March 2017

School details: The Chinese University of Hong Kong (CUHK) is the pioneer in business education in Hong Kong and the first university to establish a full-time MBA degree programme in Hong Kong. The Faculty of Business Administration is one of the first two business schools in Asia accredited by AACSB International. We are also the first business school outside North America to establish a Chapter of Beta Gamma Sigma, the international honour society for business and management programs. An uncompromising insistence on quality and innovation continues to strengthen CUHK as one of the leading business schools in Asia. Its achievement is reflected in the 5000+ MBA graduates, many of whom hold prominent management positions in local and overseas corporations.

Contact person: Ms. Stephanie Villemagne
Associate Dean of Graduate Programs and Director of MBA Programmes

Ms. Annissa Chan, Exchange and International Programmes Manager

Telephone: Ms. Annissa Chan: (852) 3943-7753

Fax: (852) 2609-6289

Emails: Ms. Annissa Chan: annissa@cuhk.edu.hk

School address: MBA Programmes
Faculty of Business Administration
The Chinese University of Hong Kong
14/F Cheng Yu Tung Building, 12 Chak Cheung Street
Shatin, N.T.
HONG KONG

WWW-address: http://www.cuhk.edu.hk/mba

Exchange application deadlines:
First Term: April 1, 2017
Second Term: September 1, 2017
Third Term: November 1, 2017
Summer Term: December 1, 2017

Required documents: School nomination together with a copy of student’s CV including details on date of birth, nationality and passport number. Students must also complete an on-line application form which is provided after the school nomination reaches our exchange office.

Study program: Concentration Areas: China Business, Entrepreneurship, Finance, and Marketing

Exchange students may also take courses offered by other departments upon approval of departments concerned.


Language of Instruction: All MBA courses are taught in English with the exception of elective courses of a unique nature in which teaching in Chinese is preferable.

Language requirement: While we do not require GMAT scores for exchange students, exchange students must be proficient in English.
Language courses: Intensive Chinese language courses are available at CUHK. Students who wish to take Chinese language courses at CUHK are required to pay additional tuition fees. Additional information can be found via: http://www.cuhk.edu.hk/clc/ias.htm

Academic/Experience Requirements: Incoming exchange students are expected to have at least 2 to 3 years’ full time work experience, but exceptions may be granted.

Full-time Workload: Each course is 3 units (36 in-class hours). Students are expected to take at least 9 units (108 in-class hours) in a term unless prior approval is granted.

Learning Expectations:

Class Format: MBA Programmes place primary responsibility upon individual faculty members to decide on the course materials and method of teaching which will prove most effective in realizing the objectives of the course and are most suitable to the subject matter. No matter which course materials or delivery methods are adopted, they must pertain to achieving a balance between theory and practice, with a clear emphasis on relevance.

Teaching methods commonly used include lectures, discussions, case analyses, seminars, gaming models and directed research. In addition, company tours, surveys and field work are done by students, and local businessmen are invited to give guest lectures or lead in-class discussions.

Attendance:

Mandatory

Participation:

Active class participation is expected.

Class Size:

Normally 15 - 60

Grading: Student performance is assessed on a course-by-course basis.

Grades for graduate-level courses are recorded by letter, but grade points are used to compute averages. The letter grades and the corresponding grade are as follows:

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0 (Excellent)</td>
</tr>
<tr>
<td>A-</td>
<td>3.7 (Very Good)</td>
</tr>
<tr>
<td>B+</td>
<td>3.3 (Good)</td>
</tr>
<tr>
<td>B</td>
<td>3.0 (Good)</td>
</tr>
<tr>
<td>B-</td>
<td>2.7 (Good)</td>
</tr>
<tr>
<td>C+</td>
<td>2.3 (Fair)</td>
</tr>
<tr>
<td>C</td>
<td>2.0 (Fair)</td>
</tr>
<tr>
<td>C-</td>
<td>1.7 (Fair)</td>
</tr>
<tr>
<td>D+</td>
<td>1.3 (Pass)</td>
</tr>
<tr>
<td>D</td>
<td>1.0 (Pass)</td>
</tr>
<tr>
<td>F</td>
<td>0.0 (Failure)</td>
</tr>
</tbody>
</table>

