



MTR Student Travel Scheme

港鐵學生乘車優惠計劃

Student Travel Scheme Online Application

學生乘車優惠計劃 – 網上申請

Concessionary Travel Office

乘車優惠辦事處



English Version
英文版本



Chinese Version
中文版本



Via MTR Mobile
透過 MTR Mobile

Types of Application

申請類別

New application [1] - Need to obtain a Personalised Octopus (with photo)

新申請 [1] - 須一併申請附相片的個人八達通



New Application

New Application [2] - Already carrying a Personalised Octopus (with photo)

新申請 [2] - 已持有附相片的個人八達通



New Application

Renewal Application

延續申請



Renewal Application

Application Type

☒ New Application [1] - Need to obtain a Personalised Octopus (with photo)

☐ New Application [2] - Already carrying a Personalised Octopus (with photo)

Application Type

☐ New Application [1] - Need to obtain a Personalised Octopus (with photo)

☒ New Application [2] - Already carrying a Personalised Octopus (with photo)

Renewal Application



Only for applicants who have past application record and a Personalised Octopus printed with a photo



First time to apply
第一次申請



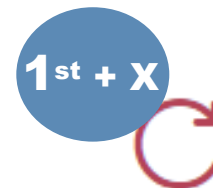
Without Octopus with photo
沒有附相片八達通



First time to apply
第一次申請



With Octopus with photo
已有附相片八達通



Applied before
曾經申請



With Octopus with photo
已有附相片八達通

ONLINE APPLICATION

網上申請

Tutorial Video 教學影片

又開學喇！



各位同學，又開學了！

It's time for school again!

0:02 / 6:06



Application in 2 Steps (A → B)

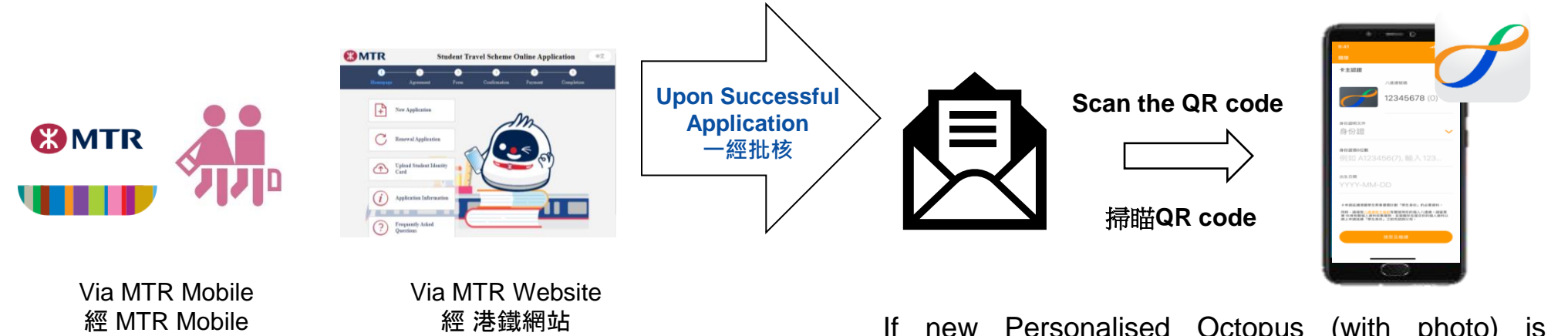
申請流程兩部曲 (A → B)

A

Submit online application
遞交網上申請

B

Activate “Student Status” via Octopus App#
透過八達通App# 啟動八達通上的「學生身分」



Student Travel Scheme – Online Application Platform
學生乘車優惠計劃 – 網上申請平台

If new Personalised Octopus (with photo) is needed, the new Octopus will be mailed, with no need to collect at stations
如須同時申請附相片的個人八達通，申請者將收到透過郵寄發出的新八達通卡，而毋須到車站領取

#You may also choose to visit MTR Customer Service Centre in person to activate the “Student Status”
#你亦可親臨港鐵客務中心啟動「學生身分」



Steps for Online Application Platform

網上申請步驟

1

Enter Application Platform
進入網上申請平台

Via MTR Mobile:
經 MTR Mobile:



Via MTR Website:
經 港鐵網站:



