Full-time Degree, Higher Diploma, Diploma of Foundation Studies, Diploma of Vocational Education, Diploma Programmes (AY 2027/28 Entry)

User Guide of “VTC S6 Admission Portal”

https://s6portal.vtc.edu.hk/

If you would like to apply for other programmes, please submit your application via “VTC Web-based Admissions System”.

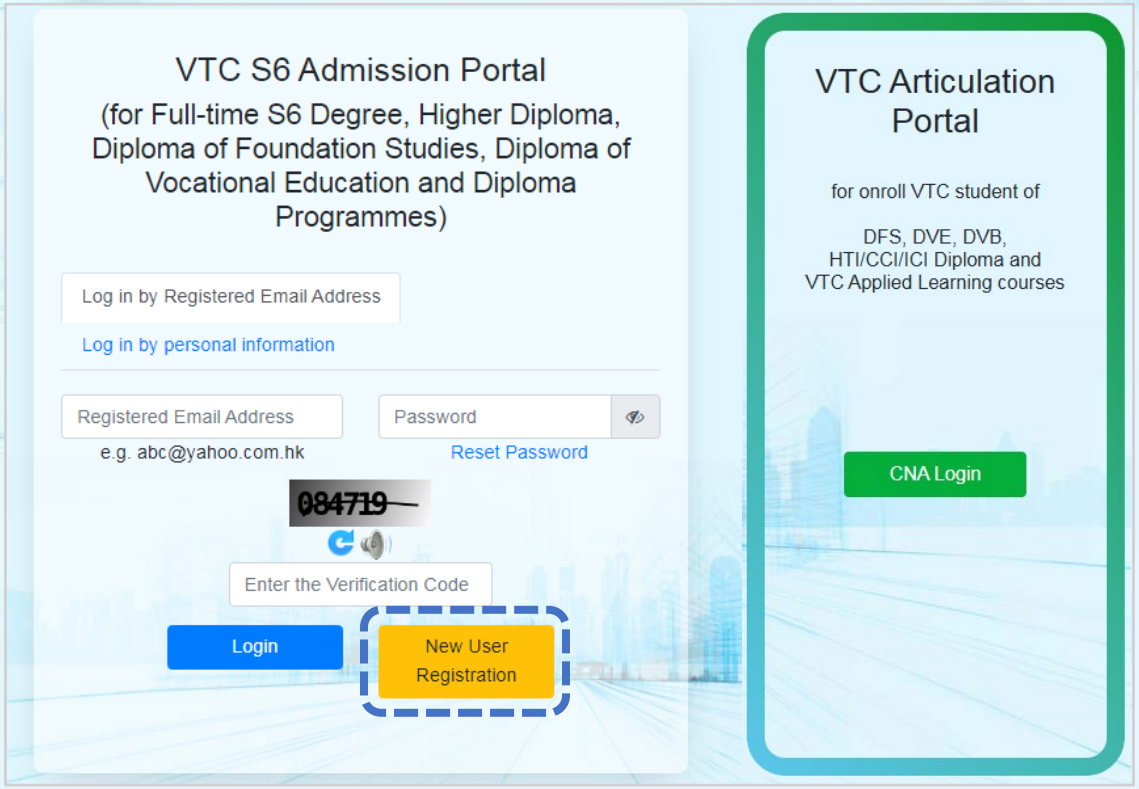
Step 1. Login to "VTC S6 Admission Portal" https://s6portal.vtc.edu.hk

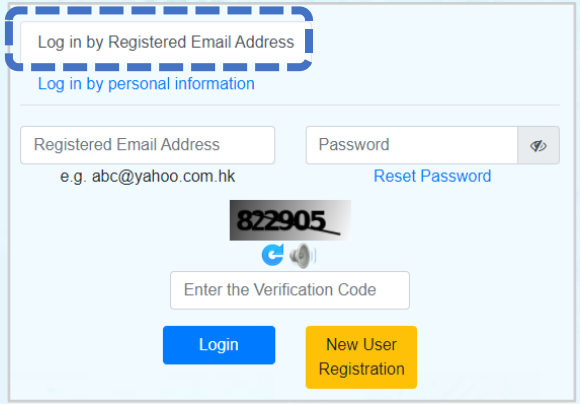
To ensure a smooth application process, please prepare the following documents and information before starting your application:

