

**PekingUniversityHSBCBusinessSchool**

**Graduate Student Handbook**

**PekingUniversityHSBCBusinessSchool**

**August, 2014**

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## 1. Master of Economics Program at HSBC Business School

PekingUniversityHSBC Business School, one of the newest and most promising business schools in China, is proud of its accomplishments in the area of graduate education. The Master of Economics program focuses on a core curriculum in economic theory and applications. This is a two-year, full-time program in which international students learn alongside Chinese peers in an environment of cross-cultural dialogue. All courses are instructed exclusively in English, as is all academic support provided by faculty, TAs, and staff members. The faculty members of this program have earned their PhD degrees from top-ranked universities over the world.

### I. Program Objectives

This program aims to educate a group of graduate students by equipping them with a solid theoretical foundation in economics, teaching them to carry out research and analysis independently, and instructing them on the most pressing economic issues of today. The program also enables select students to advance to the Doctorate of Economics at HSBCBusinessSchool.

### II. Degree Requirements

To obtain the Master of Economics degree from PekingUniversityHSBCBusinessSchool, students are required to fulfill 36 credits (including 4 required courses, 6major elective courses and 2 general elective courses), pass minimum math requirements, complete 1 required courses that do not count credits (Graduate Thesis Seminars) and complete a Master's thesis and thesis defense.

Students will earn the credits only if they successfully pass course examinations. For required courses and elective courses, students need to pass by earning a score of 70 (D) or above. Those who fail in the required course will retake the course. Those who have failed in the required courses twice will not receive their master's degree.

This is two-year postgraduate program. Those who have difficulty completing the required coursework can apply to extend their studies by half a year to one year at the beginning of the second academic year. The tuition cost of the extended period will be significantly lower than traditional tuition fees, but will be covered entirely by the student himself/herself.

### III. Research Fields

*Concentrations:* Microeconomics, Macroeconomics, Mathematical Economics, Econometrics, Financial Economics, International Trade, Development Economics, Institutional Economics, Industrial Organization, Institutional Economics, Public Economics, Human Resource Economics.

*Advisors:* Wen Hai, Haifeng Huang, Zhiyong Tu, Yan Feng, Juan Yang, Ying Kong, David Ong,

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Christopher Balding, Chunyang Wang, Qian Chen, Yu Zhou, Lan Ju, Young Joon Park, Jiao Shi, Daeyong Lee, Insook Lee, Qing Wang

## IV. Curriculum

### Required Courses

#### a. Four Required Courses

| Course   | Credits |
|--|---------|
| Advanced Microeconomics (1)  | 3       |
| Advanced Macroeconomics (1)  | 3       |
| Applied Econometrics   | 3       |
| Business Ethics and Research Methodology<br>(Business Ethics:1.5 credits, Research Methodology: 1.5 credits) | 3       |

#### b. Two Required Courses (No credits)

| Course                   | Credits |
|--------------------------|---------|
| Graduate Thesis Seminars | N/A     |
| Mathematics              | N/A     |

### Major Elective Courses:

| Course                                      | Credits |
|---|---------|
| Advanced Microeconomics II                  | 3       |
| Financial Accounting                        | 3       |
| Advanced Financial Economics                | 3       |
| Applied Econometrics II                     | 3       |
| Behavioral Finance                          | 3       |
| Real Estate Finance and Economics           | 3       |
| Game Theory                                 | 3       |
| Industrial Organization                     | 3       |
| International Trade                         | 3       |
| Transition Economics                        | 3       |
| Healthcare Financing and Management         | 3       |
| Economics of Poverty                        | 3       |
| Behavioral Economics                        | 3       |
| Experimental Economics                      | 3       |
| Public Finance                              | 3       |
| History of Economy Thought                  | 3       |
| International Finance                       | 3       |
| Principles of Risk Management and Insurance | 3       |

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|   |   |
|---|---|
| Political Institutions and Economic Development | 3 |
| Advanced Macroeconomics II                      | 3 |
| Market Microstructure                           | 3 |
| An Industrial Organization Approach to Finance  | 3 |
| Corporate Finance                               | 3 |
| Business Mathematics                            | 3 |
| Intro to Chinese Economy                        | 3 |
| Economics for Public Issues                     | 3 |
| Institution Economics                           | 3 |
| Media Economics                                 | 3 |
| Energy Economics                                | 3 |
| Human Resource and Labor Economics              | 3 |
| Resource and Environmental Economics            | 3 |
| Decision Theory                                 | 3 |
| Money and Banking                               | 3 |
| Taxation and Business Strategy                  | 3 |
| Independent Study in Economics II               | 3 |
|   |   |

**\*Please refer to class schedule for elective courses' availability.**

**\* Subject to change according to the Curriculum Committee's discretion.**

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## **2. Master of Management Program at HSBCBusinessSchool**

The Master of Management program covers core coursework such as management economics, organization behavior. This is a two-year, full-time program in which international students learn alongside Chinese peers in an environment of cross-cultural dialogue. All courses are instructed exclusively in English, as is all academic support provided by faculty, TAs, and staff members. The faculty members of this program have earned their PhD degrees from top-ranked universities over the world.

### **I. Program Objectives**

This program aims to help our students to develop solid theoretical knowledge in management as well as the ability to carry out research in related concentrations. It also aims to prepare students with the cutting edge expertise in corporate management, and ability to provide solutions to practical business issues by applying managerial theories.

### **II. Degree Requirements**

To obtain a Master of Management degree from Peking University HSBC Business School, students are required to fulfill 36 credits in 12 courses, (including 7 required courses, 3 major elective courses and 2 general elective courses), pass minimum math requirements, complete 1 required course that do not count credits (Graduate Thesis Seminars) and complete a Master's thesis and defense.

Students will earn the credits only if they pass course examinations. For required courses and elective courses, students need to pass by earning a score of 70 (D) or above. Those who fail the exams will retake the course. Those who fail in the required courses will not be conferred their degrees.

This is two-year postgraduate program. Those who have difficulty completing the required coursework can apply to extend their studies by half a year to one year. The tuition cost of the extended period will be significantly lower than traditional tuition fees, but will be covered entirely by the student himself/herself.

### **III. Research Fields**

Concentrations: Corporate Strategy, Entrepreneurial Management, Marketing, Human Resource Management, Accounting, Strategic Management, Operations Management, Organizational Theory  
Advisors: Philip Huang , Wei Wei, Kevin Chastagner, Tianyu Dai, Marc Idelson, Yeujun Yoon, Ting Ren, Terrill Frantz, Deming Zhou, Jooyoung Park, Susan Zhu, Fanmin Kong, James Yen

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## IV. Curriculum

### Required Courses

#### a. Seven Required Courses

| Course  | Credits |
|---|---------|
| Applied Econometrics  | 3       |
| Marketing Management  | 3       |
| Organizational Behavior   | 3       |
| Financial Accounting  | 3       |
| Strategic Management  | 3       |
| Operations Management   | 3       |
| Business Ethics and Research Methodology<br>(Business Ethics: 1.5 credits, Research Methodology: 1.5 credits) | 3       |

#### b. Two Required Courses (No credits)

| Course                   | Credits |
|--------------------------|---------|
| Graduate Thesis Seminars | N/A     |

### Major Elective Courses:

| Course                                     | Credits |
|--|---------|
| Management of Investment Banking           | 3       |
| SME's Finance Research                     | 3       |
| Industrial Organization                    | 3       |
| Project Management                         | 3       |
| Managing in China Cross-border Development | 3       |
| Corporate Finance                          | 3       |
| Strategic Human Resource Management        | 3       |
| Managerial Economics                       | 3       |
| Organizational Network Analysis            | 3       |
| Managing Information Technology            | 3       |
| Marketing Research                         | 3       |
| Venture Design                             | 3       |
| Consumer Behavior                          | 3       |
| Art of Leadership                          | 3       |
| Marketing Strategy                         | 3       |
| Research of Business Model                 | 3       |
| Enterprisers and Enterprises               | 3       |
| Supply Chain Management                    | 3       |
| Brand Management                           | 3       |
| New Venture Investment Decision            | 3       |

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|   |   |
|---|---|
| Marketing Application in Financial Industry | 3 |
| International Management                    | 3 |
| Entrepreneurship                            | 3 |
| The Science of Leadership                   | 3 |
| Money and Banking                           | 3 |
| Global Innovation                           | 3 |
| Cross-Cultural Management                   | 3 |
| Managing Mergers & Acquisitions             | 3 |
| Strategic Management Research               | 3 |
| Principles of Risk Management and Insurance | 3 |
| Behavioral Finance                          | 3 |
| Introduction to Chinese Economy             | 3 |
| International Finance                       | 3 |
| Experimental Economics                      | 3 |
| Strategic Leadership                        | 3 |

**General Elective Courses:**

**\*Please refer to class schedule for elective courses' availability.**

**\* Subject to change according to the Curriculum Committee's discretion.**



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### **3. Master of Finance at HSBC Business School**

This program provides specialist training in finance for international students. The program focuses on a core curriculum in financial theory and applications. This is a two-year, full-time program in which international students learn alongside Chinese peers in an environment of cross-cultural dialogue. All courses are instructed exclusively in English, as is all academic support provided by faculty, TAs, and staff members. The faculty members of this program have earned their PhD degrees from top-ranked universities over the world

#### **I. Program Objectives**

This program aims to develop in students the modern financial theories and methodologies, and a comprehensive understanding of financial performance and management. The Master of Finance program prepares students for a variety of careers, such as chief financial officers, risk management specialists, corporate fund managers and more. This program also enables the students to pursue PhD degrees or carry out research in related concentrations in finance.