English Version
英文版本

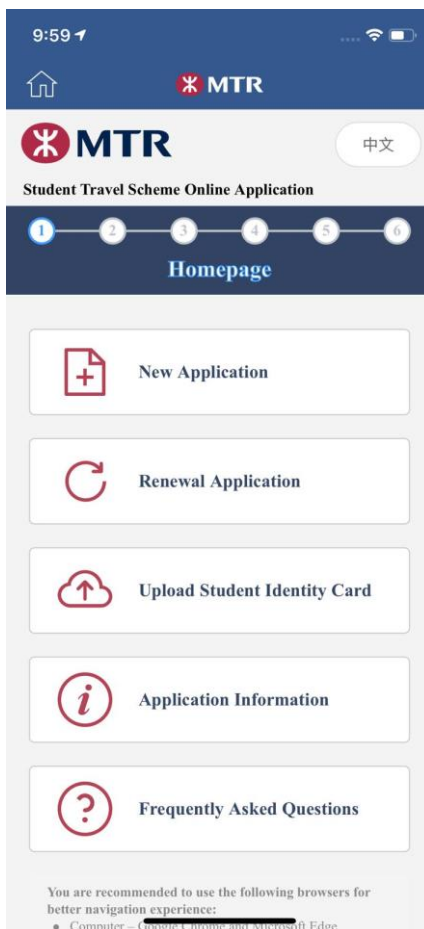


Chinese Version
中文版本

MTR Corporation

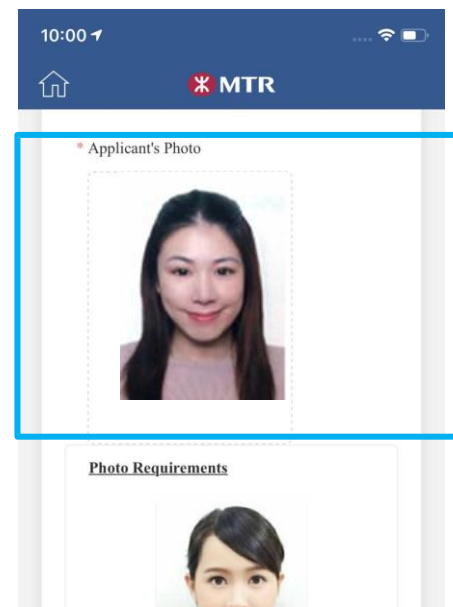
2

Select Application Type
選擇 申請類別



3-1

Fill in Application Form
填寫電子表格
Upload Applicant's Photo
上載申請人相片



New application [1]
新申請 [1]

Please follow the instruction in photo requirement to upload applicant photo for the new Octopus Card
請按照相片規格的指示上載申請人相片作新八達通之用

Page 6





Steps for Online Application Platform

網上申請步驟



Submit online application
遞交網上申請

3-2

Fill in Application Form 填寫電子表格

9:59

MTR

Personal Information

Upload Student Identity Card

Student Identity Card Requirements

- Please upload your valid student card
- No Hong Kong Identity Document or Student Handbook
- File Format: JPG / PNG / BMP
- Place your student card in the middle of photo

Remarks: If you could not provide the Student Identity Card at the moment, please upload the Student Identity Card according to the requirements below.

Upload valid Student Identity Card 上載有效的學生證

New application [1]
新申請 [1]

New Application [2]
新申請 [2]

If you could not provide the Student Identity Card at the moment, may upload the Student Identity Card **within 60 days from the Date of Application**

如未能即時提供有效的學生證，請於申請日期起計60日內上載學生證

Renewal Application
延續申請

Late submission of Student Identity Card is not entertained
不設後補學生證

If latest student card is not issued yet, you may upload last year's student card of same school (applicable for secondary schools and international schools only)
如尚未有最新學年的學生證，你可以上載同一學校上一年度的學生證作特別審核
(只適用於中學生及國際學校)



Upload valid Student Identity Card

上載有效的學生證

Student photo, Octopus and HKID card are not accepted
不接受學生相、八達通及香港身分證

A

Submit online application
遞交網上申請

Upload Student Identity Card



Accepted Sample
合格樣本

Upload Student Identity Card



Not Centered
不置中

Upload Student Identity Card



Too Dark
光線不足

Upload Student Identity Card



Too Bright
曝光

Upload Student Identity Card



With Background
有背景相片

Upload Student Identity Card



Incomplete
不完整

Upload Student Identity Card



Too Blur
不清晰



Steps for Online Application Platform

網上申請步驟

3-3

Fill in Application Form 填寫電子表格

Fill in your address in English
以英文填寫你的通訊地址

3:28

MTR

Mailing Address
(The new Personalised Octopus will be mailed to this address. Please fill out in English and confirm the address is correct.)

