mobile Phone Number

Hong Kong (852)

12345678

Step 6: Fill in your contact information. Remember to click "Verify email" once you have entered your preferred email (personal or school email), and then input and "Confirm OTP"

Upload your Academic Supporting Documents

Academic Information

*Full Name of Education Institution	*Location or Country of Education Institution		
City University of Hong Kong	Hong Kong		
*Full Name of Programme	*Admission Date	*Expected Graduation Date	Levels of Academic Degree
Bachelor of Business Administration in Business Analytics	September 2025	July 2029	Bachelor Degree
*Please attach photocopies of documents proving your full-time post-secondary student status, examples included a valid student identity card with card expiry date, academic transcript issued by a local, mainland or overseas registered education institution that you are attending. ⓘ			
Choose Files No file chosen			

Step 7: Fill in your academic information. Remember to **upload the supporting documents that display your “full name”, demonstrate your “full-time undergraduates” status, and include your expected graduation year and month.** Please refer to last section for the details.

Select “Case Competition” under Source of Information



Academic Information

*Full Name of Education Institution

*Location or Country of Education Institution

*Full Name of Programme

*Admission Date

*Expected Graduation Date

*Please attach photocopies of documents proving your full-time post-secondary student status, examples included a valid student identity card with card expiry date, academic transcript issued by a local, mainland or overseas registered education institution that you are attending. ⓘ

Source of information

I learned about the HKSI Institute and its membership from

Case Competition



Step 8: Remember to **select “Case Competition” under “Source of Information”** to enjoy the special membership offer at HKD100

Reason for application

Which type of activities organised by the Institute are you most likely to participate in near future?

Mentorship or Internship



Communication of HKSI Institute Services

☒ I would like to stay updated on the member benefits, activities, services, training courses and examinations provided by the HKSI Institute.

Upon approval of your application, you may change your preference any time through [Online Portal](#).

Return

Next

Declare and Preview your Application



Membership Application - UHKSI

Disciplinary Record

Have you been disciplined in any way - i.e. cautioned, fined, suspended or awarded any kind of penalty or punishment by any authority - in the last five (5) years?

☒ No, I have NOT been disciplined ☐ Yes, I have been disciplined

Applicant's Declaration

Please acknowledge the section by putting a "✓" in all boxes. By submitting this application form

- ☒ I declare that the information I have provided is complete and correct and undertake to notify the HKSI Institute any other information which is relevant to this application, and any changes on information contained in this form prior to admission to membership.
- ☒ I hereby authorise the HKSI Institute to contact relevant bodies to check and verify the truth and accuracy of the information submitted in this application.
- ☒ I acknowledge that the provision of any untrue or incorrect information, or failure to provide personal data, or withholding any such information from, misleading, or attempting to mislead the HKSI Institute on any point will be deemed an act of misconduct and may result in my application being refused.
- ☒ I confirm that I have read, understand and agreed the contents of the HKSI Institute's [Articles of Association](#), [HKSI Institute Membership Rules](#), including the Code of Ethics, and [Personal Information Collection Statement](#) ("PICS").

Return

Preview

Step 9: Complete the “Disciplinary Record” and “Applicant’s Declaration” sections, and click “Preview” to proceed.

Double Check Information and Application Fee



Membership Application - UHKSI

Preview

You are applying for the following:
Student Membership (UHKSI)

Total Fee: HKD 100

Personal Particulars

*Salutation Miss	*Surname Chan	*Given Name Tai Man
Preferred Name David	Surname (Chinese) 陳	Given Name (Chinese) 太文
Chinese Preferred Name 太文	*Date of Birth May-2006	HKID Card Number
Passport Number		

*Address

**Residential Address

17/F
Cambridge House, Talkoo Place
979 King's Road, Quarry Bay
Hong Kong
Hong Kong

*Email

**Personal Email

School Email

*Phone

**Mobile Phone Number
Hong Kong (852)

Academic Information

*Full Name of Education Institution Gratia Christian College	*Location or Country of Education Institution Hong Kong
*Full Name of Qualification Bachelor of Business Administration in Economics	
*Admission Date September-2024	*Expected Graduation Date July-2028
File Student Card.jpg	

Source of information

Case Competition

Reason for application

Mentorship or Internship

Communication of HKSI Institute Services

I would like to stay updated on the member benefits, activities, services, training courses and examinations provided by the HKSI Institute.

