



PHBS
Peking University
HSBC Business School

How to Apply

For Ph.D. Program

This document details :

- 1- Process Overview
- 2- Documents to Provide
- 3- Documents Requirements
- 4- Online Application System-Step by Step
- 5- Hardcopy Application



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Before we go any further, please note the following :

- There are no application fees
- We won't accept any application past the deadline
- All applicants have to submit an online application in the system AND provide hardcopies
- Applicants needs to attend written test and interview
- According to the regulations in China, you may be asked to provide additional documents (e.g. non-criminal record certificate)



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Before applying to our school make sure you meet the admission requirements :

- Applicants must be non-Chinese citizens with a valid passport. For applicants from mainland China (Mainland), Hong Kong, Macao and Taiwan who have emigrated to other countries as foreign students, they should hold valid foreign passports or certificates of nationality before April 30, 2015, and possess certificates of cancellation of Chinese nationality.
- Applicants must have attained a master's degree, and students who graduated from a non-Chinese institution must have a master's degree from an institution recognized by the Ministry of Education of China.
- GRE test score of 320 or higher.
- Applicants whose mother tongue is not English are required to submit TOEFL score (iBT 100 points or above, the points for each part should not lower than 22);
- HSK scores of level 6 (over 210 points in total, and Writing over 65 points) is required.



[Continued] - Admission requirements

- It is highly recommended that applicants have a strong preparation in economics, preferably have taken intermediate microeconomics and intermediate macroeconomics courses at university-level or equivalency.
- Applicants must have a solid foundation in mathematics, especially calculus, probability theory, linear algebra and statistics.
- Fluency in English is a prerequisite for Ph.D. admission at PHBS as the primary language of instruction is English. Applicants must have the ability to write and communicate in English fluently.
- Applicants must have a strong interest in economics, and the ability to conduct research independently.



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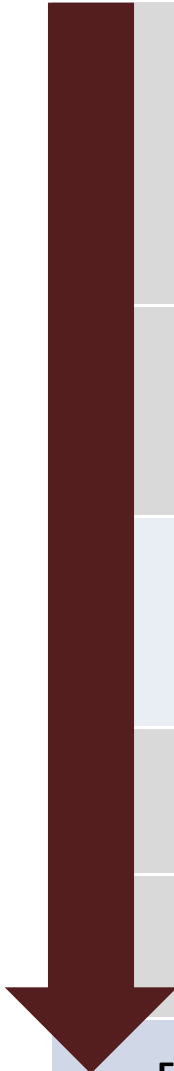
1- PROCESS OVERVIEW



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TIMELINE	APPLICANT	PHBS	DOCUMENTS
From October to December	Complete your online application in the Online Application System (with accurate information and all necessary documents uploaded)	The reception of your online application will be confirmed by the International Admission Office	
	Print out the Application Form and send it along with your hardcopies documents to International Office	The International Office will confirm the reception of your materials	
January to February	Qualified candidates will receive written test and interview invitation .	The Admission Committee will review the applications upon reception of the hardcopies. Qualified candidates will get notified of written test and interview invitation .	
March to April		PHBS will inform the result of written test and interview.	You will receive an Acceptance Letter by email and will have to sign and send back the letter as a confirmation. Please note that this admission is conditional upon final admission by PKU.
May		Final Admission by PKU Graduate School, PHBS will prepare and send your official documents.	An Admission Notification and JW202 will be sent to you.
June	Accommodation registration Fees payment Student Visa Application		X1 student visa
End of August	Arrival of International Students and Registration		Students have to present their original and official diploma





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2- DOCUMENTS





Documents to provide:

Document	To be uploaded Online	Sent as Hardcopies
One recent photograph (passport-size)	✓	✓
Copy of passport	✓	✓
Original notarized Master degree diploma copies in English	✓	✓
Official transcripts in English from all the attended universities	✓	✓
Master's degree thesis and/or published academic papers and other original research results	✓	✓
Statement of purpose in English and in Chinese	✓	✓
Recommendation letters from two references	✓	✓
Certified GRE score report	✓	✓
Certified TOEFL score report for non-Native English speakers	✓	✓
Official copy of your HSK test transcript	✓	✓
CV in English and Chinese	✓	✓
Signed application form (downloaded from the online system)	X	✓
Optional : Scholarship application form (download here)	✓	✓
Optional: Table of contents and abstracts of your academic publications and any other original achievement in your field.	✓	✓