* Flat / Floor
Flat A, 15/F
(E.g. Flat A / 15/F)

* Block / Building
Block A; Happy Building
(E.g. Block A / Happy House)

* Estate / Street
No. 2 Happy Road
(E.g. Happy Village / No.2 Happy Road)

* District
KWUN TONG

* Region
KOWLOON

Back Next

A

Submit online application
遞交網上申請

New application [1]
新申請 [1]

The new Personalised Octopus will be mailed to this address. Please fill in in English correctly
新個人八達通將透過郵寄方式發送到你提供的地址。請以英文填寫及確保正確。

New Application [2]
新申請 [2]

Renewal Application
延續申請

No need to fill in your address
毋須填寫通訊地址



Steps for Online Application Platform

網上申請步驟

A

Submit online application
遞交網上申請

4

Confirmation and Submit
確認並提交資料

9:41

MTR

中文

Student Travel Scheme Online Application

Confirmation

Application Type

Type
Renewal
Personal
1234

Input your email again for confirmation
請重新輸入電郵作確認

* Email Verification

Your application document will be sent to your provided email by our system later. Please check your mailbox.

Please enter your email again to confir

Edit Next

© 2020 MTR Corporation Limited 香港鐵路有限公司

5

Pay the Application Fee
繳交申請費用

MTR

中文

Student Travel Scheme Online Application

Payment

* Payment Method

☐ Online Payment
Visa, Mastercard or American Express Card

☐ Payment at MTR Customer Service Centre
Please complete payment within 7 calendar days, otherwise your application will be cancelled.

Back Submit

Copyright © 2013-2021 MTR Corporation Limited

New application [1]
新申請 [1]

Pay the application fee of \$90 via Online Payment immediately or Payment at MTR Customer Service Centre within 7 days
可選擇即時網上付款/7日內於港鐵客務中心付款
繳交\$90申請費用

New Application [2]
新申請 [2]

Renewal Application
延續申請

Pay after your application is accepted
成功申請後才須繳交申請費用



Steps for Online Application Platform

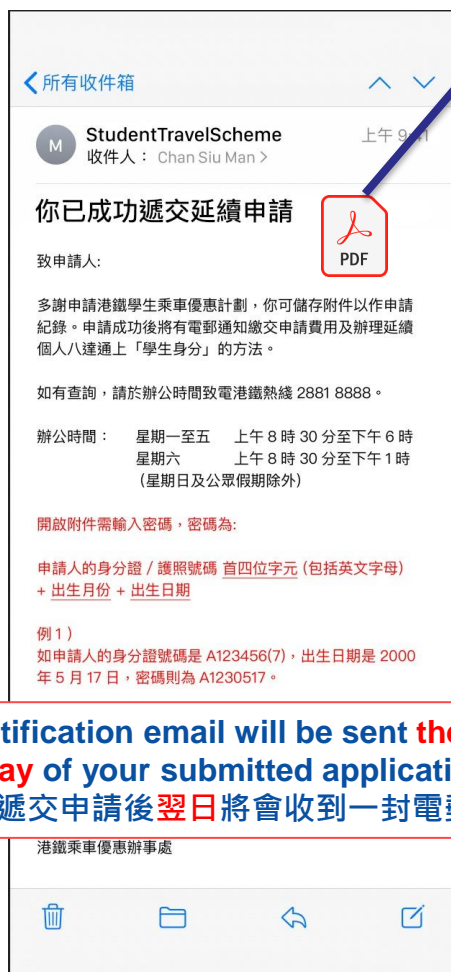
網上申請步驟



Submit online application
遞交網上申請

6

Confirmation Email 確認電郵



A notification email will be sent the next day of your submitted application
遞交申請後翌日將會收到一封電郵

1



Please read the attached document to complete any outstanding application step(s),
請細閱電郵內的附件，以跟進任何未完成之申請程序

Part A: Outstanding Applications Step(s)

(1) Upload Student Identity Card

Your Student Identity Card has not been submitted for verification. [Please click here to upload within 60 days from the Date of Application](#), otherwise your application will be cancelled.

