Fact Sheet For Law Students Seeking Internships

Under the Minimum Wage Ordinance, there is an exemption for student interns and work experience students during a period of exempt student employment. Check the following quick facts and see what type of exemption would apply for your internship.

Q1: Are you paid less than HK$37.5 per hour / $15,300 per month?
Yes - Go to Q2.
No - The statutory minimum wage requirement is fulfilled; no endorsement from the Department is required.

Q2: Are you aged 26 or above when the internship begins?
Yes – Type A.
No – Go to Q3.

Q3: Are you double degree students in your first three years?
Yes – You may obtain the endorsement form from Faculty of Arts / Business and Economics / Social Sciences.
No – Go to Q4.

Q4: How long your internship is?
A continuous period of up to 59 days – Go to Q5.
A continuous period of more than 59 days – Type A.

Q5: Will this be your only internship with a continuous period of up to 59 days in this calendar year?
Yes – Type B.
No – Type A.

Type A: Exemption for “student interns” applies. You should complete the form of ‘Confirmation of “student intern” status’ which is available at our front counter (10/F Cheng Yu Tung Tower). Please bring along your (i) offer letter; (ii) HK identity card; and (iii) student card for checking purposes. Non-local students are also required to present their passport (two-way permit for students from mainland China), student visa and landing slip(s) for checking.

Type B: Exemption for “work experience students” applies. You should make a statutory declaration through existing channel and complete the form of ‘Confirmation of student status for “work experience student”’ which is available at our front counter (10/F Cheng Yu Tung Tower). Please bring along your (i) offer letter; (ii) HK identity card; and (iii) student card for checking purposes. Non-local students are also required to present their passport (two-way permit for students from mainland China), student visa and landing slip(s) for checking.

General note to all students: We only support internships which take place during term break. Term-time internships are not supported unless you are able to provide strong justifications. Please allow us time to consider your request.

Special note to non-local students: Subject to the policy of HKSAR Immigration Department, you are allowed to take up study-related internships in Hong Kong. However, please take note that you are not permitted by the Immigration Department to take up internships (whether paid or unpaid) after graduation. The final exam results for LLB programme will be released in late June, you are considered a graduate on the date of publication of examination results and are not permitted to take up internships in Hong Kong afterwards. You should take this matter into account when you apply for internships. For non-local taught postgraduate students, the same policy applies.

Special note to exchange / visiting students: In accordance with existing policy of HKSAR Immigration Department, exchange / visiting students who study in Hong Kong for one semester are not permitted to take up any internship / employment in Hong Kong. For students who study in Hong Kong for not less than one academic year, they may apply to the Immigration Department on a case by case basis. Their internships must end before the expiry of student status (late June – please refer to the expiry date printed on student card) and they should allow Immigration Department at least 4 weeks to consider their applications.