

PolyU HKCC & SPEED Joint Graduation Ceremony 2026

User Guide for Online Booking of Academic Gowns

1. Use the link below to access the website of the official gown hiring company – Victoria Uniform: <http://victoriauniform.com.hk>, then click the below PolyU HKCC & SPEED's image.

請使用以下連結登入指定畢業袍供應商－維多利校服公司的網站：
<http://victoriauniform.com.hk>，然後點擊下方 PolyU HKCC & SPEED 圖片。



If you use search engines to find “Victoria Uniform”, follow the below instructions and you will see the PolyU HKCC & SPEED image on P.1.

如果你使用搜尋引擎查找「Victoria Uniform」，請按照以下指示操作，直至看到 PolyU HKCC & SPEED 圖片(如第一頁所示)。

The screenshot shows the homepage of Victoria Uniform. At the top, there is a navigation bar with links: 主頁 (Home), 公司資料 (Company Profile), 分店地址 (Outlet Locations), 服務及產品 (Services & Products), 公司產品 (Products), 產品訂購 (Order), 畢業禮服 (Academic Regalia), and 聯絡我們 (Contact Us). A red button labeled '租袍請按此按鈕' (Press here for gown rental) is highlighted with a callout box that says 'Click this button 按此'.

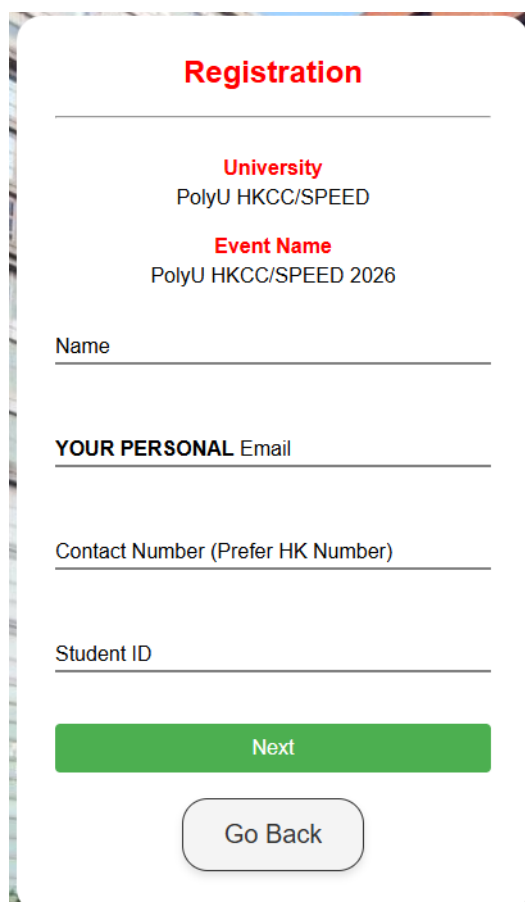
Below the navigation bar, there are several promotional images, including one for 'The Hong Kong Polytechnic University' and another for '維多利校服公司' (Victoria Uniform Company). The main content area features a '產品分類' (Product Classification) sidebar on the left, listing items like '夏季男生校服' (Summer Boys' Uniform), '冬季男生校服' (Winter Boys' Uniform), '夏季女生校服' (Summer Girls' Uniform), '冬季女生校服' (Winter Girls' Uniform), '冬或夏季運動服' (Sport Uniform), '毛衫' (Sweater), and '校褸' (School Jacket/Coat). The central text area welcomes visitors and provides a '公司簡介 About Us' (Company Introduction) section, mentioning the company's history and services. On the right, there are additional promotional banners for '畢業禮服查詢熱線' (Enquiry Hotline) and '訂購正版SANRIO 畢業公仔' (Order authentic SANRIO graduation figures).

The screenshot shows the 'Online Gown Rental System' page. At the top, there is a navigation bar with links: 主頁 (Home), 公司資料 (Company Profile), 分店地址 (Outlet Locations), 服務及產品 (Services & Products), 公司產品 (Products), 產品訂購 (Order), 畢業禮服 (Academic Regalia), and 聯絡我們 (Contact Us). A red button labeled '租袍請按此按鈕' (Press here for gown rental) is highlighted with a callout box that says 'Then click this button 再按此'.

Below the navigation bar, there is a search bar and a 'Submit' button. The main content area features a 'Reprint Login' section with a link to 'Instructions On Online Gown Rental System'. Below this, there is a section titled 'ABOUT ONLINE GOWN RENTAL SYSTEM' with a link to 'Order Cancellation or Any Changes'. At the bottom, there is a section titled 'OTHERS' with links to 'How to use the Regalia Clips to fix Graduation Gown & Hood', 'Instructions on Online Gown Rental System', 'Demonstration of Damage Academic Regalia', 'Gown & Mortarboard Size Chart for Reference', 'Terms & Conditions', and 'FAQ'.