New application [1]
新申請 [1]

New Application [2]
新申請 [2]

For late submission, you may **click the link in the attachment** to upload Student Identity Card

後補學生證：你可點擊附件內的連結上載學生證

2

Part A: Outstanding Applications Step(s)

(1) Pay for Application Fee

Please print this document on A4 sized white paper and bring to any MTR Customer Service Centre# to pay the application fee of HK\$90. If the application fee is not paid within 7 days from the above Date of Application, your application will be cancelled.

#Except Airport Express stations, Lo Wu, Lok Ma Chau, Racecourse, Disneyland Resort, Sunny Bay, Wong Chuk Hang, Lei Tung, South Horizons, Hin Keng, Kai Tak, Sung Wong Toi and To Kwa Wan stations

Barcode for payment of Application Fee



New application [1]
新申請 [1]

Please pay for \$90 **within 7 days from Date of Application**,
otherwise your application will be cancelled
請於申請日起計7日內繳交\$90申請費用，否則你的申請將被取消

ACTIVATE “STUDENT STATUS” 啟動八達通上的「學生身分」



Notification Upon Successful Application 申請成功通知



Activate "Student Status"
via Octopus App
透過八達通App啟動八達通上的
「學生身分」

Upon successful application, a letter/ email will be sent to you
成功批核後將收到有關啟動八達通的信件/電郵

New application [1] 新申請 [1]

A letter with new Octopus from Octopus Card Limited
由八達通公司發出的信件及新八達通



Dear Customer,

MTR Student Travel Scheme
Personalised Octopus with "Student Status" (no. «New_Card_No»)

Thank you for applying the MTR Student Travel Scheme. Enclosed please find your new Personalised Octopus with "Student Status". You may now activate the "Student Status" encoded on your new Personalised Octopus in either of the following ways –



- Use the Octopus App now
You may now scan the QR Code to activate this new Octopus via Octopus App.
- Go in person to an MTR Customer Service Centre
You may also activate the new Octopus at any MTR Customer Service Centre (except Wong Chuk Hang, Lei Tung, South Horizons, Hin Keng, Kai Tak, Sung Wong Toi and To Kwa Wan stations) in person within 60 calendar days from this letter's issuance date. Please bring along this letter and your new Octopus with you. You will be asked to state your Hong Kong Identity Card or passport number, as well as Date of Birth information, as verification.

Please note that new applicants will receive a rebate from the MTR Corporation Limited in the form of HK\$20 usable

Scan the QR code on letter to proceed with card activation
掃描信件上的QR Code以辦理啟動手續

This is a computer generated printout and no signature is required.

----- Please cut along the dot line -----
AUTHORISATION LETTER (the authorized person should be 18 or above)
Should you authorize a third party to activate the new Octopus in person at MTR Customer Service Centre, please provide the following information below. The authorized person is required to present

- his/her ID/HKSAR Re-entry Permit/Passport, AND
- a copy of your ID/HK Birth Certificate/HKSAR Re-entry Permit/Passport for verification.

I _____ (name of applicant), hereby authorize the person named below to

Name of Authorized person _____

ID/HKSAR Re-entry Permit/Passport No of Authorized person _____



New Application [2] 新申請 [2]

An email from MTR
由港鐵公司發出的電郵



港鐵學生乘車優惠計劃
MTR Student Travel Scheme

****此電郵由系統自動送出，請勿回覆****
**** This is an automated email. Please do not reply. ****

你可啟動個人八達通上「學生身分」
申請編號：170004535

你的申請已成功獲批，現你可透過以下途徑繳交申請費用20港元，並啟動你的個人八達通上「學生身分」，
號碼：713017**)。

方法一：使用八達通App



請點擊本連結以繳交費用及啟動你的個人八達通上「學生身分」。

注意：

- 請預先安裝最新版本的八達通App
- 確保八達通或八達通銀包已安裝
- 八達通拍卡功能適用於Android, iPhone/iPad

*Android – 已安裝Android 4.4或以上具備近場通訊功能 (NFC) ；

Click the link inside email to proceed with payment and renewal
點擊電郵中連結以辦理啟動手續



Reminders for Getting your Octopus App In Place

請事先預備好你的八達通App



Download the latest version of Octopus App

請預先安裝最新版本的八達通App



Make sure the remaining value on your Octopus or O! ePay account is sufficient for payment (at least HK\$20)