#### **II. Degree Requirements**

To obtain a Master of Finance degree from Peking University HSBC Business School, students are required to fulfill 36 credits (including 6 required courses, 4 major elective courses and 2 general elective courses), pass minimum math requirements, complete 1 required course that do not count credits (Graduate Thesis Seminars) and complete a Master's thesis.

Students will earn the credits only if they pass course examinations. For required courses and elective courses, students need to pass by earning a score of 70 (D) or above. Those who fail the exams will retake the course. Those who have failed in the required courses twice will not receive their master's degree.

This is two-year postgraduate program. Those who have difficulty completing the required coursework can apply to extend their studies by half a year to one year at the beginning of the second academic year. The tuition cost of the extended period will be significantly lower than traditional tuition fees, but will be covered entirely by the student himself/herself.

#### **III. Research Fields**

*Concentrations:* Financial Engineering, Corporate Finance, Investment, Risk Management, Chinese Financial Markets, Behavioral Finance, Money & Banking

*Advisors:* Vincent Chang, Lei Sun, Heungju Park, Denial Kim, Frank Koger, Hursit Selcuk Celil, Frank Koger, Naqiong Tong, Wei Cen, Sung Bin Sohn, Erik Benrud, Wei Xu, Jun Lu, Lan Ju, Juan Yang, Zhiyong Tu, Kwang Won Ahn, Liangyi Ouyang, Chang Y. Ha, Hyunjoong Im, Yilin Zhang, Nan Lin, Domenico Tarzia, Seungjoon Oh

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## IV. Curriculum

### Required Courses

#### a. Six Required Courses

| Course   | Credits |
|--|---------|
| Financial Market   | 3       |
| Financial Economics  | 3       |
| Applied Econometrics   | 3       |
| Microeconomics   | 3       |
| Macroeconomics   | 3       |
| Business Ethics and Research Methodology<br>(Business Ethics:1.5 credits, Research Methodology: 1.5 credits) | 3       |

#### b. Two Required Courses (No credits)

| Course                   | Credits |
|--------------------------|---------|
| Graduate Thesis Seminars | N/A     |

### Major Elective Courses

| Course   | Credits |
|--|---------|
| Derivative Securities                          | 3       |
| Fixed Income Securities                        | 3       |
| Corporate Finance                              | 3       |
| Financial Risk Management                      | 3       |
| Advanced Econometrics (I)                      | 3       |
| Advanced Econometrics (I)                      | 3       |
| International Finance                          | 3       |
| Advanced Financial Economics                   | 3       |
| Investment                                     | 3       |
| Principles of Risk Management and Insurance    | 3       |
| Behavioral Finance                             | 3       |
| Market Microstructure                          | 3       |
| Empirical Finance                              | 3       |
| Financial Markets and Investments in China     | 3       |
| Money and Banking                              | 3       |
| Real Estate Finance and Economics              | 3       |
| SMES Finance Research                          | 3       |
| Financial Accounting                           | 3       |
| An Industrial Organization Approach to Finance | 3       |
| Business Mathematics                           | 3       |
| Research Topics in Corporate Finance           | 3       |
| Topics in Alternative Investments              | 3       |

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|--|---|
| Intro to Chinese Economy                     | 3 |
| Financial Statement Analysis                 | 3 |
| Applied Stochastic Process                   | 3 |
| Taxation and Business Strategy               | 3 |
| Financial Markets                            | 3 |
| Numerical Methods and Analysis               | 3 |
| Financial Modeling I                         | 3 |
| Credit Derivatives                           | 3 |
| Hedges Funds                                 | 3 |
| Managerial Accounting                        | 3 |
| Public Finance                               | 3 |
| Theoretical Foundations in Corporate Finance | 3 |

**\*Please refer to class schedule for elective courses' availability.**

**\* Subject to change according to the Curriculum Committee's discretion.**

#### 4. Full-time Faculty of Peking University HSBC Business School

| Name                  | Position            | Education                           |  |
|-----------------------|---------------------|-------------------------------------|--|
|                       |                     | Bachelor                            | PhD  |
| <b>Economics (14)</b> |                     |                                     |  |
| Wen Hai               | Professor           | Peking University                   | University of California at Davis                                |
| Gang Fan              | Professor           | Hebei University, China             | Graduate School of the Chinese Academy of Social Sciences (CASS) |
| Ying Kong             | Professor           | Peking University                   | Carleton University, Canada                                      |
| Christopher Balding   | Associate Professor | George Washington University        | University of California at Irvine                               |
| Zhiyong Tu            | Associate Professor | Hubei University, China             | University of Pittsburgh   |
| Qian Chen             | Assistant Professor | Wuhan University, China             | The University of Sydney   |
| Insook Lee            | Assistant Professor | Seoul National University, S. Korea | University of California, Berkeley                               |
| David Ong             | Assistant Professor | St. John's College                  | University of California at Davis                                |
| Young Joon Park       | Assistant Professor | Korea University, S. Korea          | University of California at San Diego                            |
| Jiao Shi              | Assistant Professor | University of Wisconsin – Madison   | University of Wisconsin – Madison                                |
| Juan Yang             | Assistant Professor | Renmin University of China          | Texas A&M University   |
| Chunyang Wang         | Assistant Professor | Peking University                   | University of Minnesota  |
| Qing Wang             | Assistant Professor | Renmin University of China          | University of Illinois at Urbana-Champaign                       |
| Gerhard Stahl         | Visiting Professor  | FU-Berlin                           | TU-Berlin (Diplom Volkswirt)                                     |

| Name                   | Position            | Education  |  |
|------------------------|---------------------|--|--|
|                        |                     | Bachelor   | PhD  |
| <b>Management (15)</b> |                     |  |  |
| Haifeng Huang          | Professor           | Dalian Jiaotong University, China                  | Humboldt University, German                        |
| Philip Y. Huang        | Professor           | National Taiwan University                         | Pennsylvania State University                      |
| Tianyu Dai             | Associate Professor | Wuhan University                                   | Chinese Academy of Social Sciences                 |
| Liangyi Ouyang         | Associate Professor | Peking University                                  | Hong Kong University                               |
| Ting Ren               | Associate Professor | Peking University                                  | University of Minnesota                            |
| Wei Wei                | Associate Professor | Huazhong University of Science & Technology, China | Huazhong University of Science & Technology, China |
| Kevin Chastagner       | Assistant Professor | Washington State University                        | Washington State University                        |
| Yan Feng               | Assistant Professor | Shenyang Pharmaceutical University, China          | University of Pennsylvania, the Wharton School     |
| Terrill L. Frantz      | Assistant Professor | Drexel University                                  | Carnegie Mellon University                         |
| Marc Idelson           | Visiting Professor  | Ecole Polytechnique, France                        | HEC Paris School of Management, France             |
| Sai Lan                | Assistant Professor | Tongji University                                  | University of Illinois at Urbana-Champaign         |
| Yeujun Yoon            | Assistant Professor | Kyung-Hee University, S Korea                      | Washington University in St. Louis                 |
| Deming Zhou            | Assistant Professor | Tsinghua University                                | UCLA Anderson School of Management                 |
| Fanming Kong           | Associate Professor | Peking University                                  | University of Minnesota                            |
| Hong Zhu               | Assistant Professor | Xiamen University                                  | Texas A&M University                               |
| Jooyoung Park          | Assistant Professor | Kyungpook National University                      | University of Iowa                                 |
| James Yen              | Assistant Professor | National Cheng-Chi University                      | Washington University in St. Louis                 |

| Name                | Position            | Education                           |   |
|---------------------|---------------------|-------------------------------------|---|
|                     |                     | Bachelor                            | PhD   |
| <b>Finance (16)</b> |                     |                                     |   |
| Vincent Chang       | Associate Professor | National Taiwan University          | Massachusetts Institute of Technology<br>University of California at Berkeley |
| Kwangwon Ahn        | Assistant Professor | Seoul National University, S. Korea | University of Oxford, UK  |
| Hursit Selcuk Celil | Assistant Professor | Carnegie Mellon University          | Texas A&M University  |
| Wei Cen             | Assistant Professor | Xi'an Jiaotong University           | Cornell University  |
| Lan Ju              | Assistant Professor | Peking University                   | University of Wisconsin-Madison   |
| Daniel Sungyeon Kim | Assistant Professor | Seoul National University, China    | Indiana University  |
| Frank H. Koger      | Assistant Professor | Louisiana State University          | Tulane University   |
| Daeyong Lee         | Assistant Professor | Seoul National University, S. Korea | University of Washington  |
| Timothy Lu          | Assistant Professor | Fudan University                    | University of Pennsylvania, the Wharton School                                |
| Heungju Park        | Assistant Professor | Korea University, S. Korea          | Texas A&M   |
| Sung Bin Sohn       | Assistant Professor | Seoul National University, S. Korea | University of California  |
| Lei Sun             | Assistant Professor | Peking University                   | Lancaster University, UK  |
| Naqiong Tong        | Assistant Professor | Fudan University, China             | Rutgers-The State University of New Jersey                                    |
| Wei Xu              | Assistant Professor | Sichuan University, China           | Purdue University   |
| Yu Zhou             | Assistant Professor | Peking University                   | Ohio State University,  |
| Yilin Zhang         | Assistant Professor | Wuhan University                    | University of Illinois at Urbana-Champaign                                    |
| Nan Liu             | Assistant Professor | Shandong Economic University        | Georgia State University  |
| Hyun Joong Im       | Assistant Professor | Korea University                    | University of Oxford  |
| Chang Yong Ha       | Assistant Professor | Korea University                    | Columbia University   |

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|                 |                     |  |                        |
|-----------------|---------------------|--|------------------------|
| Seungjoon Oh    | Assistant Professor | Korea Advanced Institute of Science and Technology | University of Michigan |
| Domenico Tarzia | Assistant Professor | Bocconi University                                 | Bocconi University     |
| Pricilla Young  | Lecturer            |  |                        |

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## **5. General Academic Regulations Governing Students at Peking University HSBC Business School**

Students at HSBC Business School (PHBS) shall carefully read the *Student Handbook of Peking University* and strictly abide by the rules and regulations outlined. These rules are subject to change on an annual basis, and students may not observe regulations from previous years if they contradict more recent regulations.