2. Input your information on the registration page to create your account, then press “Next”.

在註冊頁面輸入你的個人資料以創建帳戶，然後按“Next (下一步)”。



The registration form is titled "Registration" in red. It contains several input fields and two buttons. The fields are: "University" (pre-filled with "PolyU HKCC/SPEED"), "Event Name" (pre-filled with "PolyU HKCC/SPEED 2026"), "Name", "YOUR PERSONAL Email", "Contact Number (Prefer HK Number)", and "Student ID". The "Next" button is green and rectangular, while the "Go Back" button is grey and rounded.

Registration

University
PolyU HKCC/SPEED

Event Name
PolyU HKCC/SPEED 2026

Name

YOUR PERSONAL Email

Contact Number (Prefer HK Number)

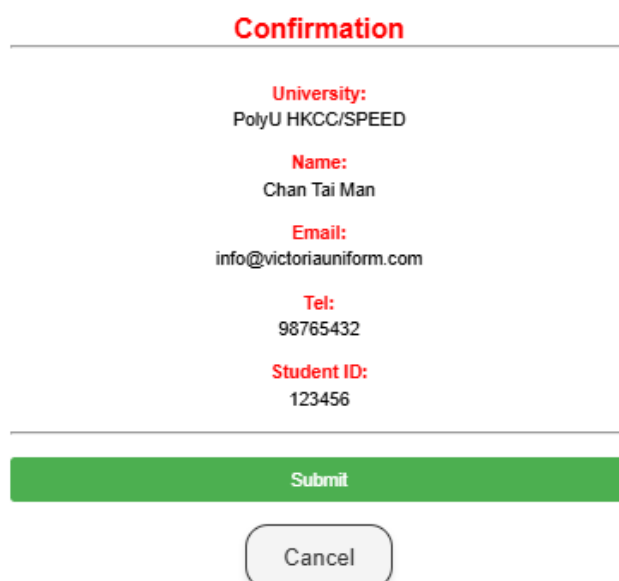
Student ID

Next

Go Back

3. Check carefully the information on the confirmation page, then press “Submit”.

在提交之前，小心檢查確認頁面上的資料，然後按“Submit (遞交)”。



The confirmation form is titled "Confirmation" in red. It displays the user's registration details in a list format. At the bottom, there are two buttons: a green "Submit" button and a grey "Cancel" button.

Confirmation

University:
PolyU HKCC/SPEED

Name:
Chan Tai Man

Email:
info@victoriauniform.com

Tel:
98765432

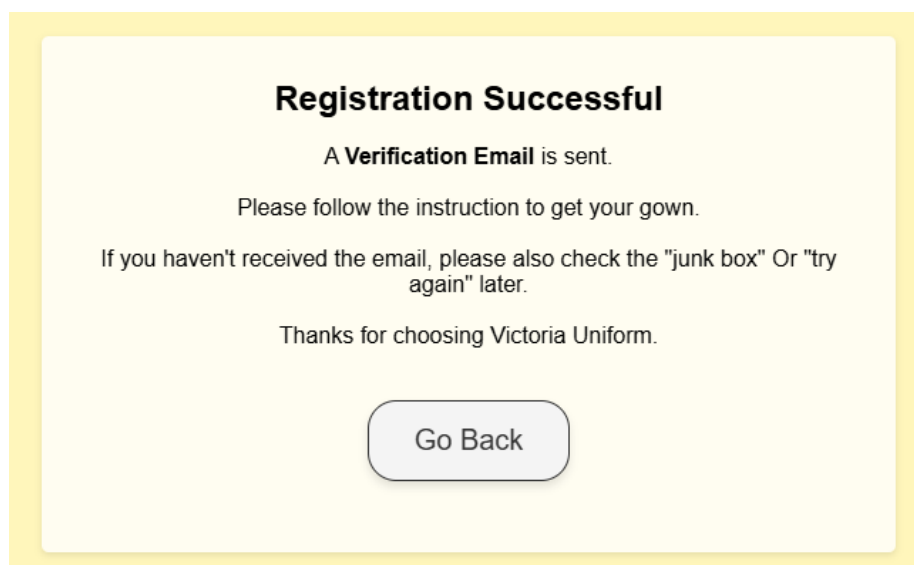
Student ID:
123456

Submit

Cancel

4. You will see the below message upon registration. A verification email with the order link will be sent to your registered email.

