



Full-time Higher Diploma Programmes (AY 2026/27 Entry)

[Macao, Taiwan and International Applicants]

User Guide of “VTC Non-local Admission Portal”

<https://nls-apply.vtc.edu.hk/>

Step 1. Login to “VTC Non-local Admission Portal” <https://nls-apply.vtc.edu.hk/>

- (a) If you do not have a registered account, please click **New User Registration** under “VTC Non-local Admission Portal”

- (b) If you are a registered user, please enter the required information by “Login by Registered Email Address” or “Login by Personal Information”, then click **Login** to enter the portal

VTC Non-Local Admission Portal
(for Full-time Higher Diploma and Degree Programmes(Year 1 Entry))

Log in by Registered Email Address Log in by personal information

Registered Email Address Password [Reset Password](#)

e.g. abc@yahoo.com.hk

051454

Enter the Verification Code

Login **New User Registration**

Log in by Registered Email Address Log in by personal information

Registered Email Address Password [Reset Password](#)

e.g. abc@yahoo.com.hk

822905

Enter the Verification Code

Login New User Registration

OR

Log in by Registered Email Address Log in by personal information

HKID Date Of Birth

e.g. Z123456(1) DD/MM/YYYY

Mobile / Other Phone No.

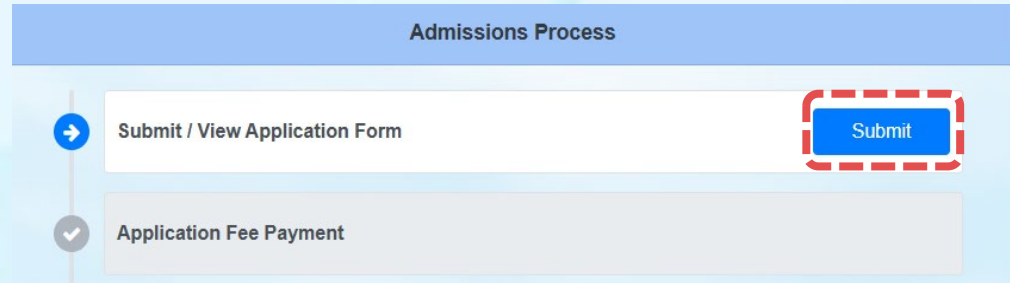
e.g. 99999999

274822

Enter the Verification Code

Login New User Registration

Step 2. Click **Submit / View Application Form** to fill-in the application form



The Admissions Process flowchart shows two steps. The first step, 'Submit / View Application Form', is highlighted with a red dashed border and a blue 'Submit' button. The second step, 'Application Fee Payment', is shown below it with a greyed-out button.