Step 10: Confirm the “Total Fee” shown is **HKD100** and all information filled. Click “Submit” to proceed with the payment

Disciplinary Record

NO, I have NOT been disciplined.

Applicant's Declaration

I declare that the information I have provided is complete and correct and undertake to notify the HKSI Institute any other information which is relevant to this application, and any changes on information contained in this form prior to admission to membership.

I hereby authorise the HKSI Institute to contact relevant bodies to check and verify the truth and accuracy of the information submitted in this application.

I acknowledge that the provision of any untrue or incorrect information, or failure to provide personal data, or withholding any such information from, misleading, or attempting to mislead the HKSI Institute on any point will be deemed an act of misconduct and may result in my application being refused.

I confirm that I have read, understand and agreed the contents of the HKSI Institute's Articles of Association, HKSI Institute Membership Rules, including the Code of Ethics, and Personal Information Collection Statement (“PICS”).

Return

Print

Submit

Process your Payment



HKD 100.00

Select your payment method by clicking on the logo below:

Card    

Internet Banking 

Digital Wallet   

Others 

HKSI (testing)

HKD 100.00

 **MasterCard**

Card Number : Expiry Date (mm/yyyy) : 2030

Card Holder Name: Card Verification Number :

HKD 100.00
Your payment transaction is completed

Payment method :

Card Number :

Expiry Date (mm/yyyy) :

Name as shown on credit card :

Transaction IP Address :

Payment Reference No. :

Note: This transaction will be recorded in your bank / credit card account statement as with merchant name "

Step 11: Fill in your payment details to complete the process

Record your Submission Number



Submission number: ef0000001051

Date of submission: 04-09-2025

Membership class: Student Membership

Payment reference: [REDACTED]

Your application has been submitted successfully for approval. The processing time might vary depending on the completeness of the information/supporting documents provided, and our staff may contact you for additional information/document via email or phone. Please retain the submission number above for future reference.

Following this application, a system email with the FIRST-TIME login link has been sent to your preferred email address. Please follow the instructions to access the Online Portal and keep track of your activities at the HKSI Institute. If you do not receive the email in your inbox after an hour, please also check your spam mailbox.

For enquiry, please email to member@hksi.org.

We look forward to having you in the HKSI Institute community!

Leave

Step 12 (last step): Record the submission number “ef000000xxxx” which is used to fill in the Case Competition Application Form later. The student membership is subject to final approval by the HKSI Institute.

Remarks :

- Please use designated “source of information” to enjoy the special offer.
- The HKD100 application fee is non-refundable for unsuccessful applications, including but not limited to cases with insufficient proof of eligibility or failure to meet qualification criteria.

Action for Unsuccessful Application



If you receive this email or need assistance regarding your membership application, please contact us at member@hksi.org and be sure to include your submission number.

Supporting Document for Membership Application - By different Institute

Supporting Document for Membership Application – CityU, HKBU, HKMU, HKU, PolyU Students



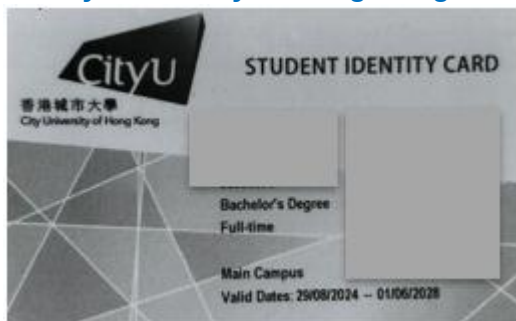
Students from:

- City University of Hong Kong
- Hong Kong Baptist University
- Hong Kong Metropolitan University
- The Hong Kong Polytechnic University
- The University of Hong Kong

**Please Submit:
Valid Student ID Card with
all Personal Information Included**

Sample to Prove Your Full-Time Undergraduate Status

City University of Hong Kong



Hong Kong Baptist University



Hong Kong Metropolitan University



The Hong Kong Polytechnic University



The University of Hong Kong



Supporting Document for Membership Application – CUHK Students

Students from:

The Chinese University of Hong Kong

Support Document for Membership Application

- Valid Student ID Card **AND**
- Latest Tuition Fee Receipt **OR** School Portal Screenshot

Sample to Prove Your Full-Time Undergraduate Status

The Chinese University of Hong Kong



AND

A sample of a CUHK School Portal Screenshot. The screenshot shows a student's profile with various details including ID, My Academics, College, Program, Status, Admitted Term, Admission Date, Expected Graduation Date, Normative Study End Term, Normative Study End Date, Maximum Study End Term, Maximum Study End Date, Study Mode, Study Year, Plan, and Plan Requirement Term.

