



**運輸署**

*Transport Department*

# **Repeater Early Test Appointment Booking Service**

## **Online User Guide**

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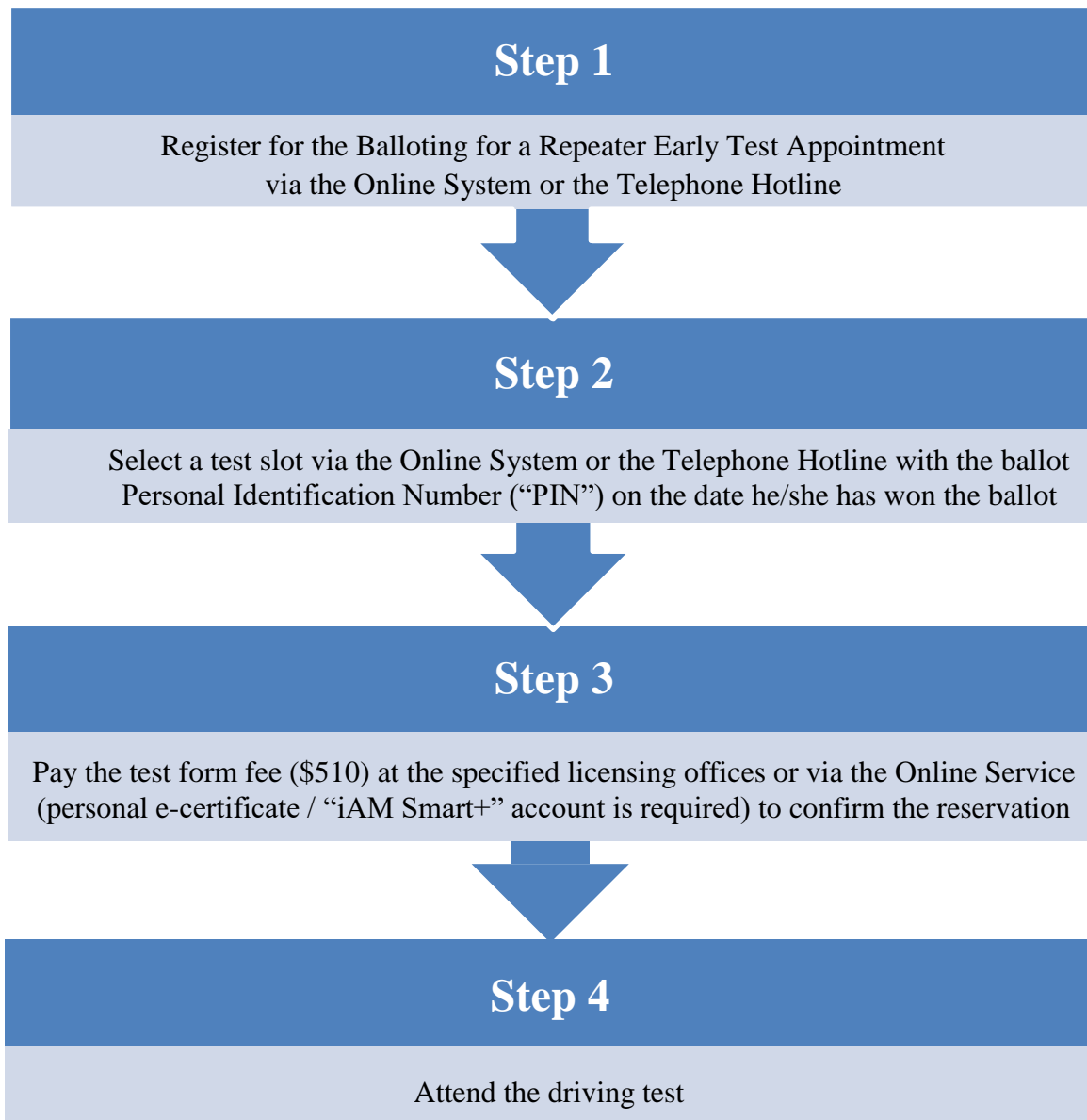
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## 1. Introduction

Starting from 28 March 2023, the vacant test slots in Repeater Early Test Appointment Booking Service (“the RETAS”) will be allocated by computer balloting. The number of candidates winning the ballot will depend on the number of vacant test slots available for application. Eligible repeaters can register for the balloting via the website of Online Booking for Driving Tests ([www.gov.hk/drivingtest](http://www.gov.hk/drivingtest)) (“the Online System”) or the Repeater Early Test Appointment Booking Service Hotline (2866 8148) (“the Telephone Hotline”). Please read this user guide to follow the steps for making an application online.

The contents of this user guide will be updated from time to time. You may download the latest version from the website of the Transport Department ([www.td.gov.hk](http://www.td.gov.hk)).

### 1.1 Application Procedures for a Repeater Early Test Appointment



## 1.2 Ballot Registration and Balloting Date

Eligible candidates should register for the balloting via the Online System or the Telephone Hotline from 11:00 am to 11:59 pm on Mondays to Fridays. Registration service is not available on Saturdays, Sundays and public holidays.

Candidates can opt for a single balloting or continuous balloting. Candidates opting for continuous balloting will be included in the ballot pool for each balloting for two weeks counting from the next working day after the registration date. Otherwise, they will participate in only one balloting on the next working day after the registration date.