- Academic Qualifications and Other Relevant Supporting Documents (such as Diploma of Applied Education, IELTS Test Report Form etc) (if applicable)
- Information Required for Payment of the Application Fee or Application Fee Promotion Code (if applicable)

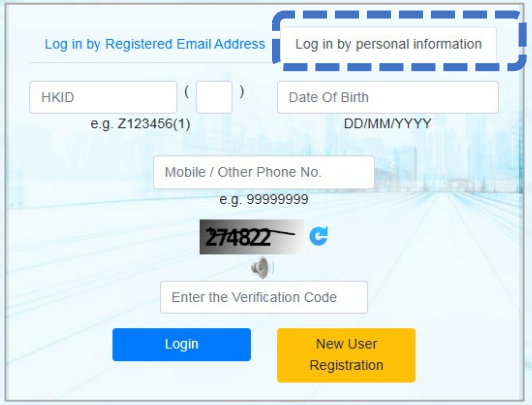
(a) If you do not have a registered account, please click New User Registration under "VTC S6 Admission Portal". Please click here for the User guide of New User Registration.

(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.

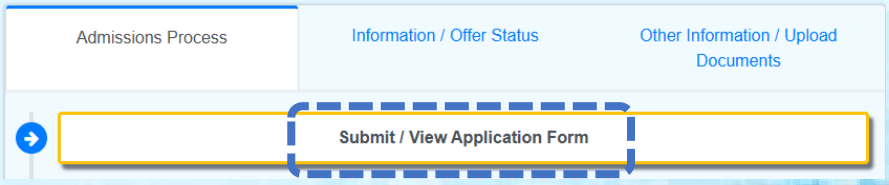




OR



Step 2. Click Submit / View Application Form to start filling-in the application form



Step 3. Programme Selection



- Please click the arrow(s) to select different type of programmes
- Select the programme(s) you wish to apply.

Click **Save & Next** to continue

Step 4. Fill-in Local Academic Qualifications



This section is **compulsory**. Please select your highest secondary school information

- If you have obtained / will obtain these Local Academic Qualifications, please click the arrow to fill-in the relevant qualifications and upload the supporting documents
- Click **Save & Next** to continue

