Manual on Payment for Registration Fee

Here is the link for the registration fee:

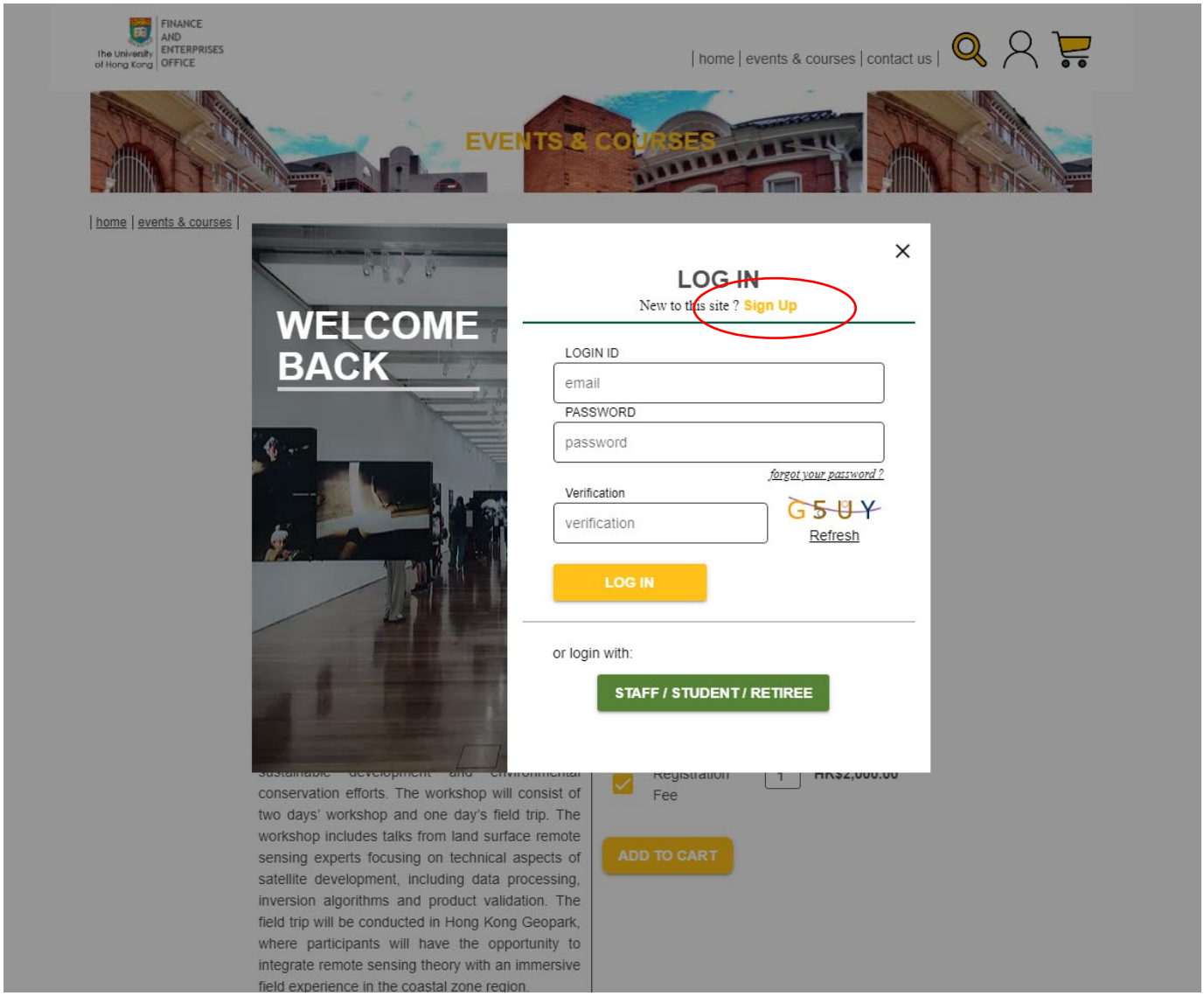
https://onlinepytsysprd.feo.hku.hk/event/110619?code=7ee4e43c50a84e2e839dfa9b7aed6be9