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3- REQUIREMENTS



Passport requirements

- You must have a non-Chinese passport to apply as an international student
- The passport must be valid at least through the first year of study
- A scanned copy of the passport must be uploaded online
 - The image should include the photo page and the opposite page
 - A photo of the passport is not valid,
 - The image must be clear in case we need to print it
- A color copy of the passport should be included in the hardcopy materials as well
- Expiring passports must be renewed and submitted before the application deadline



Degree requirements

- Minimum degree completion is a master's degree
- Polytechnic or professional degrees are NOT eligible for admission
- All diplomas (undergraduate and post-graduate) must be provided
- Uploaded online: color scan of original diploma or color scan of notarized copy
- As hardcopy: Original notarized copy of the diploma (do not send original diploma)
- Degrees in languages other than English must have a translated version as well
- For applicants who haven't graduated yet by the time of application, a letter from your university must be provided, confirming your expected graduation date and when your diploma will be issued to you (online + hardcopy)
- All admitted applicants must present their official and original diploma on arrival



Transcripts requirements

- All transcripts (from all degrees, completed and in progress) must be provided
- Uploaded online: color scan of original transcripts or color scan of notarized copy
- As hardcopy: original official transcripts or original notarized copy
- Transcripts in languages other than English must have a translated version as well
- Transcripts downloaded from online grade systems or labeled as “unofficial” are invalid



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Proof of English Proficiency

- Native English Speakers do not have to submit a proof of English proficiency
- Applicants that have graduated in an English speaking country are exempted
- All other applicants must submit a valid TOEFL score (iBT 100 points or above, the points for each part should not lower than 22)



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Statement of purpose

- Statement of purpose should in English and Chinese, 3000 words
- Download the template [here](#)



Recommendation letters

- All applicants have to submit two recommendation letters from two referees
- The referees should be professors or persons with relevant academic title. At least one of them should have knowledge of your recent academic work.
- The recommendation letter must be original documents either in Chinese or English.
- Reference letters must be signed by the referee
- Reference letters can be uploaded online by the applicant or sent directly to us by the referees if confidential
- Download the template [here](#)



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4- ONLINE APPLICATION SYSTEM – STEP BY STEP





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1- Access the Online System

Use the following link to reach the Online Application System:

<http://www.studyatpku.com>



北京大学

国际学生在线服务系统
China International Student Service System

[Registration Guide](#) | [中文](#)





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2- Register in the Online System

Click on the ‘Register’ button



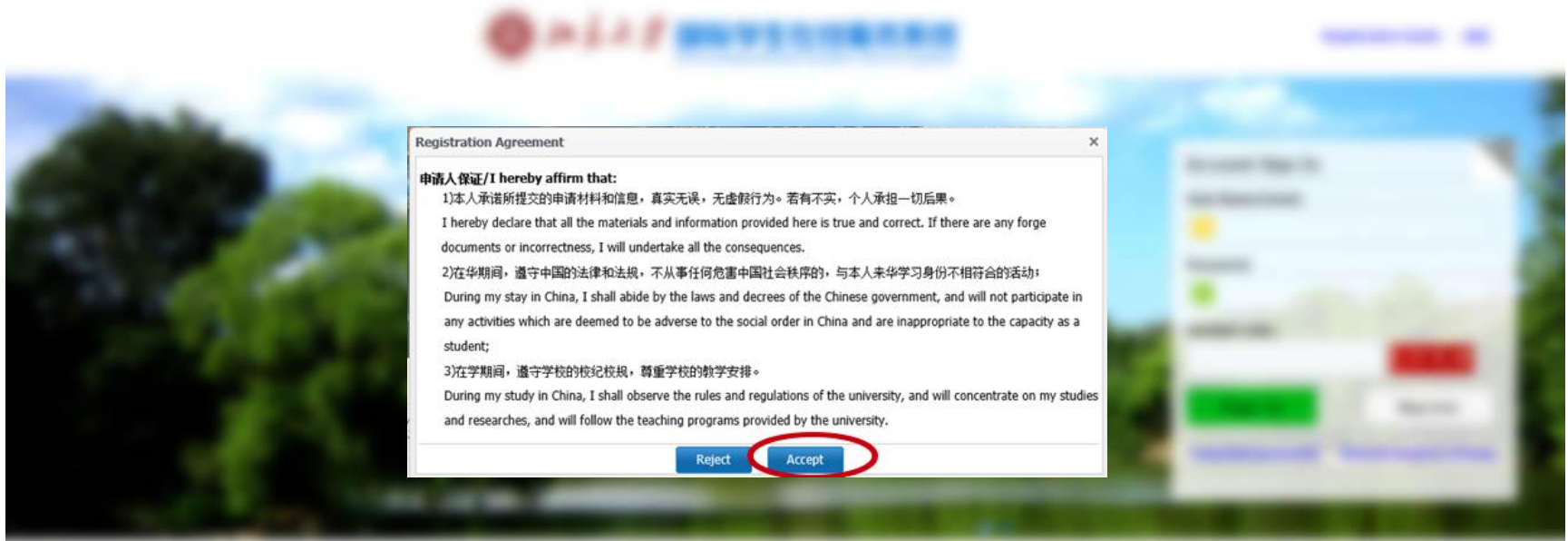
[Registration Guide](#) [中文](#)