Balloting will be held on working days (i.e. Mondays to Fridays). The ballot will be rescheduled to the next working date if it is a public holiday.

### Example

A candidate registers for the continuous balloting on 4 April 2023. Since 5 April 2023 is a Public Holiday, the balloting will be rescheduled to 6 April 2023. The candidate will therefore be included in the ballot pool for each balloting for two weeks from 6 April 2023 to 20 April 2023.

April 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

 Registration Date
  Registered Balloting Period

### 1.3 Period Available for Application

Eligible candidates need to select the test vehicle type, test type and test region when they register for the balloting. Ballot winners can select a vacant test slot during the period from the 7th to 30th working day counting from the next working day after the date they have won the ballot at the respective test region they selected before.

#### Example

A candidate has registered for the balloting for a Private Car Part C Test at the Hong Kong Region. The candidate wins the ballot on 4 April 2023. He/she can select a vacant test slot of the Private Car Part C Test from 18 April 2023 to 22 May 2023 at the Hong Kong Region before 5:00 p.m. on the date he/she has won the ballot.

April 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			



Ballot  
Winning Date



Payment Due Date



Test Dates Available for  
Application

If an applicant completes the selection of a test slot on or before 5:00 p.m. on 4 April 2023, the payment due date will be on 11 April 2023 (i.e. within 2 working days after the date of successful reservation). If the applicant failed to pay the test form fee and confirm the repeater early test appointment on or before 11 April 2023, his/her reservation will be cancelled and he/she will NOT be allowed to register for the balloting for any vehicle class in the following 30 calendar days until 11 May 2023.

## 1.4 Eligibility

Candidates meeting the following criteria can register for the balloting for a repeater early test appointment after at least 4 working days from the date of his/her last driving test:

### Repeaters of Non-Commercial Vehicle (Including Private Car, Light Goods Vehicle and Motor Cycle) Road Test

- Failed or partially passed in the last road test.

### Repeaters of Commercial Vehicle (Including Medium Goods Vehicle, Heavy Goods Vehicle, Private / Public Bus, Private / Public Light Bus and Articulated Vehicle) Road Test

- Failed in the last commercial vehicle road test; AND
- Have not been convicted of any specified serious traffic offence in the 5 years immediately preceding the application.

The following candidates cannot apply for repeater early tests under this service:

- Do not satisfy the eligibility criteria above;
- Register for the balloting for a repeater early test appointment less than 4 working days from the date of last driving test;
- Hold a full driving licence which has expired over 3 years; AND
- Have already purchased a test form of relevant driving test.

## 1.5 Enquiry

For enquiries, please contact the Driving Test Appointment Office at 2771 7723 (service hours: 9:00 a.m.– 5:00 p.m., Mondays to Fridays, except public holidays).

## 2. Register for the Balloting for a Repeater Early Test Appointment

### 2.1 Ballot Registration

Step 1: Visit [www.gov.hk/drivingtest](http://www.gov.hk/drivingtest) and select **Online Booking for Driving Tests**.

Step 2: Select **Registration for Balloting for Repeater Early Test Appointment** and then press the **Next** button.

Please select a service:

- ☐ Application for Driving Test Appointment(End-of-list Appointment)  
(Note: "iAM Smart+" (More Info)/ Digital Certificate is required)
- ☐ Application for Repeater Early Test Appointment
  - ☐ Registration for Balloting for Repeater Early Test Appointment
  - ☐ Enquiry / Cancellation of Ballot Registration
  - ☐ Enquiry of Ballot Result
  - ☐ Selection of Test Date (Note: "iAM Smart+" (More Info)/ Digital Certificate is required for online payment)
- ☐ Enquiry of Reserved / Confirmed Driving Test Appointment  
(Including payment for reserved Repeater Early Test Appointment)
- ☐ Enquiry about the Updated Waiting Time (End-of-list Appointment) of Driving Tests

Step 3: Select to authenticate by **Test Form No. for Last Attempt** or **Identity Document**, and input the relevant information according to the instruction.

Registration for Balloting for Repeater Early Test Appointment

Please provide the following information:

☒ Authenticate by Test Form No. for Last Attempt

☐ Authenticate by Identity Document

Test Form No. for Last Attempt \*

Date of Birth \*  Year  Month  Day


Example:  
1995Year 09Month 08Day


Fields with (\*) are mandatory



#### Step 4: Please check the box “I’m not a robot”

Authentication by Visual

Please check the box " I'm not a robot ". Select each image that contains the object described in the authentication question in the interface that pops up and press the button "Verify". If you cannot view the images clearly and wish to get a new authentication question, please click this button  underneath the images to change to / reload other sets of images.


☐ I'm not a robot  reCAPTCHA  
Privacy - Terms

Clear Continue

You may be required to select images that contain the object for verification. Please follow the instruction and press the **Verify** button.

4. Can you hear how many people are riding bicycles?

Select all images with **bicycles**  
Click verify once there are none left


Please select images that contain the object described in the authentication question in the interface that pops up and press the button "Verify". If you cannot view the images clearly and wish to get a new authentication question, please click this button  underneath the images to change to / reload other sets of images.

Clear Continue

Step 1 of 4


VERIFY


HONG KONG

If you wish to get a new authentication question, please click the button  underneath the image to change to/reload other sets of images.

After selecting the correct images, the authentication by visual system will show “✓ I’m not a robot”. Please press the **Continue** button.