(Only applicable for New application [2] and Renewal Application)

確保八達通或O! ePay 帳戶內有足夠餘額 (至少港幣\$20)

(只適用於新申請[2]及延續申請)

Payment that requires tapping card is available for both Android and iPhone users*

八達通拍卡功能適用於Android及iPhone用戶*

*Android – NFC enabled mobile devices;

*iOS – iPhone 7 or newer with iOS 13 or above, or connected with Octopus Mobile Reader

*Android – 具備近場通訊功能(NFC);

*iOS – 已安裝 iOS 13或以上或已連接八達通流動讀寫器的iPhone 7或之後型號

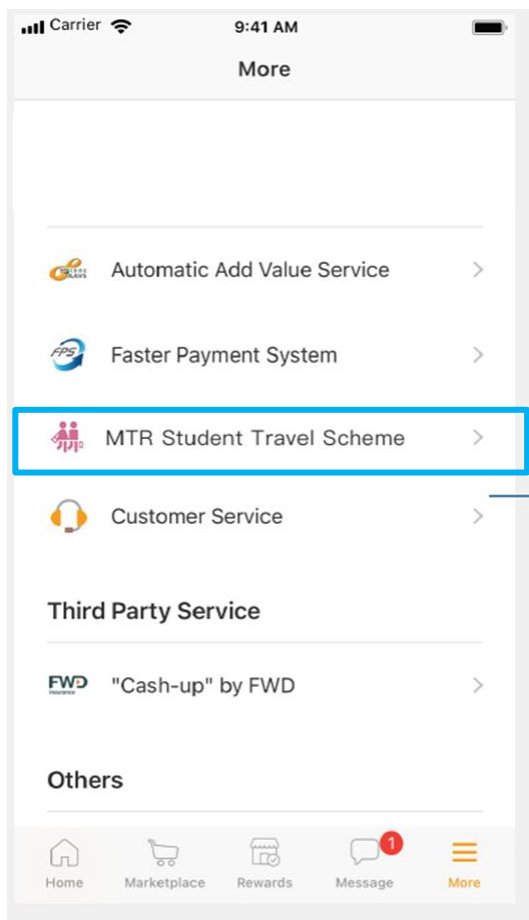


Steps for Octopus App 使用八達通App步驟

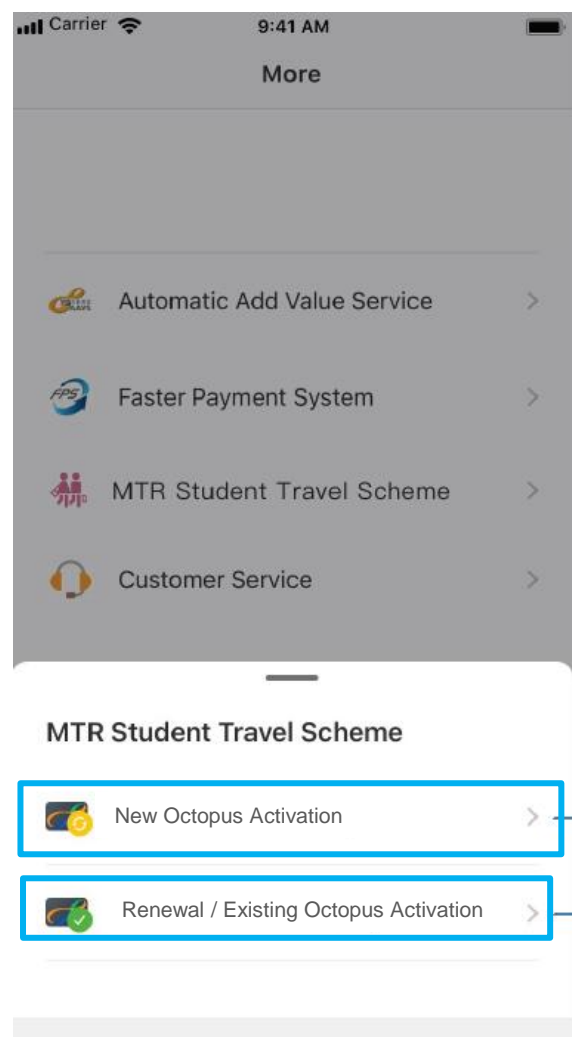
B

Activate "Student Status"
via Octopus App
透過八達通App啟動八達通上的
「學生身分」

1 Tap MTR Student Travel Scheme
點擊港鐵學生乘車優惠計劃



2 Select Application Type
選擇 申請類別



New application [1]
新申請 [1]

