

# College of Business

## International Exchange

### Fact Sheet 2023/24

- For Postgraduate Students -



## Contact

### Mailing Address

College of Business  
12/F, Lau Ming Wai Academic Building  
City University of Hong Kong  
Tat Chee Avenue, Kowloon Tong  
Kowloon, Hong Kong



### Contacts for Partners

**Prof. Mary Pang**  
*Associate Dean (Internationalisation)*  
Phone: (852) 3442-5308  
Email: [mgpang@cityu.edu.hk](mailto:mgpang@cityu.edu.hk)

**Connie Chan**  
*Executive Officer, External Liaison*  
Phone: (852) 3442-2386  
Email: [chlchan@cityu.edu.hk](mailto:chlchan@cityu.edu.hk)

**Jasmine Wong**  
*Executive Officer, Exchange Programme (Inbound Students)*  
Phone: (852) 3442-5854  
Email: [jasmine.w@cityu.edu.hk](mailto:jasmine.w@cityu.edu.hk)

**Angie Cheung**  
*Executive Officer, Exchange Programme (Outbound Students)*  
Phone: (852) 3442-7411  
Email: [angie.cheung@cityu.edu.hk](mailto:angie.cheung@cityu.edu.hk)

**Edna Yu**  
*Exchange Programme Administrator*  
Phone: (852) 3442-6543  
Email: [edna.yu@cityu.edu.hk](mailto:edna.yu@cityu.edu.hk)



# Location

**Hong Kong**, a Special Administrative Region (SAR) of the People's Republic of China, is situated on the south-eastern coast of China and spreads out over 1,106 square kilometres (427 square miles).

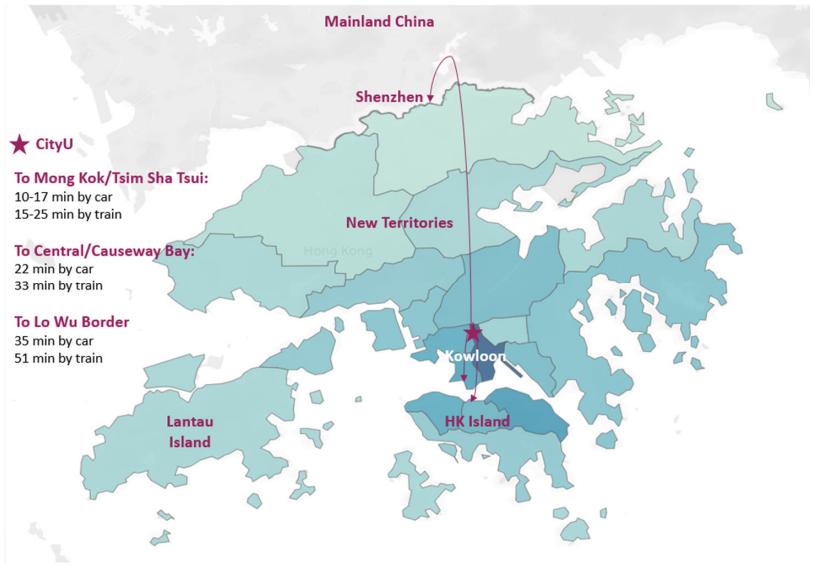
Hong Kong is a fast-paced cosmopolitan and exciting city with over seven million people. It is a gateway to China and a hub of international transportation, communication and commerce.

The official languages of Hong Kong are Chinese and English. Cantonese is the indigenous and most widely spoken dialect. All major signage is in English or bilingual.

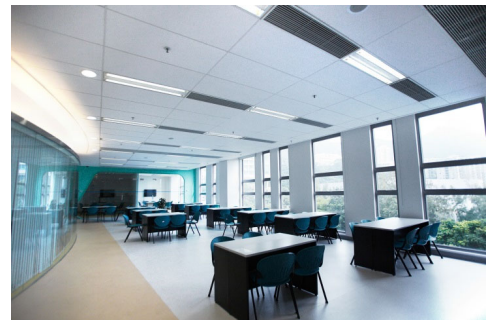
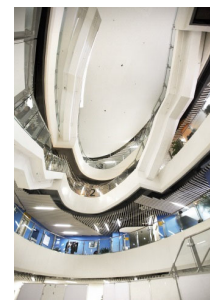
More information about Hong Kong: <http://www.discoverhongkong.com>

★ CityU is located at the heart of the city. It is close to the Kowloon Tong Station, which connects the Mass Transit Railway (MTR).