Authentication by Visual

Please check the box " I'm not a robot ". Select each image that contains the object described in the authentication question in the interface that pops up and press the button "Verify". If you cannot view the images clearly and wish to get a new authentication question, please click this button  underneath the images to change to / reload other sets of images.

☒ I'm not a robot  reCAPTCHA  
Privacy - Terms

Clear Continue

Step 5: After choosing the vehicle type, test type and test regions, please check the box “**I understand that, once I have successfully registered for the balloting, I cannot apply for an end-of-list appointment for the same vehicle type and test type**”.

Opt for continuous ballot or not, select the notification method and input your email address or mobile phone number. Select answers to “**Wear Glasses or Corrective Lenses When Driving**”. “**Wear Hearing Aids When Driving**” and “**Physical Handicap**”, and press the **Continue** button. [Note: All declarations should match the record in this Department.]

Submit Registration

Please select preferred test region:

Vehicle Type \*

----Please Select----

Test Part \*

----Please Select----

Test Region \*

----Please Select----

☐ \* I understand that, once I have successfully registered for the balloting, I cannot apply for an end-of-list appointment for the same vehicle type and test type.

Continuous Balloting

☐ Yes ☐ No

Notification Method\*

----Please Select----

Wear Glasses or Corrective Lenses When Driving \*

☐ Yes ☐ No

Wear Hearing Aids When Driving \*

☐ Yes ☐ No

Physical Handicap \*

☐ Yes ☐ No

Fields with (\*) are mandatory

Step 6: Check your registration details, and press **Confirm** button. Once the button is pressed, it means that you have reviewed and confirmed the registration. [Note: You may press the **Modify** button to go back and modify your input(s) and selection.]

Details of Registration

Vehicle Type	Public Bus
Test Part	Road Test
Test Region	Hong Kong
Notification Method	Email
Email	
Start Date of Balloting Period	27/03/2023
End Date of Balloting Period	10/04/2023

Modify

Confirm

Step 7: Upon successful registration, details of registration will be shown. Please write down the ballot reference number for enquiry in the future. Candidates will also receive a ballot reference number and registration details on the day of their registration via the notification means they have selected (i.e. SMS or email).

**Successful Registration**

You have successfully registered for the balloting for a repeater early test appointment. You will soon receive the ballot reference number and the registration details via the notification means you have selected (i.e. SMS or email).

The ballot result will be uploaded to Transport Department's website at 9:00 a.m. on the balloting date.

Candidates who win the ballot will receive a ballot Personal Identification Number ("PIN") on the same date.

Successful candidates are required to login to our Online Booking for Driving Tests website or dial the Repeater Early Test Appointment Booking Service Hotline (2866 8148) from 10:00 a.m. to 5:00 p.m. on the same date to select a test date. Candidates are required to pay for the test form fee within two working days after the reservation.

**Details of Registration**

Vehicle Type	Public Bus
Test Region	Hong Kong
Notification Method	Email
Email	
Ballot Reference Number	
Start Date of Balloting Period	27/03/2023
End Date of Balloting Period	10/04/2023

[Exit](#)

## 2.2 Points to Note

1. Repeaters can only register for the balloting for the failed test part of the vehicle class in respect of which they are eligible to apply for repeater early test appointment.
2. Candidates can opt for a single balloting or continuous balloting. Candidates opting for continuous balloting will be included in the ballot pool for each balloting for two weeks counting from the next working day after the registration date. Otherwise, they will participate in only one balloting on the next working day after the registration date.
3. Upon successful registration, candidates will receive a ballot reference number and registration details on the day of their registration via the notification means they have selected (i.e. SMS or email). Each candidate can only register one mobile number or one email account as the notification means for each vehicle type during the balloting period, while for each mobile number / email account there can only be one registered candidate during the same period.
4. Repeaters who have been allotted an end-of-list driving test appointment cannot register for the balloting. Conversely, repeaters who have registered for the balloting must first cancel their registration before they can apply for an end-of-list driving test appointment.

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### 3. Enquire or Withdraw the Ballot Registration

#### 3.1 Enquiry of ballot registration

Step 1: Visit [www.gov.hk/drivingtest](http://www.gov.hk/drivingtest) and select **Online Booking for Driving Tests**.

Step 2: Select **Enquiry / Cancellation of Ballot Registration** and then press the “Next” button.

Please select a service:

- ☐ Application for Driving Test Appointment(End-of-list Appointment)  
(Note: "iAM Smart+" (More Info)/ Digital Certificate is required)
- ☐ Application for Repeater Early Test Appointment
  - ☐ Registration for Balloting for Repeater Early Test Appointment
  - ☐ Enquiry / Cancellation of Ballot Registration
  - ☐ Enquiry of Ballot Result
  - ☐ Selection of Test Date (Note: "iAM Smart+" (More Info)/ Digital Certificate is required for online payment)
- ☐ Enquiry of Reserved / Confirmed Driving Test Appointment  
(Including payment for reserved Repeater Early Test Appointment)
- ☐ Enquiry about the Updated Waiting Time (End-of-list Appointment) of Driving Tests

Step 3: Select to retrieve the record by **Ballot Reference Number or Particulars of Applicants**.  
Input the relevant information according to the instruction and press Next.