### **5.1 Registration and Enrollment**

Graduate students shall enroll at the appropriate registration date at on the beginning first day of each semester. On registration day, all students must come to the PHBS Administrative Office and provide their signature in order to demonstrate resumption of courses. Students must also complete registration procedures in the Office of the Registrar by providing the appropriate documents Student ID and paying all fees associated with the coming academic year/semester.

If a student enrolls later than the expressed registration date, they must complete an application for a leave of absence. Failure to apply for approval for an overdue registration or overdue registration for more than two weeks will be considered as surrendering registration automatically. The students who failed in more than 3 courses cannot register in the new semester.

### **5.2 Course Registration**

Students must use an online registration system and log on to [ss.pkusz.edu.cn](http://ss.pkusz.edu.cn) to select courses. Each student's Username is their Student ID Number, while their Password is the last six digits of their passport number.

Course selection and registration begins at 9:00 am the third day prior to every course module, and ends at 5:00 pm the seventh day after courses begin. Beyond this period, course selection is invalid. To drop an already selected course, students should register on the online course system.



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If students drop course privately, their grades for this course will be marked as “0”. , beginning the Monday prior to the resumption of classes at 9:00am and ending on the Friday before classes at 5:00pm. The students can drop out of a course in the second week before 5pm on the Friday, but you need to submit a course withdrawal application and get the approval from the instructor to 114. Selecting a course during this period will not be allowed. Priority will be given to third-year domestic students, second-year international students, and those students who need to fulfill required courses to satisfy program requirements.

Under some special circumstances, if a student cannot finish all the required courses (credits) in 2 years, an application of extension shall be submitted to and approved by the vice dean of academic affairs. Among general elective courses, art course could be counted as 1 credit; but the excess art courses are not given credits. Besides, elective course in other fields has no credit.

The students must finish all the credits before applying to attend the thesis defense. That means, the students must take all the courses in the 6 modules (4 modules is a year).

Different programs have different elective courses. In general, students should select corresponding courses to fulfill elective credits. Students could also choose up to 2 cross-major courses as elective credits. Each course is labeled by the program (Economics, Management or Quant. Finance) and category (required or elective). For instance, a course that is offered through the Economics program and which is a required course is denoted using the abbreviation ER. An Economics elective course is labeled EE. Similar denotations exist for other courses (MR, ME, FR, and FE). The enrollment limits for required and elective courses are not the same.

### **5.3 Leave of Absence and Attendance Record**

PHBS will strictly observe the rules and regulations on leave of absence in the *Graduate Student's Handbook of Peking University*.

If a request for a leave of absence is for medical reasons, official documents from the school

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hospital or a hospital regulated at the county level or above must be submitted. If the leave of absence does not exceed one week, the application only needs to be approved by his or her course instructors. If it is more than one week, the application also needs to be approved by the vice dean of academic affairs. If the cumulative leave of absence is more than one month within one semester, the case shall be reported to Graduate School of Peking University. If the cumulative leave of absence is more than 1/3 of the total weeks of one semester, a compulsory suspension will be enforced.

If a request for a leave of absence is for personal reasons, approval of course instructors is required for no more than one week, students would need the approval of the vice dean of PHBS for up to one month of leave. Students shall not apply for a leave of absence exceeding one month. If students plan on taking a personal leave of more than one month, they are required to apply for academic suspension from the Graduate School of Peking University. This process is handled by Building H in the PKU Shenzhen campus.

Students returning from a leave of absence shall re-register at the Administration Students' Affair Office of PHBS before their leave of absence is due. If students require an extension of their leave of absence, they are required to follow the same procedures as their initial application for leave.

When students participate in internship programs or other off campus activities, they must first obtain approval from their course instructors and the vice dean of PHBS and report their intentions to the Administration Office of PHBS as early as possible. Those students who leave campus without first receiving approval will receive a penalty according to school regulations.

When students attend academic activities abroad or participate in programs organized by the China Scholarship Council or the Exchange Programs of Peking University, they must first fill out the *Application Form for Visiting Abroad for Students of Peking University* and go through the academic leave and course credit transfer procedures in both the PHBS and PKUSZ offices. Students should return before their absence of leave is due. Students who go abroad for personal reasons should make arrangements during the winter and summer vacations. If a personal trip

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abroad is unavoidable, students must first submit a leave of absence form or academic suspension form to the PHBS Administrative Office, depending on the duration of the time abroad.

Failure to apply for approval for a leave of absence will be regarded as truancy for the following circumstances, based on 4 credit hours per day:

- a. Absence from coursework or research activities without applying for a leave of absence or approval for such application.
- b. Leaving school (including going abroad without going through the appropriate procedures) without first being approved for a leave of absence or academic suspension.
- c. Failure to enroll during the registration period without being approved for a leave of absence.
- d. Failure to re-register in the school administrative system by the end of an approved leave of absence without approval for an extension of leave.

For each course, if the attendance rate is less than 25 hours, students are not allowed to take the final examination and their grade for this course will be marked as a zero (0).

If the cumulative unapproved absence exceeds 10 hours per module semester, the following penalties may be incurred:

- a. 10-19 hours, warning.
- b. 20-29 hours, severe warning.
- c. 30-39 hours, official record for misconduct.
- d. 40 or more hours, disciplinary probation.

These disciplinary measures will be taken into account when reconsidering student scholarship statuses each academic year.

#### **5.4 Course Assessments and Grading System**

If a student is absent from a course for more than 30% of the total hours, they are not allowed to take the examinations for this course and their grade for this course will be marked as zero (0).

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If students cannot take the examinations on the scheduled date, they shall fill out the *Application Form for Examination Probation for Graduate Students at Peking University*. If such a request is for medical reasons, the application form shall be submitted together with the documents from the school hospital prior to the examinations with approval from the course instructor and the vice dean of PHBS. In general, the request will not be approved if it is for non-medical reasons, including attendance of such examinations as GRE or TOFEL. If students want to apply for examination probation for a general elective course, such a request needs to be approved by the Shenzhen Graduate School Administrative Office. Students with approved probation will take the examination for the same course when the course is next offered on campus. No separate examinations will be held for students who receive examination probation.

If a student's application for the examination probation is approved, the instructor and the teaching assistant for this course should report the student's available grade of this course to PHBS' Administrative Office. The student's final grade for this course will consist of the grades from the initial module and the final exam grade from the module in which the student is able to take the final exam. If the instructor for this course is changed in the future, the student needs to fully re-register for the course.

If students fail to apply for examination probation or are absent from the examinations, they will receive a final grade of zero (0).

If students fail a required course, they have to re-register for the course as soon as possible. Generally, if students fail an elective course, they can either re-register for the same course in a future module or register for another course with the approval of their advisors. The maximum grade for a re-registered course is 70. Students cannot retake courses they have already taken and passed.

If students are found guilty by the Disciplinary Committee of cheating during examinations, they will receive a final grade of zero (0) for the course in question. Additional penalties will be imposed on students who cheat on examinations in consideration of the seriousness of the

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circumstances. In the most serious of cases, students will not be granted their degrees.

Plagiarism in papers and degree theses will lead to severe penalties in consideration of the seriousness of the circumstances in accordance with the regulations stated in the *Student Handbook of Peking University*.

### **5.5 Obtaining an Academic Transcript**

An academic transcript application at Peking University can be obtained from the Education Office of the Shenzhen Graduate School by currently enrolled students with a student card. Students must submit this application to Building H Room 103 in order to receive an official transcript from the school's Registrar (working time: Tue&Thur 8-12, 1:30-5:30pm).

### **5.6 Selecting a Faculty Advisor**

Students select their faculty advisors during the second semester of their first academic year. Before May 30th, each faculty advisor can select 8-10 students as their advisees at most. The specific number of advisees is based on the number of advisees that the faculty member has already guided for that academic year. Students should approach faculty members in their Department directly. Faculty members have the right to refuse potential thesis advisees, either based on academic differences or if that faculty member already has more than the recommended number of thesis advisees for that academic year. Once students have confirmed a faculty advisor, they must submit a *Faculty Advisor Approval Form* to *PHBS' Administrative Office*.

When faculty advisors quit, advisees may change their faculty advisors; they must obtain signed approvals from the old advisor, new advisor and the vice dean of PHBS in charge of academic affairs in order to select a new one. Application for changing advisors should be finished before October in the second academic year. Application exceeding this time limit is invalid.

