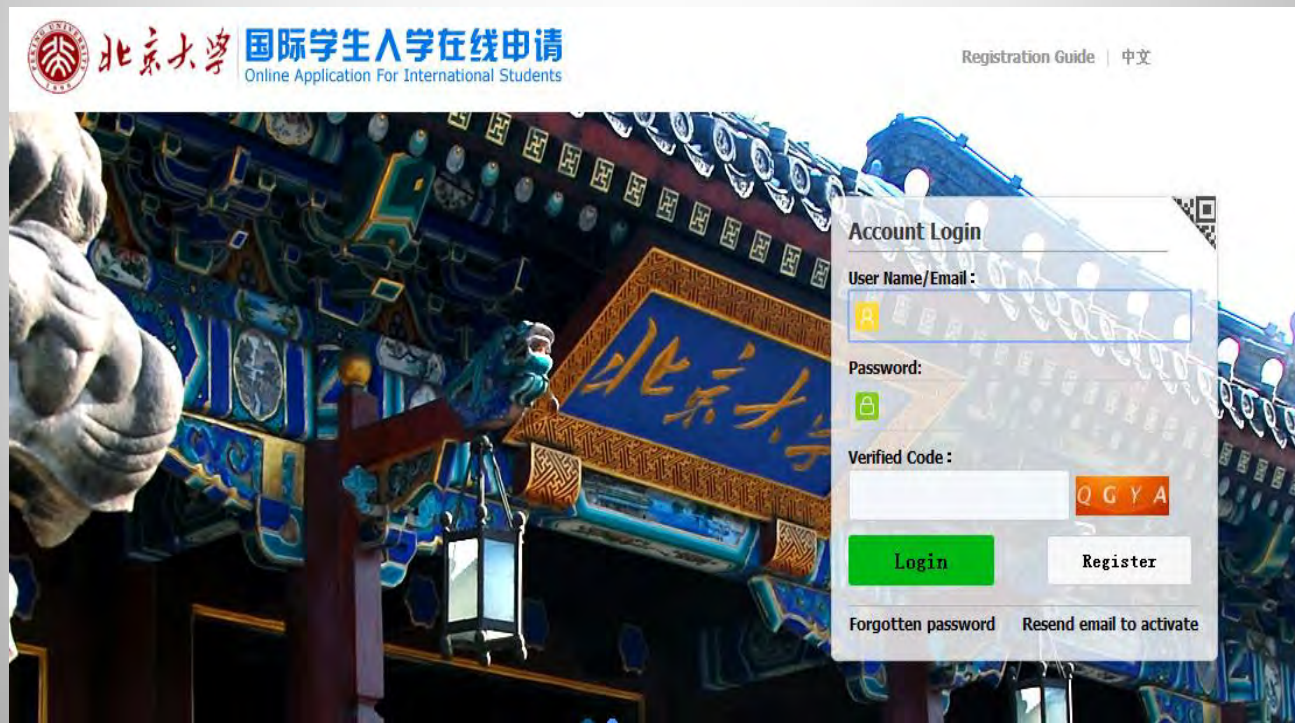


Applying to Peking University HSBC Business School

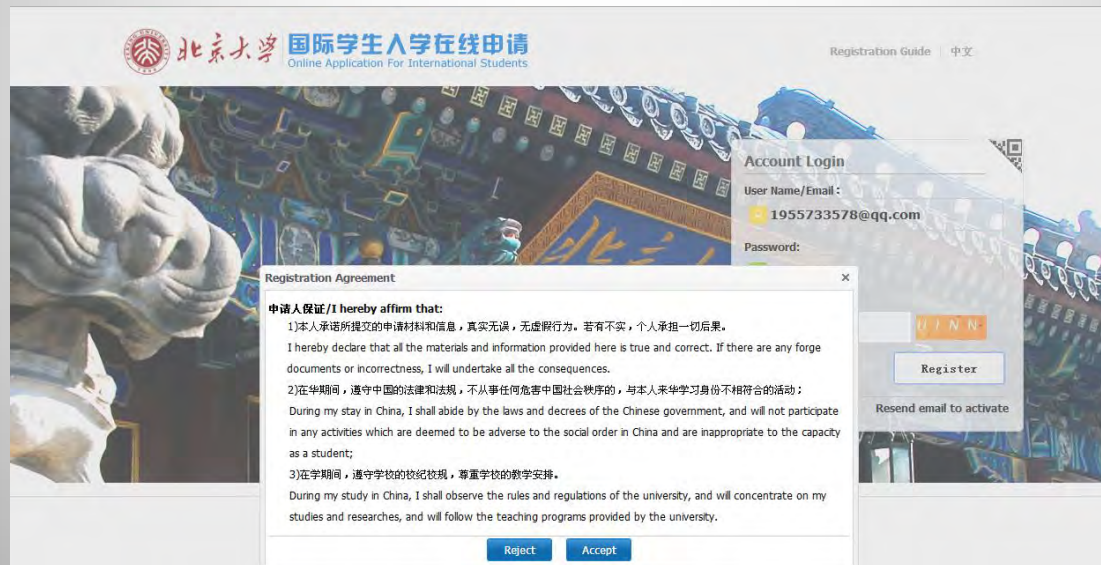
1. Find the Online Portal

Enter the following link to arrive at the Online Application Portal: <http://www.studyatpku.com/>