Please provide the following information:

- ☒ Retrieve by Ballot Reference Number
- ☐ Retrieve by Particulars of Applicants

Ballot Reference Number\*

Fields with (\*) are mandatory

Step 4: View your registration details.

Your ballot registration details are as follows:

Vehicle Type	Public Bus
Test Part	Road Test
Test Region	Hong Kong
Ballot Reference Number	
Start Date of Balloting Period	27/03/2023
End Date of Balloting Period	10/04/2023
Application Status	Open

**Withdraw**

## 3.2 Cancellation of ballot registration

Step 5: If your application status is Open, you can press “**Withdraw**” button to withdraw the concerned registration. The cancellation is irrevocable under any circumstances.

Are you sure you want to withdraw the registration for balloting?

Exit

確定 取消

Step 2 View Registration Details

Enquiry / Cancellation of Ballot Registration

Your ballot registration details are as follows:

Vehicle Type	Public Bus
Test Part	Road Test
Test Region	Hong Kong
Ballot Reference Number	
Start Date of Balloting Period	27/03/2023
End Date of Balloting Period	10/04/2023
Application Status	Open

Withdraw

### 3.3 Points to Note:

#### **Enquiry of Ballot Registration**

1. Candidates who have completed their ballot registration may enquire their registration record via the Online System or the Telephone Hotline between 9:00 a.m. and 11:59 p.m. daily.
2. Elaboration on the application status is as follows:
  - (i) **Success (Ballot winning date):**  
You have won the ballot on the ballot winning date, and you will receive a 8-digit ballot Personal Identification Number (“PIN”) via SMS or email on the date you win the ballot. You are required to login to our Online System or dial the Telephone Hotline (2866 8148) with your ballot PIN from 10:00 a.m. to 5:00 p.m. on the same date to select a test date.
  - (ii) **Open:**  
Your registered balloting period is effective. You are not required to register for the balloting for the same vehicle type again during the registered balloting period.
  - (iii) **Expired:**  
Your registration has expired. Please register again for the balloting if necessary.
  - (iv) **Withdrawn:**  
You have previously withdrawn the relevant ballot registration. Please register again for the balloting if necessary.
  - (v) **Cancelled:**  
Your ballot registration has been cancelled by the Transport Department. For enquiries, please contact the Driving Test Appointment Office of Transport Department at 2771 7723.

#### **Withdrawal of Ballot Registration**

3. Candidates who have completed their ballot registration may withdraw their registration via the Online System or the Telephone Hotline between 9:00 a.m. and 11:59 p.m. daily.
4. The withdrawal is irrevocable under any circumstances. Candidates may register for the balloting again on the next working day the earliest after the withdrawal.



## 4. Enquire the Ballot Result

### 4.1 Enquiry of Ballot Result

Step 1: Visit [www.gov.hk/drivingtest](http://www.gov.hk/drivingtest) and select **Online Booking for Driving Tests**.

Step 2: Select **Enquiry of Ballot Result** and then press the **Next** button.

Please select a service:

- ☐ Application for Driving Test Appointment(End-of-list Appointment)  
(Note: "iAM Smart+" (More Info)/ Digital Certificate is required)
- ☐ Application for Repeater Early Test Appointment
  - ☐ Registration for Balloting for Repeater Early Test Appointment
  - ☐ Enquiry / Cancellation of Ballot Registration
  - ☐ Enquiry of Ballot Result
  - ☐ Selection of Test Date (Note: "iAM Smart+" (More Info)/ Digital Certificate is required for online payment)
- ☐ Enquiry of Reserved / Confirmed Driving Test Appointment  
(Including payment for reserved Repeater Early Test Appointment)
- ☐ Enquiry about the Updated Waiting Time (End-of-list Appointment) of Driving Tests

Step 3: Select the vehicle type, test part and test region of the ballot results you would like to enquire, and then press the **Next** button.

Please search by the following options

Vehicle Type \*

Test Part \*

Test Region \*

Fields with (\*) are mandatory

Step 4: The Online System will show the ballot reference number of the ballot winners in the latest round of ballot according to your search criteria.

Ballot Result on::	
Vehicle Type:	Private Car
Test Part:	Combined
Test Region:	Hong Kong
Ballot Reference Number:	
HCD2303230081375	
HCD2303230001841	

Exit

If there is no vacant test slot available for the balloting on that day, the Online System will display relevant message as follows.

Enquiry of Ballot Result	
The latest ballot result is as follows:	
Ballot Result on::	
Vehicle Type:	Private Car
Test Part:	Combined
Test Region:	Hong Kong
There are no vacant test slots of relevant vehicle type and test type for the balloting today.	

Exit

Step 2 of 2

## 4.2 Points to Note

1. Ballot results will be announced on the TD's website at 9:00 a.m. on the balloting day. Candidates who have won the ballot will be notified via SMS or email. They can also enquire their ballot result via the Online System or the Telephone Hotline with their ballot reference number.
2. Candidates who are not successful in any balloting within the registered balloting period will receive a notification via SMS or email. They may register again for the balloting the earliest on the ballot end date subject to their individual needs.

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## 5. Select a Test Date

### 5.1 Selection of Test Date


Step 1: Visit [www.gov.hk/drivingtest](http://www.gov.hk/drivingtest) and select **Online Booking for Driving Tests**.


Step 2: Select **Selection of Test Date** and then press the **Next** button.

