

# College of Business

## International Exchange

### Fact Sheet 2021/22

- 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

### 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

### Contacts for Partners

**Dr. 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  
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Email: [chlchan@cityu.edu.hk](mailto:chlchan@cityu.edu.hk)

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

**Angie Cheung**  
Executive Officer, Exchange Programme (Outbound Students)  
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**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).

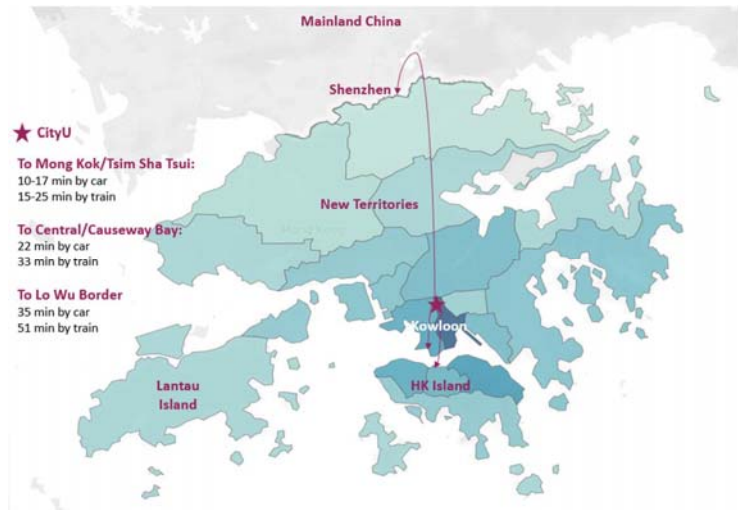
Hong Kong is a fast-paced cosmopolitan and exciting city with over seven million people. It is a gateway to China and a hub of international transportation, communication and commerce.

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 2021/22	Semester B 2021/22
Nomination Deadline (partners)	31 March 2021	31 August 2021
Application Deadline (nominated students)	12 May 2021	12 October 2021
Arrival Date	23 August 2021	3 January 2022
<b>Mandatory Orientation Programme</b>	<b>24 – 27 August 2021</b>	<b>4 – 7 January 2022</b>
Teaching period (13 teaching weeks)	30 August – 27 November 2021	10 January – 23 April 2022
Student Revision period	29 November – 4 December 2021	25 – 30 April 2022
Examination period	6 – 18 December 2021	3 – 17 May 2022

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

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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

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## 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

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## 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.



# See You in CityU Hong Kong



# College of Business

## International Exchange

### Fact Sheet 2021/22

- For Undergraduate Students -



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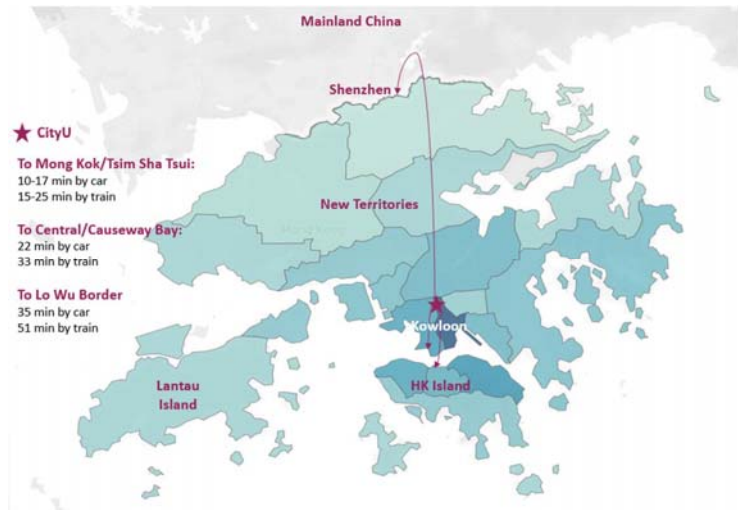
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## Course Information

### Course Enrolment

Undergraduate exchange students are expected to take courses under the full-time Bachelor of Business Administration (BBA) programme at CityU in the following disciplines of study, subject to availability of places and prerequisite requirements:

- Accountancy
- Economics and Finance
- Information Systems
- Management
- Management Sciences
- Marketing

Non-Business electives offered by other Colleges and Departments are also available to exchange students.

Chinese Language courses (Mandarin and Cantonese) are also available to exchange students.

Undergraduate exchange students are not allowed to take graduate-level courses at CityU.

### Course Selection

Exchange Students are required to enroll at least 50% of their course load with College of Business (CB). For 12 credit units of the course load during the exchange semester, a minimum of 2 courses (or 6 credit units) must be taken from CB.

### Course List

Refer to

[http://www.cb.cityu.edu.hk/exchange/international\\_student/information/application\\_semA](http://www.cb.cityu.edu.hk/exchange/international_student/information/application_semA)

[http://www.cb.cityu.edu.hk/exchange/international\\_student/information/application\\_semB](http://www.cb.cityu.edu.hk/exchange/international_student/information/application_semB)





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