Step 1

Please Press “Add to Cart

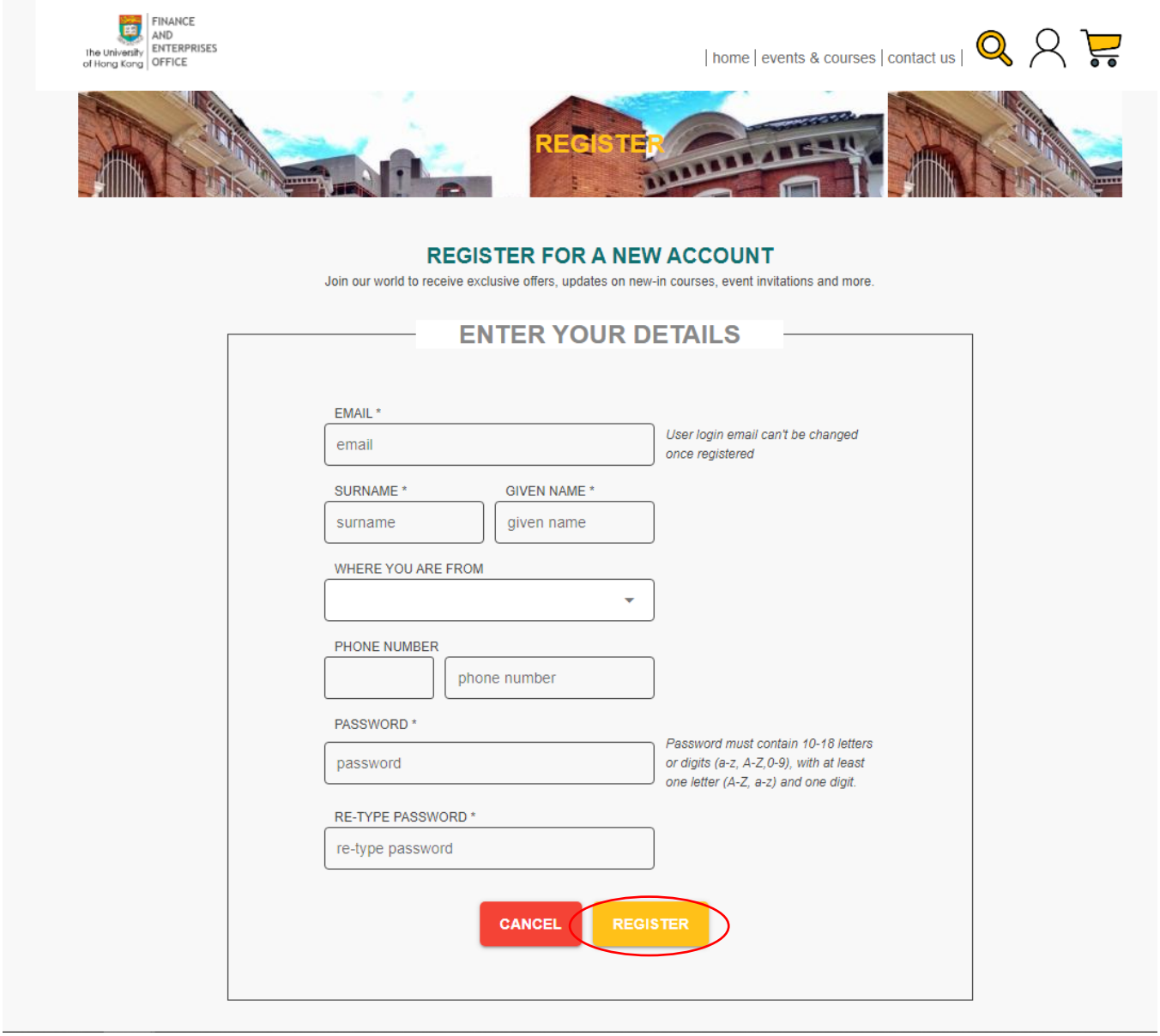
Step 2

For non-HKU staff/ student, please sign up and create a user account in order to pay the registration fee.