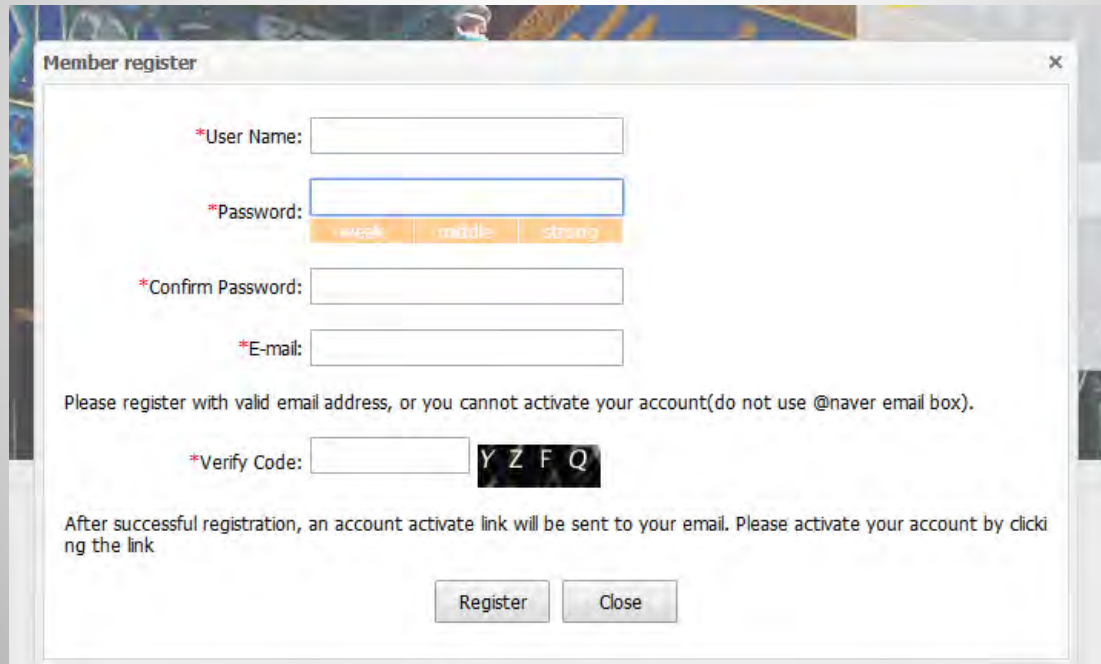
2. Register

- Click on the orange **Register** button, Read pop-up message and click **“Accept”**.



2. Create a Profile

Create a profile. Click “Register”.