完成註冊後，你將看到以下訊息。驗證電郵(包含租借服務連結)將發送至你登記的電郵地址。



5. Click on the link in the verification email to start booking the academic gown online. Please **DO NOT** delete the email as you will need the link to access your booking so as to make any amendments to the collection date, time or hired items.

點擊驗證電郵中的連結，以開始網上預約租借畢業袍。**請勿刪除**此電郵，日後如需查詢、更改預約或租借項目，必須使用電郵內的網址連結。。

Verification Email



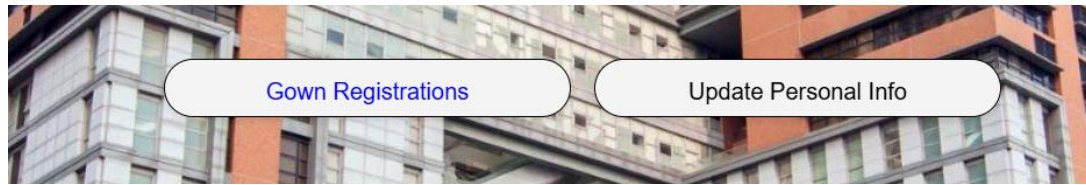
Victoria Uniform 維多利校服 <gown@victoriauniform.com.hk>

To ○ [redacted]

Please click [Here](#) to start the Gown Rental Services.
Please **DO NOT** delete this email.

6. Press “Gown Registrations”.

按 “Gown Registrations(預約租袍)” 。



7. Upon entering the registration page, select the “Level” and “Award” and then press “Next”.

進入註冊頁面後，請選擇你的 “Level (級別)”及“Award (學銜)”，然後按 “Next (下一步)” 。

A screenshot of a registration page. At the top center is a grey rounded button labeled 'Go Back'. Below it, the text 'Award Obtained' is displayed in a large, bold, black font. Underneath this, there are two red labels: 'Level' and 'Award'. Each label is followed by a white rectangular selection box with a black border and a downward arrow on the right. The 'Level' box contains the text 'Select your level.' and the 'Award' box contains the text 'Select your department.'. At the bottom of the form is a wide green button labeled 'Next' in white text.

8. The rental items will be shown. Please choose the size of your gown and mortarboard (if applicable). For hood, please select “One Size” and then press “Next”.

系統將顯示可供租借的項目。請選擇你的畢業袍及四方帽（如適用）尺碼，肩帶則選擇“**One Size**(單一尺碼)”(如適用)，然後按“**Next** (下一步)”。

Size Selection

Event
PolyU HKCC/SPEED 2026

University
PolyU HKCC/SPEED

Level
SPEED Bachelor's Degree

Award
Bachelor of Social Sciences

Mortarboard
Black Mortarboard with Black Short Tassel (#M01)

Select your size

[How to get my Mortarboard size ?](#)

Gown
Black Gown (#BG1)

Select your size

[How to get my Gown size ?](#)

Hood
Green with Silver Ribbon (#27ad4)

Select your size

9. Please select “Collection” as the collection type and then press “Next”.

領取方法請選擇 “Collection (分店領取)”，然後按 “Next (下一步)”。

Back Home

Collection Type

Collection

▼

Next

10. Gown collection and return must be at the same outlet. The gown collection outlets for each programme are listed in the table below.

The collection must take place between **25 September and 13 November 2026** (both dates inclusive).

Please select an outlet, the collection date and time and then press “Save to Confirm”.

畢業袍必須於同一分店領取及歸還。各課程的領取地點詳見下表。

領取日期必須為 **2026 年 9 月 25 日至 11 月 13 日**（包括首尾兩天）。

請選擇領取分店和時間，然後按 “Save to Confirm (儲存及確認)”。

Back Home

Collection Details

Sheung Wan Outlet

▼

2026-09-25

Business Hours

16:15

▼

Save to Confirm

Awards 學銜	Outlets 分店
Master of Arts 文學碩士	Sheung Wan 上環 Fortress Hill 炮台山 Prince Edward 太子 Kowloon City 九龍城 Choi Hung 彩虹 Shatin 沙田 Tai Po 大埔 Tsuen Wan 荃灣 Tuen Mun Ming Kum 屯門鳴琴 Yuen Long 元朗
Master of Science 理學碩士	
Bachelor of Arts 文學士	
HKCC Sub-degree Associate Degree / Higher Diploma 副學士/ 高級文憑	
Bachelor of Business Administration 工商管理學士	Sheung Wan 上環 Choi Hung 彩虹 Shatin 沙田 Tsuen Wan 荃灣
Bachelor of Science 理學士	
Postgraduate Diploma 深造文憑	Sheung Wan 上環 Choi Hung 彩虹
Bachelor of Design 設計學文學士	
Bachelor of Engineering 工程學工學士	
Bachelor of Social Sciences 社會科學學士	
Bachelor of Social Work 社會工作學士	
SPEED Sub-degree Associate of Arts/ Associate of Science/ Professional and Continuing Education Diploma/ Professional and Continuing Education Certificate 文科副學士/ 理科副學士/ 專業進修文憑/ 專 業進修證書	

12. Please review all the information carefully. If everything is correct, read the terms and conditions in full, scroll to the bottom, check the box “I agree to all terms and conditions”, and press “Submit”. No payment is required at this stage.