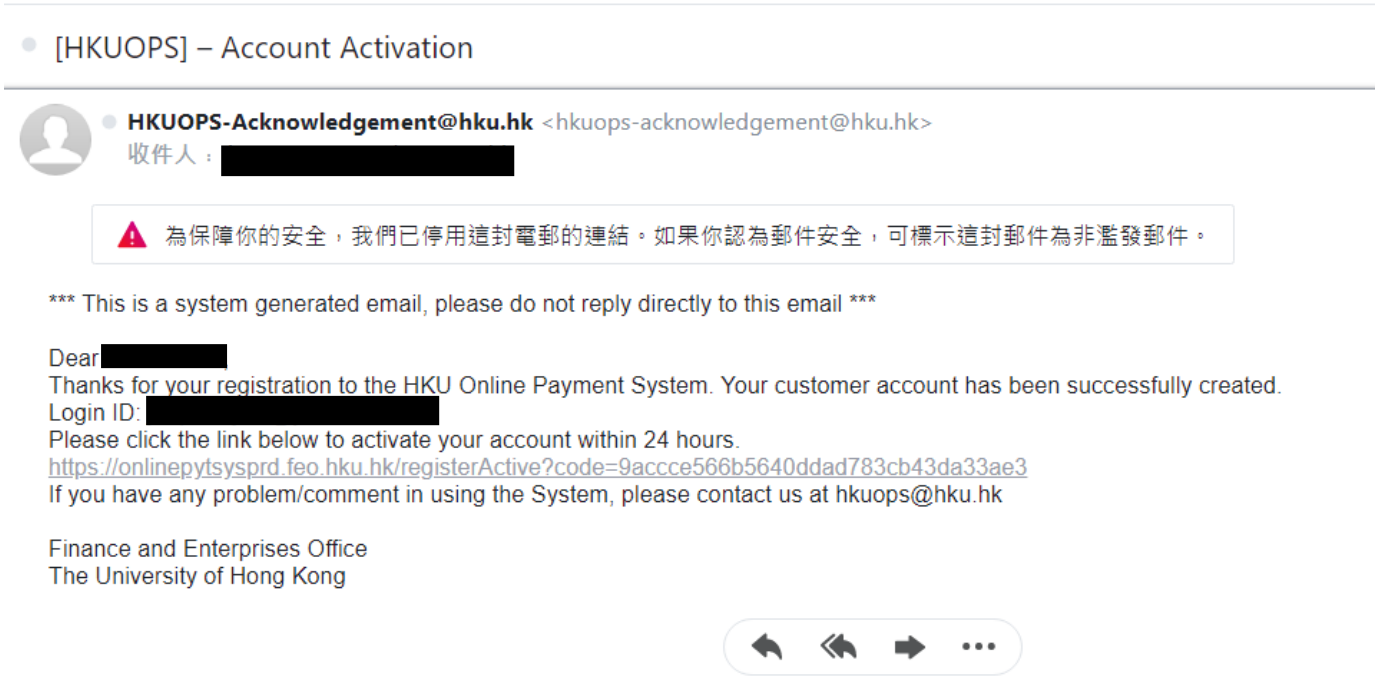
Step 3

Enter your details and register.



Step 4

You will receive an email to activate our account.



