

Request for Access to Data Submitted for Postgraduate Admission

Notes for Applicants

1. If you are applying for admission to postgraduate programs at HKUST, you can either (i) view your data by logging in to the HKUST PG Online Admission System (OAS) or (ii) *(at a charge)* make use of this Form to request access to your application data held by the University.
2. Once you have registered as a student, some of your application data would become your student record. Please approach the Academic Registry (ARO) (<http://arr.ust.hk>) for access instead.
3. Data of unsuccessful applications would be purged by the end of the admission exercise.
4. For details on our Privacy Policy Statement, please visit <http://pg.ust.hk/apply>.
5. To request access to data submitted for PG admissions, please follow the steps below:
 - i. email the completed form to the HKUST Fok Ying Tung Graduate School through the Enquiry Form (<http://pg.ust.hk/enquiry>);
 - ii. upon notification from FYTGS, please attend in person to our office. You will be requested to present proof of your identity upon arrival.

*HKUST Fok Ying Tung Graduate School
Room 6418 (Lifts 25/26), Academic Building
The Hong Kong University of Science and Technology
Clear Water Bay, Kowloon, Hong Kong*
 - iii. Settle fees by direct deposit to Hang Seng Bank (account no.: 262-324999-008):
 1. Search Fee HK\$150
 2. Photocopying Fee (per page and A4-sized) HK\$5

Part I To be Completed by the Applicant

Name		Application No.	
Program			

I would like to view/ request a copy of the following data/ document(s):	View	Copy
(1)	<input type="checkbox"/>	<input type="checkbox"/>
(2)	<input type="checkbox"/>	<input type="checkbox"/>
(3)	<input type="checkbox"/>	<input type="checkbox"/>

Signature	Date

Part II To be Completed by FYTGS

Handled by		Date Processed	
Date Received		Total Fee Received	HK \$
No. of Copies Made			