



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

新申請 [2] - 已持有附相片的個人八達通

Renewal Application

延續申請



New Application



New Application



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

1st



First time to apply  
第一次申請



Without Octopus with photo  
沒有附相片八達通

1st



First time to apply  
第一次申請



With Octopus with photo  
已有附相片八達通

1st + X



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

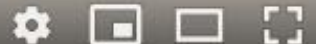
又開學喇！



各位同學，又開學了！

It's time for school again!

0:02 / 6:06

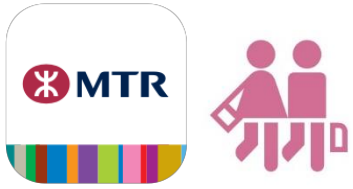


# Application in 2 Steps (A → B)

## 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」



Via MTR Mobile  
經 MTR Mobile



Via MTR Website  
經 港鐵網站



Scan the QR code  
掃描QR code



### 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

A

Submit online application  
遞交網上申請

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:



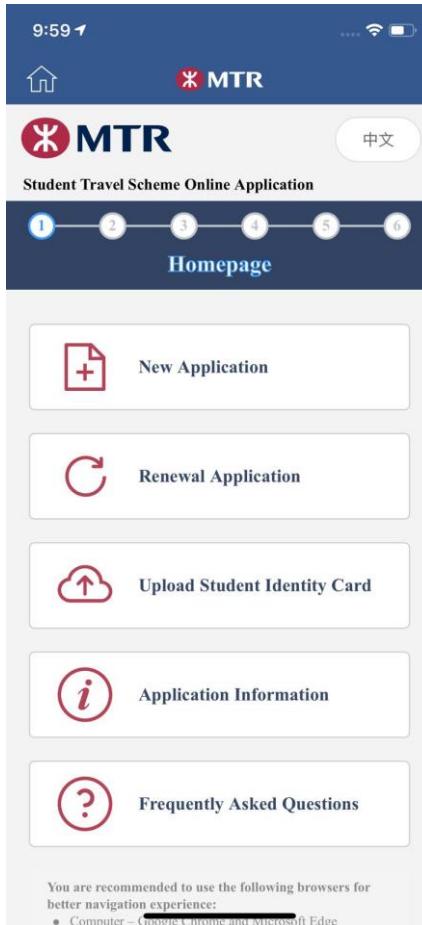
English Version  
英文版本



Chinese Version  
中文版本

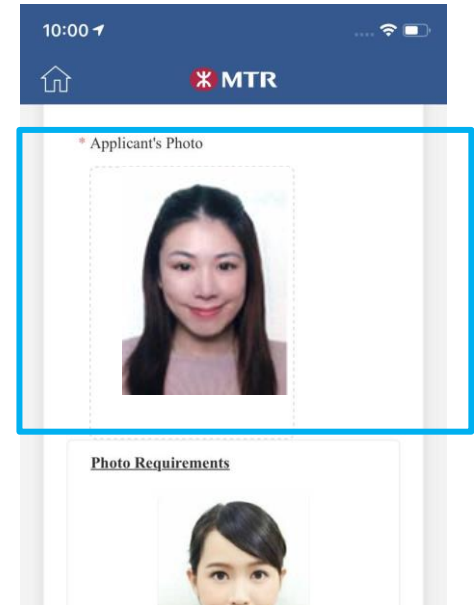
2

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



# Steps for Online Application Platform

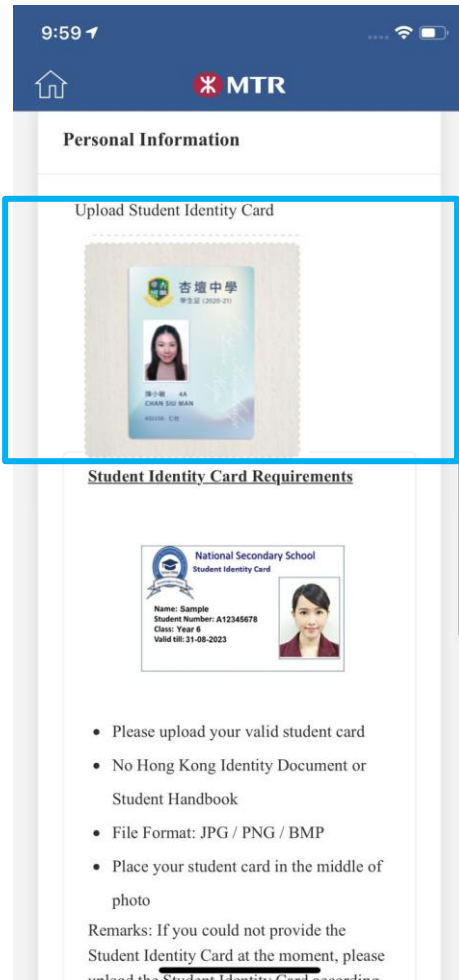
## 網上申請步驟



Submit online application  
遞交網上申請

3-2

### Fill in Application Form 填寫電子表格



### 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]
<p>If you could not provide the Student Identity Card at the moment, may upload the Student Identity Card <b>within 60 days from the Date of Application</b></p> <p>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</p>	