[HKUOPS] – Account Activation

HKUOPS-Acknowledgement@hku.hk <hkuops-acknowledgement@hku.hk>
收件人：[redacted]

為保障你的安全，我們已停用這封電郵的連結。如果你認為郵件安全，可標示這封郵件為非濫發郵件。

*** This is a system generated email, please do not reply directly to this email ***

Dear [redacted]
Thanks for your registration to the HKU Online Payment System. Your customer account has been successfully created.
Login ID: [redacted]
Please click the link below to activate your account within 24 hours.
https://onlinepytsysprd.feo.hku.hk/registerActive?code=9accce566b5640ddad783cb43da33ae3
If you have any problem/comment in using the System, please contact us at hkuops@hku.hk

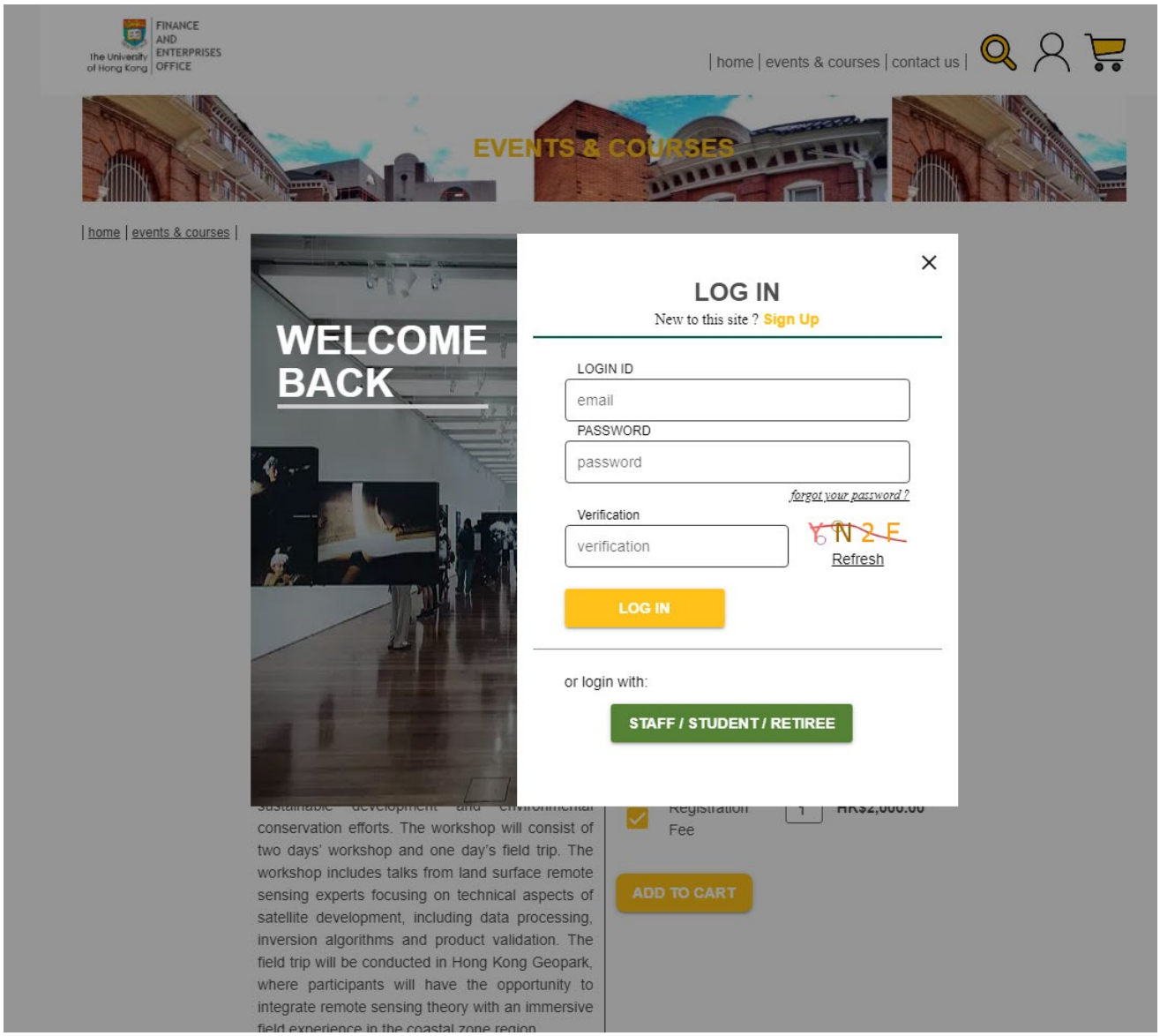
Finance and Enterprises Office
The University of Hong Kong

