



College of Business

International Exchange

Fact Sheet 2024/25

- For Postgraduate Students



 **Contacts for Partners >>>**

Prof. Mary Pang
Associate Dean (Internationalisation)
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

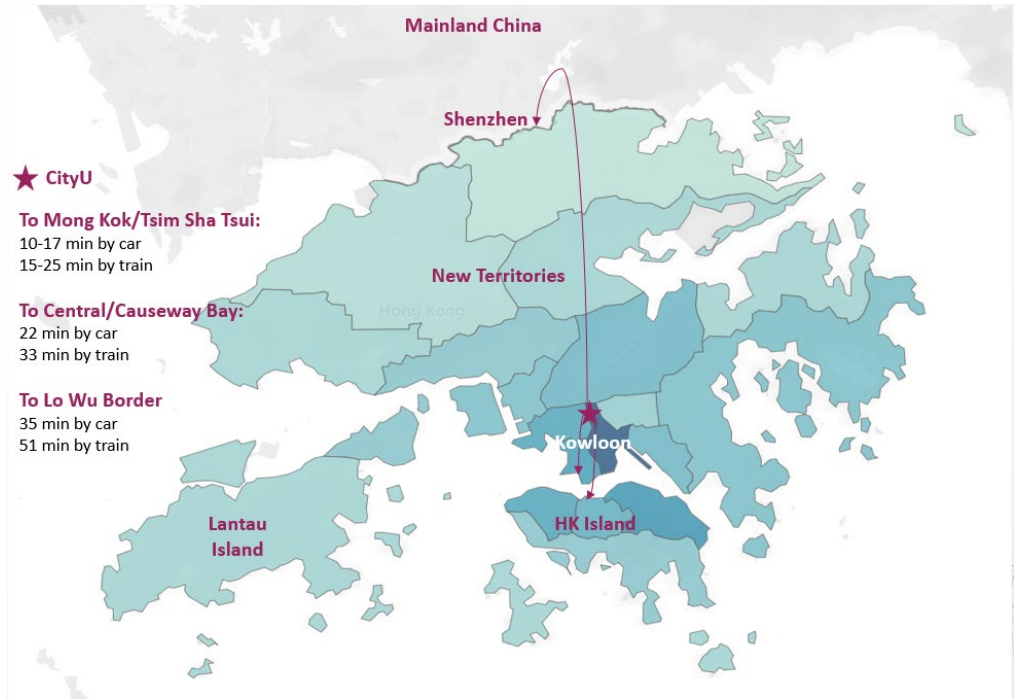
Angie Cheung
Executive Officer, Exchange Programme (Outbound Students)
Phone: (852) 3442-7411
Email: angie.cheung@cityu.edu.hk

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

 **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





★ CityU

To Mong Kok/Tsim Sha Tsui:

10-17 min by car
15-25 min by train

To Central/Causeway Bay:

22 min by car
33 min by train

To Lo Wu Border

35 min by car
51 min by train

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>



MILACEK Petr, Prague University of Economics and Business, Czech Republic (Fall, 2023-24)



FRIBERT William Domanyi, Copenhagen Business School, Denmark (Fall, 2023-24)



BOEDO IGLESIAS Lara, Universidad Carlos III de Madrid, Spain (Fall, 2023-24)

CityU Campus >>>



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 emailed to student before departure from home.

Fees >>>

- Administrative Fee
A non-refundable and non-transferable administrative fee HKD 600 will be charged by the University. Payment should be made via the College of Business Visa Administrative Fee & Payment Form. This administrative fee does not include the visa fee payable to the Immigration Department.
- Visa Fee
An application fee for visa will be charged by the Immigration Department. Students are required to settle the visa fee directly with the Immigration Department after their application is approved.

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.



- To be submitted online:
- ✓ Online Application

\$ Cost >>>

- 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)

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

- 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

 Academic Calendar >>>

	Semester A 2024/25	Semester B 2024/25
Nomination Deadline (partners)	31 March 2024	31 August 2024
Application Deadline (nominated students)	12 May 2024	12 October 2024
Arrival Date	26 August 2024	6 January 2025
Mandatory Orientation Programme	27 - 30 August 2024	7 -10 January 2025
Teaching period (13 teaching weeks)	2 September – 30 November 2024	13 January – 17 April 2025
Student Revision period	2 - 7 December 2024	22 - 26 April 2025
Examination period	9 - 21 December 2024	28 April – 13 May 2025

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

 **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 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.

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.



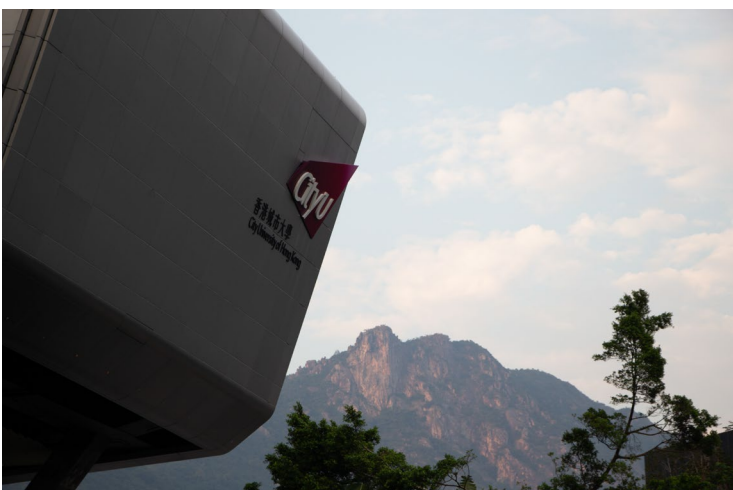
DUPUITS Valerie Feline, VU Amsterdam, Netherlands (Fall, 2021-22)

Course List

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

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.



KONRAD Chris, Karlsruhe University of Applied Science, Germany (Fall, 2023-24)



CASSELMAN Felix, KU Leuven, Belgium (Fall, 2023-24)

 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.

 Transcript >>>

Two copies of the original transcripts will be dispatched to students' home institution two months after the programme concludes (i.e., July for Semester A, February for Semester B).

Students can apply for additional copies at:

<https://www.cityu.edu.hk/arro/content.asp?cid=721>



Websites >>>



@cityu_cb



@cityu_cb



@cityu_business

Main website:

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

Inbound Exchange Students Website:

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

