

The Hong Kong University of Science and Technology

Step-by-step UG Application Guide 2014

This simple guide assists you to submit your application form via HKUST Online Admissions System in a smooth and easy way. Please complete your application in **English** unless otherwise stated.

1) Create an Account



To apply for HKUST programs, applicants should create one account only.

Create New Account

You are a/an *

- ☐ Hong Kong local applicant (click [here](#) for definition of local students)
- ☐ Applicant taking 2014 Mainland Joint Entrance Examination (2014年度国家统一高考的学生)
- ☐ Applicant of P. R. China, Macau SAR, or Taiwan citizenship or permanent residency taking/with overseas, post-secondary, or other qualifications
- ☐ Applicant, who does NOT have:
 - Right of Abode or Right to Land in Hong Kong SAR; or
 - A Dependent Visa that allows entry into Hong Kong SAR; or
 - Citizenship / Permanent Residency in P.R. China, Macau SAR or Taiwan

Salutation *

Family Name *

Given Name *

Preferred Name *

Email *
(This will become your User ID and any notifications will also be sent to this address.)

Password for online application *
(This will become your User password.)

Confirm Password *

Type the characters you see in the picture *
(Letters are not case-sensitive.)

How did you find out about our program (s)? *

- ☐ Website, please specify:
- ☐ Facebook or Sinablog,
- ☐ Email from our program,
- ☐ Search Engine, please specify:
- ☐ Newspaper/Magazine, please specify:
- ☐ Education Fair or Expo,
- ☐ Public Information Session or Lecture Series,
- ☐ Seminar at high school,
- ☐ Referred by friends/colleagues,
- ☐ Referred by HKUST alumni/current student,
- ☐ Others, please specify:

Am I a local OR non-local student?

Local students are those who do not need a student visa to study in Hong Kong. You are a local student if

- (i) you have the right of abode or rights to land in Hong Kong, or
- (ii) you are granted unconditional stay in Hong Kong.

Please check with the Hong Kong Immigration Department if you are in doubt.

English Name = your name on your identity document.

Example: Jason LEE

→ Family Name: Lee
Given Name: Jason

Your Email / User ID

This email will become your User ID to log in to our System. We will communicate with you via email during the application process, whenever necessary.

By clicking this button, REMEMBER to check your personal mailbox and activate your account **within 48 hours.**

2) Complete an Application

a) Create an application form



HKUST Admissions
My Application
for Undergraduate Programs

Hi, Tsang

My stuff

- My Application
- My Mail Box
- Change My Email/User ID
- Change My Password

Create an Application Form

I would like to seek admission to:

☐ Undergraduate Programs

☐ Undergraduate Programs - World Bachelor in Business
(joint program with University of Southern California and Bocconi University)

Next

Undergraduate applicants may submit a maximum of TWO applications: one for Undergraduate Programs and one for World Bachelor in Business.

About Step 1

How do I choose my qualification?

Applicants will be led to the respective application form according to qualification declared here in step 1.

What if I have multiple qualifications?

Some students may obtain more than one high school qualifications or tertiary qualifications. Simply pick the highest attainment you have obtained or will obtain. Here are some examples:

- Students attempting SAT Reasoning Test, SAT Subject Tests and AP Exams
→ High School Qualifications: SAT Reasoning Test + SAT AP Exams
- Associate degree final year student with HKALE/HKCEE qualification
→ Post-secondary Qualifications: Associate degree student/holder

HKUST Admissions
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Create an Application Form

Step 1

You have obtained / will obtain the following qualification:
(Please choose only ONE as your admission basis, according to your highest attainment.)