Step 5

Press our registration link again:

https://onlinepytsysprd.feo.hku.hk/event/110619?code=7ee4e43c50a84e2e839dfa9b7aed6be9

Select the registration fee and click “ADD TO CART”. And then log in to your account which has been just created.

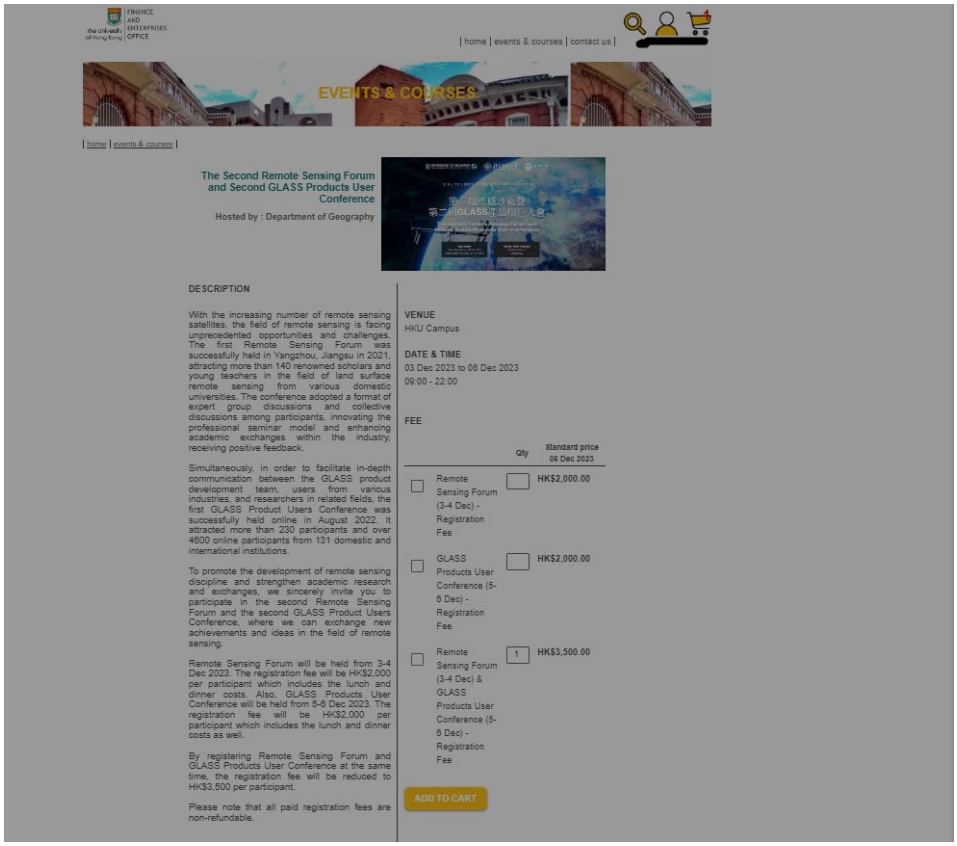


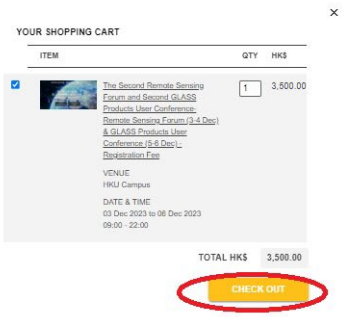
Step 6

After login and adding the registration fee to the cart, there is one item in the shopping cart. Please click the shopping cart.

