

Guideline on Setting up your Account in the HKUST Online Admission System (OAS)

A. Information and Documents to Gather

The screenshot shows the HKUST OAS homepage. At the top, the text 'Application for Admission to Postgraduate Programs (2017-2018 Entry)' is displayed, with '(2017-2018 Entry)' circled in red. Below the header is a large image of the HKUST building. On the left side, there is a 'Login to your application' section with a list of links: 'Create an account', 'Forgot password/username', 'Help', 'FAQ', and 'Contact us'. The 'Help' link is circled in red. To the right of this section is a 'News and Announcement' section with several bullet points. The 'Help' link in the second bullet point is also circled in red. At the bottom of the page, there are three small informational notes.

- Before setting up your account, please check that you are using the platform for 2017-18 Entry if you wish to join HKUST in February 2018.
- When you encounter problems, try looking for a solution in the "Help" files.
- If it still does not work, write to us through the Enquiry Form at <http://pg.ust.hk/enquiry>. To help us understand your problem, please don't forget to attach a screen capture.

B. For New Users

The screenshot shows the 'Login to your application' section of the HKUST OAS website. The 'Create an account' link is circled in red. Below it are other links: 'Forgot password/username', 'Help', 'FAQ', and 'Contact us'.

- Create an account only if you have not registered for the 2017-18 Entry, yet.
- If you already have accounts in the other OAS, please create another one to apply for entry in 2017-18.

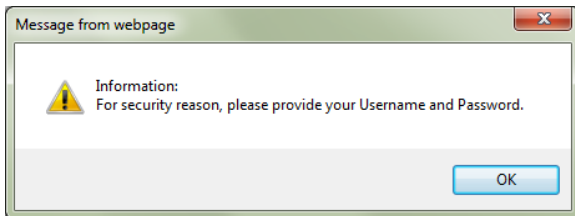
C. Creating Your Application

Create New Application

Your applicant account is created successfully. An acknowledgement email has been sent to 'xxx@testing.com'.
Important: If you do not receive the acknowledgement email, please check to make sure your email address is correct.

Please select a type of programs you wish to apply for:

- Research Postgraduate Programs for February 2018 Entry
- Taught Postgraduate Programs for February 2018 Entry
- Visiting PG for 2017-18 Spring Term
- Associate PG for 2017-18 Spring Term
- PG Exchange for 2017-18 Spring Term (exclusively for nominated students)
- HKUST-NYU Stern MSc in Global Finance Program for November 2017 Entry
- Kellogg-HKUST Executive MBA Program for January 2018 Entry
- PG Visiting Internship 2017-18



- You can start an application right after creating your account, but you will be asked to log in again the first time.

C. If You Have Forgotten Your Username/Password

Forgot Password / Username

Please enter both your Name in English and Email Address:

Name in English (same as in identity documents)	<input type="text"/>	<input type="text"/>
	Family Name/ Surname/ Last Name	Given Names/ Other Names
Email Address (provided in your application)	<input type="text"/>	

If you have already created an application, please also enter the following:

Date of Birth (dd/Mmm/yyyy)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Hong Kong I.D. Card Number, if any	<input type="text"/>	<input type="text"/>	(<input type="text"/>)
Other I.D. Number and Issuing Country	<input type="text"/>	Please select <input type="text"/>	
Passport Number and Issuing Country	<input type="text"/>	Please select <input type="text"/>	

Please check the box if you would like to retrieve your username.

- You only need to enter your name and email address if you have not yet started any application.
- If you have already started an application, please also provide your ID/Passport no. and date of birth entered. As a measure to protect any sensitive information you already entered, we will check the information in this form against your application before releasing the username/password.