Step 5. Fill-in Mainland / Non-local Academic Qualifications



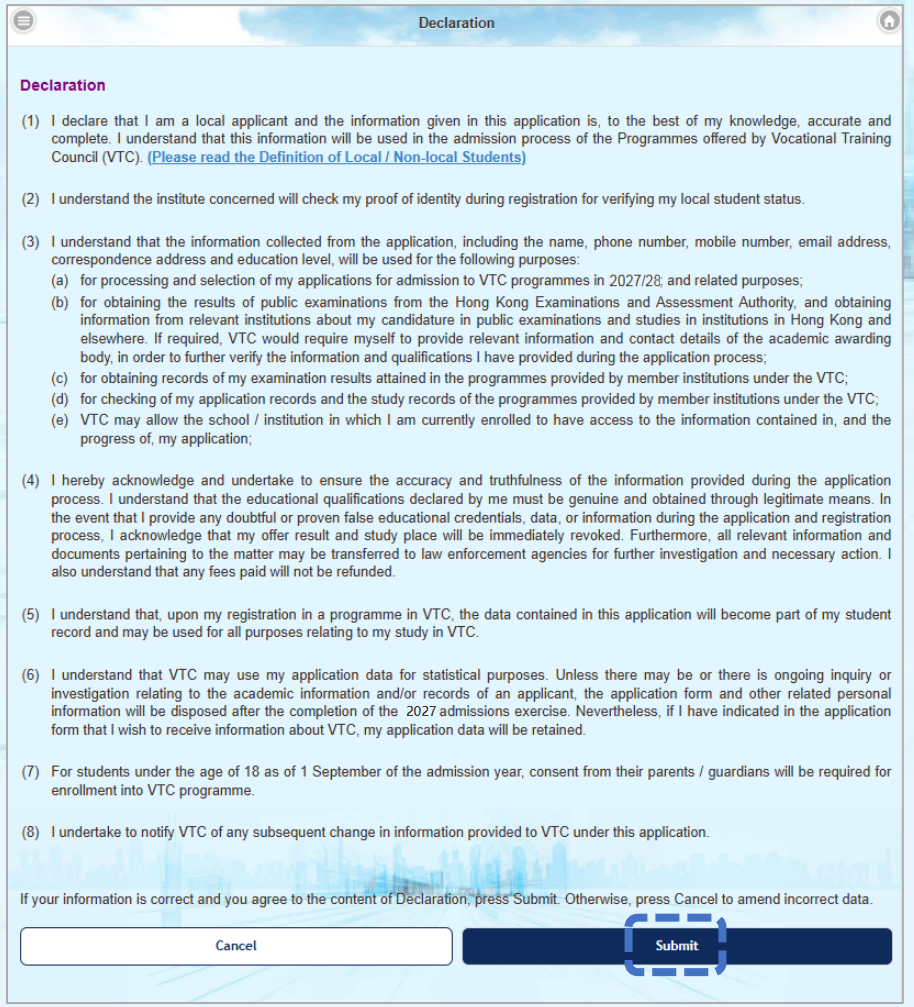
- If you have obtained / will obtain these Mainland / Non-local Academic Qualifications, please click the arrow to fill-in the relevant qualifications and upload the supporting documents
- Click **Save & Next** to continue