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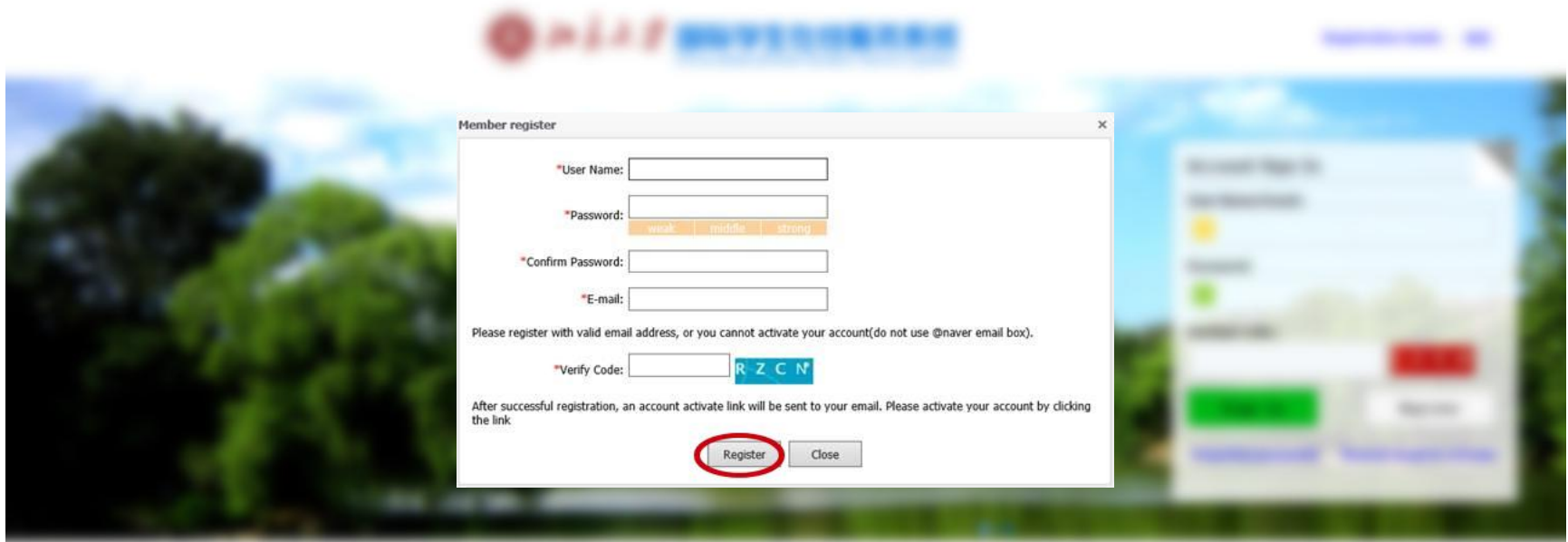
Read pop-up message and click ‘Accept’.





3- Create a profile

‘Member register’ window pops up.
Create a profile and click ‘Register’.





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4- Activate your profile

You will need to confirm and activate your profile through your email address before continuing.