Renewal Application 延續申請
<p><b>Late submission of Student Identity Card is not entertained</b> <b>不設後補學生證</b></p> <p>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)</p>





# 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



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



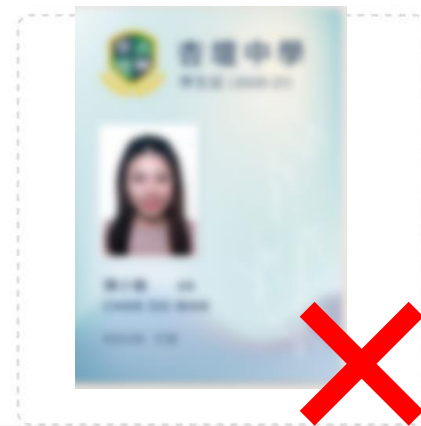
**With Background**  
有背景相片

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

**A** Submit online application  
遞交網上申請

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

<b>New application [1]</b> <b>新申請 [1]</b>	
<b>The new Personalised Octopus will be mailed to this address. Please fill in in English correctly</b> <b>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。</b>	
<b>New Application [2]</b> <b>新申請 [2]</b>	<b>Renewal Application</b> <b>延續申請</b>
<b>No need to fill in your address</b> <b>毋須填寫通訊地址</b>	





# 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

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

**5** Pay the Application Fee  
繳交申請費用

**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

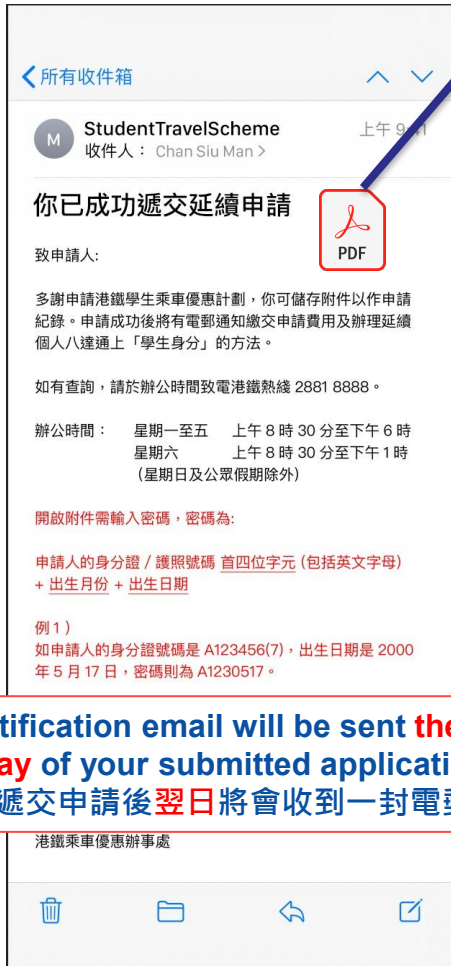
## 網上申請步驟



Submit online application  
遞交網上申請

6

### Confirmation Email 確認電郵



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

1

**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]
<p><b>For late submission, you may click the link in the attachment to upload Student Identity Card</b></p> <p>後補學生證：你可點擊附件內的連結上載學生證</p>	

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

215VY2XXXXXX

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

New application [1] 新申請 [1]
<p><b>Please pay for \$90 within 7 days from Date of Application, otherwise your application will be cancelled</b></p> <p>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</p>

# 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

- 1) his/her ID/HKSAR Re-entry Permit/Passport, AND
- 2) 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 4.4或以上

\*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);