Step 3: Read the important instructions, terms and conditions, tick the box next to “**I have read, understood and agreed with the above terms and conditions**” and check the box “**I’m not robot**”.

☒ I have read, understood and agreed with the above terms and conditions

Authentication by Visual

Please check the box "I'm not a robot ". Select each image that contains the object described in the authentication question in the interface that pops up and press the button "Verify". If you cannot view the images clearly and wish to get a new authentication question, please click this button  underneath the images to change to / reload other sets of images.

☐ I'm not a robot
 
  
reCAPTCHA
  
[Privacy](#) - [Terms](#)

Continue

Step 4: Select to authenticate by **Ballot Reference Number** *or* **Identity document**, and input the 8-digit ballot PIN, contact information as well as declare your current physical conditions.

Please provide the following information:

☒ Authenticate by Ballot Reference Number

☐ Authenticate by Identity Document

Ballot Reference Number \*

Ballot PIN \*

Daytime Contact Telephone No. \*

Wear Glasses or Corrective Lenses When Driving \* ☐ Yes ☐ No

Wear Hearing Aids When Driving \* ☐ Yes ☐ No

Physical Handicap \* ☐ Yes ☐ No

Fields with (\*) are mandatory

Step 5: Select **Test Session**, and then select your preferred **Test Date** in the calendar\*. Dates on which test slots are available are in **bold** and **underlined**.

(\*Calendar of the current month will be shown (no test date can be selected if there is no available repeater test slot in the current month). You can access link to next month for the available repeater early test slot (s) in the next two months / the next month, if any.)

Selection of Test Date

Vehicle Type

Public Bus

Test Region

Hong Kong

Test Session

ANY

Today is 26 March 2023

<<March 2023

May 2023>>

April 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	<u>6</u>	7	8
9	<u>10</u>	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Step 6: Check “**Particulars of Applicant**” and “**Details of Appointment**”. Read the “**Important Points to Note**”, tick the box next to “**I have read, understood and will comply with the above terms and conditions before confirming and submitting the reservation.**”, and then press the **Continue & Submit Reservation** button to secure your reservation. Once the button is pressed, it means that you have reviewed and confirmed your reservation. [Note: You may press the **Modify** button to go back and modify your input(s) and selection.]

Selection of Test Date

Particulars of Applicant

Daytime Contact Telephone No.

Wear Glasses or Corrective Lenses When Driving

Wear Hearing Aids When Driving

Physical Handicap

No

No

No

Modify

Details of Appointment

Vehicle Type

Test Part

Test Region

Test Date (DD/MM/YYYY)

Test Session

Public Bus

Road Test

Hong Kong

06/04/2023

ANY

Modify

Confirm & Submit Reservation

Step 7: Press the **Download Acknowledgement Letter** button to download and print the “Acknowledgement of Repeater Early Test Appointment Reservation”. If you would like to authorise your agent to pay and confirm the appointment, your authorized agent should bring along a completed and signed “Part III: Authorisation” of this acknowledgement letter together with necessary documents to the specified licensing office on or before the payment due date. Please refer to Section 5.2 of this guideline for the payment method of driving test form fee.

Repeater Early Test Appointment Reservation	
Due to data security reasons, this page will be closed automatically after 5 minutes.	
Your repeater early test appointment details are as follows:	
Transaction Reference No.	5172 3032 6400 0006
Reservation No.	
Vehicle Type	Public Bus
Test Part	Road Test
Test Region	Hong Kong
Test Date (DD/MM/YYYY)	
Test Time (HH:MM)	15:35
Test Form Fee	HKD 510.00
Payment Due Date (DD/MM/YYYY)	On or before
Driving Test Application Form	TD321
Venue for Payment	Hong Kong Licensing Office, 3rd floor, United Centre, 95 Queensway Hong Kong
<div> <div></div> <div>Download Acknowledgement Letter</div> <div>Pay Now</div> <div>Exit</div> </div>	

## 5.2 Steps to pay and confirm a Repeater Early Test Appointment Reservation Online

### 5.2.1 Pay and Confirm at Licensing Office

Step 1: If candidates confirm and pay for the appointment by an authorised agents, please print and signed Part III of Acknowledgement letter. You may refer to Step 7 of 5.1 Selection of Test Date for details. If you forget to save a copy of the acknowledgement letter, (1) refers to 6.1 **Retrieve Reservation Record** to retrieve your reservation record and download a copy of the acknowledgement letter, **OR** (2) see 6.1 Call Flow for Enquiring a Reserved Repeater Early Test Appointment of the “**Repeater Early Test Appointment Booking Service Telephone User Guide**” to get a copy of the acknowledgement letter by fax.

Step 2: Visit the specified licensing office during office hours (9:00 a.m. – 5:00 p.m., Mondays to Fridays, except public holidays) in person or by an authorised agent with (1) original or photocopy of your identity document; (2) duly completed driving test application form with original signature (TD82 for non-commercial vehicles / TD321 for commercial vehicles) and the documents required, including original or photocopy of present address proof (residential address and correspondence address) issued within the last 3 months (e.g. utility or telecommunication bills, correspondence from banks, insurance companies, government departments, local universities, local or international charitable organization etc.); (3) application fee of driving test; (4) duly completed the “Part III: Authorisation” of the “Acknowledgement on Repeater Early Test Appointment Reservation” with original signature (only applicable for applications confirmed by authorised agent. The Acknowledgement can be downloaded from the GovHK website or obtained by fax); and (5) Medical Examination Certificate (TD 256) duly completed by a registered medical practitioner (only applicable to applicants aged 70 or above), to confirm the appointment and pay for the test form fee. If candidate confirms the appointment in person, the driving test application form will be stamped with wording “I confirm this is an application for my reserved repeater early test slot” and applicant has to sign on it for confirmation purpose.