OR

A sample of a CUHK Student Fee Receipt. The receipt shows the student's name, ID No., Program, From, To, Date, Description, Acad. Year, Term, and Charges (HKD).

Supporting Document for Membership Application – HKUST Students



Students from:

The Hong Kong University of Science and Technology

Support Document for Membership Application

- Valid Student ID Card **AND**
- Latest Tuition Fee Receipt **OR** Latest Transcript

Sample to Prove Your Full-Time Undergraduate Status



The Hong Kong University of Science and Technology

AND



Official Receipt

Student Name	
Mailing Address	
Program *	BBA/GRUS 4Y
Academic Load	Full-Time
Admit Term	2024-25 Fall
Particulars	
Tuition Fee - Undergraduate	2024-25 Fall
Tuition Fee - Undergraduate - offset by Scholarship	2024-25 Fall
Grand Total	

(* Note: The Display Program is the latest program, and may not necessarily relate to the above listed payment.)

Remarks: - This official receipt only shows payments settled for tuition fee.

OR

Ref. No. [REDACTED]
Date: 01 Oct 2024

Name: [REDACTED]
Student ID: [REDACTED]
Year of Study: 3rd Year
Print Date: 18 September 2024 18:35:38

Reg Status: Active in Program

Unofficial Transcript of Academic Record (as of 18 September 2024)

Admitted: [REDACTED]

Academic Program

Initial Date: 1 September 2023
Program: Bachelor of Business Administration
Major: Economics

Program Change: [REDACTED]
Program: Bachelor of Business Administration
Major: Finance

Included: [REDACTED]
Excluded: [REDACTED]

Academic Records

2023-24 Fall (Full-Time)

2023-24 Spring (Full-Time)

Page 1 of 2

SUBMIT

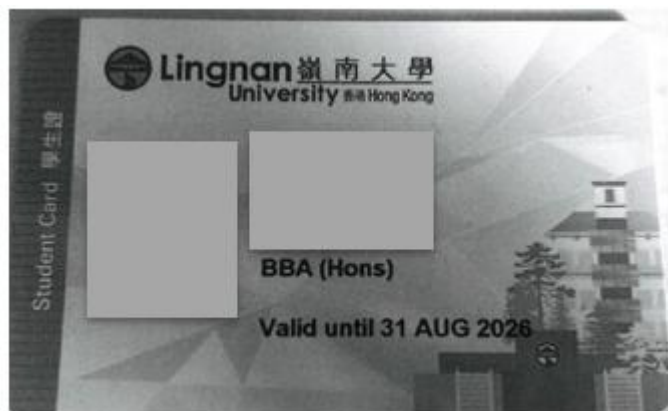
Supporting Document for Membership Application – Lingnan University Students



Students from:	Support Document for Membership Application
Lingnan University	- Valid student card AND - Admission Letter

Sample to Prove Your Full-Time Undergraduate Status

Lingnan University



AND

LETTER OF ADMISSION 2021-22

Applicant's Name
HKID No.
Application No.
Study Programme
Student No.

Bachelor of Business Administration (Hons)

Congratulations! I am most pleased to inform you that you have been selected for admission as a full-time Year 1 student to the above-stated programme of the University commencing in September 2021.

SUBMIT

Supporting Document for Membership Application – GBA Universities Students



Students from:	Support Document for Membership Application
Students Studying at GBA Universities	Online Verification Report on Student Record showing your full name, “full time status” and expected graduation date

Sample to Prove Your Full-Time Undergraduate Status

教育部学籍在线验证报告

更新日期: 2023年10月12日

姓名	
性别	
证件号码	
民族	
出生日期	
院校	
层次	本科
院系	经济学院
班级	
专业	
学号	
形式	普通全日制
入学日期	2022年09月01日
学制	4年
类型	普通高等教育
学籍状态	注册学籍 (预计毕业日期: 2026年07月01日)

SUBMIT

**For Membership Application Enquiry:
Please email member@hksi.org**



Membership Application Link

<https://eform.hksi.org/membership-application/landing>



We look forward to your active participation!