New Application
[2]
新申請 [2]

Renewal
Application
延續申請



Steps for Octopus App 使用八達通App步驟

B Activate “Student Status”
via Octopus App
透過八達通App啟動八達通上的
「學生身分」

3

Input data for verification
輸入資料作核實

Carrier 9:41 AM

<

Card Owner Verification

八達通 Octopus Octopus Number ()

Identification Document HKID

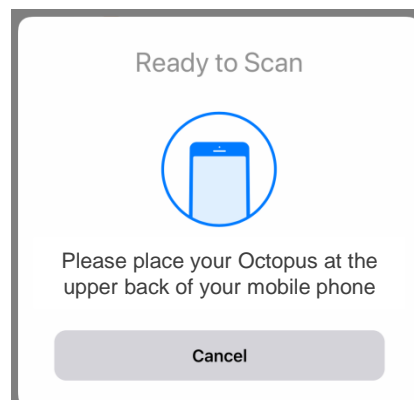
First 6 digits of HKID
E.g. A123456(7), input 123456

Date Of Birth
YYYY/MM/DD

Continue

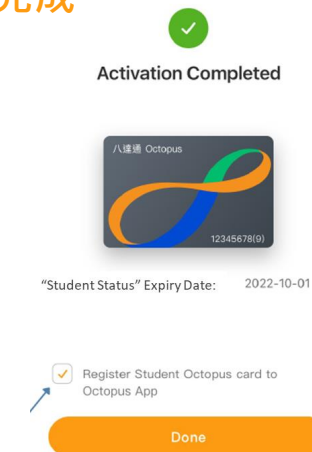
4

Tap Octopus Card
拍八達通卡



5

Completed
完成



New Application [2]
新申請 [2]

Renewal Application
延續申請

4

Confirm renewal and pay \$20
確認有關延續資料及\$20費用

八達通 Octopus 12345678(9)

Expiry Date of “Student Status” 23-10-31

Renewal Fee HKD 20.0

Renew



Steps for Octopus App 使用八達通App步驟

B

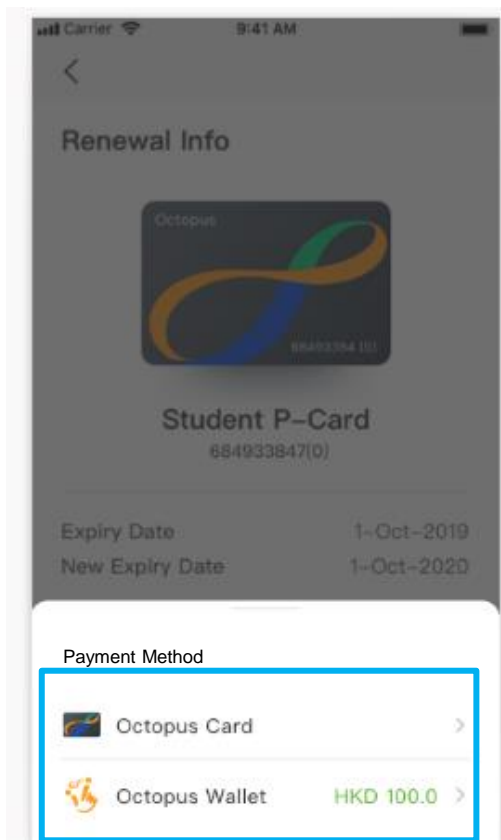
Activate "Student Status"
via Octopus App
透過八達通App啟動八達通上的
「學生身分」

New Application [2]
新申請 [2]