### 5.2.2 Pay and Confirm Online with iAM Smart+ or File-based Digital Certificate

(Note: Please refer to Chapter 6 if you would like to pay for the test form fee via the Enquiry of Reserved / Confirmed Test Appointment from the main menu.)

Step 1: If you would like to pay immediately after reservation of a test appointment, please follow Step 7 of Section 5.1 and then press **Pay Now** button.

Step 2: Select **Using iAM Smart+** or **Using File-based Digital Certificate** and then press the **Start** button.



### Using iAM Smart+

Step 3: The online service will redirect user to “iAM Smart” webpage. Please open “iAM Smart” App in your mobile to scan the QR code on the webpage. Please press “**To authorise**” and then press “**OK**” to complete authorisation process. [Note: Must upgrade to iAM Smart+ account for digital signing function]

Step 4: Read the “**Declaration**” and “**Diseases and Physical Disabilities – The First Schedule of the Road Traffic (Driving Licences) Regulations**” and “**Fee**”, then press “**Signing with iAM Smart**”. The online service will redirect user to “iAM Smart” webpage. Please open “iAM Smart” App in your mobile to scan the QR code on the webpage, and then click “**Continue to Sign**” and click “**Sign**” on the App to complete the e-signature.

### Using File-based Digital Certificate

Step 3: Select **HKID No. or Passport No.** and input the number of your identity document.

Please provide the following particulars information:

Certificate Type \* Personal Certificate ( support list)

☐ HKID No. :   (  )

Example : A 246824 ( 8 )

☐ Passport No. :

Certificate Media \*  未選擇任何檔案

PIN \*

Step 4: **Browse** and select your **Certificate Media**, input the **PIN** of the certificate and press the **Continue** button.

Please provide the following particulars information:

Certificate Type \* Personal Certificate ( support list)

☒ HKID No. : J 123456 ( 8 )

Example : A 246824 ( 8 )

☐ Passport No. :

Certificate Media \* 8\_1991666320171357.p12

PIN \*

Reservation No. \* 130090520

Step 5: Read the “**Declaration**” and “**Diseases and Physical Disabilities – The First Schedule of the Road Traffic (Driving Licences) Regulations**” and “**Fee**”, input the **PIN** of the certificate and press the **Sign and Continue** button.

Application for Repeater Early Test Appointment	
<b>Declaration</b> I, , hereby declare that: <ol style="list-style-type: none"> <li>I am aged 18 or above (applicants for non-commercial driving licences) / aged 21 or above (applicants for commercial driving licences);</li> <li>I am not suffering from any disease or physical disability specified in the First Schedule of the Road Traffic (Driving Licences) Regulations or any other disease or physical disability which may cause the driving by me to be a source of danger to the public;</li> <li>the class of licence that I am applying for has not been suspended or cancelled and I am not disqualified from holding or obtaining a driving licence;</li> <li>the matters set out above are true and correct. I understand that if I knowingly make any statement which is false in a material particular, I shall render myself liable under Section 111(3) of the Road Traffic Ordinance (Cap. 374) to a fine of \$5,000 and to imprisonment for six months.</li> </ol>	
<b>Diseases and Physical Disabilities -The First Schedule of the Road Traffic (Driving Licences) Regulations</b> <ol style="list-style-type: none"> <li>Epilepsy.</li> <li>Liability to sudden attacks of disabling giddiness or fainting due to hypertension or any other cause.</li> <li>Mental disorder for which the applicant for the licence, or , as the case may be, the holder of the licence is liable to be detained under the Mental Health Ordinance (Cap. 136) or is receiving treatment as an in-patient in a mental hospital within the meaning of that Ordinance.</li> <li>Any condition causing muscular incoordination.</li> <li>Uncontrolled diabetes mellitus.</li> <li>Inability to read at a distance of 23 metres in good daylight (with the aid of spectacles or other corrective lenses, if worn) a registration mark.</li> <li>Any other disease or disability which is likely to render him incapable of effectively driving and controlling a motor vehicle or suitably adapted motor vehicle to which such licence refers without endangering public safety, provided that deafness shall not of itself be deemed to be any such disability.</li> </ol>	
<b>Fee</b> I understand the payable amount for this application is HKD 510.00	
<b>Digital Signature</b> (Please note that the certificate for Digital Signing must be the same as that for Client Authentication) Certificate Location PIN* <input type="text"/>	
(It is recommended that you PRINT a hard copy of this page for reference.) <div> <input type="button" value="Save"/> <input type="button" value="Print"/> <input type="button" value="Sign and Continue"/> </div>	

Step 6: Take note of the transaction reference number, payment amount and press the **Pay Now** button.

Application for Repeater Early Test Appointment	
Your payment amount of HKD 510.00 is now payable. Please be prepared to make payment via PPS, credit card or FPS. Your application may not be accepted until the acknowledgement page is displayed. Your Reference Number is 5172 3032 6400 0006 Please take note of this reference number.	
<div> <input type="button" value="Save"/> <input type="button" value="Print"/> <input type="button" value="Pay Now"/> </div>	

Step 7: Choose payment method and press the **Pay** button.