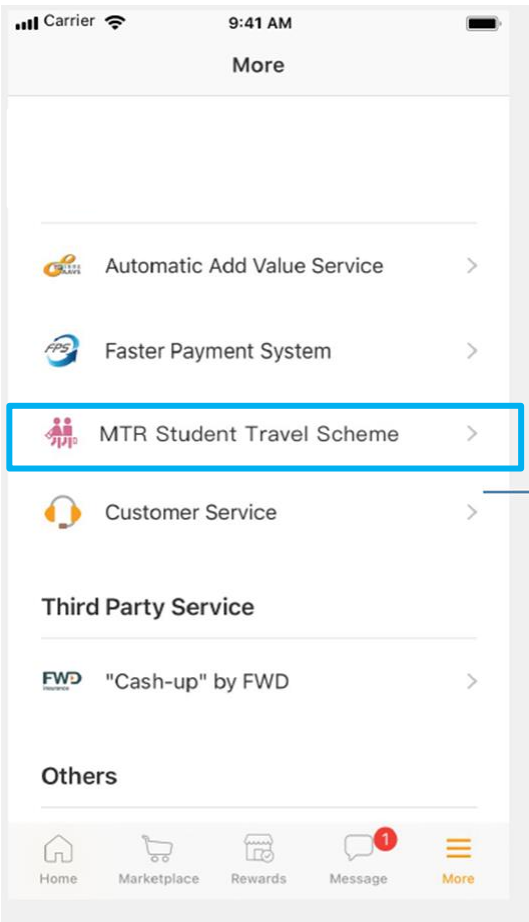
\*iOS – 已安裝 iOS 13或以上或已連接八達通流動讀寫器的iPhone 7或之後型號