Step 7

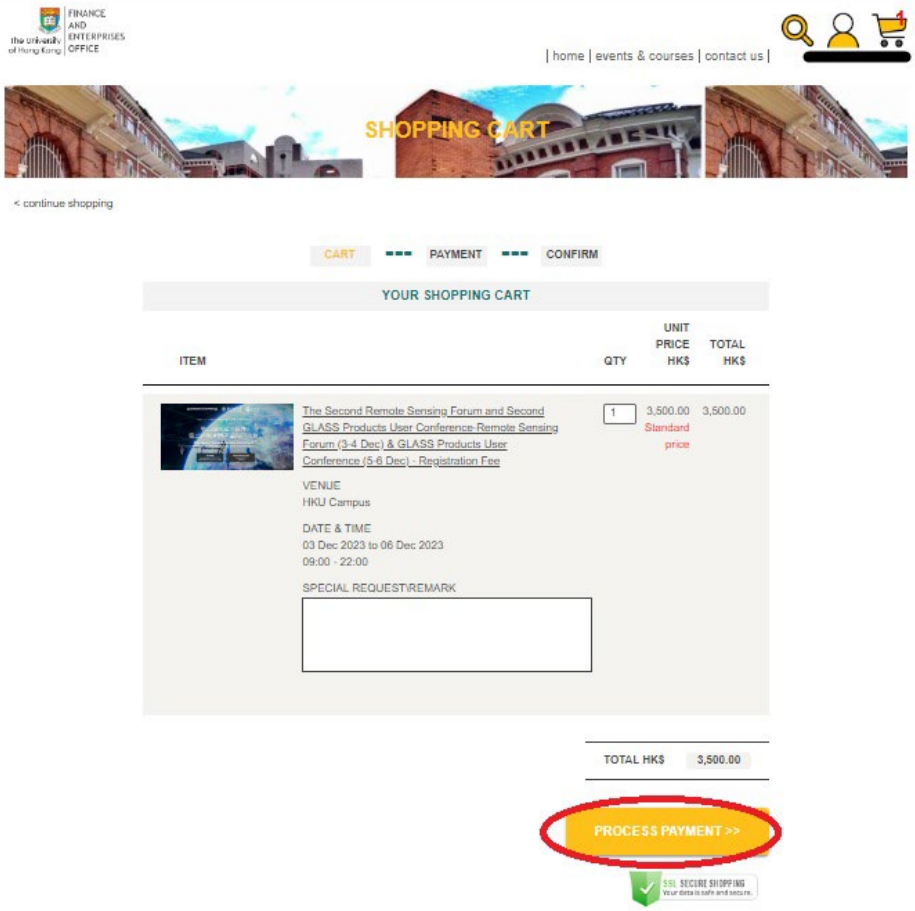
Please click “CHECK OUT” for payment.





