

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/>

The screenshot displays the website for the International Students Division, Office of International Relations, PKU. The header includes the university logo and navigation links: Orientation, Current Students, About Graduation, International Alumni, Contact Us, and Home. A language selector for '中文' is also present.

The main content area features a banner for '国际学生入学在线申请' (Online Application For International Students) with a scenic background image. Below the banner are two tabs: 'Hot' and 'News'. A grid of four service icons is shown:

- Always online**: Access to system anytime and anywhere via internet.
- State Prompt**: Prompt for application state at present, and steps to follow.
- E-mail Reminder**: Automatically instant email to notify about new notice.
- Ieds news**: Station communication help you complete the registration.

On the right side, there is a 'SIGN IN' form with the following fields:

- User/Email: Enter the user name or email
- Password: Password
- Validation Text: A CAPTCHA image showing the characters 'K' and 'A'.

Below the form are two buttons: 'Sign in' and 'Register'. A blue arrow points to the 'Register' button. A link for 'resend active email' is located below the buttons.

The footer contains the university logo, contact information, and copyright notice: 'PKU | OIR | Home | 中文版' and 'Copyright International Students Division, Office of International Relations, Peking University. Address: International Students Division, Shaoyuan Building 3, Peking University, BJ, 100871 PRC'.

2. Create a Profile

- Click on the orange **Register** button and create a profile using your email address
- You will need to confirm your new profile through your email address before continuing

3. Select 'Degree Program Application'

· 简体中文 · English · 加入收藏



国际学生在线申请（支付）系统

Online Application and Payment System for International Students

点亮留学梦想

Welcome! **bgpollok** [logout]

My Homepage unread message[0]

Online Application

- Apply Now
- My Application
- ScholarShip Apply
- ScholarShip Apply
- Scholarship Query

My message


- Inbox
- To Administrator

Personal profile

- User Information
- Password Modification

My Homepage

My study application: No application

	0	0	0	0
	No. of Application	No. of Reservati	unread message	The num of Fav

last successful login time:
last successful login ip: first login



Degree Program Application

Degree Students,enter here

signup now



Non-Degree Program Application

Non-Degree Students ,enter here

signup now



4. Select Master's Degree Program

• 简体中文 • English • 加入收藏

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please choose your type:

- PKU-WASEDA Joint Undergraduate Program
- Master's Degree Program
- PhD Program
- Undergraduate Studies

Next

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

• 简体中文 • English • 加入收藏



国际学生在线申请（支付）系统

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点亮留学梦想

logout My Homepage unread message[0]

Apply Now | My Application | User Information | Password Modification


please enter a query Results:15(Total1Page)

Teaching Language: in English Department: Shenzhe 每页显示: 20

Department	Major	Research Field	Notes	webSite	start	end	teach language	
School of Government	PKU-VUW Double Master Degree Program in Public Policy	公共政策理论		introduce Link	2012-10-15	2013-03-31	in English	Apply
School of Government	Master Degree Program in Public Policy (MPP Program)	公共政策理论		introduce Link	2012-10-15	2013-03-31	in English	Apply
School of Government	LSE-PKU Double Master Degree Program in Public Administration and Government	公共政策理论			2012-10-15	2013-03-31	in English	Apply
Shenzhen Graduate School	Peking University HSBC Business School - Master's Degree in Finance	Finance		introduce Link	2012-10-15	2013-03-15	in English	Apply
Shenzhen Graduate School	School of Transnational Law (STL)Juris Doctor (J.D.) degree Program	Juris Doctor (J.D.) degree	LSAT test required	introduce Link	2012-09-13	2013-01-31	in English	Apply
Shenzhen Graduate School	Peking University HSBC Business School - Master's Degree in Management	Management		introduce Link	2012-10-15	2013-03-15	in English	Apply
Shenzhen Graduate School	Peking University HSBC Business School - Master's Degree in Economics	Economics		introduce Link	2012-10-15	2013-03-15	in English	Apply


6. Complete the Online Application

· 简体中文 · English · 加入收藏



国际学生在线申请（支付）系统

Online Application and Payment System for International Students



点亮留学梦想

Welcome! **bgpollok** [logout]

My Homepage **unread message[0]**

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Personal profile

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

Personal Information



personal photo

[+ Add your photo](#)

* Please upload your recent full-faced passport photo.

Family Name(as on passport):	<input type="text"/>	Given Name(as on passport) :	<input type="text"/>
Chinese Name (if available) :	<input type="text"/>	Gender:	---choose---*
Marital Status:	---choose---*	Nationality:	English/Chinese*
Birth Date:	<input type="text"/>	Country of Birth:	English/Chinese*
Highest Level of Education:	---choose---*	City of Birth:	<input type="text"/>
Religion:	---choose---*	Place of study or work:	<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.

8. Your Application(s)

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

The screenshot shows the user interface of the 'Online Application and Payment System for International Students'. At the top right, there are language options: '简体中文', 'English', and '加入收藏'. The main header features the university logo (Tsinghua University) and the system title in Chinese: '国际学生在线申请（支付）系统' and in English: 'Online Application and Payment System for International Students'. A banner image shows a person with arms raised, with the slogan '点亮留学梦想' (Light up the dream of studying abroad).

On the left sidebar, the user is logged in as 'bgpollok' and can see 'unread message[0]'. The sidebar has three main sections: 'Online Application' with links for 'Apply Now', 'My Application', 'ScholarShip Apply', 'ScholarShip Apply', and 'Scholarship Query'; 'My message' with 'Inbox' and 'To Administrator'; and 'Personal profile' with 'User Information' and 'Password Modification'.

The main content area displays an 'Applylist' table with the following data:

Operation	chinese name	Major	Degree	status	modify time	create time
[edit] [view]		Finance	Master's Degree Student	filled in	2012-10-30	2012-10-30

Below the table, there is a 'delete' button and a pagination control showing '1'.

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. Copy of passport
8. 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>
9. Optional: 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.

Deadline for Application:
March 15, 2015