CityU Campus Map: <https://www.cityu.edu.hk/about/campus/map>



# CityU Campus



# Cost

## Estimated Monthly Living Expenses

Food	HK\$3,000
Local Transportation	HK\$ 300
Personal Expenditure (e.g. medical expenses, telephone bills and laundry)	HK\$ 900
Academic Expenses (e.g. books and supplies)	HK\$ 300
<b>Total (excluding accommodation fees)</b>	<b>HK\$4,500</b>



# Accommodation

On-campus housing is **not** available for Postgraduate exchange students.

Off-campus housing information:  
<https://www.cityu.edu.hk/sro/oca/>

The College of Business will also provide off-campus housing information to students in due time.



# Academic Calendar

	Semester A 2023/24	Semester B 2023/24
Nomination Deadline (partners)	31 March 2023	31 August 2023
Application Deadline (nominated students)	12 May 2023	12 October 2023
Arrival Date	28 August 2023	8 January 2024
<b>Mandatory Orientation Programme</b>	<b>29 August – 1 September 2023</b>	<b>9 – 12 January 2024</b>
Teaching period (13 teaching weeks)	4 September – 2 December 2023	15 January – 20 April 2024
Student Revision period	4 – 9 December 2023	22 – 27 April 2024
Examination period	11 – 23 December 2023	29 April – 13 May 2024

Detailed Academic Calendar available online: [http://www6.cityu.edu.hk/arro/ac\\_calendar.asp](http://www6.cityu.edu.hk/arro/ac_calendar.asp)



## Application

### Application Materials

To be submitted online:

- ✓ Online Application

To be uploaded online:

- ✓ Proof of Financial Support (in English or Chinese)
- ✓ Resume
- ✓ Passport Copy
- ✓ Official Academic Transcript (in English) - Please include **BOTH** undergraduate and postgraduate official transcripts
- ✓ Proof of English Language Proficiency (if English is not the medium of instruction at their home institution)

To be submitted by post:

- ✓ Visa/Entry Permit Application Form
- ✓ College of Business Visa Sponsorship & Payment Form

Application procedures: [https://www.cb.cityu.edu.hk/exchange/international\\_student/information/procedures](https://www.cb.cityu.edu.hk/exchange/international_student/information/procedures)

### Visa

International students who do not have the right of abode in Hong Kong must obtain a student visa before coming to Hong Kong. CityU could apply for the visa on student's behalf in Hong Kong. The visa, once issued, will be sent to student before departure from home.

### Insurance

It is mandatory for non-local students to have suitable and adequate insurance covering travel, personal accidents, medical expenses (accident and non- accident), hospitalization and emergency evacuation / repatriation throughout the entire period of their study in Hong Kong. Students are required to either purchase the insurance on their own before they leave their home city or, if they are unable to do so or wish to have additional insurance coverage, enroll in the Group Personal Accident and Medical Benefits Insurance Plan for Non-local Students contracted by CityU.

All exchange students are required to indicate their insurance enrolment decision during the online pre-enrolment process, whether they wish to enroll in the insurance plan or not.

# Mandatory Orientation Programme

---

The College of Business organizes a Mandatory Orientation Programme for inbound exchange students one week before the semester starts. Students must arrive in time to participate in all orientation sessions.

Topics include academic information, visa regulations, course registration, student life, technology support, introduction to Exchange Student Club, etc.

Each exchange student will be assigned a buddy whose contact information is available to exchange students before their departure from home. They are encouraged to contact their buddy before they depart and arrange a first meeting at the arrival point.



# Course Information

---

## Course Enrolment

Postgraduate exchange students are expected to take courses at CityU in the following programme/disciplines of study, subject to availability of places and prerequisite requirements:

- Master of Business Administration (MBA)
- Accountancy
- Information Systems
- Management
- Management Sciences
- Marketing

Postgraduate exchange students are not allowed to take Bachelor degree level courses at CityU.

## Course List

The College of Business Exchange Office will provide a list of available courses to postgraduate exchange students.



# Study at CityU

## Note about Examinations

The final examination timetable will be released to all CityU students by Week 10 of each semester.

All inbound exchange students should make flight arrangement after they have received the personalized final exam timetable from the University. The College of Business will not re-schedule exams for inbound exchange students due to early departure flights.

## Maximum and Minimum Credit-Unit Load

Majority of the courses carry 3 credits. In each semester exchange students should take a total of 12 to 18 credits (4 – 6 courses). A credit unit is earned by approximately forty-to-fifty hours of student work.



## Websites

Main website:

<http://www.cb.cityu.edu.hk>

Inbound Exchange Students Website:

<http://www.cb.cityu.edu.hk/exchange>



@cityu\_cb



@cityu\_cb



@cityu\_business

