

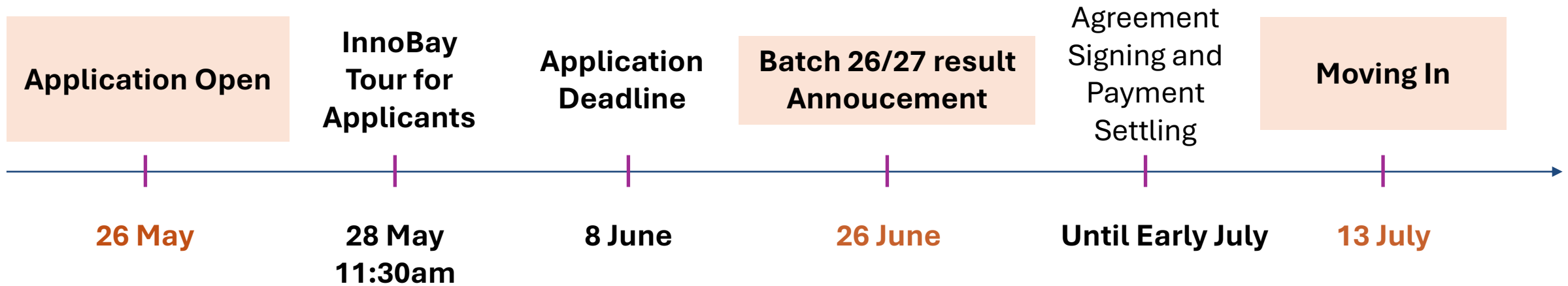
HKUST InnoBay

@innovation building

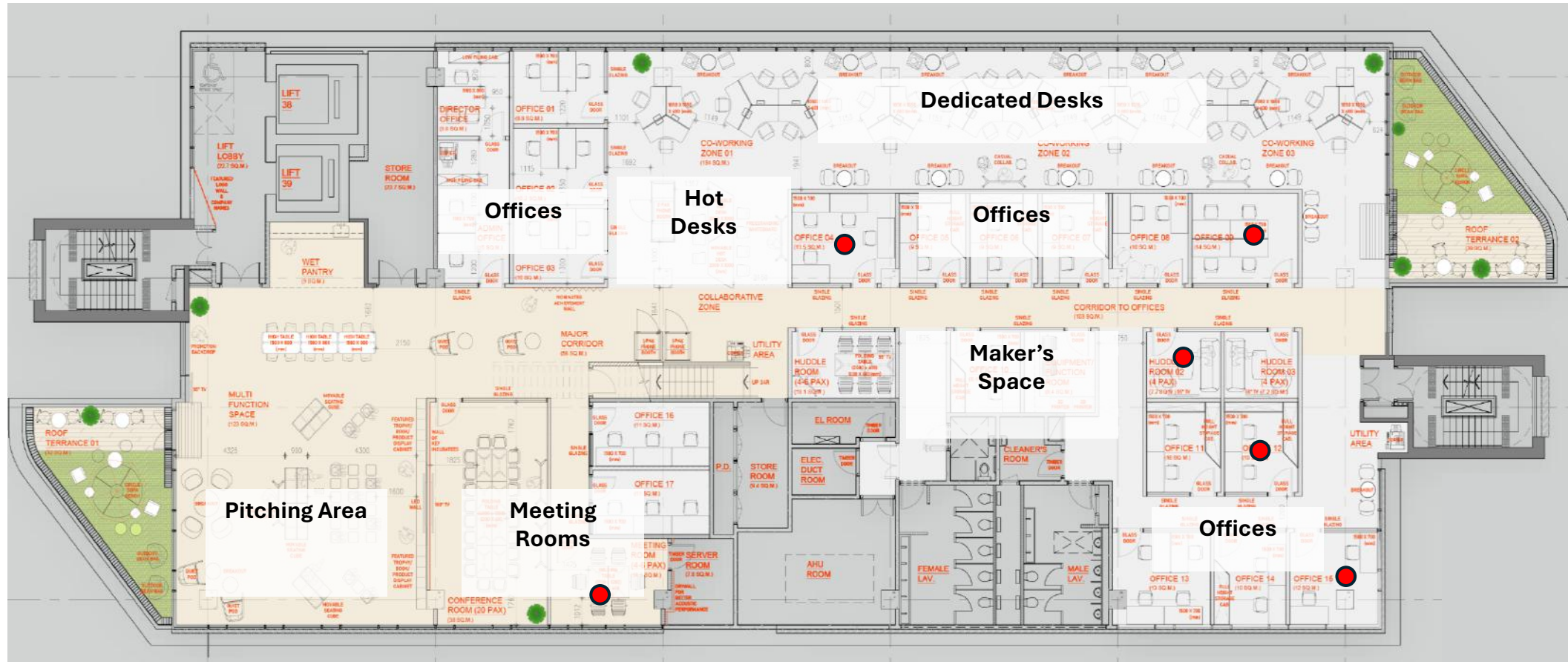
Recruitment Briefing for
Batch 2026/27



Timeline for Batch 26/27



Space Available for Batch 26/27



Category	2026/27 Available
Offices	6
Fixed Desks/Seats	14
Hot desks	17

Space Available - Offices



IB 5011



IB 5015

Space Available - Offices



Space Available - Offices



Event Space

- Capable of accommodating approximately 20 hot-desk seats and around 5 small casual meetings during regular periods.
- Host up to 100 participants for pitching events and trainings.