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## **5.7 Successive Master's and Doctor's Degree Program**

Students may apply for successive Master's Degree and PhD Programs in the second academic year (September). Two application forms for the Master's Degree and PhD in Economics Program of Peking University should be signed by the student's faculty advisor and submitted with supporting materials detailing the student's research achievements to the Office of Administrative Services of PHBS. Application forms can be obtained from the PHBS Administrative Office [http://grs.pku.edu.cn/py/content/db\\_s09.doc](http://grs.pku.edu.cn/py/content/db_s09.doc).

Students applying for successive Master's Degree and PhD Programs are required to fulfill all credits through the appropriate required coursework and achieve a final grade of 85 or above for all required courses. Students shall first obtain approvals from the PhD program supervisors before beginning the application process. Students eligible to apply are required to undergo a qualification test held by PHBS. Students who have passed the qualification test and who meet all other requirements have obtained approvals from PHBS dean's office are entitled to participate in this successive PhD program and will be officially admitted to the PhD in Economics program the following September. For special circumstances, please contact PHBS' Administrative Office.

## **5.8 Teaching Assistant**

Senior students may apply to be teaching assistants. For further details, please refer to the *Teaching Assistant Regulations at Peking University HSBC Business School*, which can be found on the school website under 'Faculty Resources'. The information about TA hiring will be sent by curriculum office at the first of each module.

## **5.9 Graduation Thesis**

Students must complete and submit their thesis proposals by the end of second academic year (domestic students) or the end of the third academic semester (international students). The supervisor or a supervisor group is to arrange for the date, venue, and procedure for submitting the

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thesis proposals. Detailed proposals should be submitted to supervisors, who will then file reports to the school. As detailed proposals are confirmed, supervisors are required to submit a signed approval of thesis proposal to PHBS; and students should also submit an electronic copy of the proposal to the school. Students who fail to pass the proposal process should attend a pre-oral defense in order to have their thesis proposal reconsidered.

Before the end of semester one in the second academic year (for international students), students are to submit the first drafts of their graduate theses, which will be graded by their supervisors. Students who fail to pass the pre-oral defense or submit the first draft on time will have to apply for an extension of study. This extension will allow a student to prepare for the thesis defense process for longer than two years, provided they receive approval from their faculty advisor and the Administrative Office.

Students who have fulfilled all the credits before the end of the first semester of the second academic year are entitled to apply the attendance of oral defense. In general, students are not allowed to select and register courses in the second semester of the final academic year. In some cases, students who have received approvals from supervisors and vice dean of PHBS in charge of academic affairs may register courses in the first course module of the second semester. But students can't gain credits in the second course module in the final semester. Students who fail to complete all required coursework before dissertation defense are forced to an extension.

International students shall submit their final drafts of their graduation theses in before April 15th of their second year. Graduation theses should be approved by supervisors and be reviewed by PHBS before submission. When submitted, they should be printed and bound by the Printing Center. They also must have the written approval of the faculty supervisor and the school. Supervisors are to submit their recommendation regarding students' theses by the end of early April. Thesis oral defense is to be held thereafter.

Thesis proposals of PHBS Master's Degree should include these following parts:

(a) Current academic achievements and problems in fields related to thesis theme; Academic,

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- economic and social influences of thesis in the future;
- (b) Fundamental research methods, theoretical framework of analysis and empirical research procedures;
  - (c) Expected research progress.

For thesis oral defense procedures, please see *Thesis Oral Defense Procedures for Master's Degree at Peking University HSBC Business School*.

For thesis format, please see *Thesis Format for Master's Degree at Peking University HSBC Business School*.

The Master's program for international students, and Hong Kong, Macao and Taiwan students is a 2-year program. For these students, they should select their faculty advisors before the end of the second semester; should complete research proposals before the end of the third semester; and shall attend oral thesis defense in the fourth semester.



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## **6. General Regulations Governing Student Affairs at Peking University HSBC Business School**

### **6.1 School Activities**

Graduates of HSBC Business School (PHBS) must attend the Opening & Graduation ceremonies, festival parties, school meetings, class meetings, and other academic activities organized by PHBS. Absence from these activities without approval is regarded as a two-hour truancy each time a student is absent. Students are advised to dress formally when attending these activities.

### **6.2 Scholarships & Loans**

Scholarship recipients are expected to meet the academic and disciplinary standards for scholarships. For international students, this includes receiving a passing final grade for all courses, receiving fewer than ten (10) disciplinary point deductions within one academic year, and abiding by the other regulations expressed in the school's code of conduct. Priority will be placed on those students who have produced academic publications, participated in research projects, or demonstrated exemplary dedication to academic excellence.

Scholarship statuses will be reevaluated after each academic year, both for students already receiving scholarships from the school and students not currently on any scholarship. The school will organize a Scholarship Committee each summer to evaluate the academic performance of each student and determine which students are most deserving of school-sponsored scholarships. Scholarship receiving students that fail a course will have their scholarship downgraded. For each failed course, a student will have their scholarship downgraded one level. Downgrades are from full scholarship to half scholarship or from half scholarship to no scholarship. Therefore, a student who receives a full scholarship and fails two courses will have their scholarship downgraded from full to none. Student scholarship statuses under review are subject to change based on GPA, school involvement, discipline incidences, the submitted scholarship review essay, and overall student

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conduct. GPAs will be assessed based on the first three module's course grades.

All students who would like to be considered for scholarship upgrades must submit the *Returning Student Scholarship Application Form* in June. Students receiving no scholarship or half scholarships may apply for an upgrade to a full scholarship. Students already receiving a full scholarship will also have to apply to maintain their current scholarship. The application page will be circulated via email to students, and can be found on the school website under 'Student Resources'. Scholarship upgrades will also be reviewed based on school involvement, academic performance, discipline incidences, the submitted essay and overall student conduct. Students who do not submit an application by the given deadline will not receive a scholarship in their second year.

Through the *Peking University Wen Hai Career Development Fund*, PHBS aims to solve students' financing problems and to ease the financial burden students encounter when pursuing a higher degree. The Fund was also created to help give our students an advantage in securing internship and job opportunities. The Fund will also cover the registration and transportation costs for successful applicants looking to participate in networking opportunities and formal job interviews. Full-time students officially registered at PHBS are entitled to apply for this funding. For details please see *Regulations for the Peking University Wen Hai Career Development Fund*, in the Student Affairs Office.

The Da Shi Hang Company generously donated 1 million renminbi to set up the *Student Academic Exchange Fund*. The Fund is available to PHBS students planning on participating in transnational academic competitions or conferences. Application procedures can be found in the Student Affairs Office.

### **6.3 Visa Application**

Students going abroad for personal reasons during the school year are to fill out the *Application Form for Visiting Abroad for Students of Peking University* and go through the procedures

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stipulated in the *Graduate School of Peking University Student Handbook*. Co-approval of their faculty adviser and the vice-dean of academic affairs must be obtained.

International students are responsible for renewing their residence permit visas at the end of the first year. Students must submit the application for renewal no less than one month before the expiration of the residence permit. The renewal process consists of submitting application for renewal forms to the Shenzhen Police Station. The Shenzhen Police Station will hold students' passports for approximately 3 weeks as a part of the renewal process. PHBS will assist students with the paperwork required for renewal, but students are responsible for any fees related to renewal.

If Chinese residence cards are required for a student to go abroad, students will be issued a letter of recommendation at the PHBS Administrative Office, which students must take to the Yanyuan Police Station to apply for a residence card (primarily applies to domestic students).

#### **6.4 Student Associations**

Student Associations are to be established with the co-approval of the Student Affairs Office in HSBC Business School and the Student Affairs Office of Shenzhen Graduate School.

Student Associations can either be registered with PKU Shenzhen as a whole or specifically with HSBC Business School. Associations registered with PKU Shenzhen are intended to serve the entire student body of PKU Shenzhen, and therefore should primarily receive funding from the PKU Shenzhen Student Affairs Office. Associations registered with HSBC Business School will primarily receive funding from PHBS, when appropriate. Events organized by PHBS-registered student associations should first and foremost be academic in nature in order to be considered for funding.

When organizing activities, student societies must apply for funding well in advance by submitting a detailed event proposal to the Student Affairs Office. The proposal should include the

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activity's objective, content, estimated number of participants, date and time, venue, sponsor, and effect on the school community.

Student Associations are responsible for maintaining order in seminars or public lectures that they arrange. If the contents of the seminars or lectures do not align with the information detailed in the event proposal, student associations and their leaders are held liable. Before organizing excursions and large-scale social activities, student associations must apply for approval from the Student Affairs Office of HSBC Business School. They shall also purchase group insurance and have each participant sign the *Security Disclaimer* form, obtained at the Student Affairs Office.

If student associations post notices, announcements, or posters on campus, please first obtain approval of the poster from the PHBS Administrative Office. The leader of a student association is directly responsible for all information posted around campus relating to that association's events. Fees incurred as a result of activities will be assumed by the student association directly.

Issues not listed in this regulation will be resolved in accordance with relevant regulations in the *Student Handbook of Peking University*.

## **6.5 Reimbursement for Medical Services**

International students should pay Ping An Medical Insurance fee of 800 RMB per year, which covers only students' inpatient and emergency fees, but does not cover the outpatient expenses. Medical organizations shall be limited to the public hospitals established within the board of the Mainland China.

## **6.6 Public Service Information (from PHBS Property Management Office)**

Dear PHBS students,

Hello! Welcome to the PHBS Building. In here, the property management service center will

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provide you with pleasant service, feel free to come see us!

First, The information of Property Management Service Center

Property Management Service Center is a service department of PHBS responsible for building management and logistical support for teaching and other activities.

Property Management Service Center functions include:

Maintaining classroom building facilities, equipment, normal operation and maintenance

Maintaining the building security and public safety.