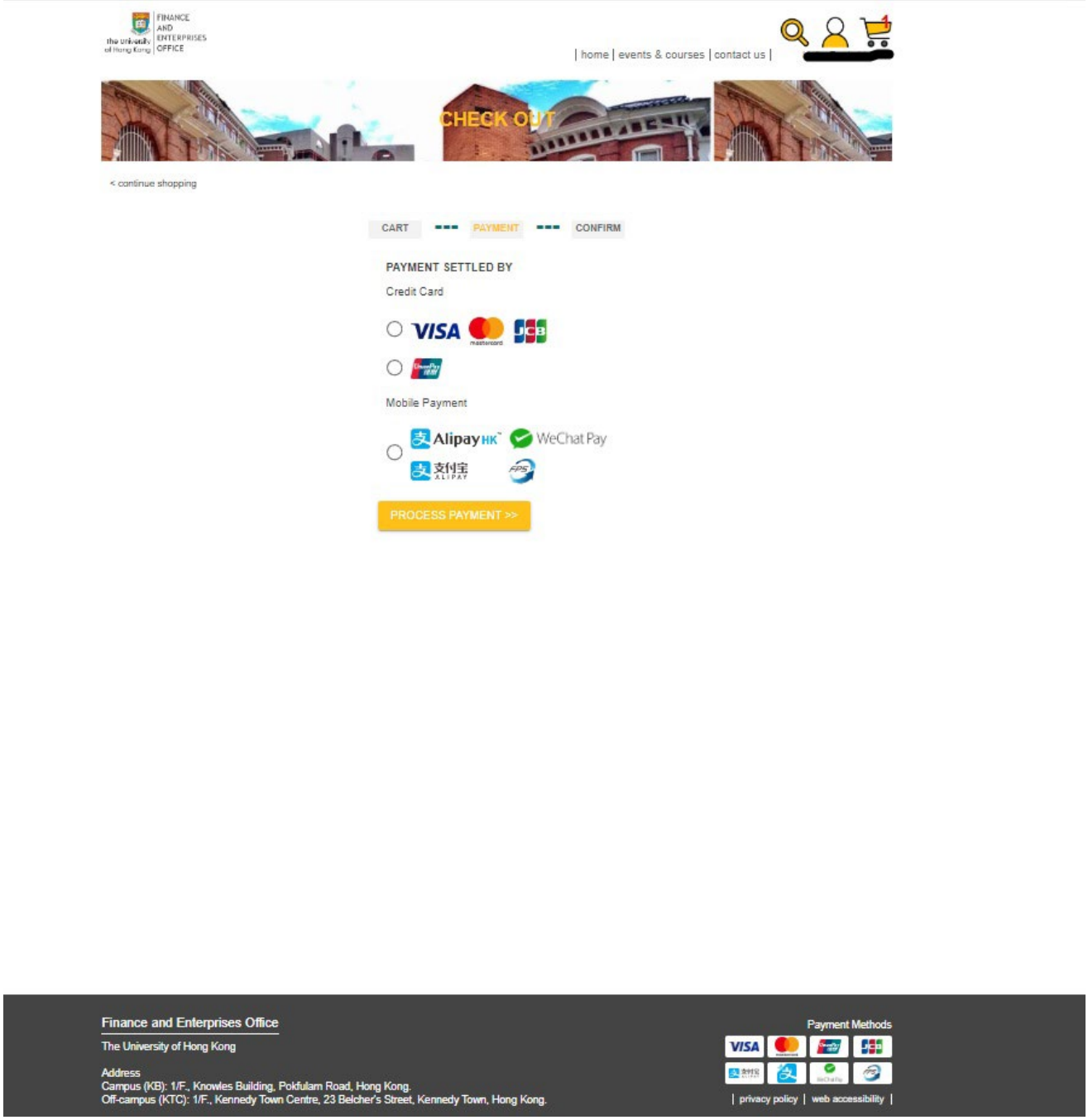
Step 8

Please click “PROCESS PAYMENT”.