Exams: The format of assessment varies from course to course. If there is a final examination, it will be held during the last week of the term or during the examination week.
Tentative Term dates for academic year 2017/18

Calendar
3-term and a summer term

Term 1
Expected arrival date: late August
4 Sept – 25 November 2017
First Term (Teaching), including Course Examinations

Term 2
Expected arrival date: early December
Session A: 4 Dec 2017 – 21 Jan 2018
Second Term (Teaching), including Course Examinations
Session B: 22 Jan – 4 Mar 2018

Term 3
Expected arrival date: early March
Session A: 5 Mar – 29 Apr 2018
Third Term (Teaching), including Course Examinations
Session B: 30 Apr – 9 Jun 2018
For Term 2 and Term 3, students can join us for a full term, a session or two sessions across term.

Summer Term
Expected arrival date: early June
19 Jun – 29 Jul 2018
Summer Term (Teaching), including Course Examinations

Accommodations:
All incoming exchange students could apply for the on-campus hostel (for single occupancy and is subject to availability). For your reference, the hostel fee for 2016-17 is HKD11,550.00 (approx US$1,481) per term. Residents need to pay extra for the air-conditioning.

Owing to the huge demand, there is “No guarantee of on-campus housing”.

Information on off-campus housing is also available for students who opt for staying off-campus.

Academic Expenses:
Books and Class Reading Materials:
Around HK$1,560 (US$200) per term

Other Expenses:
Food, Local Transportation and Personal Expenses:
Around HK$ 23,580 (US$3,023) per term

Health insurance:
Incoming exchange students holding a valid student visa are entitled to fees and charges for “Eligible Persons” in Hospital Authority institutions within their duration of stay in Hong Kong. This means they can enjoy discounted rates for public health services and are exempt from surgical and hospital insurance.

Apart from that, exchange students should also arrange at their own cost accident and sickness insurance coverage with provisions for emergency evacuation/rescuer's expenses and repatriation for the duration of their studies in Hong Kong. If they have plans to travel outside Hong Kong, they should make sure that their insurance policy covers those regions as well. If they are included in their parents’ health insurance policies, they should check the coverage before coming to Hong Kong.
Exchange students are reminded to bring a copy of their insurance policy(s) to Hong Kong. When they report arrival at the IASP office, they will be asked to submit a copy(s) for emergency use.

**Visa:**
All exchange students MUST apply for a Hong Kong student visa (not a China Visa) before arriving in Hong Kong. Applications should be sent directly to the Hong Kong Immigration Office via the IASP office of the CUHK.

**Facilities:**
Please refer to:
http://mbastudent.baf.cuhk.edu.hk/info_services.asp
Login ID: admin
Password: pass@word

**Student Services:**
MBA Office provides:

- Welcome Lunch / Dinner
- Campus Tour
- Kick-off Networking Event (Orientation)
- Halloween Party, Christmas Party, Annual Gathering, etc
- Graduate Business Forum
- Other networking and charity events (student-led)

Find out more at https://www.facebook.com/MBAinCUHK/

**Career services**
We have a dedicated and experienced MBA Career Management Team offering a well-structured career management programme for MBA students. You are welcomed to join the group-based activities organised by our Career Management Centre during your exchange period including:

- On-campus recruitment talks
- Job search skills workshops
- Executive development training
- Life enrichment activities
- Experience sharing and networking opportunities with alumni and senior executives in the market
- Access to career management facilities including Online Career Centre, e-Resources, MBA Business Library and Publications, as well as a premium Town Centre in CBD

For details, please visit our website at:
http://mbacareer.baf.cuhk.edu.hk/

**Exchange Coordinator Services:**
A) MBA Exchange Office: admissions and course enrolment, arrangement of on campus accommodation (subject to availability) and assistance in off-campus accommodation

B) Office of International Asian Studies Programme (IASP): assistance in matters related to visa application and student life on campus.

**Info Dissemination:**
Via Email and Mail