Please select the payment method :

Type of Service	Online Booking for Driving Tests
Merchant Name	DRIVING TEST BOOKING
Transaction Date	26-03-2023
Transaction Reference Number	5172 3032 6400 0006
Total Amount	HK\$ 510.00

Payment Method

☐ JCB
 ☐ Mastercard
 ☐ VISA
 ☐ UnionPay
 ☐ PAS
 ☐ FPS

Step 8: Press **Download Appointment Letter** button.

Step 9: Enter **Email Address** (if you wish to receive an acknowledgement by email) and press the **Continue** button.

Acknowledgement

Application Date and Time (DD/MM/YYYY : HH:MM:SS):	15:28:14
Transaction Reference Number:	5172 3032 6400 0006

Payment Information

Payment Status:	Accepted
Fee Paid :	HKD 510.00
Payment Method:	JCB
Payment Reference Number:	C202303265000700

If you wish to receive the acknowledgement and payment information by email, please enter your email address below.

Email Address:

Disclaimer: The above email address is collected solely for sending acknowledgement of application and payment information and is for one-time use only. The Transport Department does not register your email for contact purpose.

### 5.3 Points to Note:

1. Candidates who have won a ballot will receive a ballot PIN via SMS or email for logging in to the Online System or dialing the Telephone Hotline for selection of a test slot. The PIN is only valid before the end of the test slot selection period on the date of issue.
2. Ballot winners are required to complete the selection of a test slot from 10:00 a.m. to 5:00 p.m. on the date they have won the ballot. The vacant test slots during the period from the 7th to 30th working day counting from the next working day after the date they have won the ballot will be available for selection. The number of vacant test slots available mainly depends on the number of candidates applying for postponement or temporary cancellation of tests. Repeater early test appointments are not transferrable.
3. Upon successful reservation of a test slot, candidates should log in to the Online System with a valid personal digital certificate issued by recognised Certification Authorities / a “iAM Smart” account with digital signing function (i.e. “iAM Smart+”) , or visit the specified licensing office during office hours (9:00 a.m. – 5:00 p.m., Mondays to Fridays, except public holidays) in person or by an authorised agent with the following documents, to pay for the test form within 2 working days after the date of successful reservation:
  - a. original or photocopy of their identity document;
  - b. duly completed driving test application form with original signature (TD82 for non-commercial vehicles / TD321 for commercial vehicles) and the documents required;
  - c. application fee of driving test; and
  - d. duly completed the “Part III: Authorisation” of the “Acknowledgement on Repeater Early Test Appointment Reservation” with original signature (only applicable to applications confirmed by agent. It can be downloaded from the Online System or by Fax via the Telephone Hotline).

If a candidate confirms the appointment in person, the driving test application form will be stamped with wording “I confirm this is an application for my reserved repeater early test slot” and the candidate has to sign on it for confirmation.

4. Once the test form fee is paid and the repeater early test appointment is confirmed, the appointment cannot be changed unless for health reasons in which case only an end-of-list test appointment will be given, subject to the validity period of the test form.
5. If a ballot winner has not selected a test slot during the specified period, he/she is deemed to have given up the reservation. He/she may register for balloting again on the next working day the earliest after the ballot winning date. If a candidate who has won a ballot on more than one occasion and has given up twice in a row on the selection of a test slot, he/she may be debarred from registering for balloting for any vehicle class in the following 30 calendar days.
6. If a ballot winner fails to pay and confirm the appointment before the payment deadline, the reservation will be cancelled. He/she will be debarred from registering for balloting for any vehicle class in the following 30 calendar days.

7. Candidates aged 70 or above, and disabled candidates who have passed the driving ability assessment or hearing ability assessment and have obtained an approval letter, are allowed to register for the balloting via the System. However, they are required to bring along the required documents to our designated Licensing Offices in person or by agent within a specified period to complete the reservation for a Repeater Early Test Appointment if he/she wins the ballot and reserve a test appointment successfully.

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## 6. Enquire or Cancel a Reserved Repeater Early Test Appointment

### 6.1 Enquiry of Reserved Repeater Early Test Appointment

Step 1: Visit [www.gov.hk/drivingtest](http://www.gov.hk/drivingtest) and select **Online Booking for Driving Tests**.

Step 2: Select **Enquiry of Reserved / Confirmed Driving Test Appointment** and then press the **Next** button.

Step 3: Select **Repeater Early Test Appointment** and then press the **Next** button.

Step 4: Select **Without Digital Certificate / iAM Smart+, Using iAM Smart+ or Using File-based Digital Certificate** and then press the **Start** button

Step 5: Read the important instructions, terms and conditions, tick the box next to “**I have read, understood and agreed with the above terms and conditions**” and then press the **Continue** button.

<input checked="checked" type="checkbox"/> I have read, understood and agreed with the above terms and conditions
<div></div> <div>Continue</div>

Without Digital Certificate / iAM Smart+

Step 6: Select **Retrieve by Reservation No.** or **Retrieve by Particulars of Applicant** and enter information required as detailed below

*Retrieve by Reservation No.*

Step 7: Input the **Reservation number** assigned after the reservation completed and your **Date of Birth**, then press the **Continue** button.