☐ High School Qualifications/
National or Regional Curricula:

OR

☐ Post-secondary Qualifications
(include subdegree):

Step 2

You are a/an:

☐ Hong Kong local applicant

☐ Applicant taking 2014 Mainland Joint Entrance Examination
(参加2014年度国家统一高考的学生, 但不包括港澳台侨联考之人士)

☐ Applicant of P. R. China, Macau SAR, or Taiwan citizenship or permanent
residency taking/with overseas, post-secondary, or other qualifications

☐ Applicant, who does NOT have:
- Right of Abode or Right to Land in Hong Kong SAR; or
- A Dependant Visa that allows entry into Hong Kong SAR; or
- Citizenship / Permanent Residency in P.R. China, Macau SAR or Taiwan

Next

[Application Deadlines](#)
15 Jan 2014
(15 Nov 2013 for Early Round Application)

To be announced

15 Jan 2014
(15 Nov 2013 for Early Round Application)

15 Jan 2014
(15 Nov 2013 for Early Round Application)

About Step 2

Which one should I pick? Am I a local OR non-local applicant?

Local students are those who do not need a student visa/ entry permit to study in Hong Kong. You are a local student if

- you have the right of abode or rights to land in Hong Kong, or
- you are granted unconditional stay in Hong Kong.

Please check with the Hong Kong Immigration Department if you are in doubt.

b) Fill out your application form

Complete Parts I to IV here in order to submit the application form. After completing 'Personal Particulars' and 'Program Choices', you may freely browse through and complete the other sections of the form. You may also start uploading your documents after payment of application fee.

We expect to find the following document in support of your admission application:

- i) Copy of academic transcript, public examination results and other credentials (e.g. school reports, certificates of awards and achievements attained)
- ii) Personal Statement
- iii) Academic Reference (and predicted grades for applicants holding only high school qualifications)
- iv) Copy of your identification document (e.g. Hong Kong Identity Card, Passport, National Identity Card, Hong Kong Visa/Entry Permit)

The main application form navigation menu is shown. It includes sections for 'Application ID' (51400000295), 'My stuff' (My Application, My Mail Box, Change My Email/User ID, Change My Password), 'I. Application Form (2014/15)' (Personal Particulars, Program Choices, Education Background, English Language Proficiency, Exam Result/Forthcoming Exam, Prizes and Awards, Extra-curricular Activities, Working Experience, Personal Statement, Academic Reference), 'II. Application Fee Payment', 'III. Document Uploading', and 'IV. Submission'. A 'Preview/Print Form' button is located below the 'I. Application Form' section.

A screenshot of the HKUST Admissions Undergraduate Programs application form. The form is titled 'HKUST Admissions Undergraduate Programs' and shows the user 'Hi, Jason'. The application ID is 51400000295. The form is divided into sections: I. Application Form (2014/15), II. Application Fee Payment, III. Document Uploading, and IV. Submission. The 'Personal Particulars' section is currently active, showing fields for Name in English, Name in Chinese, Date of Birth, Gender, and I.D. Card Number and Issuing Country.

If you wish to be considered for credit transfer upon admission, please check the box (circled in red below) under the section 'Program Choices'. For credit transfer arrangement, please refer to our admission website at join.ust.hk.

A screenshot of the 'Program Choices' section of the application form. It shows a list of programs with checkboxes for selection. A red box highlights the checkbox 'I am interested to be considered for credit transfer'.

Please insert details of the **English language results and other examinations** that you have taken / plan to take under these sections even if final results / transcripts are not available yet.

If you are currently residing outside Hong Kong, please state your availability for possible interview(s) under the section 'Personal Statement'. If you are invited for an interview, invitations will be sent to you by email.

You may **upload supporting documents (Part III)** any time after you have paid the **application fee (Part II)**. We accept the following **file formats**: pdf, txt, doc, jpg, jpeg, gif, png, bmp and xls

