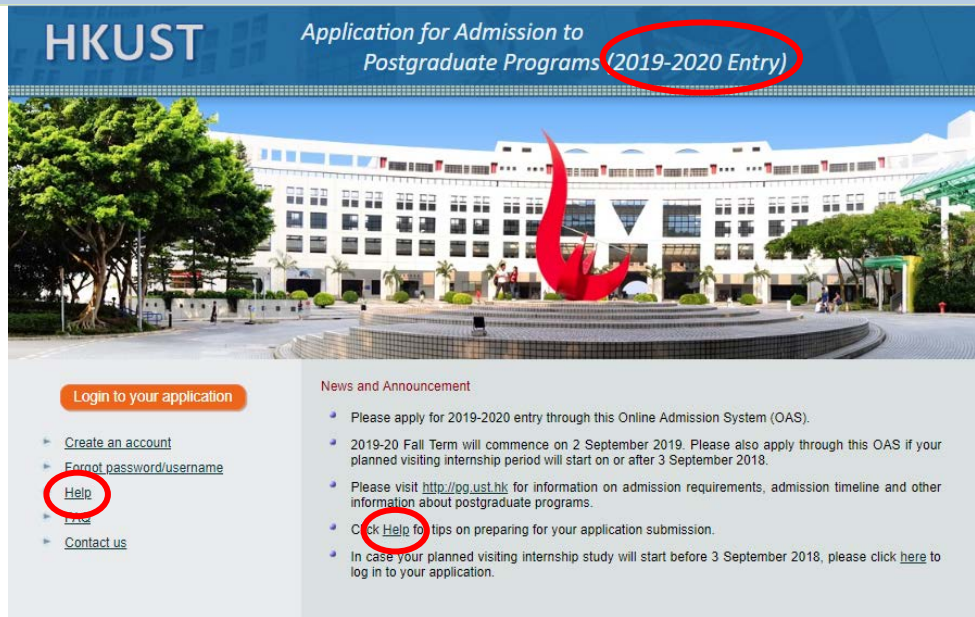


### Guideline on Setting up your Account in the HKUST Online Admission System (OAS)

#### A. Information and Documents to Gather



**HKUST** Application for Admission to Postgraduate Programs (2019-2020 Entry)

**Login to your application**

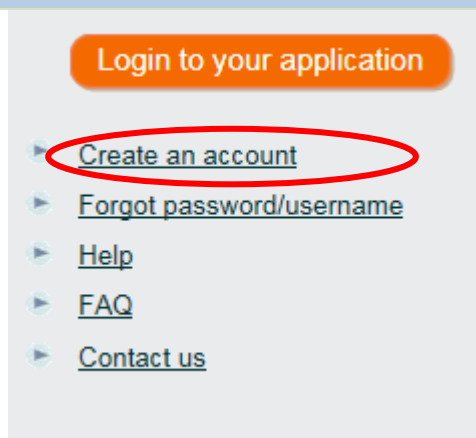
- ▶ [Create an account](#)
- ▶ [Forgot password/username](#)
- ▶ [Help](#)
- ▶ [FAQ](#)
- ▶ [Contact us](#)

**News and Announcement**

- Please apply for 2019-2020 entry through this Online Admission System (OAS).
- 2019-20 Fall Term will commence on 2 September 2019. Please also apply through this OAS if your planned visiting internship period will start on or after 3 September 2018.
- Please visit <http://pg.ust.hk> for information on admission requirements, admission timeline and other information about postgraduate programs.
- Click [Help](#) for tips on preparing for your application submission.
- In case your planned visiting internship study will start before 3 September 2018, please click [here](#) to log in to your application.

- Before setting up your account, please check that you are using the platform for 2019-20 Entry if you wish to join HKUST in September 2019.
- 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, don't forget to attach a screen capture.

#### B. For New Users



**Login to your application**

- ▶ [Create an account](#)
- ▶ [Forgot password/username](#)
- ▶ [Help](#)
- ▶ [FAQ](#)
- ▶ [Contact us](#)

- Create an account only if you have not registered for the 2019-20 Entry, yet.
- If you already have accounts in the previous OAS, please create another one to apply for entry in 2019-20.

## C. Personal Information Collection Statement (PICS)

Please read the following Personal Information Collection Statement before creating your account:

You will also be required to supply the University with personal data from time to time throughout your study.

The purposes for which your personal data may be used are as follows:

- (i) For the purpose of application for admission (including admission to programs or other opportunities jointly offered in collaboration with partner institutions), your provision of personal data will serve:
  - a. as the basis for selection for admissions;
  - b. as the basis for consideration for the award of scholarship
  - c. to obtain references and recommendation relevant to your application for admissions
  - d. to verify your identity, public examination results, qualifications and academic records; and where applicable, work experience;
  - e. to facilitate communication for admission-related matters; and/or
  - f. to identify possible multiple applications and obtain records of your current and previous studies at the University and other institutions;
- (ii) Upon acceptance to the University, your personal data will be transferred to the student information system. Together with additional personal data such as your photo image and emergency contacts collected at the time of registration, they become part of your student records which will be used by departments and offices of the University for all purposes and activities related to your studies at the University, including but not limited to academic advising and assessment, student development, program planning and evaluation, verification of qualifications, communication, provision of student services and benefits, and checks for concurrent registration at other UGC-funded institutions, as governed by the policies and regulations of the University;
- (iii) Upon graduation, all or part of your personal data will be passed to the office responsible for alumni matters and will be used by the University to communicate with you on the provision of graduation services. Such personal data will also be used by the University for alumni services, including but not limited to facilitating the provision of information upon request by you in relation to your affairs at the University (such as requests for academic certificates and transcripts), compiling statistics on enrolment at the University, facilitating academic planning and management and organizing social and other activities and events;

I have read and understood the contents of this PICS and consent to the matters set out in this PICS. If I am under the age of 18, I also confirm that I have consulted my parents or such person(s) having parental responsibility for me on the contents of this PICS.  
(This checkbox will be enabled when you scroll down to the bottom of the PICS.)

- After reading through the PICS, please confirm your consent in order to move on.

## D. Creating Your Application

### Create New Application

Your applicant account is created successfully. An acknowledgement email has been sent to your email.  
**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 September 2019 Entry (PhD and MPhil)
- Taught Postgraduate Programs for September 2019 Entry (MA, MSc, MPP and PGD)

admsu23.ust.hk:9998 says:

Information:

For security reason, please provide your Username and Password.

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

## E. 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"/> )
Other I.D. Number and Issuing Country	<input type="text"/> <input type="text" value="Please select"/>
Passport Number and Issuing Country	<input type="text"/> <input type="text" value="Please select"/>

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

Submit

- 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.