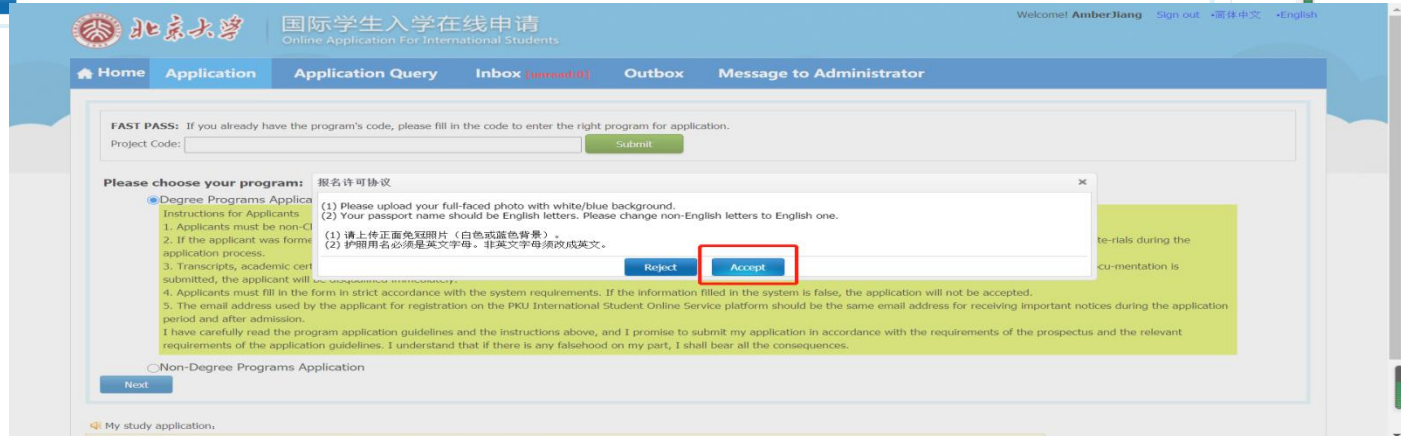
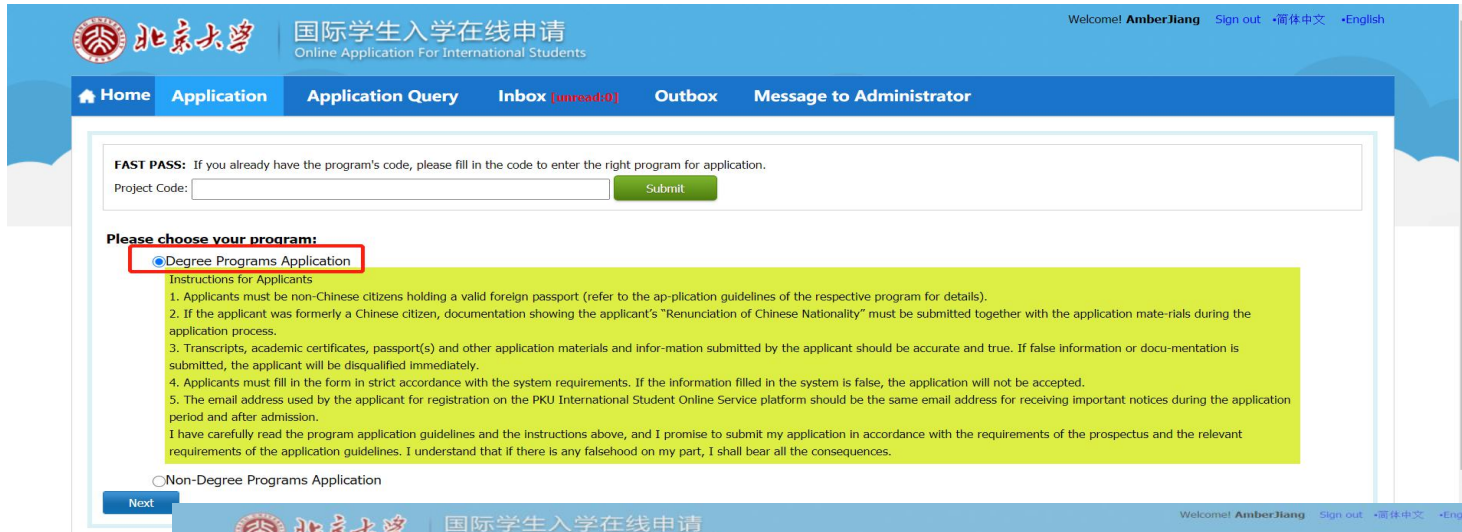
A screenshot of a web page from Peking University. The header includes the university's logo and name in Chinese (北京大学) on the left, and "Registration Guide | 中文" on the right. The main content area has a light green background and contains the following text: "please check your email to activate the account." followed by "Activation link has been sent to [redacted] Please activate your account by clicking on the link in the email. Thank you!". Below this text is a blue button with a mail icon and the text "Go to Mail Box".





