

Obtaining Official Receipt / Studentships Report

(for final year students graduating in the academic year 2024-25)

Please note that the access right to certain functions and reports under “My Finance” in the University Cyber Port System (BUniPort) for students graduating in Academic Year 2024-25 will be terminated gradually.

Under “My Finance”, only official receipts and studentships report can be accessed until December 2025. Therefore, graduating students are recommended to download or print the **official receipts** of all years under BUniPort now.

If student requires the Finance Office to issue a separate official receipt for tuition fee payment after the termination of access right to BUniPort, an administrative fee of \$50/copy will be charged.

Finance Office
HONG KONG BAPTIST UNIVERSITY
21 May 2025