



International Exchange Fact Sheet 2017/18

- For Postgraduate Students -

Mailing Address

College of Business
12/F, Lau Ming Wai Academic Building (Academic 3)
City University of Hong Kong
Tat Chee Avenue, Kowloon Tong
Kowloon, Hong Kong

Websites

Main website: <http://www.cb.cityu.edu.hk>
Inbound Exchange Students Website: <http://www.cb.cityu.edu.hk/exchange>

Contacts for Partners

Dr. Mary Pang
Associate Dean (Internationalization)

Phone: (852) 3442-5308
Email: mgpang@cityu.edu.hk

Connie Chan
Executive Officer, External Liaison

Phone: (852) 3442-2386
Email: chlchan@cityu.edu.hk

Jasmine Wong
Executive Officer, Exchange Programme (Inbound Students)

Phone: (852) 3442-5854
Email: jasmine.w@cityu.edu.hk

Angie Cheung
Executive Officer, Exchange Programme (Outbound Students)

Phone: (852) 3442-7411
Email: angie.cheung@cityu.edu.hk

Edna Yu
Exchange Programme Administrator

Phone: (852) 3442-6543
Email: edna.yu@cityu.edu.hk



Academic Calendar

	Semester A 2017/18	Semester B 2017/18
Nomination Deadline (partners)	31 March 2017	31 August 2017
Application Deadline (nominated students)	12 May 2017	12 October 2017
Arrival Date	28 August 2017	8 January 2018
Mandatory Orientation Programme	29 August – 1 September 2017	9 – 12 January 2018
Teaching period (13 teaching weeks)	4 September – 2 December 2017	15 January – 28 April 2018
Student Revision period	4 – 9 December 2017	30 April – 5 May 2018
Examination period	11 – 23 December 2017	7 – 19 May 2018

Detailed Academic Calendar available online: http://www6.cityu.edu.hk/arro/ac_calendar.asp

Location

Location and size of Hong Kong

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 1,105 square kilometres (426 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.

Use of Putonghua (Mandarin) is growing. All major signage is in English or bilingual.

Location of CityU

CityU is located at the heart of the city.

The University is close to the Kowloon Tong Station, which connects the Mass Transit Railway (MTR).

More information about Hong Kong

<http://www.discoverhongkong.com>



Facilities

University's facilities available to all students:

- Library
- IT and AV equipped teaching venues
- Express Terminals in campus public area
- Notebook computers for loan
- Wireless LAN cards for loan
- Wireless LAN coverage
- Career Centre
- Health Centre
- Student Restaurants
- Joint Sports Centre
- Audio-visual Room
- Band Room
- Dark Room
- Games Area
- Music Rooms
- Student Common Room
- TV Room



Accommodation

Due to great demand in residential places, the University does not provide on-campus housing to postgraduate exchange students. The College of Business will provide off-campus housing information to students.

Costs

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
Total (excluding accommodation fees)	HK\$4,500

The above estimate is for reference only. The actual cost may vary from person to person.

Application materials and procedures

Application material

- ✓ Online Application
- ✓ Visa/Entry Permit Application Form
- ✓ College of Business Visa Sponsorship & Payment Form
- ✓ Proof of Financial Support (in English or Chinese)
- ✓ Resume
- ✓ 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)

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.

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 greeting cum meeting at the arrival point.

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 the University.

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.

Curriculum

Course Enrolment	<p>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:</p> <ul style="list-style-type: none">• Master of Business Administration (MBA)• Accountancy• Information Systems• Management• Management Sciences• Marketing <p>Postgraduate exchange students are allowed to take Bachelor degree level courses but the priority will be given to the undergraduate students.</p> <p>Chinese Language courses (Mandarin and Cantonese) are also available to postgraduate exchange students.</p>
Maximum and Minimum Credit-Unit Load	<p>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.</p>
Course List	<p>The College of Business Exchange Office will provide a list of available courses to postgraduate exchange students.</p>

Examination

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.