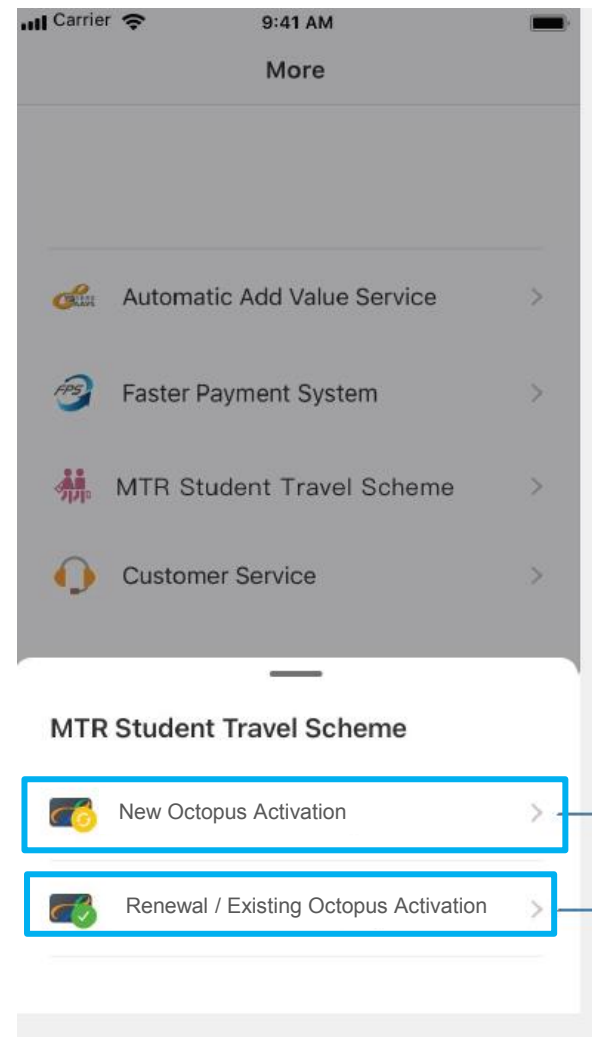
# Steps for Octopus App 使用八達通App步驟

**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

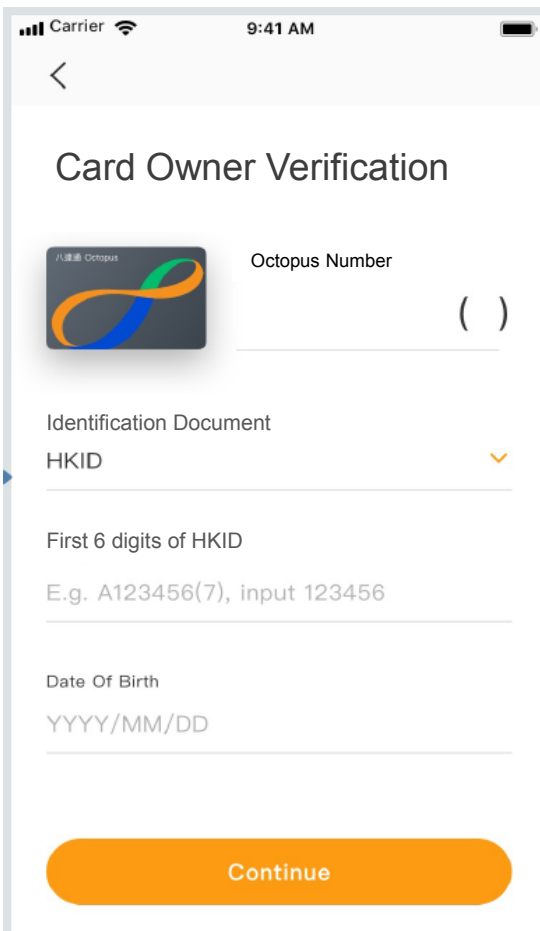




# Steps for Octopus App 使用八達通App步驟

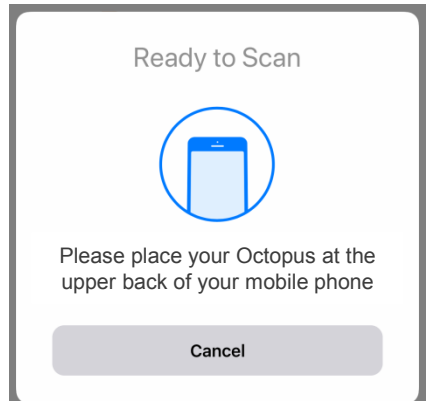
**B** Activate "Student Status" via Octopus App  
透過八達通App啟動八達通上的「學生身分」

**3** Input data for verification  
輸入資料作核實

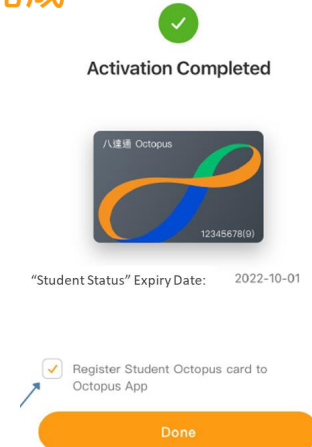


**New application [1]**  
新申請 [1]

**4** Tap Octopus Card  
拍八達通卡



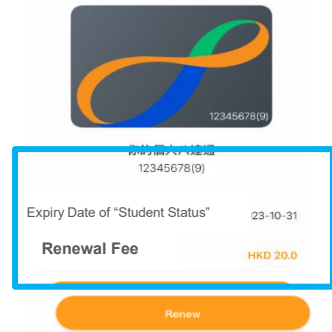
**5** Completed  
完成



**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





# Steps for Octopus App 使用八達通App步驟

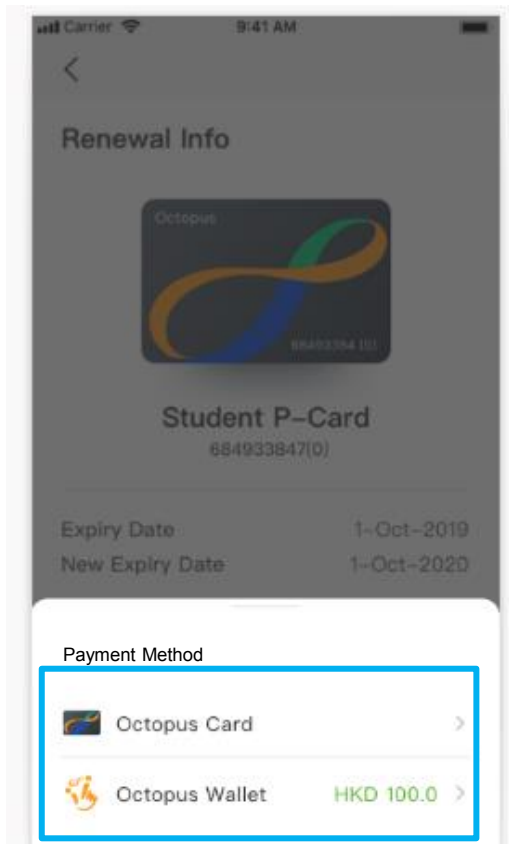
**B** Activate "Student Status" via Octopus App  
透過八達通App啟動八達通上的「學生身分」

New Application [2]  
新申請 [2]