Maintaining the cleanliness of the inside and outside of the building

Management of classroom and building facilities and logistical support for teaching activities.

Property Management Service Center Location: Room112

Service Hotline: (0755) 2603 4455

E-mail: psc@phbs.pku.edu.cn

Second, we can help you

1. Booking classrooms, meeting rooms and seminar rooms

If you need to make a reservation for school related activities, you need to apply in person at Room112 to go through the procedures.

2. Electronic building access authorization

When the building is closed to the public, an electronic access system is used for students and faculty to access the building. Please take your campus card to Room112 for authorization.

3. Locker rental

During your scheduled time, please take your campus card to visit Room112 to apply for a locker rental. Students may rent 1 locker

Charging standard: 100 yuan deposit, the rent is 50 yuan for 1 school year, or 100 yuan for 3 school years.

4. The lost and found

Any lost items picked up and turned in to the Property Management Service Center , we will be registered and held. Please check with the Property Management Service Center to claim any lost items.

5. Items Available to Borrow

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Offering an A3 display board, a display rack, a projector, a mobile microphone and speaker, a trolley and other items.

#### 6. Mail Distribution

Responsible for the distribution of mail, regular mail letters are placed into the student's class mailbox, registered letters are held in Room 112 and must be signed for by the recipient.

#### Third, Available facilities

##### 1. Restroom

The teaching building is equipped with a restroom on each floor, equipped with squat toilets and sitting toilets, as well as hand soap and hand dryer.

##### 2, Pantry

The teaching building has water pantries on each floor, equipped with hot water drinking fountains.

##### 3, Air conditioning

During the teaching period from April to October, during the day, 7: 30am to 10pm, the central air conditioning will be on.

##### 4, Elevator

There are seven elevators in the teaching building, Elevators 1-4 are for general passenger use elevators, elevators 5-7 are fireman elevators during emergencies. The elevator is mainly to solve the vertical transportation of floors 5-7.

##### 5, Vehicles and bicycles

The teaching building has underground parking. Small cars less than 2m in height can be parked in the underground car park. Bicycle parking is located on the walkway in front of the building.

##### 6, Communications

The teaching building has wired Internet access and wifi services, the wifi is accessed by your student ID, passwords are the default password. China Unicom, China Mobile, China Telecom and other telecom operators provide mobile phone signal coverage.

##### 7, Mail boxes

There is a mail boxes on the side of west entrance , one for each class, the key of the mail boxes is managed by an assigned person.

Your Postal address is: Class\*\*\*Grade\*\*\*, Peking University HSBC Business School ,Shenzhen

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University Town, Xili, Nanshan District, Shenzhen, China. P.C 518055.

#### 8, Restaurant & Café

The ground floor has a restaurant and a coffee shop, the restaurant business hours are 7: 30am to 9:30pm and the coffee shop is 7: 30am to 10pm.

Fourth, you should be aware of the safety management

##### 1, Security video surveillance

The main entrances and exits on each floor are equipped with a 24-hour camera monitoring system.

##### 2, Fire alarm equipment

The teaching building has smoke detectors, any smoke is likely to trigger the alarm equipment. This building is a smoke-free building, do not smoke inside the building.

##### 3, Safety control rules

During the building's closed time (10pm to 7:30am the next day), we implement access control measures, you need to use a campus card to electronically access the building. Security guards will refuse to admit any person who does not have a card.

When you remove the goods of the teaching building, you are required to show the release form to the security guard, the security guard has the right to verify whether the items match. If you need to apply for the release of items, please visit the Room 112.

##### 4, Special tips

The teaching Building is an open and public place, although the teaching building is equipped with security guards, we cannot guarantee the security of personal items.

Special Note: Please take good care of your valuables, and don't leave them on the desk or unsecured in the locker.

24 hours Security Support Tel: (0755) 2603 5110.

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## **7. General Regulations of Internship & Career Development**

### **Governing Students at Peking University HSBC Business School**

#### **7.1 Internship**

All full-time students are not permitted to take internships in their first academic year (international students) or the first three semesters (domestic students), with the exception of students who participate in exchange programs. Participation in an unapproved internship program may result in a delay in graduation or issues in course registration. Students are entitled to participate in internships during their second year. International students, who have satisfied their course credit requirements (with the exception of the thesis course) by the end of the first year, may apply to participate in internships abroad.

Students should report their internship experience to the PHBS Office of Career Development. They are to fill in a form specifying the strengths and weaknesses of the internship experience, and whether or not they would recommend future students participate in the internship program.

#### **7.2 Advice for Career Development**

a. Academic Study:

- (1) Study hard for a reasonably good GPA and honors degree to compete for jobs or entry into the PhD program. Certain employers, particularly in China, will look at GPA when considering whether to hire applicants.
- (2) Take relevant elective courses and learn on your own to enrich the professional knowledge needed for your intended career track.
- (3) Read professional journals, newspapers, and articles in your targeted career field.
- (4) Take advantage of *Vault online career library* for industry and employer information.



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b. Self-assessment:

(1) Begin the self-assessment process in your first year to better understand your career inclinations. You can use the following online assessment tools:

MBIT, Prospects Planer, Career Key, etc.

(2) Talk to people in your interest field to obtain insight, advice and feedback on your career ambitions.

(3) Attend all career/industry talks to gather more pertinent information.

(4) Make an appointment with the Career Development Center for one-on-one consultation for your career planning, and take advantage of any events organized by the CDC.

c. Networking:

According to a survey in the Wall Street Journal, 61% of jobs offers are earned through networking. That's nearly two out of three.

(1) Meet new friends and friends of friends.

(2) Expand your personal network actively (including attending events organized by different associations.)

(3) Get to know several professors or your supervisors at work on a more personal level so that you can invite them to be your referees when needed.

d. Activities & Internships:

(1) Explore and participate in campus and community activities; seek ways to develop your potential.

(2) Take up a leadership role in at least one activity; continue to sharpen your leadership, communication, and interpersonal skills, which are all important for your job hunting.

(3) You are not permitted to pursue an internship in your first year, but you can begin to research and prepare for them, especially those related to your career choices.

(4) A quality internship is often the make-or-break in the hiring process. Start looking for internship opportunities early on, and don't accept something if you're not genuinely excited about the work.

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e. Resume Preparation:

- (1) Resume helps you get interview opportunities; spend more time on it and it's worth the effort.
- (2) Start to record your achievements in your resume beginning in year 1.
- (3) Attend all workshops about resumes, cover letters, and thank you letter writing.
- (4) Revise and polish again and again.

f. Other tips:

- (1) English is always playing a significant role in your job hunting. Begin to practice your English early on.
- (2) The importance of Chinese language skills may be crucial if you are looking for a job in China
- (3) Apply for a school email ([xx@sz.pku.edu.cn](mailto:xx@sz.pku.edu.cn))
- (4) Appreciate your own talents and abilities; always be confident.
- (5) Watch out for email announcements on activities offered by the Career Development Center
- (6) Please be informed that all workshops and career talks organized by the CDC are mandatory for all students. You are required to attend all of them.
- (7) The CDC will post job opportunities on the school BBS. Please check and apply before the given deadline.
- (8) You are required to help school maintain a good relationship with corporations; you can only apply for 3 internships or jobs that are posted by the CDC at a time. Once you get the offer, you are not suggested to reject the offer without a very strong reason. So please think through before you apply. We appreciate your cooperation.

### **7.3 Interview Preparation**

a. Aptitude Tests

Get familiar with the format of major aptitude tests as early as possible, such as SHL (?). These tests are not too difficult if you are well prepared for them. Whether or not you work well under pressure is essential for these tests. You have to be calm, work as fast as possible, and don't dwell on any difficult questions.

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Some major types of aptitude tests:

- Verbal Reasoning (Chinese / English)
- Data Sufficiency
- Numerical Reasoning
- Interpretation of Tables and Graphs

b. Group Discussion

This involves a group of 5-8 candidates (from different universities, and different faculties) discussing an assigned topic or case. Many campus recruiters use group discussions as a selection method in the final round of selections.

**Formats of Group Discussion/Assessment Center**

- Unstructured group discussion
- Debate a topic
- Case Study - discussion to reach consensus
- Case Study - discussion with designated roles
- Case Study - discussion to work out a business plan or proposal

**Skills / Attitude to be Assessed**

1. Planning Skill

- Encourages a team to take a structured approach in objective definition and solution planning.
- Shows ability in identifying problems
- Suggests solutions: Ensures that both the individual's and the group's time is managed well.

2. Communication Skill

- Expresses ideas clearly

- 
- Speaks out and contributes willingly
  - Handles conflict well, either when directed at himself / herself, or when conflict arises between other team members
  - Shows tact and sensitivity towards others
  - Listens to others' suggestions
  - Demonstrates an understanding of how others perceive the situation

### 3. Leadership

- Even though another participant may have taken the lead, continues to assert one's own views and may even take the lead if the group begins to flounder
- Encourages others to contribute to the discussion
- Contributes to a good sense of team spirit
- Expresses opinions/views that are accepted by others

### 4. Motivation

- Shows energy, enthusiasm and drive in facing the task
- Shows determination and commitment to achieve the best possible solution
- Stands his / her ground when he / she believes he / she is right
- Shows a positive attitude to accept challenges

### 5. Decision-making Skills

- Eager to see decisions taken
- Sees the relevance of others' contributions and promptly builds on these with a view to action
- Ensures that in the end, some sound decision is taken

### **The DOs during group discussion**

- Introduce new ideas
- Express ideas clearly and convincingly

- 
- Encourage others to give opinions
  - Listen before contributing
  - Step in and redirects the conversation when necessary
  - Be sensitive to the feelings of others

### **The DONTs during group discussion**

- Dominate the discussion by talking most of the time
- Stray from the subject
- Interrupt other contributors
- Keep silent
- Be wishy-washy

### **c. Case Interview**

A case interview is the analysis of a business question. The candidate will be given a business problem and asked for the opinion. He / she has to ask the interviewer logical questions that will permit him / her to make a detailed recommendation. There is no specific answer for a case problem.