Step 6. Fill-in Supplementary Information



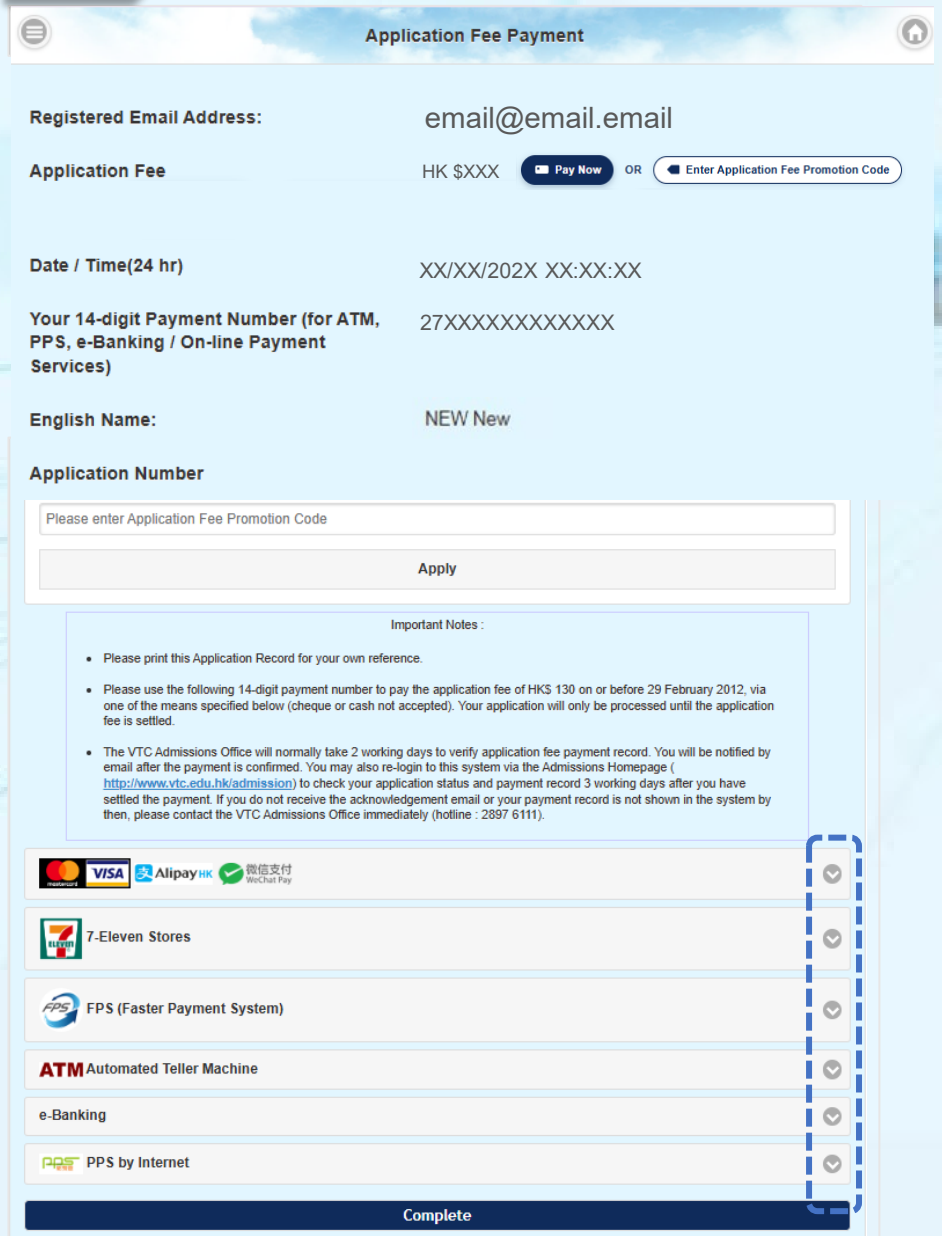
- If applicants with Special Educational Needs / Mature Applicants / Hong Kong China Athlete Applicant / Work Experience / Other Experiences and Achievements, please check the appropriate box(es) and provide detailed information
- Please click the arrow and fill-in additional information if required
- Click **Save & Next** to continue

Step 7. Confirm Application Data and Submit Application



If you have verified that all the information you have provided are correct, read and agree to the content of Declaration, click **Submit** to submit the application

Step 8. Pay Application Fee



Please click Pay Now to settle the application fee and click the arrow for the details of payment methods

Or

Please click Enter Application Fee Promotion Code to input application fee promotion code. Pease refer to Step 8a for details

Please use the generated 14-digit Payment Number or QR code to pay the application fee on or before the application deadline. Please keep your payment receipt / payment reference number / print out the payment results / screen capture for your records. Your application will not be processed until the application fee is settled

(The VTC Admissions Office will normally take 2 working days to verify the application fee payment record. Please settle the payment as soon as possible before the application deadline.)

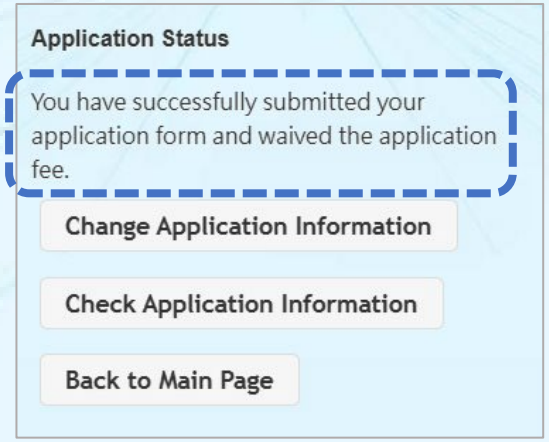
Please note that if you settle the application fee by 7-Eleven Stores / ATM / e-Banking / PPS by Internet, you are required to upload your payment receipt or the screen capture to this Portal on or before the application deadline for verification. Please refer to Step 9 for details