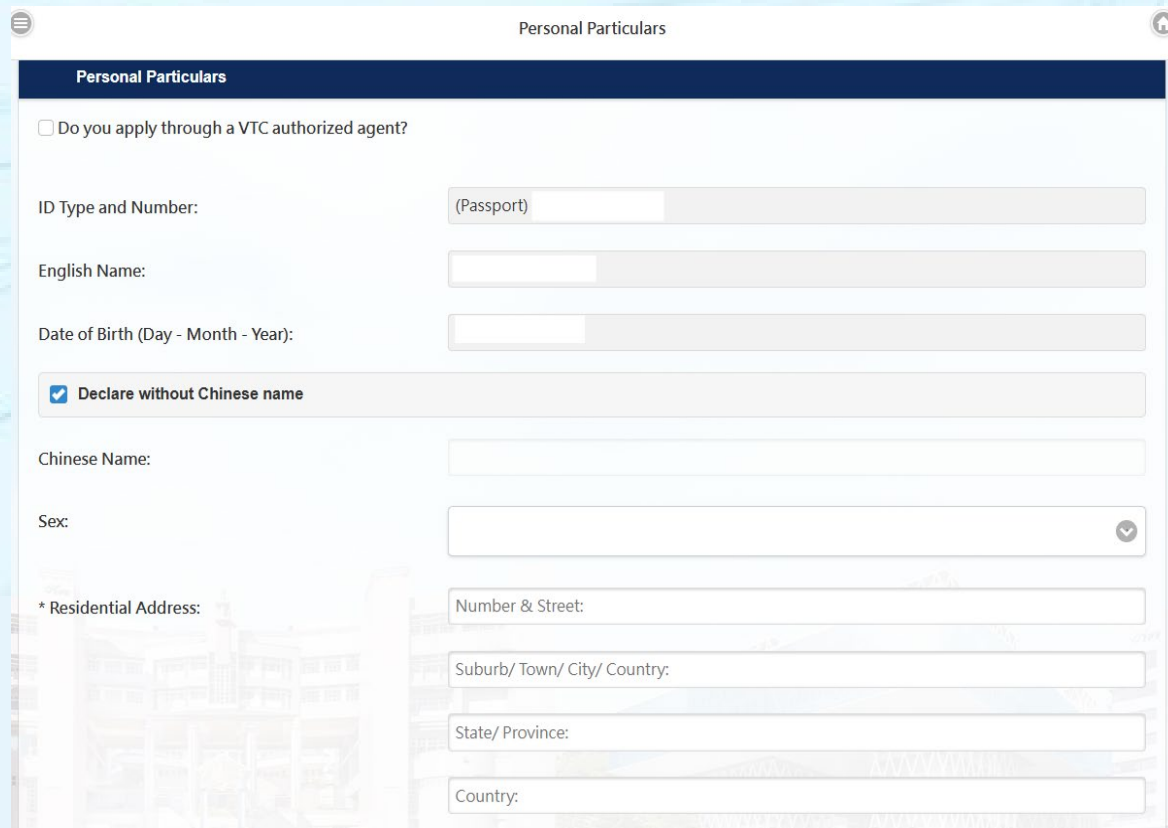
Admissions Process

Submit / View Application Form

Submit

Application Fee Payment

Step 3. Complete your personal information



The Personal Particulars form contains the following fields and options:

- ☐ Do you apply through a VTC authorized agent?
- ID Type and Number: (Passport)
- English Name:
- Date of Birth (Day - Month - Year):
- ☒ Declare without Chinese name
- Chinese Name:
- Sex:
- * Residential Address:
 - Number & Street:
 - Suburb/ Town/ City/ Country:
 - State/ Province:
 - Country:



The Upload section of the form includes the following instructions and buttons:

- * Click to upload student photo
Drag / Click to Upload
- * Upload Copies of ID document:
Drag / Click to Upload
- Save & Back
- Save & Next

- Please provide your personal information and contact details (including email address and phone number)
- Upload student photo and copies of ID Document

Step 4. Programme Selection

Degree Programme Selection (Maximum 2 choices)

Higher Diploma Programme Selection (Maximum 3 choices)

1st Choice : BA114056

VPAS eligible VTC full-time HD programmes

VPAS eligible VTC full-time HD programmes

Discipline

Higher Diploma: Business

Programme Title

Higher Diploma in Aviation and Logistics - BA114056

Campus Preference

1. IVE(TY)

2nd Choice : Higher Diploma in Aircraft Maintenance Engineering - EG114704

Priority Order of Programme Choice

Add More Choice

Save & Back

Save & Next

- Please click the arrow(s) to browse and select the programmes that you wish to apply
- Click **Save & Next** to continue

Step 5a. Provide Senior Secondary School Education or an equivalent qualification

*** Highest Education Level Attained**

Please select

Secondary School Education

*Applicants who do not provide details of their completed or expected completion (by 2026) of Senior Secondary School Education or an equivalent qualification, the application for the Higher Diploma Programme will not be processed.

☐ Completed / Expected to complete senior secondary school education by 2026

☐ Has not obtained / will not complete senior secondary school education or an equivalent qualification by 2026

* Name of Senior Secondary School

* Type of Senior Secondary Education

* Expected or Year of Completion

* Highest Grade Achieved / Expected

Upload secondary school or equivalent graduation certificate or final year academic transcript (applicable to 2026 graduates)

Drag / Click to Upload

***Applicant must complete this compulsory section**

- Please provide the information on Senior Secondary School Education or an equivalent qualification

- If you have completed /expected to complete a Senior Secondary School Education (by 2026) or an equivalent qualification, please upload the relevant graduation certificate or transcript (applicable to 2026 graduates) in this section

Step 5b. Provide Other Academic Qualifications (if applicable)

Please select below the qualification possessed (multiple selection)

☒ Applicants with Non-local Academic Qualifications
☐ Applying with Work Experience