Major management consulting firms, such as McKinsey, Boston Consulting Group and Monitor Group, usually use several stages of case interviews to assess candidates' suitability. They look for the candidates thought process that is both analytical and creative (what consultants love to call "out-of-the-box" thinking). Students with a business background will receive case questions that require a deeper understanding of business models and processes.

### **Tips & Skills for Short Case Reading and Analysis**

- Read through the historical description fast. Just note:
  - Key days / years
  - Milestone Actions / Achievement / Change

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- Special Focus on strategy adapted under:
    - What environment
    - Why
    - Results / Implications
  
  - Financial data:
    - Focus on trends
    - Ratios that reveal profit trend, financial health
    - Some critical facts hidden under the surface of apparently “no problem” figures
  
  - Marketing Strategy:
    - How it was formulated?
    - Based on what analysis?
    - Impact on market share
    - Cost / benefit
    - Competitor reaction
    - Next trend prediction
    - Brand revitalization
  
  - Get familiar with basic financial terms, e.g. ROE, ROI, NPV, NAV, IRR, Valuation, Asset Pricing, CAPM, Financial ratios, Indicators and Statistics.
  
  - Update marketing strategy and development on hot industries: Insurance, Finance, Banking, Communications, Hotel / Tourism and Hospitality, FMCGs (Specific knowledge of the industry covered by the case question is a bonus).

### **The DOs during case interview**

- Point out this is a case of: (nature of case)

- 
- e.g. marketing strategy of a sauce company, especially on brand sustainability, growth and international expansion
  - e.g. organizational restructuring and new business development.
  - e.g. revitalization of a declining brand and market share.
  
  - The strategies and adopted/options available.
  - A quick summary of your analysis of the strategies and options.
  - Your view on possible actions, alternatives and constraints.
  - When you analyze stick more to the facts provided by the case.
  - Can also use market information you know outside the case. But have to make a fine balance of not too much.
  - Do not repeat too much of the facts and history - a trap for most inexperienced case readers.

**Additional Resources:**

Websites:

- Tips to prepare for case interviews by BCG  
[http://www.bcg.com/careers/interview\\_prep.html](http://www.bcg.com/careers/interview_prep.html)
- Tips on how to ace a case interview by Bain & Co  
[http://www.bain.com/bainweb/Join\\_Bain/case\\_interviews.asp](http://www.bain.com/bainweb/Join_Bain/case_interviews.asp)
- Online cases by BCG  
<http://www.mckinsey.com/aboutus/careers/applyingtomckinsey/interviewing/casestudies/index.asp>

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## **8. Regulations of Disciplinary Sanctions for Students at Peking University HSBC Business School**

Each newly enrolled student will begin with 100 disciplinary points. Discipline points will be deducted in accordance with the following criteria. Students who accumulate a score of 0 will be dealt with by the Disciplinary Committee and may be dismissed from the school.

The Disciplinary Committee is made up of a Dean, a Vice Dean, a representative from the Administrative Office, a faculty representative, three student representatives (Student Union representative, Chinese Communist Party representative, and Youth League Organization representative). All final explanation rights to appeals, decisions, and other regulations showed here belong to the Disciplinary Committee.

Students are required to be punctual and present in the class. Events or gatherings that are marked as ‘mandatory’ require all students to attend, i.e. PKU opening ceremony, PHBS opening ceremony, PHBS orientation, and PHBS graduation ceremony. You will need to submit a leave of absence form to the administrative office if you cannot attend the required events or be present at class.

### **8.1 Demerit Scoring System**

#### **Routine Activities**

- (a) Failure to apply for approval for a leave of absence: 4 points / working day.
- (b) Failure to attend activities without approval for a leave of absence: 4 points / activity.  
Arriving late or leaving early: 1 point / activity.
- (c) Students who are improperly dressed or do not comply with the rules of the activity: 1 point / activity.
- (d) Having somebody sign your leave of absence form on your behalf without approval: 10-20 points



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## **Curriculum**

- (a) If students are found to be absent from a course without approval: 4 points / class.  
Arriving late or leaving early: 1 point / activity.
- (b) If students are caught cheating in exams they are to be penalized by the Disciplinary Committee and: 50-100 points /exam.
- (c) If students are found to falsify documents or certificates: 50 points/accused case.
- (d) If students are found to plagiarize in assignments, grade is "0" for that assignment and: 10-50 points/accused case.
- (e) If students are found to help others to cheat in exams, attendances, or assignments: 20 points.
- (f) If students are caught plagiarizing in their Thesis, students will be dismissed from the school and deducted 100 points.
- (g) If students fail a course (including elective courses), their scholarship for the next year will be downgraded or cancelled (depending on the number of failed courses and their scholarship status).

## **Career Development**

- (a) If students are found to falsify resumes or documents: 50 points.
- (b) If students are found to have disobeyed the multilateral working contract agreement they have signed: 50 points.
- (c) If students are found to participate in internships in their first academic year: 4 points / day.
- (d) If students are found to participate in internships in other cities at the end of the 2<sup>nd</sup> year without approval: 20 points / day.
- (e) If students are found to violate regulations of career development: 2-10 points.

## **School discipline**

Regulations will be developed in accordance with the School of Military discipline.

## **Penalties Associated with Conduct Scores**

- (a) A deduction of 5 or more disciplinary points in an academic year will disqualify the student from winning any rewards.

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- (b) A deduction of 10 or more disciplinary points will result in a downgrade of the student's scholarship. Students who are deducted 20 or more disciplinary points in an academic year will be disqualified from receiving any scholarship in the next academic year and are not allowed to apply to be a teaching assistant or a student leader.
- (c) A deduction of 20 or more disciplinary points in an academic year will disqualify the student from participating in an internship.
- (d) If a student is deducted 50 or more disciplinary points in an academic year, penalties above the level of demerit will be imposed on the student in consideration of the seriousness of the circumstances.
- (e) If students are found to reach a conduct score of "0", the Disciplinary Committee is to penalize these students and they may be dismissed from the school.

### **Others**

Students must comply with the basic disciplinary requirements. Cheating in exams, falsifying documents or certificates, plagiarizing in assignments, etc. are strictly forbidden. Students are required to be punctual and present in the class. Events or gatherings that are marked as 'mandatory' require all students to attend, i.e. PKU opening ceremony, PHBS opening ceremony, PHBS orientation, and PHBS graduation ceremony. You will need to submit a leave of absence form to the administrative office if you cannot attend the required events or be present at class. Other disciplinary offense penalties are at the discretion of the Disciplinary Committee.

## **8.2 Disciplinary Regulations for Students at Peking University Graduate School**

**Article 28:** Graduate students should abide by the law as well as comply with the rules and regulations of the school. Extracurricular activities should not interfere with university education, university research or daily life. Specific management procedures of extracurricular activities should comply with Peking University student organization, accommodation, and network security regulations.

**Article 29:** Students with outstanding academic performance will be given recognition and/or rewards in accordance with the "Regulations of Peking University Student Awards"

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**Article 30:** Students found breaking the law or graduate student misconduct shall receive disciplinary action in accordance with the “Regulations of Peking University Student Disciplinary Actions”. The type of disciplinary action is divided into: warning, serious warning, demerit, probation and expulsion. When giving disciplinary action, the specific illegal activity, severity of the violation, and the nature of the misconduct will be considered.

**Article 31:** Graduate students will be eligible for expulsion in the following circumstances:

- (1) Violate the constitution, oppose the Four Principals of China, break stability and unity, or disrupt social order;
- (2) Violate state law, commit a criminal offense;
- (3) Violate security regulations;
- (4) Involvement in any organized cheating such as replacing another student for an exam, or cheating using a communication device;
- (5) Plagiarizing another’s research results;
- (6) Violation of school rules, seriously affecting the school teaching order, order of life, or management of public places. A violation against other individuals, or a violation against an organizations legitimate rights and interests;
- (7) Repeated violations of school regulations
- (8) Absenteeism of 50 or more hours

Students who are expelled must handle all “leaving university” procedures within two weeks. Expelled students may not apply to return to school.

**Article 32: Discipline procedures related to academic life**

- (1) Students accumulating 10 or more hours of missed class in the first semester, depending on the severity, may be given the following sanctions:
  - a. Students accumulating 10-19 hours of missed class will be given warning
  - b. Students accumulating 20-29 hours of missed class will be given serious warning
  - c. Students accumulating 30-39 hours of missed class will be given demerit
  - d. Students accumulating 40 or more hours of missed class will be given probation and possible expulsion.