The image shows a 'Member register' dialog box with the following fields and instructions:

- *User Name:** A text input field.
- *Password:** A password input field with a strength indicator below it showing 'weak', 'middle', and 'strong'.
- *Confirm Password:** A text input field.
- *E-mail:** A text input field.
- *Verify Code:** A text input field next to a CAPTCHA image showing the characters 'Y Z F Q'.

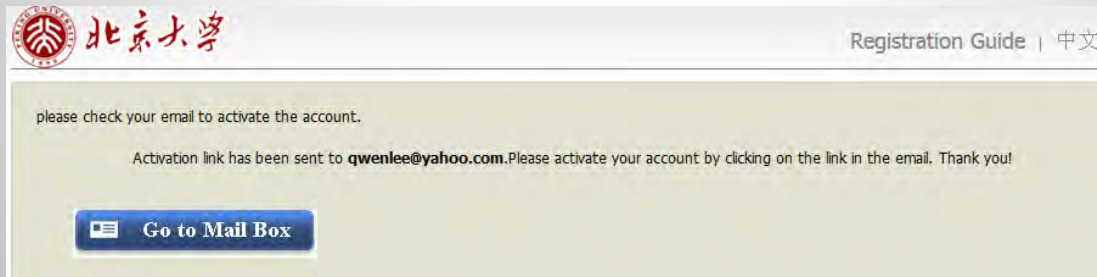
Please register with valid email address, or you cannot activate your account(do not use @naver email box).

After successful registration, an account activate link will be sent to your email. Please activate your account by clicking the link

Buttons: Register, Close

2. Create a Profile

You will need to confirm your new profile through your email address before continuing



3. Select 'Degree Program Application'



The screenshot displays the Beijing University International Student Online Application portal. The header includes the university logo and name in Chinese (北京大学), the title '国际学生入学在线申请' (International Student Online Application), and the English translation 'Online Application For International Students'. A user is logged in as 'qwenlee', with options for 'Logout', '简体中文' (Simplified Chinese), and 'English'. The navigation menu contains 'Home', 'Application', 'Application Query', 'Inbox [unread:0]', 'Outbox', and 'Message to Administrator'. The main content area is titled 'Choose your program:' and features two radio button options: 'Degree Programs Application' (which is selected and highlighted with a yellow bar) and 'Non-Degree Programs Application'. A 'Next' button is located below the options.

Welcome! **qwenlee** Logout 简体中文 English

Home Application Application Query Inbox [unread:0] Outbox Message to Administrator

Choose your program:

Degree Programs Application

Non-Degree Programs Application

Next

3. Read pop-up agreement and click “Accept” to proceed

报名许可协议 ×

申请人保证/I hereby affirm that:

1)本人承诺所提交的申请材料 and 信息，真实无误，无虚假行为。若有不实，个人承担一切后果。
I hereby declare that all the materials and information provided here is true and correct. If there are any forge documents or incorrectness, I will undertake all the consequences.

2)在华期间，遵守中国的法律和法规，不从事任何危害中国社会秩序的，与本人来华学习身份不相符合的活动；
During my stay in China, I shall abide by the laws and decrees of the Chinese government, and will not participate in any activities which are deemed to be adverse to the social order in China and are inappropriate to the capacity as a student;

3)在学期间，遵守学校的校纪校规，尊重学校的教学安排。
During my study in China, I shall observe the rules and regulations of the university, and will concentrate on my studies and researches, and will follow the teaching programs provided by the university.