Step 8a. Pay the Application fee by Promotion Code



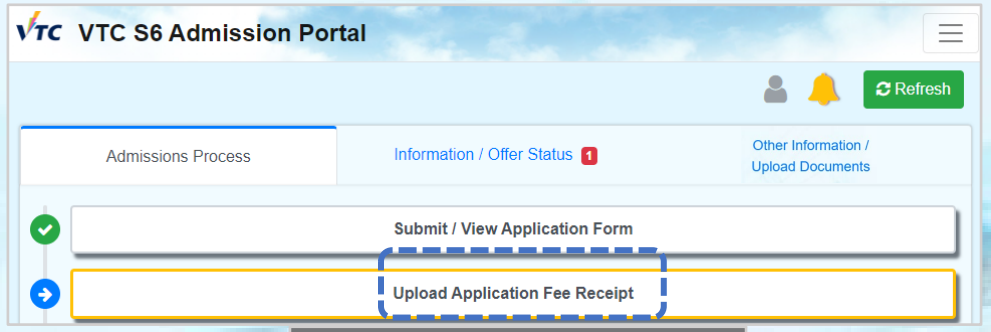
Simply input the application fee promotion code and click Apply before submission of the application form

Step 8b. Check the latest Application Status

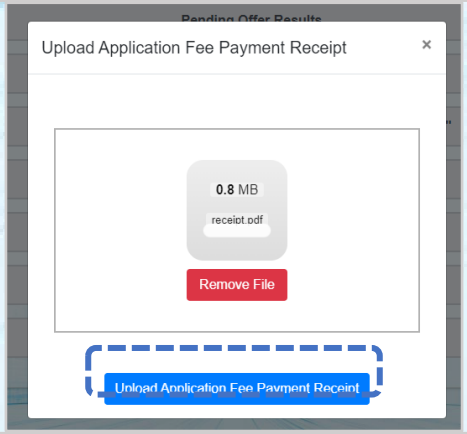


The system will show the message “You have successfully submitted your application form and waived the application fee”

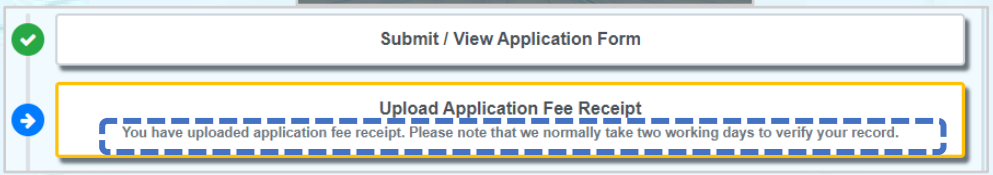
Step 9. Upload Payment Receipt



Please login to the portal. Then click here to upload your payment receipt

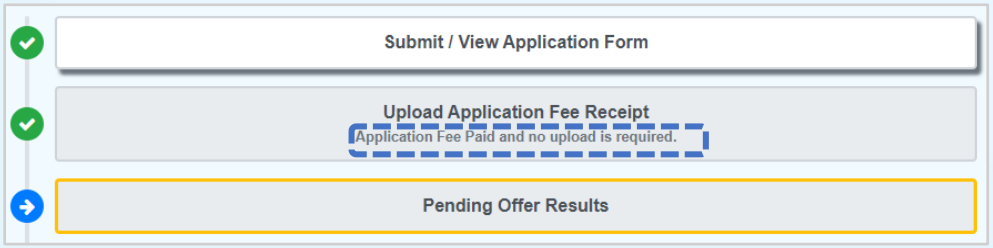


Select and upload the relevant file



After you have uploaded the payment receipt, the system will show the message “You have uploaded application fee receipt”