5- Choose a program

Select ‘Degree Programs Application’.





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Select 'Doctoral Program'.

The screenshot shows the 'Online Application For International Students' portal. The header includes the Peking University logo and the text '国际学生入学在线申请' (Online Application For International Students). A navigation bar contains links for Home, Application, Application Query, Inbox [unread:0], Outbox, and Message to Administrator. The main content area displays a form titled 'please choose your type :'. This form has two radio button options: 'Doctoral Student' (which is selected and highlighted with a red box) and 'Master Program'. Below the radio buttons are two buttons: 'Prior-Back' and 'Next'. A yellow horizontal line is drawn across the form area.



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Read pop-up agreement and click ‘Accept’ to proceed.





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To find PHBS programs, choose 'Shenzhen Graduate School' as Department.

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

Welcome! AmberJiang Sign out 简体中文 English

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

Query Option
 Department: (highlighted)
 Major: Please choose
 Teaching Language: -choose-
 Return

Study Plan List [total:963]

Study Plan Name	Department	Research Field	Application From To	Years	Teaching language	Application Period	Notes	Operation
中文授课常规项目	College of Environment and Energy	College of Engineering	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	College of Environment and Energy	School of Chinese as a Second Language	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Sciences	Graduate School of Education	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Sciences	School of Archaeology and Museology	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	National School of Development	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	School of New Media	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	Academy for Advanced Interdisciplinary Studies	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	School of Software and Microelectronics	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	Institute of Molecular Medicine	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	Shenzhen Graduate School	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	Environmental Mineralogy	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	Environmental Mineralogy	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	Environmental Mineralogy	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	Environmental Mineralogy	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	Geochemistry	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	Geochemistry	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply
中文授课常规项目	School of Earth and Space Sciences	Geochemistry	2021-09-01~2025-07-31	4	Chinese	2020-10-10 00:00:00~2020-12-04 23:59:59		Apply



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Click “Find”, and then choose “Shenzhen Graduate School Economics with teaching language English”, and click ‘Apply’

International Student Online Application
Online Application For International Students

Welcome! AmberJiang Sign out · 简体中文 · English

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

Query Option

Department: Shenzhen Graduate School Major: Please choose

Research Field: Teaching Language: -choose-

Find Return

Study Plan List[total:4]

Study Plan Name	Department	Major	Research Field	Duration From To	Years	Teaching language	Application Period	Notes	Operation
PKUSZ--常规项目	Shenzhen Graduate School	Chemical Genomics	(全日制)不区分研究方向	2021-09-01~2026-07-31	5	Chinese	2020-10-12 00:00:00~2020-12-04 23:59:59		Apply
PKUSZ--常规项目	Shenzhen Graduate School	Materials Physics and Chemistry	(全日制)不区分研究方向	2021-09-01~2025-07-31	4	Chinese	2020-10-12 00:00:00~2020-12-04 23:59:59		Apply
PKUSZ--常规项目	Shenzhen Graduate School	Economics	(全日制)不区分研究方向	2021-09-01~2026-07-31	4	Chinese	2020-10-12 00:00:00~2020-12-04 23:59:59		Apply
PKUSZ--常规项目	Shenzhen Graduate School	Economics	(全日制)不区分研究方向	2021-09-01~2026-07-31	4	English	2020-10-12 00:00:00~2020-12-04 23:59:59		Apply

Displaying 1-4 of 4 items Per Page 20 items Page 1 跳转 of 1



Fill out the entire form (with documents to upload)

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. Application Form Pre-review

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

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

Passport And Visa

*Passport No.