Board Room

- Capable to accommodate up to 20 participants for business meetings and small-scaled events such as MoU Signing.
- Features state-of-the-art AV technology and acoustic panels to enhance your meetings efficiency and privacy.



Functional Corridor

- Assemble the essential functional areas:
 - Mailbox
 - Copy & Stationary Station
 - Startups Wall
 - Pantry / Meet-up area
 - Hot-desk seats
 - Quiet booths
- Open and wide work environment for startups



Maker Space

- Provides 3D printer, CNC machine, cameras, studio lights and etc. for your prototyping.



Makers Space Equip.



Co-working Space

- Capable to have 30 fixed desks with e-adjustable tables.
- Each user is assigned a personal locker and cabinet.
- Acoustic partitions ready for multiple-seat company incubates.



Service Rate Card (For reference)

Offer Description	Monthly Rate	Price Unit
Office Seat w/ window	2,200	HKD/Seat/Month
Office Seat	1,900	HKD/Seat/Month
Dedicated Seat	1,500	HKD/Seat/Month
Hot-desk Access	400	HKD/Seat/Month
Server Room (per workstation/per 3U space)	500	HKD/workstation/Month
Electricity (>1.0kW or in the server room equipment)*	1.7	HKD/kW-h
Locker & Mailbox	100	HKD/Unit/Month

Note: Offices and dedicated desks come with assigned locker and mailbox by default, apply additional ones if needed.

A separate electrometer will be installed, total consumption will be considered as machine + cooling (1.8x reading)

Eligibility

The Batch 2026/27 will open to 1) Entrepreneurship Program (EP) users and 2) Non-EP users.

Detailed criteria are as follow:

For EP users, before starting the application, please make sure that you have already read through the Guidelines for the HKUST Entrepreneurship Program. A company must:

- a) be a HKUST Ecosystem Company with HKUST's shareholding: founded by HKUST faculty, student, staff or alumni, HKUST technology licensee with HKUST shareholding company;
- b) have been established for no more than 7 years at the time of application;
- c) be owned legally and beneficially in aggregate at least 10% collectively by HKUST faculty, staff, students, alumni, HKUST, or RDC.

For non-EP users, InnoBay will offer hot-desk access if you meet any of the following criteria:

- a) Licensee / Co-investment Partners;
- b) InnoBay Club Members;
- c) Special KT Program users (EMBA, DBA, Entrepreneur InnoTech Program).

Application Form



Company Name

Please select if you are F

☐ EP user

☐ Non-EP use
Members; EM

SAMPLE

Investment Partners; IB Club

Business Registration (BR) certification number (Please ensure your BR does not expire after 1 July 2026)



Online Application Link:

https://ust.az1.qualtrics.com/jfe/form/SV_cN3yV2poBU86Shw

Before start:

- Make sure the applicant read the eligibility
- Prepare the BR (Updated one)
- Prepare the Bank Account (for Charging)
- Prepare the BP file (Will be used for Incubatee Intro)
- Prepare the company logo
- Prepare the project and 2 milestone description