4. Select Master's Degree Program



北京大學 国际学生入学在线申请
Online Application For International Students

Welcome! [qwenlee](#) [Logout](#) [简体中文](#) [English](#)

[Home](#) [Application](#) [Application Query](#) [Inbox \[unread:0\]](#) [Outbox](#) [Message to Administrator](#)

please choose your type :

PhD Program

Master's Degree Program

[Prior-Back](#) [Next](#)

5. Enter 'English' as the Teaching Language and select 'Shenzhen Graduate School' for the Department

国际学生入学在线申请
Online Application For International Students

Welcome! 1955733578@qq.com Logout 简体中文 English

Home Application Application Query Inbox [unread:0] Outbox Message to Administrator

Query Option

Apply for Department: Shenzhen Graduate School

Apply for Major: Please choose

Research Field:

Teaching Language: English


find return

Click "Apply" to appropriate program

Study Plan List[total:6]

Study Plan Name	Department	Major	Research Field	Duration From To	Years	Teaching language	Apply deadline	Notes	Operation
School of Transnational Law (STL) Master of Laws(L.L.M.) degree program	Shenzhen Graduate School	Juris Master	LL.M	2016-09-01--2018-07-31	2	English	2016-03-31 23:59:59		Apply
Peking University HSBC Business School - Master's Degree in Management	Shenzhen Graduate School	Enterprise Management	Management	2016-09-01--2018-07-31	2	English	2016-03-31 23:59:59		Apply
Peking University HSBC Business School - Master's Degree in Economics	Shenzhen Graduate School	Economics	Economics	2016-09-01--2018-07-31	2	English	2016-03-31 23:59:59		Apply
School of Transnational Law (STL) Juris Doctor (J.D.) degree Program	Shenzhen Graduate School	Juris Master (Non-L.L.B.)	Juris Doctor (J.D.) degree	2016-09-01--2019-07-15	3	English	2016-03-31 23:59:59		Apply
Peking University HSBC Business School - MBA	Shenzhen Graduate School	Business Administration	工商管理硕士	2016-09-01--2018-07-15	2	English	2016-03-31 23:59:59		Apply
Peking University HSBC Business School - Master's Degree in Finance	Shenzhen Graduate School	Finance	Quantitative Finance	2016-09-01--2018-07-31	2	English	2016-03-31 23:59:59		Apply


6. Complete the Online Application

 **北京大学** 国际学生入学在线申请
Online Application For International Students

Welcome! [1955733578@qq.com](#) [Logout](#) [简体中文](#) [English](#)

[Home](#) [Application](#) [Application Query](#) [Inbox \[unread:0\]](#) [Outbox](#) [Message to Administrator](#)

1. Basic Info
 2. Study Plan
 3. Education & Employment
 4. Additional Info
 5. Contact Info
 6. Submit

***Personal Photo**  Please upload your recent full-faced passport size photo (*.jpg, *.jpeg, *.png).

Family Name(as on passport)	<input type="text"/>	Given Name(as on passport)	<input type="text"/>
Chinese Name (if available)	<input type="text"/>	*Gender	<input checked="" type="radio"/> male <input type="radio"/> female
*Marital Status	<input type="radio"/> unmarried <input type="radio"/> married	*Nationality	Please choose <input type="text"/>
*Birth Date	<input type="text"/>	*Country of Birth	Please choose <input type="text"/>
*Place of Birth(City, Province)	<input type="text"/>	native language	Please choose <input type="text"/>
*Highest Level of Education	-choose- <input type="text"/>	*Religion	-choose- <input type="text"/>
*Employer or Institution Affiliated	<input type="text"/>	*Occupation	-choose- <input type="text"/>
Health Status	<input type="text"/>	Emigrant from mainland China, Hong Kong, Macau, and Taiwan?	<input checked="" type="radio"/> yes <input type="radio"/> no
Hobby	<input type="text"/>		

7. Before Submitting...

- Fill out the **entire** application form with complete and accurate information
- Be sure not to miss any steps prior to submitting your online form
- Only areas with a red asterisk (*) are required; you may leave blank information regarding visa status, Chinese name, etc.