Renewal Application  
延續申請

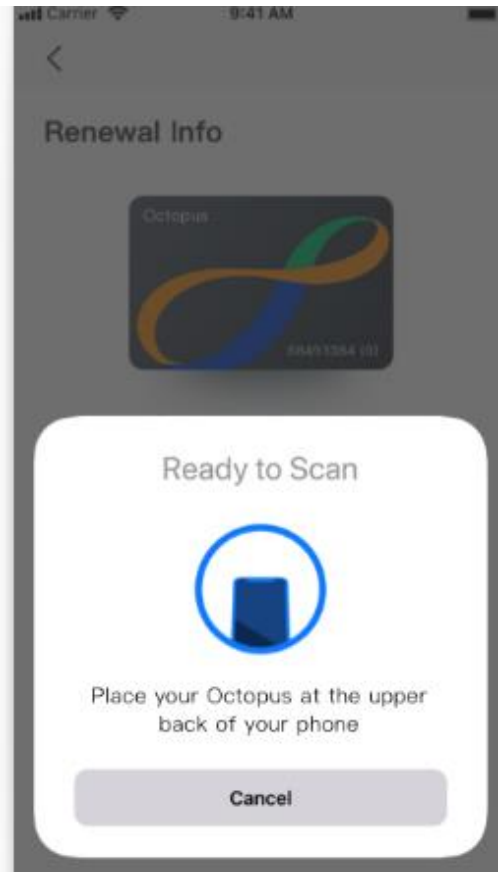
5

Select Payment Method  
選擇付款方法



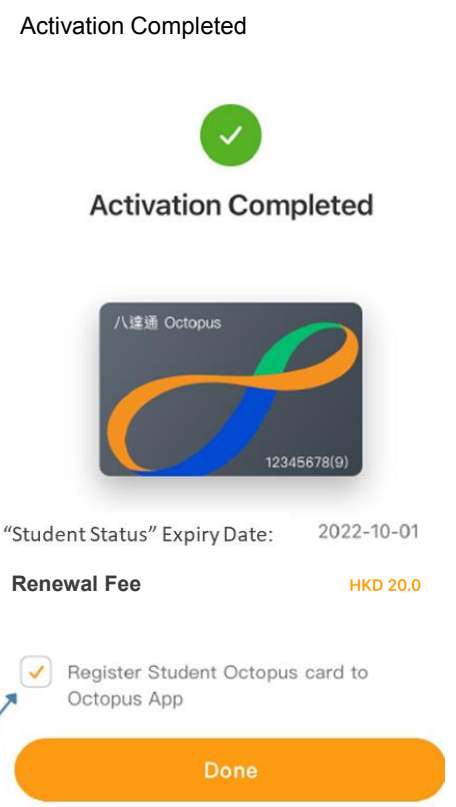
6

Tap Octopus Card  
拍八達通卡



7

Completed  
完成



# 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

CONFIDENTIAL  
港鐵學生乘車優惠計劃申請表 (2021/2022)  
MTR Student Travel Scheme Application Form (2021/2022)

申請日期: 2021年8月1日至2022年8月31日  
The application fee of \$90 should be paid when Activate / Renew "Student Status" on a Personalised Octopus.

Part A: Application Type  
 New application (須提供最近一張個人八達通新申請表) - Need to obtain a Personalised Octopus (with photo)  
 Renew application (須提供最近一張個人八達通續領申請表) - Need to obtain a Personalised Octopus (with photo)  
 Renew application (須提供最近一張個人八達通續領申請表) - Need to obtain a Personalised Octopus (with photo)

Part B: Personalised Octopus Information  
 The application fee of \$90 should be paid when Activate / Renew "Student Status" on a Personalised Octopus.  
 I have selected New Application (須提供最近一張個人八達通新申請表) / Renewal of Student Status (須提供最近一張個人八達通續領申請表) / Renewal of Student Status (須提供最近一張個人八達通續領申請表) together with printed photo on Personalised Octopus.

Part C: Declaration of Applicant  
 I hereby declare that the applicant of the MTR Student Travel Scheme in Part B is supported by one of our full-time day course students.

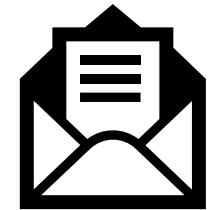
Part D: School Endorsement  
 This Part D to be completed by the school.

Upon Successful Application 一經批核

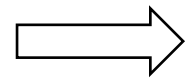
School endorsement after student filled in the hardcopy from 學生填寫表格後蓋上校印

**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	31/10/2030
小學五年級 (12歲或以上學生) Primary 5 (students aged 12 or above)	5	31/10/2029
小學六年級 (12歲或以上學生) Primary 6 (students aged 12 or above)	4	31/10/2028
中學一年級 Form 1	3	31/10/2027
中學二年級 Form 2	2	31/10/2026
中學三年級 Form 3	1	31/10/2025
中學四年級 Form 4	3	31/10/2027
中學五年級 Form 5	2	31/10/2026
中學六年級或以上 Form 6 or above	1	31/10/2025 (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 31/10/2027 (以較長年期者為準)。其他班級/課程的有效期至 31/10/2027



THANK YOU!

謝謝！

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