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## (2) Peking University Graduate School Examination Regulations

- a. According to the exam time regulation, examinees must arrive at the exam 5 minutes early, must obey the proctor's seating arrangement and must sit with an empty seat between students. Students must set out their student IDs on the desktop to be used for reference. If a student does not bring their student ID then they are prohibited from taking the exam. Students that are 15 minutes or more late, or without a reason do not show up, then they are considered to be absent from the exam. Thirty minutes after the start of the exam, students may turn in the exam and leave.
- b. During a closed book exam, aside from essential paper and professor approved tools, students are not allowed to bring any books, periodicals, newspapers, lined paper, communication devices (i.e. cell phones, pagers, etc.), or electronic storage devices, computer program devices, or electronic dictionaries.
- c. Students must use black or blue ink to answer exam questions, and must write neatly and clearly. Answers must be written on the provided exam paper. Answers written on additional scrap paper will not be counted.
- d. When a student has a question regarding the exam material, they are not permitted to ask the proctor their question. In the case of exam questions having an error or unclear handwriting, then the student may raise their hand and ask.
- e. When students enter the exam location they must make sure to shut off their cell phone, pager and other communication devices to ensure that the exam does not have any disruptions. While taking the exam, answering a phone call or other communication device will be considered cheating.
- f. If the exam lasts for 2 hours or less, students are not allowed to leave the room before turning in the exam. If the exam lasts longer than 2 hours, students may use the restroom during the exam under the proctor's approval. Only one student at a time may use the restroom. The proctor should keep all exam material of the student while the student leaves the room.
- g. Students must strictly observe exam room discipline. While in the exam room students must maintain silence, and are not permitted to smoke, whisper to each other, look at other's exams, hide test notes to be used to cheat, plagiarize or cause others to plagiarize answers, and are not allowed to exchange answers or answer sheets. After a student turns in their exam they are not permitted to come back in or stay in the exam room to discuss the exam.
- h. Those who cheat on the exam or violate other exam rules will be dealt with according to "Peking University Graduate School Student Conduct Rules and Regulations."
- i. After the proctors have announced that the exam period is over students should immediately stop writing answers and place the exam questions and answers on top of the desk. After the proctor has examined that there are no mistakes and has accepted the exam then students can leave one after another. Test answers, questions and scrap paper may not be taken out of the exam room.

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(3) Graduate students caught plagiarizing will be disciplined according to the seriousness of their actions. Possible student probation or expulsion may occur.

(4) Graduate students caught plagiarizing their dissertation, after investigation, generally will be expelled. However, if the planarization is found to be minor, or have little impact, it is possible the student will be granted graduation while receiving a demerit.

**Article 33:** Students given a warning, serious warning, demerit, probation, expulsion or any other sanctions by the university office will need to have the proposed disciplinary actions signed by the person in charge at the Graduate School Office. After being given a warning, serious warning, demerit, probation, expulsion or other sanctions, the school leaders must approve the decision; expulsion shall be determined by the principal research conference and submitted to the Beijing Municipal Education Commission.

Disciplinary decisions for students will be issued in a written notice by Peking University Shenzhen and served to the graduate himself. For those who could not be served, the notice shall be served to their respective school.

**Article 34:** If a student would like to appeal a disciplinary decision, the student should appeal to the school disciplinary committee with a written complaint.

Students who would like to appeal a disciplinary decision must submit their written appeal to the school for review within 15 working days after receiving the disciplinary action. If a student does not submit their complaint within the appeal period, the school will not accept his proposed complaint.

## Appendix I Contact Information

| Department                     | Teacher        | Office     | Phone     | Email                    |                              |
|--------------------------------|----------------|------------|-----------|--------------------------|------------------------------|
| School Service Office          |                | 112        | 26034455  | psc@phbs.pku.edu.cn      | General Support              |
| PKUSZ Teaching Affairs Office  | Honghai Lin    | H103       | 26035375  | linhh@pkusz.edu.cn       | Graduation                   |
|                                | Yuhua Pang     | H103       | 26035533  | pangyh@pkusz.edu.cn      | exam                         |
|                                | Mingju Zhou    | H103       | 26033620  | zhoumingju@pkusz.edu.cn  | Course selection; Grades     |
|                                | Yunqiu Liu     | H103       | 26032479  | liuyq@pkusz.edu.cn       | International exchange       |
|                                | Jian Chen      | H103       | 26032263  | chenj@pkusz.edu.cn       | Enrollment; course selection |
| PKUSZ Students' Affairs Office | Rui Wang       | H103       | 26035259  | ruiwang@pkusz.edu.cn     | Student's loan               |
|                                | Bo Han         | H103       | 26033083  | liuxl@pkusz.edu.cn       | Placement                    |
|                                | BifangLuo      | H102       | 26032729  | luobf@pkusz.edu.cn       | Youth League Committee       |
| PKUSZ IT Office                | Hongchen Zhang | A103       | 26035563  | zhanghc@pkusz.edu.cn     | IT support                   |
| Campus Service Centre          |                | Building K | 26035317  | wujh@pkusz.edu.cn        | Dormitory management         |
| Business School                | Susan Zhang    | 114        | 2603-2112 | zhangfs@phbs.pku.edu.cn  | Curriculum                   |
|                                | Mandy Chen     | 114        | 2603-3014 | chenhong@phbs.pku.edu.cn | Course Management            |
|                                | Lorreta Liu    | 114        | 2661-0562 | liuyan@phbs.pku.edu.cn   | CUHK Joint Program           |

|  |                        |     |           |                             |                                |
|--|------------------------|-----|-----------|-----------------------------|--------------------------------|
| <b>Full-Time<br/>Master &amp;<br/>PhD office</b> | April Cheng            | 113 | 2603-2270 | chengyun@phbs.pku.edu.cn    | NUS Joint Program/<br>Research |
|  | Eva Wang               | 114 | 2603-3014 | wangyi@phbs.pku.edu.cn      | Admission                      |
|  | Daisy Wu               | 114 | 2603-2551 | wuw@phbs.pku.edu.cn         | Accreditation                  |
|  | Alec Rosenman          | 114 | 2603-1383 | A.Rosenman@phbs.pku.edu.cn  | International Admisson         |
|  | Summer Zhang           | 114 | 2603-3097 | zhangys@phbs.pku.edu.cn     | International Affairs          |
|  | Nicole Chastagner      | 114 | 2603-2270 | nchastagner@phbs.pku.edu.cn | Exchange Program               |
|  | Amy Xing               | 713 | 2603-2160 | xingyan@phbs.pku.edu.cn     | HR                             |
|  | Lynn Chen              | 711 | 2603-3362 | chenxl@phbs.pku.edu.cn      | Finance                        |
|  | Spring Xiang           | 114 | 2603-2267 | xiangdc@phbs.pku.edu.cn     | Students' Affairs              |
|  | Allison Zhang          | 114 | 2603-3087 | Zhangyh@phbs.pku.edu.cn     | Students' Affairs              |
|  | Sunny Huang            | 713 | 2603-3095 | huangsj@phbs.pku.edu.cn     | HR                             |
|  | Yulu Peng              | 707 | 26036036  | pengyulu@phbs.pku.edu.cn    | School's stamp                 |
| <b>Faculty</b>                                   | Vincent Chang          | 768 | 2603-5400 | vhchang@phbs.pku.edu.cn     |                                |
|  | KwangwonAhn            | 731 | 2603-2024 | k.ahn@phbs.pku.edu.cn       |                                |
|  | Wei Wei                | 767 | 2603-2672 | weiwei@phbs.pku.edu.cn      |                                |
|  | Ying Kong              | 726 | 2603-3085 | kongying@phbs.pku.edu.cn    |                                |
|  | Haifeng Huang          | 736 | 2603-2656 | huanghf@phbs.pku.edu.cn     |                                |
|  | Gang Fan               | 724 | 2603-3175 | fangang@phbs.pku.edu.cn     |                                |
|  | Philip Huang           | 722 | 2603-3059 | phhuang@phbs.pku.edu.cn     |                                |
|  | Christopher<br>Balding | 744 | 2603-2021 | cbalding@phbs.pku.edu.cn    |                                |
|  | Tianyu Dai             | 742 | 2603-3292 | daity@phbs.pku.edu.cn       |                                |
|  | Ting Ren               | 738 | 2603-2003 | renting@phbs.pku.edu.cn     |                                |

|  |                   |     |           |                              |  |
|--|-------------------|-----|-----------|------------------------------|--|
|  | Wei Cen           | 741 | 2603-2157 | weicen@phbs.pku.edu.cn       |  |
|  | Richard Chan      | 313 | 2661-7001 | csrchan@phbs.pku.edu.cn      |  |
|  | Kevin Chastagner  | 727 | 8613-0634 | kchastagner@phbs.pku.edu.cn  |  |
|  | HursitSelcukCelil | 733 | 2603-3096 | hscelil@phbs.pku.edu.cn      |  |
|  | Qian Chen         | 757 | 2153-4063 | qianchen@phbs.pku.edu.cn     |  |
|  | Yan Feng          | 758 | 2603-2985 | fengyan@phbs.pku.edu.cn      |  |
|  | Terrill Frantz    | 761 | 2603-5315 | terrill@phbs.pku.edu.cn      |  |
|  | Marc Idelson      | 706 | 2603-3064 | idelson@phbs.pku.edu.cn      |  |
|  | LanJu             | 762 | 2603-2653 | julan@phbs.pku.edu.cn        |  |
|  | Daniel Kim        | 745 | 2603-5295 | kimds@phbs.pku.edu.cn        |  |
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|  | SaiLan            | 729 | 2603-3351 | sailan@phbs.pku.edu.cn       |  |
|  | Jun Lu            | 317 | 2661-3120 | junlu@phbs.pku.edu.cn        |  |
|  | Insook Lee        | 743 | 2603-2005 | isle@phbs.pku.edu.cn         |  |
|  | Daeyong Lee       | 751 | 2603-2795 | daeyong@phbs.pku.edu.cn      |  |
|  | David Ong         | 750 | 2603-2655 | davidong@phbs.pku.edu.cn     |  |
|  | LiangyiOuyang     | 735 | 2603-2657 | ouyang@phbs.pku.edu.cn       |  |
|  | Heungju Park      | 754 | 2603-3191 | hpark@phbs.pku.edu.cn        |  |
|  | Young Joon Park   | 760 | 2603-2019 | yjpark@phbs.pku.edu.cn       |  |
|  | Sung Bin Sohn     | 748 | 2603-5324 | sungbin.sohn@phbs.pku.edu.cn |  |
|  | Jack Sun          | 758 | 2603-3007 | sunlei@phbs.pku.edu.cn       |  |
|  | Jiao Shi          | 753 | 2603-2189 | jiaoshi@phbs.pku.edu.cn      |  |
|  | Naqiong Tong      | 746 | 2603-2535 | nqtong@phbs.pku.edu.cn       |  |
|  | ZhiyongTu         | 740 | 2603-2017 | zytu@phbs.pku.edu.cn         |  |



