

# Access to ACVP

1. The University will issue and upload the electronic version of award certificates to [ACVP website](https://www.acvp.hk/) (<https://www.acvp.hk/>) for graduates within one month after the certificate distribution date for all four graduation dates.
2. Graduates can activate their ACVP account to access their credentials once the electronic version of award certificates are uploaded to the website by the University. (*Please refer to [How It Works](#) and [Help Centre](#) videos on the [ACVP website](https://www.acvp.hk/) for guidelines and procedures*).
3. Graduates can have full control to and share their credentials with future employers or educational institutions for further study via QR codes, URLs or PDF files generated from ACVP. Third parties employers or educational institutions can access the credential on ACVP via the above mentioned methods. Sharing parameters are defined by the graduates on their own preferences.
4. In contrast, graduates may "Deactivate account" anytime via ACVP whenever needed. However, graduates are to be reminded that "Deactivate account" service on ACVP is **non-reversible and non-revocable**. No make-up request to the University will be entertained. Once an account is deactivated, all the linked account(s) credentials on ACVP will be removed and will not be activate or allowed to re-uploaded the credential(s) again. You **MUST** think carefully before executing the Deactivate decision.

## Enquiry

For general enquiries about the schedule for uploading credentials to ACVP, please contact [arracvp@edu.hk](mailto:arracvp@edu.hk)

For technical enquiries about the login and opt-out form, please contact [helpdesk@ocio.edu.hk](mailto:helpdesk@ocio.edu.hk)

For enquiries about the use of ACVP, please refer to [How It Works](#) and [Help Centre](#) on the

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### Example of Sharing Credentials

#### Share Credentials

 1 credential selected

Sharelink Name

Share to employer A

Set Maximum Number of Views



Maximum

3



view(s)

Set Expiry Date



01 Jan 2022



Allow Visitors to Download



Cancel

Create Sharelink