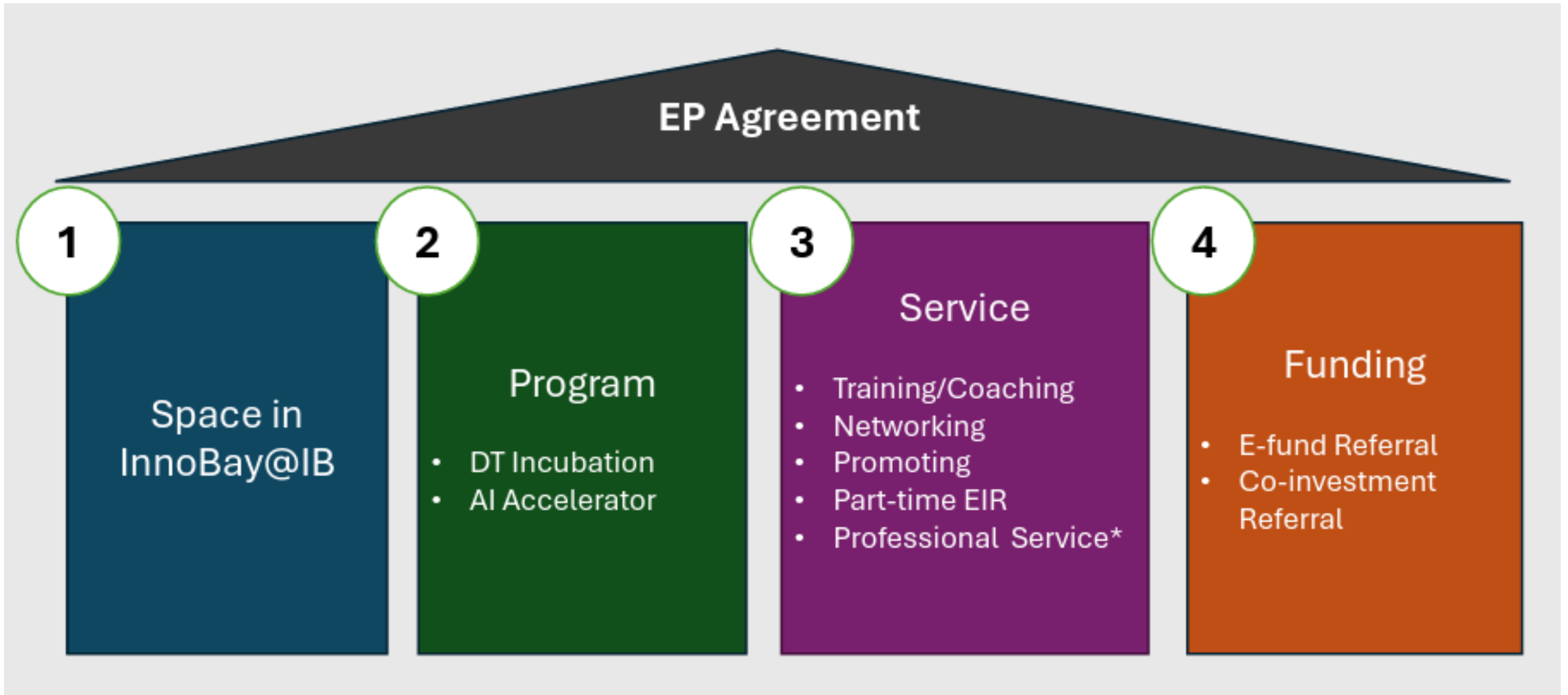
Assessment Criteria

Assessment Criteria		Score
1) Innovation, IP protection and technology content of the business.		20
2) Competency of the applicant team in business and product development and managing the company.		20
3) Commercial viability, product market fit, and go to market strategy.		20
4) Social and/or community impact of the business and alignment of the strategic I&T development.		20
5) Track records in Knowledge Transfer (“KT”) grants, not-accumulated		20
	Batch 2606	Batch 2025
- Raise+ Awardees	score 20	Score 20
- Ongoing TSSSU Projects	score 10	Score 5
- E-Fund invited Companies	score 10	Score 5
- Past TSSSU/TechShip/GBA/BGF project	score 5	Score 5
- Company cofounded by EMBA alumni and Prof. with licensing (InnoBridge Program for 2025-2026)	score 20	Score 5
TOTAL ASSESSMENT Score		100%

Admission Committee

- Chair: Associate Vice-President for Research and Development (Knowledge Transfer): Dr. SC Kim
- Director of Entrepreneurship Center (Prof. Carrie Ling)
- Vice-President of RDC (Ms. Shirley Woo)
- Head of InnoBay Management (Justin)
- A related OKT staff (Cluster Head)
- External consultants (if required)

The EP Users



HKUST Entrepreneurship Program Agreement

- Upon approval, applicants will receive the HKUST Entrepreneurship Program Agreement, which sets out (and may incorporate by reference) the detailed terms and conditions governing admission and incubation services. University approval is conditional on execution of the HKUST Entrepreneurship Program Agreement; there shall be no binding agreement unless and until it is signed by the company and the HKUST EP Administrator. Services will commence only upon the Agreement's effective date and satisfaction of any conditions specified therein.
- The HKUST Entrepreneurship Program Agreement will specify, at a minimum:
 - any incubation space allocated (if applicable), the applicable service costs/fees and period;
 - the services to be provided by the HKUST incubation space or any designated collaborative incubator;
 - the terms and conditions of the Program.

Programs provided under EP

*Additional fee bearing service

Basic Service

1. Working Space, meeting room and Pantry
2. Mailing (Non-Reg Add.)
3. Maker's space
4. Events and marketing support
5. Consulting on
 - a. Biz planning
 - b. IP strategy
 - c. Product development

Professional Service

1. Legal*
2. Company Secretary*
3. Audit*
4. Accounting, Book keeping and Salary*

Trainings and Marketing

1. Biz planning, Investment deal structuring, Pitching and Proposal writing
2. Local and overseas exhibition and events

Entrepreneur in Residence and Mentoring Program

1. Dedicated EiR/mentor to work with the team in biz planning, product development and investment
2. EiR secondment*: EiR shall have the valid contract with the startup and lead the investment and development and activities

AI Startup Acceleration Program (ASAP)

1. Computing resources
2. Dedicated EiR/mentors for the startup team/company
3. Structured Acceleration
 - a. Product market fit
 - b. Customer qualification
 - c. IP Strategy
 - d. Product development
 - e. Biz planning
4. Pitching for funding

InnoBay Engagement Program

1. Industry Membership and Sponsorship
2. Overseas DeepTech Incubator Alliance
3. Alumni Engagement: MBA, EMBA and Founder's Club

Contact: hkustinnobay@ust.hk
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