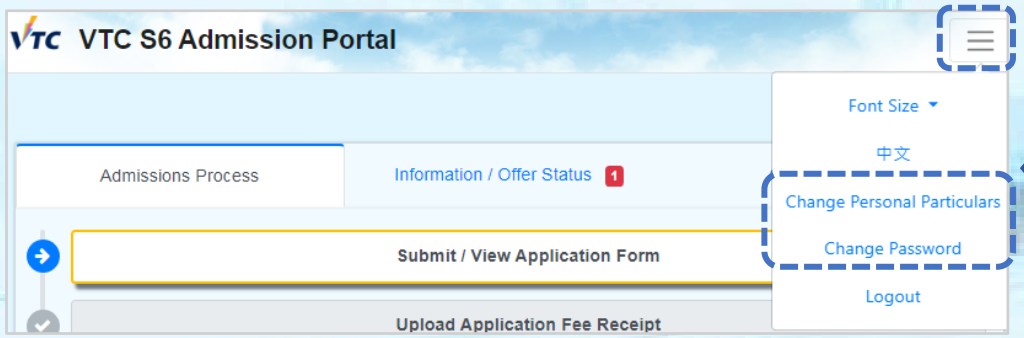
(The VTC Admissions Office will normally take 2 working days to verify the application fee payment record. Please settle the payment as soon as possible before the application deadline.)



After verifying your application fee, the system will show the message “Application Fee Paid and no upload is required”

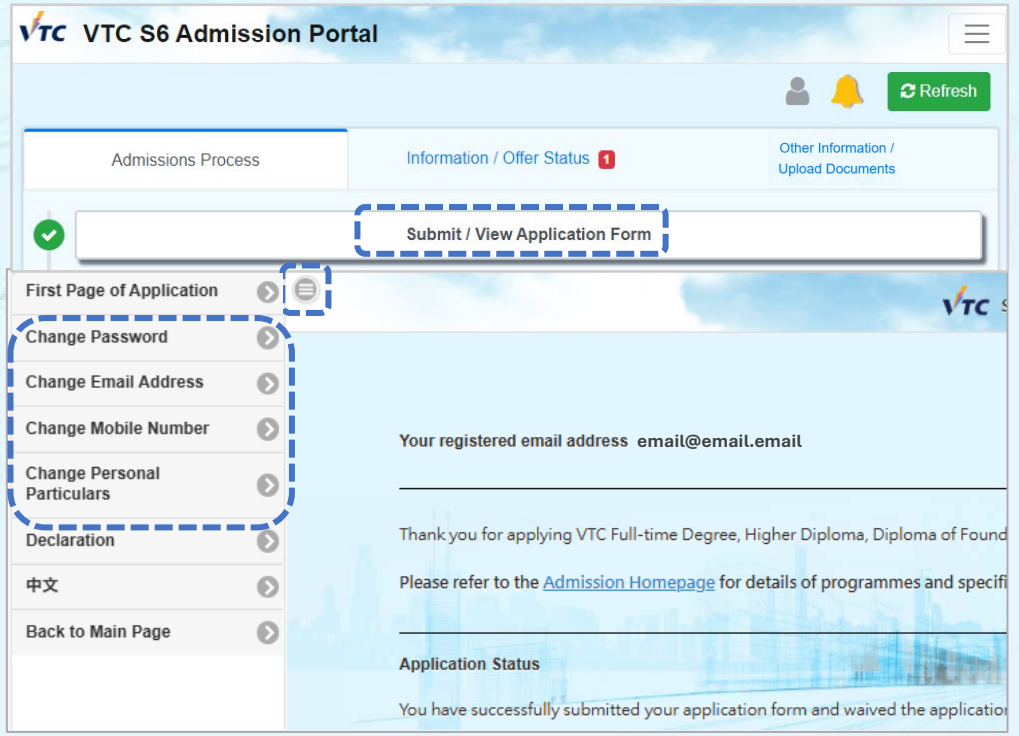
Other functions on the portal:

Change Personal Particulars / Password on the Main Page of the Portal



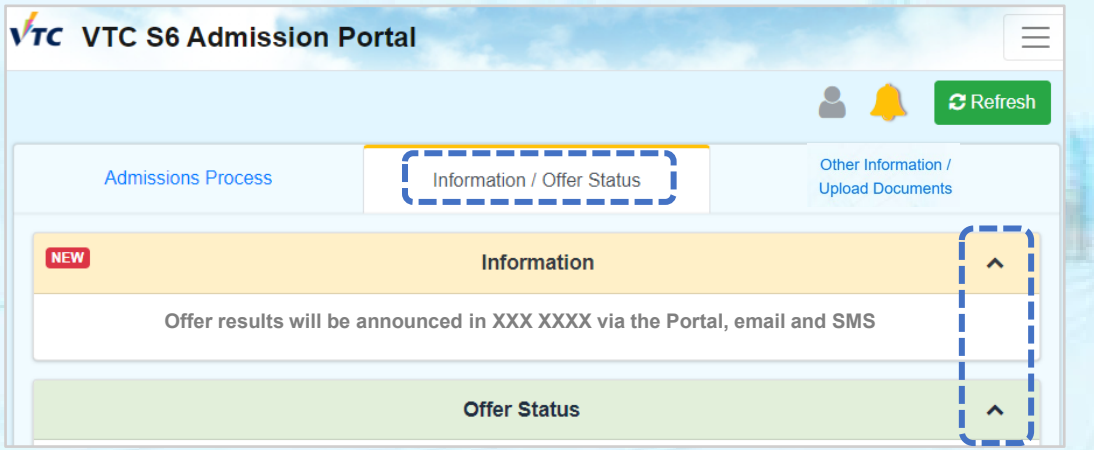
Click ☰ on the top-right corner and click “Change Personal Particulars” or “Change Password”

OR Change Password / Email Address / Mobile Number / Personal Particulars after clicked into the application form

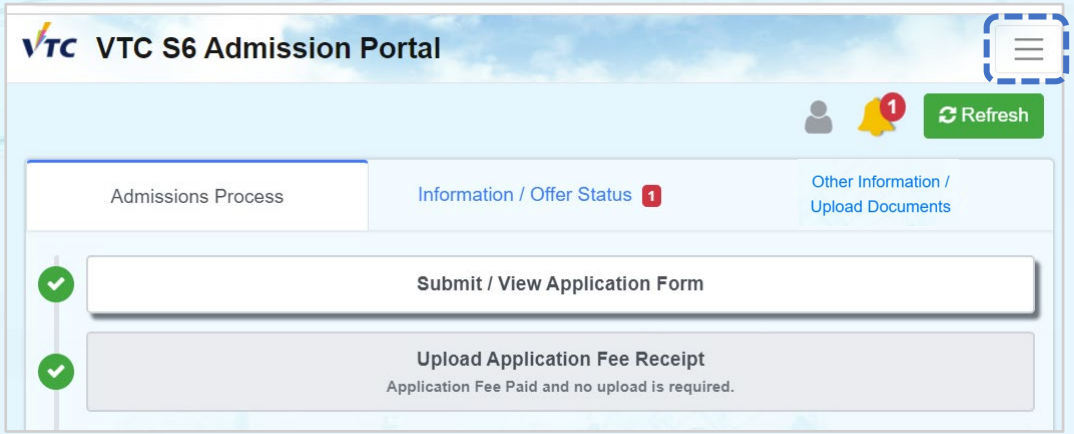


OR click **Submit / View Application Form**, then click ☰ on the top-left corner, click Change Password / Change Email Address / Change Mobile Number / Change Personal Particulars to change the relevant information

Latest information about the admission



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



VTC Admissions Office will also announce latest information to you and alert you by using this sign 🔔