College of Business

International Exchange

Fact Sheet 2024/25
- For Undergraduate Students

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Mailing Address >>>

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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](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](https://www.cityu.edu.hk/about/campus/map)
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 >>>

<table>
<thead>
<tr>
<th>Accommodation detail</th>
<th><a href="http://www.cityu.edu.hk/sro/">http://www.cityu.edu.hk/sro/</a></th>
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<tbody>
<tr>
<td><em>Residence fee for 2023/24 (excl. meals)</em></td>
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<table>
<thead>
<tr>
<th>Regular rate for Single room</th>
<th>HK$21,700 per semester per person</th>
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<tbody>
<tr>
<td>Regular rate for Double room</td>
<td>HK$10,850 per semester per person</td>
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- The residence fees are subject to annual review and revision.
- CityU Student Residence is NOT guaranteed for all exchange students.
- Allocation shall be subject to availability, through a random balloting system.
Application Materials

To be submitted online:
- Online Application

To be uploaded online:
- Proof of Financial Support (in English or Chinese)
- Passport Copy
- Official Academic Transcript (in English)
- 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

Cost

<table>
<thead>
<tr>
<th>Estimated Monthly Living Expenses</th>
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<tbody>
<tr>
<td>Food</td>
<td>HK$3,000</td>
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<tr>
<td>Local Transportation</td>
<td>HK$ 300</td>
</tr>
<tr>
<td>Personal Expenditure</td>
<td>HK$ 900</td>
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<tr>
<td>Academic Expenses</td>
<td>HK$ 300</td>
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<tr>
<td>Total (excluding accommodation fees)</td>
<td>HK$4,500</td>
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Academic Calendar

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<tr>
<th></th>
<th>Semester A 2024/25</th>
<th>Semester B 2024/25</th>
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<tbody>
<tr>
<td>Nomination Deadline (partners)</td>
<td>31 March 2024</td>
<td>31 August 2024</td>
</tr>
<tr>
<td>Application Deadline (nominated students)</td>
<td>12 May 2024</td>
<td>12 October 2024</td>
</tr>
<tr>
<td>Arrival Date</td>
<td>26 August 2024</td>
<td>6 January 2025</td>
</tr>
<tr>
<td>Mandatory Orientation Programme</td>
<td>27 - 30 August 2024</td>
<td>7 - 10 January 2025</td>
</tr>
<tr>
<td>Teaching period (13 teaching weeks)</td>
<td>2 September – 30 December 2024</td>
<td>13 January – 17 April 2025</td>
</tr>
<tr>
<td>Student Revision period</td>
<td>2 - 7 December 2024</td>
<td>22 - 26 April 2025</td>
</tr>
<tr>
<td>Examination period</td>
<td>9 - 21 December 2024</td>
<td>28 April – 13 May 2025</td>
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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.
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. Likewise, postgraduate exchange students are also not allowed to take undergraduate-level courses.

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.

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

<table>
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<tr>
<th>Semester A</th>
<th>Semester B</th>
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https://www.cb.cityu.edu.hk/exchange/international_student/information/

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.
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 >>>

Main website:
http://www.cb.cityu.edu.hk

Inbound Exchange Students Website:
http://www.cb.cityu.edu.hk/exchange