Degree Requirements

- Minimum degree completion is a bachelor's degree. All degrees (completed and in-progress) must be uploaded into the online application.
 - A polytechnic/professional degree is **NOT** eligible for admission
 - Post-graduate degrees and study must also be uploaded
- Uploaded degrees must be color copy of original or color copy of notarized copy with color stamps. Hardcopy should be the original notarized copy.
 - Degrees missing signatures or required seals are invalid
- Degrees in languages other than English must have a translated copy uploaded as well.
- For degrees in progress, a letter from your university must be uploaded confirming your (1) expected graduation date and (2) when your diploma will be issued to you.
 - If your degree will be issued before the application deadline, then you must submit a copy of your diploma in order to be accepted.
- Notarized copies of original must be submitted in hardcopy material

Transcript Requirements

- Transcripts for all degrees (completed and in-progress) must be uploaded into the online application.
- Original transcripts or notarized copies must be submitted as hardcopies
- Transcripts in a language other than English, the applicant must submit a translated English copy online and in hardcopy
- Transcripts downloaded from online grade systems or labeled as “unofficial” are invalid

Proof of English Proficiency

- Applicants that are born in countries that have English as the native language are exempt
- Applicants that have graduated from a university in a country that has English as the native language are exempt
- All other applicants must submit a valid TOEFL iBT (minimum 80) or IELTS (minimum 6.5)
 - A TOEIC exam is not acceptable

Copy of Passport

- A valid, scanned copy of the applicants passport photo page must be uploaded
 - The image should include the photo page and the opposite page
 - It must be clearly readable when printed out on A4 paper
- The passport must be valid through their first year of study (July of their first academic year)
- Expiring passports must be renewed and submitted by the application deadline
- Those applying for their first passport must submit their passport copy by the application deadline
- A color hardcopy of the passport should be included in hardcopy materials

8. Your Application(s)

You may return to an existing application at any time by clicking on the 'Application' tab on the left side of the screen. Be sure to save your information before leaving any page of the online application.

Your Application will not be considered unless you've completed all the steps!

Choose your program:

Degree Programs Application

Non-Degree Programs Application

[Next](#)

My study application :

Application Status : **filled in** Application No. : Financial Resources for Study : **Self-Funded** Campus :

Application No.	English Name (as on passport)	Chinese Name	College Major	Degree	status	Operation
			Shenzhen Graduate School Business Administration	Master's Degree Student	filled in	Delete Edit View

9. Once you've submitted...

- **Print out your completed application form**
- Include this form with your supplementary materials (listed next) when you mail your application to HSBC Business School



Supplementary Materials

1. One recent photograph (passport-size)
2. Official or notarized diploma certificate in English (current students shall present letter of certification for graduation)
3. Official transcripts in English from all the universities the applicant attended
4. Statement of Purpose in English (no longer than two pages, double-spaced)
5. Confidential Recommendation Forms from two references
6. Certified score reports of TOEFL or IELTS
7. Valid score for GMAT or GRE (If applying for MBA program)
8. Copy of passport
9. Optional: Scholarship application form, which can be found at <http://english.phbs.pku.edu.cn/index.php?m=content&c=index&a=show&catid=606&id=305>
10. Optional for MA programs: GRE, GMAT, books, publications, articles, etc. in English related to your academic and professional accomplishments

10. Mailing the Application

- Once all documents have been assembled, mail them together to:

Admissions Office for International Students, Room 114
Peking University HSBC Business School
University Town, Nanshan District
Shenzhen 518055, China

11. Notes and Tips for Applying

- HSBC Business School accepts students on a rolling basis. Therefore, it is advantageous to apply early in the application period.
- There is no application fee. However, applicants are expected to pay the postage fee for their application materials.
- For confidential documents, like your official transcript and letters of recommendation, please send them with your other materials, but in sealed envelopes to ensure their veracity.
- Applicants may be contacted by the school to conduct an interview via phone or Skype. Whether or not you have an interview has no bearing on your admission or scholarship status.
- Our school encourages diversity, regardless of race, religion, gender identity, sexual orientation, or ethnicity. Please do not feel the need to exclude certain political/social accomplishments.
- Complete the full application in order to have a chance at applying.

Contact information:

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International Affairs Manager

int.admissions@phbs.pku.edu.cn

Nicole Chastagner

Exchange student Manager

Nchastagner@phbs.pku.edu.cn