Renewal Application
延續申請

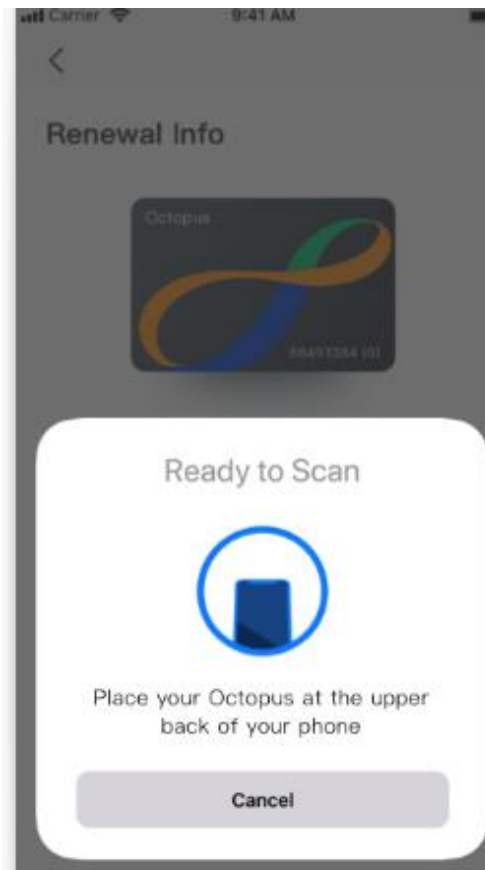
5

Select Payment Method
選擇付款方法



6

Tap Octopus Card
拍八達通卡



7

Completed
完成

Activation Completed

Activation Completed



"Student Status" Expiry Date: 2022-10-01

Renewal Fee HKD 20.0

☒ Register Student Octopus card to Octopus App

Done

HARDCOPY APPLICATION

紙本表格申請

Application in 2 Steps (A → B)

申請流程兩部曲 (A → B)

A

Drop the application form into Collection Box

將填妥的表格放到收集箱

After 15 Oct, please submit it to any MTR Customer Service Centre

如在10月15日後遞交，請交到任何港鐵車站客務中心

The image shows the MTR Student Travel Scheme Application Form (2021/2022). It is a multi-page form with sections for personal information, school information, and a declaration. A red box highlights the 'Part A: Application Type' section, which includes options for 'New Application' and 'Renewal'. A blue arrow points from the 'School endorsement after student filled in the hardcopy from 學生填寫表格後蓋上校印' text to the 'Part B: Declaration of Applicant' section, specifically to the 'School Endorsement' part.

**Upon Successful Application
—經批核—**

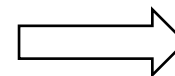
B

Activate “Student Status” via Octopus App#

透過八達通App# 啟動八達通上的「學生身分」



Scan the QR code



掃描QR code



The new Personalised Octopus will be mailed to you directly. No need to collect at stations.
如須同時申請附相片的個人八達通，申請者將收到透過郵寄發出的新八達通卡，而毋須到車站領取

#You may also choose to visit MTR Customer Service Centre in person to activate the “Student Status”

#你亦可親臨港鐵客務中心啟動「學生身分」

If new Personalised Octopus (with photo) is needed, please submit your application form and pay the application fee of \$90 at any MTR Customer Service Centre#. A receipt will be issued to you after submitted the application form.

如須同時申請附相片的個人八達通，申請者需將申請表交到任何港鐵車站客務中心#及繳交申請費用 (\$90)。遞交申請表後，你將獲發收據。

OTHER POINTS TO NOTE

其他事項

Validity of “Student Status” 「學生身分」有效期

班級 Class	有效年期 (年) Validity (Year)	到期日 Expiry Date
小學四年級或以下(12歲或以上學生) Primary 4 or below (students aged 12 or above)	6	31/10/2029
小學五年級 (12歲或以上學生) Primary 5 (students aged 12 or above)	5	31/10/2028
小學六年級 (12歲或以上學生) Primary 6 (students aged 12 or above)	4	31/10/2027
中學一年級 Form 1	3	31/10/2026
中學二年級 Form 2	2	31/10/2025
中學三年級 Form 3	1	31/10/2024
中學四年級 Form 4	3	31/10/2026
中學五年級 Form 5	2	31/10/2025
中學六年級或以上 Form 6 or above	1	31/10/2024 (其後須逐年申請延續 Validity to be renewed on a yearly basis)
特殊學校 Special School	按課程而定 Subject to the curriculum	就讀與上述中、小學學制相同年級課程者，「到期日」會與上述級別相同，但不會早於 31/10/2026 (以較長年期者為準)。其他班級/課程的有效期至 31/10/2026



THANK YOU!

謝謝！

Student Travel Scheme Online Application

學生乘車優惠計劃 – 網上申請



English Version
英文版本



Chinese Version
中文版本



Via MTR Mobile
透過 MTR Mobile