

Flow Chart of Submission of an Application for Taught Postgraduate Programme

(for reference)



1. Preparation

- Check up-to-date [Programme Information](#) online
- Read carefully "[Notes for Applicants](#)"
- Prepare scanned copies of official transcripts, certificates and other supporting documents
- Application Fee HK\$300 to be paid by Visa or Master Card online



2. Creation of Application Account

- Create an online application account
- Input data of personal particulars
- Note down the electronic ID (EID) and the application number and your password for future access



3. Apply for a new programme

- Select a programme you apply for
- Fill-in all relevant sections in the online application
- Upload official transcripts, certificates and other supporting documents (total file size 5 MB)



4. Application Submission

- Check whether you have completed all relevant sections in the online application
- Pay the application fee HK\$300 online using a credit card (VISA or MasterCard)
- Submit the application before the application deadline



5. Application Acknowledgement

- An acknowledgement message will be shown after successful payment
- Receive an email acknowledgement of your successful programme application
- If you'd like to apply for more programmes, repeat Step 3 to 5



6. Application Results

- Check application results online
- CityU will send you email notification if you are offered an admission
- Read and download offer letter and relevant notes via online application account
- Follow instructions to pay acceptance fee and accept offer online



Need Assistance?

- [FAQ](#)
- [Online enquiry form](#)
- Hotline: 852 3442 5588