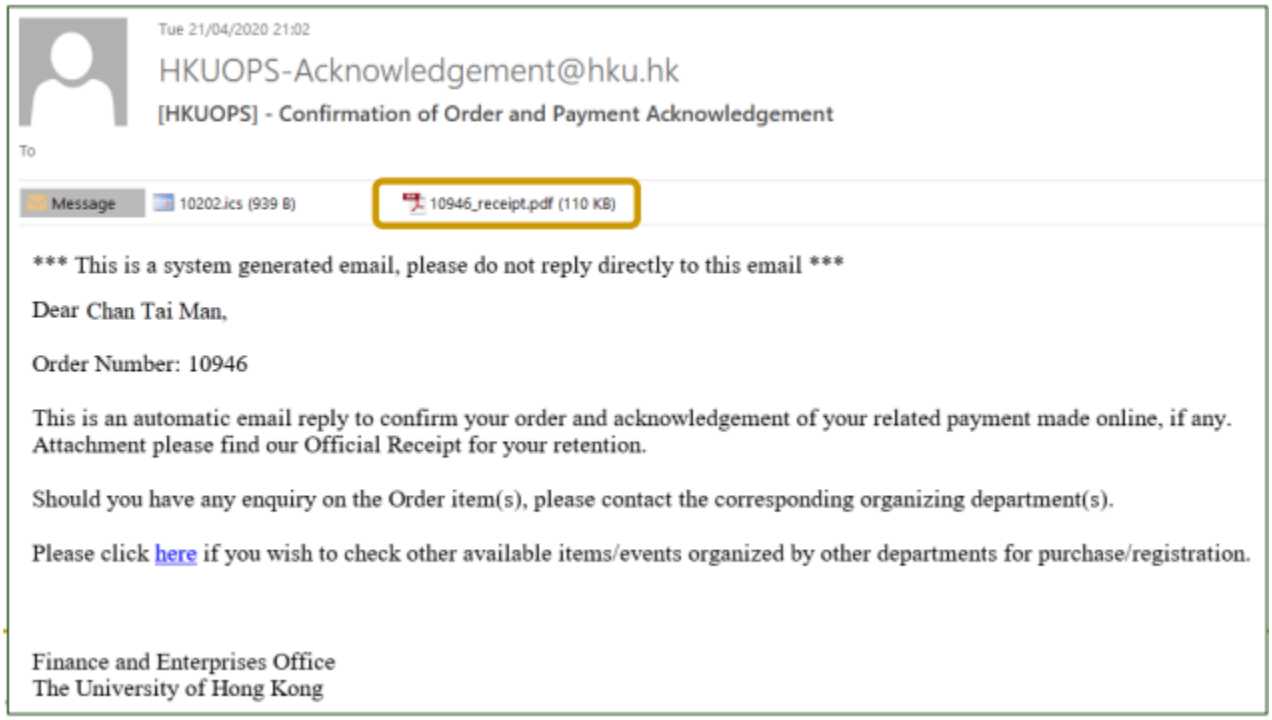
Step 9

Please select the payment method and proceed the payment.



Step 10

Once the payment completes, Finance and Enterprises Office of HKU will send you the confirmation of order and payment acknowledge. The official receipt will be attached as well.



Tue 21/04/2020 21:02

HKUOPS-Acknowledgement@hku.hk

[HKUOPS] - Confirmation of Order and Payment Acknowledgement

To

Message | 10202.ics (939 B) | 10946_receipt.pdf (110 KB)

*** This is a system generated email, please do not reply directly to this email ***

Dear Chan Tai Man,

Order Number: 10946

This is an automatic email reply to confirm your order and acknowledgement of your related payment made online, if any. Attachment please find our Official Receipt for your retention.

Should you have any enquiry on the Order item(s), please contact the corresponding organizing department(s).

Please click here if you wish to check other available items/events organized by other departments for purchase/registration.

Finance and Enterprises Office
The University of Hong Kong

The below is the template of the official receipt attached in the system email.

香 港 大 學
THE UNIVERSITY OF HONG KONG

Official Receipt 正式收據

Receipt Number 收據號碼 : R00010946

Receipt Date 收據日期 [redacted]

We have received the following payment.茲收到以下款項

Name of Payer 付款人姓名	[redacted]
Payment Date/Time 支付日期	[redacted]
Payment Amount 支付金額	HK$3500.00
Payment Type 支付方法	CreditCard - VISA 498765xxxxxx8769
Authorization Code 授權號碼	040420

Payment Item 支付項目	Quantity 數量	Unit Price 單價	HK$ 港幣
1 The Second Remote Sensing Forum and Second GLASS Products User Conference - Registration fee	1	3500.00	3500.00
		TOTAL總金額	3500.00

**********This is a computer-generated printout and no signature is required. 本收據為電腦編印文件，毋須簽署。**********

For enquiry, please contact the related department(s).
如有任何查詢，請與相關部門聯絡。