Upload Documents Max Size 1M

Documents List	Operation
	The Photocopy of Passport (Pages with photo and visa)(*.jpg,*.jpeg,*.png): <input type="button" value="Add Document"/>
	Authenticated copies of degree certificates / Certificate of enrollment(*.jpg,*.jpeg,*.png,*.doc,*.docx,*.pdf): <input type="button" value="Add Document"/>
	Transcript(*.pdf): <input type="button" value="Add Document"/>
	Reference(*.pdf): <input type="button" value="Add Document"/>
	Personal Statement (research proposal)(* .pdf): <input type="button" value="Add Document"/>



Please note the following points :

- 2. Study Plan < ‘**Advisor Name**’ and ‘**Advisor Contact**’: please leave these blank

Study Plan - Peking University HSBC Business School - Master Student in		Edit Study Plan	
Program	Master Student		
Department	Shenzhen Graduate School	Major	
Research Field (in Chinese)		Research Field (in English)	
Teaching Language	English	Study Years	2
Study Duration	2018-09-01--2020-07-31		
Advisor Name	<input type="text"/>	Advisor Contact	<input type="text"/>

- 4. Additional Info < ‘**Guarantor in China**’: if you don’t have any contact in China, you can write our details as follow:

Name: Na Mao

Phone Number: 755 2603 3642

Organization: PHBS

Mobile: 75526033642

Email: maona@phbs.pku.edu.cn

Address: Shenzhen University Town Xili



Do not forget to click ‘Save and Next’ after each page.
You can go back and edit your application at any time before it is submitted.

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. Application Form Pre-review

Home Country Address Please fill in the blanks in Chinese if the address is in China.

*Street Address		*Phone Number	
*City/Province		Mobile	
*Country	Please choose	*Zipcode	

Current postal address

Same as the Home country address Other

Facebook No		Personal Email	
Wechat No		Twitter No	
LinkedIn No		MSN No	
QQ No			

***How to Collect the Admission Notice**

Deliver to Address Provided in Application Collect at the Peking University in Person

Copy from Home country address Copy from My current postal address

*Receiver's Name		*Phone or Mobile	
*Receiver's City/Province		*Receiver's Country	Please choose
*Receiver's Address		*Zipcode	

Previous Save and Next



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When all the steps are completed, click ‘Submit’

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

Welcome! [redacted] Sign out · 简体中文 · English

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

1. Basic Info

Study Plan: Degree Programs Application - Master Program - Peking University HSBC Business School - Master Student in Economics
Application Status: filled in Submit Application No.: Financial Resources for Study: Self-Supporting Campus:



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When your application is submitted, please
download your application form
(to be sent with your hardcopies)

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

Welcome! [User Name] Sign out • 简体中文 • English

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

1. Basic Info	Study Plan: Degree Programs Application - Master Program - Peking University HSBC Business School - Master Student in Economics Application Status: in process Application No.: 2019040380 Financial Resources for Study: Self Supporting Campus:	Download Application Form
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5- HARDCOPY APPLICATION





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- Print out your completed application form (from the online system)
- Mail this form to our school, along with your application materials
- One set of documents is enough, you don't need to send additional copies
- Applicants are expected to cover the cost of mailing their documents
- All submitted documents will become the property of Peking University and will not be returned



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6- ADMISSION EVALUATION





1. Initial screening. The admissions committee in Peking University HSBC Business School will select qualified students based on application information. The strength of the recommendation letters, the academic record at the applicants' undergraduate and graduate institution, and your research agenda are all evaluated, as evidence of intellectual ability and a commitment to a career in research.
2. Written test and interview. We will conduct both written test and interview after the application initial screening process. The purpose is to determine applicants' academic background, previous research experience, English language proficiency, motivation and problem solving skills.
3. Only if the applicants who have passed the written test, they are qualified for the interview which is usually on the day after the written test.
4. If you failed either the written test or the interview, you will not be admitted.



Written test and interview

- 2.1 Written test
- Applicants must attend a 2 hours basic knowledge test by PHBS, which covers microeconomics, macroeconomics, and mathematics, with an overall score of 100. Only those pass the written test are qualified for the following interview. This part consists of 50 percent of your final grade.
-
- 2.2. Interview
- Qualified candidates are required to attend the interview organized by the admission committee. This part consists of the other 50 percent of your final grade.



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Mailing Address

Admissions Office for International Students, Room 110
Peking University HSBC Business School
University Town, Xili, Nanshan District
SHENZHEN 518055
CHINA

Phone: +86 755 2603 3642

Contact person : Na Mao

If you send your application documents from China :
深圳市南山区西丽大学城北京大学汇丰商学院110室518055



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For more information please contact

International Office

Email: int.admission@phbs.pku.edu.cn