Enquiry about Reserved / Confirmed Driving Test Appointment

Please select a search method:

☒ Retrieve by Reservation No.

☐ Retrieve by Particulars of Applicant

Please provide the following particulars information:

Reservation No.\*

Date of Birth\*  Year  Month  Day

Example: 1995 Year 09 Month 08 Day

*Retrieve by Particulars of Applicant*

Step 7: Input the ID type, ID Number registered with the Transport Department, and your **Date of Birth**, then press the **Continue** button.

Please select a search method:

☐ Retrieve by Reservation No.

☒ Retrieve by Particulars of Applicant

Please provide the following particulars information:

ID Type\*

ID Number\*

Date of Birth\*  Year  Month  Day

Example: 1995 Year 09 Month 08 Day



Using iAM Smart+

Step 6: The online service will redirect user to “iAM Smart” webpage. Please open “iAM Smart” App in your mobile to scan the QR code on the webpage. Please press “**To authorise**” and then press “**OK**” to complete authorisation process.

Step 7: Select **Reservation No.**, and then press **Continue** button.

Using File-based Digital Certificate

Step 6: Select **HKID No. or Passport No.** and input the number of your identity document.

Step 7: Click **Browse** and select your **Certificate Media**, input the **PIN** of the certificate and your **Reservation No.**, and then press the **Continue** button.

Please provide the following particulars information:

Certificate Type *	Personal Certificate ( support list)
<input type="radio"/> HKID No. :	<input type="text"/> <input type="text"/> ( <input type="text"/> )
Example :	A 248824 (8 )
<input type="radio"/> Passport No.	<input type="text"/>
Certificate Media *	
(The file should be in .p12 or .P12 format)	<input type="button" value="選擇檔案"/> 未選擇任何檔案
PIN*	<input type="text"/>
Reservation No.*	<input type="text"/>

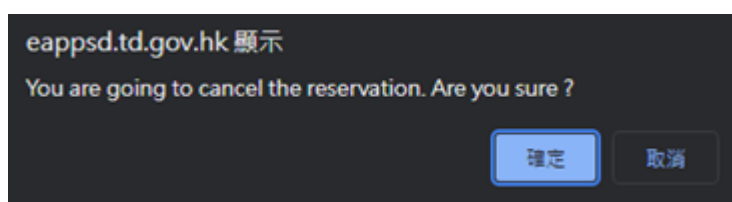
Step 8: Press the **Download Acknowledgement Letter** button to download the Acknowledgement of Repeater Early Test Appointment Reservation. If you would like to authorise your agent to pay and confirm the appointment, your authorised agent should bring along a **completed and signed “Part III: Authorisation”** of this Acknowledgement Letter to the specified licensing office on or before the payment due date.

(Note: **No** function of “Pay Now” is available on this page for payment of driving test form if applicants choose to retrieve reservation details without using iAM Smart+ or File-based Digital Certificate. For online payment method, please refer to step 5.2.2 Pay and Confirm Online with iAM Smart+ or File-based Digital Certificate)

Repeater Early Test Appointment Reservation	
Due to data security reasons, this page will be closed automatically after 5 minutes.	
Your repeater early test appointment reservation details are as follows:	
Transaction Reference No.	5171 3103 0400 0009
Reservation No.	
ID Type	HONG KONG IDENTITY CARD
ID No.	
Vehicle Type	Light Goods Vehicle
Test Part	Part C
Test Region	Hong Kong
Test Date (DD/MM/YYYY)	
Test Time (HH:MM)	10:00
Test Fee	HKD 510.00
Payment Due Date (DD/MM/YYYY)	On or before
Driving Test Application Form	TD82
Venue for Payment	Hong Kong Licensing Office, 3rd floor, United Centre, 95 Queensway Hong Kong
Reservation Status	Pending for Payment
<div> <span>Pay Now</span> <span>Cancel Reservation</span> <span>Download Acknowledgement Letter</span> </div>	

## 6.2 Cancellation of Reserved Repeater Early Test Appointment

Step 9: Press **Cancel Reservation** button to cancel the reservation.



Completion of Cancellation of Reservation	
You have cancelled your Repeater Early Test Appointment reservation and you can click <u>Exit</u> button to leave.	
<div>Exit</div>	

## 6.3 Points to Note

### **Enquiry of Reserved Repeater Early Test Appointment**

1. Candidates can enquire his/her repeater early test appointment(s) details (including cancelled reservation) via the Online System or the Telephone Hotline if the relevant test dates fall on or after the enquiry date. Upon successful retrieval of appointment record, candidates can download the relevant reservation details or obtain such details by fax. If the appointment is paid and confirmed online, the candidate can also download the relevant appointment letter from the Online System.

### **Cancellation of Reserved Repeater Early Test Appointment**

2. A candidate who has won a ballot but has not settled the payment can cancel the reserved repeater early test appointment via the Online System or the Telephone Hotline with the ballot PIN before 5:00 p.m. on the date he/she has won the ballot. All cancelled repeater early test appointment reservations cannot be reinstated, and by cancelling the reservation, the candidate is deemed to have given up the application. He/she can register for balloting again on the next working day the earliest after the ballot winning date.
3. Ballot winners can only cancel the reservation ONCE. If a ballot winner cancels the reservation twice consecutively, he/she may not be allowed to register for balloting for any vehicle class in the following 30 calendar days.