International Baccalaureate Diploma Programme

GCE A-Level / AS-Level Qualification

GCE O-Level / GCSE / IGCSE Qualification

Other Qualifications

Save & Back

Save & Next

- If you have other Academic Qualifications, please click the arrow(s) to fill-in the relevant qualifications and upload the supporting documents
- Click **Save & Next** to continue

Please prepare the following documents:

Official certificates / transcripts / graduation certificates / result slips of qualifications issued by Exam Boards:

- GCE A-Level / AS-Level
- GCE O-Level / GCSE / IGCSE Qualification
- International Baccalaureate Programme (IB) Qualification
- Degree / Higher diploma or other equivalent qualification
- Other Overseas / International Qualifications

Step 5c. Provide details of Work Experience: Applying with Work Experience (if applicable)

Please select below the qualification possessed (multiple selection)

☐ Applicants with Non-local Academic Qualifications

☒ Applying with Work Experience

Work Experience

If you have substantial work experience relevant to the programme applying, please provide supporting documents (e.g. curriculum vitae, certificate of service, reference letters) below. **Please also provide any academic qualifications that demonstrate your ability to undertake sub-degree education in the 'Other Qualifications' section.**

From / To (Month / Year)

Name of Organization

Post

Delete

Add

Please complete this section if you have relevant work experience to help support your application. Please also upload supporting documents of work experience. Please input the total duration of your work experience:

0

Year(s)

0

Month(s)

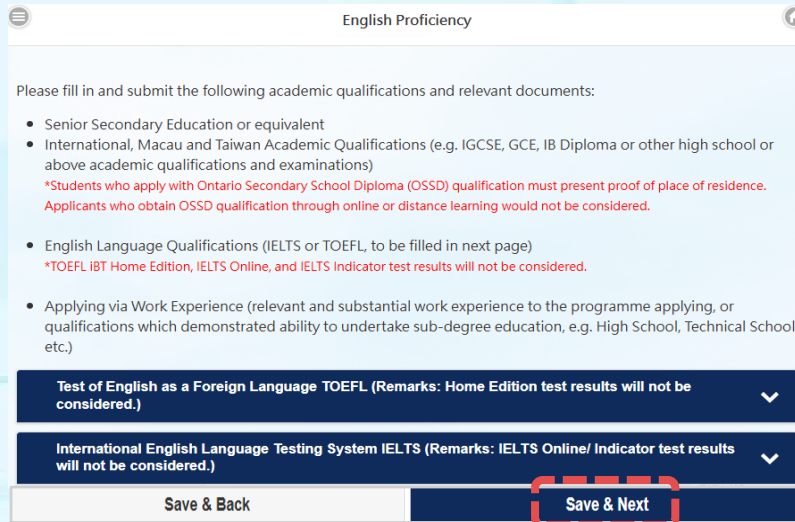
Upload curriculum vitae, certification of service issued by employer(s), reference letters and/or portfolio or work, etc

Drag / Click to Upload

- If you are applying based on work experience, please provide details of your work experience and upload the certificate of employment or reference letter

Please be aware that if you are applying based on work experience, **you must also submit Senior Secondary School Education or an equivalent qualification**, along with the necessary documents

Step 6. Submit English Proficiency Results (if applicable)



English Proficiency

Please fill in and submit the following academic qualifications and relevant documents:

- Senior Secondary Education or equivalent
- International, Macau and Taiwan Academic Qualifications (e.g. IGCSE, GCE, IB Diploma or other high school or above academic qualifications and examinations)
**Students who apply with Ontario Secondary School Diploma (OSSD) qualification must present proof of place of residence. Applicants who obtain OSSD qualification through online or distance learning would not be considered.*
- English Language Qualifications (IELTS or TOEFL, to be filled in next page)
**TOEFL iBT Home Edition, IELTS Online, and IELTS Indicator test results will not be considered.*
- Applying via Work Experience (relevant and substantial work experience to the programme applying, or qualifications which demonstrated ability to undertake sub-degree education, e.g. High School, Technical School etc.)

Test of English as a Foreign Language TOEFL (Remarks: Home Edition test results will not be considered.)