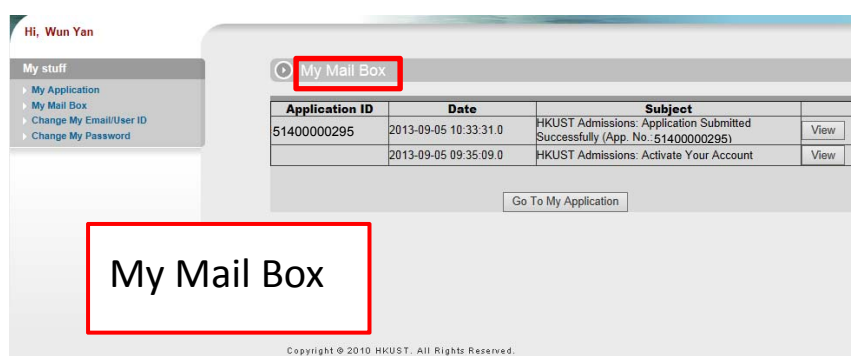
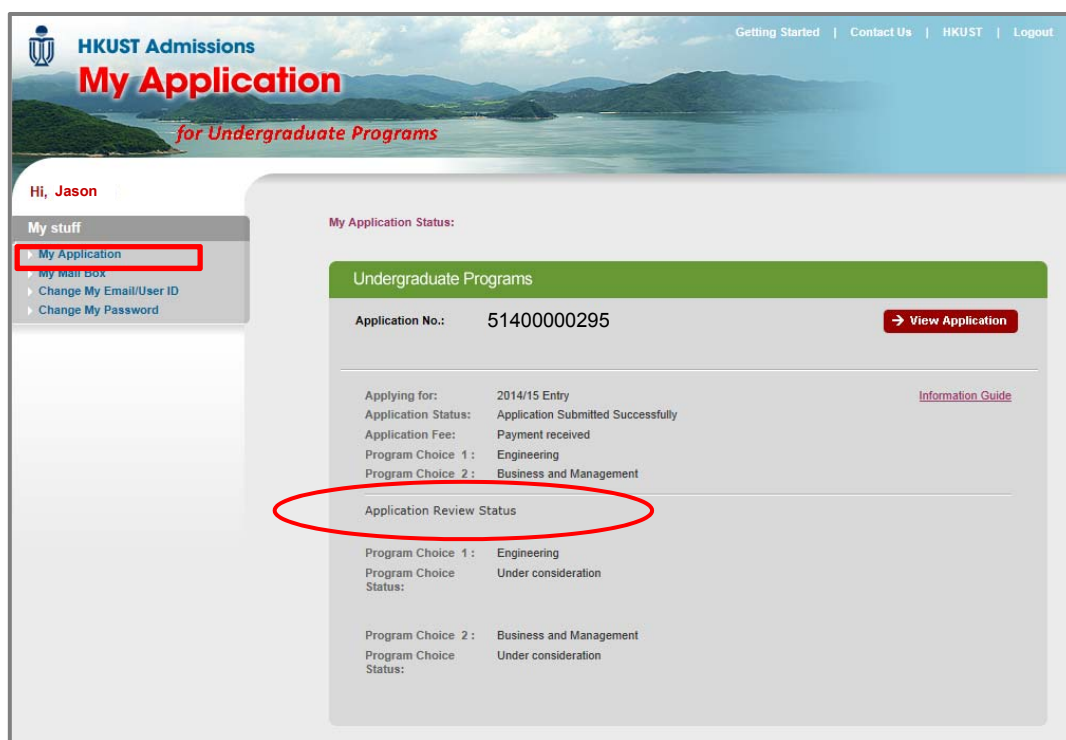
Go to **Part IV** when you are ready to submit your application. Please note: applications not submitted will not be considered by the University. Also, your referee (nominated under Part I.10) will only receive email invitation for academic reference after you have submitted the application.

You may always come back to the application form to provide further documents after submission.



3) After submission, you may....

- a) **Update any information on the form**, such as
 - i. update personal contact details,
 - ii. update forthcoming examinations and education background (e.g. final GPA), and
 - iii. upload your additional supporting documents.
- b) **Obtain the most up-to-date status for your application** (circled in red below) under 'My Application' on the left hand bar



- c) **Check latest information under 'My Mail Box'** such as offer decision, reminders for additional documents required, and so on.
- d) **Contact your referee** to confirm receipt of the invitation email (email has been sent to your academic referee at the time you submit your application).