請仔細核對所有資料。如一切正確，請閱讀完整條款及細則，再滑動至頁面底部，勾選 “I agree to all terms and conditions (我同意所有條款及細則)”，然後按“Submit (提交)”。此階段暫時無需繳付任何費用。

Confirmation	
Outlet: Sheung Wan Outlet	Products: - Black Mortarboard with Black Short Tassel 黑色四方帽配黑色短穗 (#M01) (22" (22 inches)) - Black Gown 黑色學士袍 (#BG1) (47.5 (175 - 182cm)) - Green with Silver Ribbon 綠邊/銀色絲帶披肩 (#27ad4) (One Size)
Date: 2026-09-25	Deposit: HKD: \$500 Rental Fee for First 49 Days per Set: HKD: \$95 Extension Fee every 7 days: (HKD: \$95)
Timeslot: 16:15	Total: HKD: \$595
Return Date: 2026-11-12	*Please bring the total fee when collecting the gown.
Name: [Redacted] ok	*Please read all the terms and conditions below and SCROLL TO THE BOTTOM"
Email: [Redacted] k	Terms and Conditions: 1. The first rental period is on a 49-day basis, counted from the date of regalia collection. If it is less than 49 days, it will be counted as 49 days. 2. The rental fee for the first period is \$95/set for Master/Bachelor's degree and \$90/set for Postgraduate
Tel: [Redacted] 04	☒ I agree to all terms and conditions Submit
Student ID: 12345678	
University: PolyU HKCC/SPEED	
Award: Bachelor of Social Sciences	
Level: SPEED Bachelor's Degree	
Products:	

13. A registration confirmation message will prompt with your order's QR code. Please save the confirmation page for your records. Show the QR code to the staff at the selected outlet at the scheduled date and time to collect your order and perform fitting and checking of the gown.

If you want to make any changes to the collection date/ time, collection outlet, gown type, gown/ mortarboard size, please use "Edit" in the respective section.

系統將顯示登記成功的訊息，並附有訂單的二維碼。請儲存確認頁面以作記錄。請按預約的日期和時間前往所選的分店，向工作人員出示二維碼以領取畢業袍，並進行試穿和檢查。

如欲更改領取日期／時間、領取分店、畢業袍款式或畢業袍／四方帽尺碼，請於相關欄目點選 "Edit(修改)" 。

**Gown registration completed! Please save this page for your record. You may return to this page at any time via the link in the verification email you received earlier to review your registration details and access the QR code. Go Back  Please present this QR code to our staff Edit Collection Method: Collection	Collection Details: <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="padding: 5px;">Collection Outlet</td><td style="padding: 5px;">Sheung Wan Outlet</td></tr><tr><td style="padding: 5px;">Collection Date</td><td style="padding: 5px;">2026-09-25</td></tr><tr><td style="padding: 5px;">Collection Time</td><td style="padding: 5px;">16:15</td></tr></table> Return Details: <table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="padding: 5px;">Selected Outlet:</td><td style="padding: 5px;">Sheung Wan Outlet</td></tr><tr><td style="padding: 5px;">Expected Return Due Date:</td><td style="padding: 5px;">2026-11-12</td></tr></table> Change Award Edit Sizes Only Rental Items: - Black Mortarboard with Black Short Tassel (#M01) (22" (22 inches)) - Black Gown (#BG1) (47.5 (175 - 182cm)) - Green with Silver Ribbon (#27ad4) (One Size) <table style="width: 100%;"><tr><td style="width: 60%;">Deposit:</td><td style="text-align: right;">HKD: 500</td></tr><tr><td>Rental Fee for First 49 Days per Set:</td><td style="text-align: right;">HKD: 95</td></tr></table>	Collection Outlet	Sheung Wan Outlet	Collection Date	2026-09-25	Collection Time	16:15	Selected Outlet:	Sheung Wan Outlet	Expected Return Due Date:	2026-11-12	Deposit:	HKD: 500	Rental Fee for First 49 Days per Set:	HKD: 95
Collection Outlet	Sheung Wan Outlet														
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