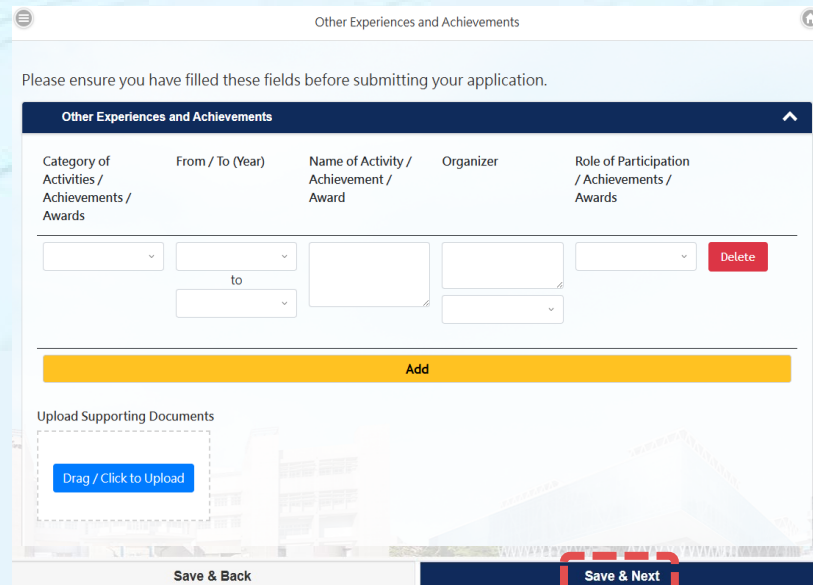
International English Language Testing System IELTS (Remarks: IELTS Online/ Indicator test results will not be considered.)

Save & Back Save & Next

- If you have any IELTS/ TOEFL exam results, please click the arrow to enter the relevant qualifications and upload the supporting documents
- Click **Save & Next** to continue

TOEFL iBT Home Edition, IELTS Online, and IELTS Indicator test results **will not be considered.**

Step 7. Provide Other Experiences and Achievements (if applicable)



Other Experiences and Achievements

Please ensure you have filled these fields before submitting your application.

Category of Activities / Achievements / Awards	From / To (Year)	Name of Activity / Achievement / Award	Organizer	Role of Participation / Achievements / Awards
	to			

Add

Upload Supporting Documents

Drag / Click to Upload

Save & Back Save & Next

- If you have any Other Experiences and Achievements, please provide the details and upload the supporting documents
- Click **Save & Next** to continue

Step 8. Upload any Supplementary Information (if applicable)

Supplementary Information

Please ensure you have filled these fields before submitting your application.
Applicants with special educational needs can provide more details below.

☐ Applicants with Special Educational Needs (SEN)

Supplementary Information

Upload Supporting Documents of Supplementary Information

Drag / Click to Upload

Save & Back Save & Next

- Please click the arrow and fill-in additional information if applicable
- Click **Save & Next** to continue

Step 9. Confirm Application Data and Submit Application

Confirm Application Data

Personal Particulars

Personal Particulars

ID Type and Number: (Passport)

English Name:

Chinese Name:

Date of Birth:

Residential Address:

Correspondence Address:

Nationality:

Save & Back Save & Next

- Please review and confirm that the information you have provided is correct, carefully read and agree to the contents of the "Declaration"
- Once completed, click **Save & Next** to proceed with the submission of your application

Step 10. Pay Application Fee



HKD

Order ID:

Ref:

Date Time:

Select Payment Method

☐ 

Applicants may pay the Application Fee by the following methods:

- On-line Payment Service (VISA or MASTER)

Application fee: HK\$600

*****Early Bird Discount: HK\$300**
(if applied on or before January 31, 2026)

Latest information about the admission

NEW Information ^

Please pay the application fee via Visa or MasterCARD before the application deadline (7 July 2026). Applications without the fee payment will not be processed. All fees paid are non-refundable.

Please note that once the application fee is paid, your application will be officially processed, and you will not be able to change your programme choices or campus preferences.

Offer Status v

- Please click **Information / Offer Status** to check the latest information

 [Change Personal Particulars](#) [Change Password](#) [Refresh](#)

Admissions Process

✓

Submit / View Application Form

View

➔

Application Fee Payment

Pay

✓

Pending Written Test Arrangement

✓

Join the Written Test

Applicant information v

NEW Information ^

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- The VTC Non-local Admissions Team will contact applicants directly via email to provide the latest information
- Applicant may also click this  button for updates