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|  |               |     |           |                          |  |
|--|---------------|-----|-----------|--------------------------|--|
|  | Chunyang Wang | 703 | 2603-3195 | cywang@phbs.pku.edu.cn   |  |
|  | Wei Xu        | 704 | 2603-3176 | weixu@phbs.pku.edu.cn    |  |
|  | Juan Yang     | 723 | 2603-2257 | yangjuan@phbs.pku.edu.cn |  |
|  | Yeujun Yoon   | 756 | 2603-3050 | yoony@phbs.pku.edu.cn    |  |
|  | Yu Zhou       | 705 | 2661-9829 | yuzhou@phbs.pku.edu.cn   |  |
|  | Deming Zhou   | 759 | 2603-2654 | dmzhou@phbs.pku.edu.cn   |  |

## Appendix II PHBS Course Offerings for 2014-2015 (Tentative)

### First Module, Fall Semester (September 1 – November 11)

| Course   | Instructor          | Credit | Note     | Time                       | Classroom |
|--|---------------------|--------|----------|----------------------------|-----------|
| General English (3-4 sessions)                           | Xiangdong Wen       | 2      | 14GR     | Tue or Thur morning 2.5hrs |           |
| Advanced Microeconomics I (session E)                    | Young Joon Park     | 3      | 14ER     | Tue & Fri 3:30-5:20pm      | 231       |
| Advanced Econometrics I (session E)                      | Sungbin Sohn        | 3      | 14ER     | Mon & Thur 10:30-12:20     | 229       |
| Financial Accounting                                     | Naqiong Tong        | 3      | 14MR     | Mon & Thur 1:30-3:20pm     | 229       |
| Operations Management                                    | Philip Huang        | 3      | 14MR     | Tue & Fri 1:30-3:20pm      | 229       |
| Microeconomics   | Yan Feng            | 3      | 14F1R    | Mon & Thur 10:30-12:20     | 231       |
| Advanced Econometrics I (session F1)                     | Sungbin Sohn        | 3      | 14F1R    | Mon & Thur 3:30-5:20pm     | 229       |
| Advanced Microeconomics I (session F2)                   | Young Joon Park     | 3      | 14F2R    | Tue & Fri 10:30-12:20      | 231       |
| Financial Economics (session F2)                         | Lei Sun             | 3      | 14F2R    | Tue & Fri 3:30-5:20pm      | 229       |
| Corporate Finance (session F3)                           | Daniel Kim          | 3      | 14F3R    | Mon & Thur 10:30-12:20     | 335       |
| Financial Economics (session F3)                         | Lei Sun             | 3      | 14F3R    | Tue & Fri 10:30-12:20      | 335       |
| Transition Economics                                     | Gerhard Stahl       | 3      | EE       | Tue & Fri 10:30-12:20      | 229       |
| Negotiations   | Christopher Balding | 3      | EE&ME    | Mon & Thur 1:30-3:20pm     | 231       |
| Experimental Economics                                   | David Ong           | 3      | EE&ME    | Mon & Thur 3:30-5:20pm     | 319       |
| Introduction to Chinese Economy<br>(International)       | Zhiyong Tu          | 3      | EE&ME&FE | Tue & Fri 3:30-5:20pm      | 335       |
| International Finance                                    | Jiao Shi            | 3      | EE&ME&FE | Tue & Fri 1:30-3:20pm      | 403       |
| Principles of Risk Management &<br>Insurance (session 1) | Lan Ju              | 3      | EE&ME&FE | Mon & Thur 3:30-5:20pm     | 403       |

|   |                                    |   |              |  |     |
|---|------------------------------------|---|--------------|--|-----|
| Financial Risk Management (session 1)   | Timothy Lu                         | 3 | EE&FE        | Mon & Thur 10:30-12:20   | 403 |
| Business Mathematics (session E & F)  | Yilin Zhang                        | 3 | EE&FE        | Mon & Thur 8:30-10:20  | 231 |
| Market Microstructure   | Daniel Kim                         | 3 | EE&FE        | Mon & Thur 8:30-10:20  | 319 |
| Public Finance  | Daeyong Lee                        | 3 | EE&FE        | Mon & Thur 1:30-3:20pm   | 403 |
| Industrial Organization   | David Ong                          | 3 | EE&FE        | Mon & Thur 10:30-12:20   | 319 |
| Real Estate Finance and Economics (session 1)   | Yu Zhou                            | 3 | EE&FE        | Tue & Fri 1:30-3:20pm  | 231 |
| Advanced Econometrics II  | Qian Chen                          | 3 | EE&FE        | Tue & Fri 3:30-5:20pm  | 403 |
| Business Mathematics (session M)  | Daeyong Lee                        | 3 | ME           | Mon & Thur 8:30-10:20  | 209 |
| Consumer Behavior   | Jooyoung Park                      | 3 | ME           | Tue & Fri 1:30-3:20pm  | 319 |
| Entrepreneurship  | Kevin Chastagner                   | 3 | ME           | Tue & Fri 10:30-12:20  | 319 |
| International Management  | Kevin Chastagner                   | 3 | ME           | Tue & Fri 3:30-5:20pm  | 319 |
| Theoretical Foundations in Corporate Finance (TBD)  | Hyun Joong Im                      | 3 | FE           | Mon & Thur 8:30-10:20  | 229 |
| Research Topics in Corporate Finance  | Selcuk Celil                       | 3 | FE           | Mon & Thur 3:30-5:20pm   | 231 |
| Investments   | Domenico Tarzia                    | 3 | FE           | Tue & Fri 10:30-12:20  | 403 |
| Economic Theory and Practice in China (in Chinese, required for F1 students with no economics background) | Hai Wen                            | 3 | GE           | Tue & Thu 19:00-21:00  | 403 |
| Review of Quantitative Methods(CUHK)  | Prof. Li Duo zhe<br>Prof. Liu Qing | 3 | 14F3R (CUHK) | Sep.6,13,20,27,<br>Mid-term Exam Oct.11<br>Oct.18,25<br>Final Exam Nov 1<br>9:30-12:30 & 14:00-17:00 | 319 |
| Monetary Economics (CUHK)   | Prof. Shi Kang                     | 3 | 13FR (CUHK)  | Sep.6,13,20,27,Oct.11,18<br>9:30-12:30 & 14:00-17:00   | 335 |

|   |                 |   |         |  |  |
|---|-----------------|---|---------|--|--|
| Business English I & II (session FMBA)          | Priscilla Young | 3 | 14FMBAR | Tue & Fri 10:30-12:20  |  |
| Business English I (session PMBA, Advanced)     | Priscilla Young | 3 | 14PMBAR | Aug 31, Sept 7, Sept 14, Sept 21, Oct 19, Oct 26, Nov 2, Nov 9, Nov 16<br>10:00-11:50  |  |
| Business English I (session PMBA, Intermediate) | Helena Pan      | 3 | 14PMBAR | Aug 31, Sept 7, Sept 14, Sept 21, Oct 19, Oct 26, Nov 2, Nov 9, Nov 16<br>10:00-11:50  |  |
| Managerial Economics (session FMBA)             | Yan Feng        | 3 | 14FMBAR | Mon & Thurs 15:30-17:20  |  |
| Managerial Economics (session PMBA)             | Yan Feng        | 3 | 14PMBAR | Aug 30, Sept 6, Sept 13, Sept 20, Oct 12, Oct 18, Nov 1, Nov 8, Nov 15<br>13:30-17:20  |  |
| Financial Accounting (session FMBA)             | Naqiong Tong    | 3 | 14FMBAR | Mon & Thurs 10:30-12:20  |  |
| Financial Accounting (session PMBA)             | Naqiong Tong    | 3 | 14PMBAR | Aug 30, Sept 6, Sept 13, Sept 20, Oct 12, Oct 18, Nov 1, Nov 8, Nov 15<br>8:30-12:20   |  |
| Marketing Management (session PMBA)             | Jane Wu         | 3 | 13PMBAR | Sept 21: 8:30-12:20&13:30-17:20<br>Oct 24: 19:00-20:50<br>Oct 26:<br>8:30-12:20&13:30-17:20&19:00-20:50<br>Nov 15-16: 8:30-12:20&13:30-17:20 |  |
| Leadership and Business Ethics (session PMBA)   | Haifeng Huang   | 3 | 13PMBAR | Aug 30, Sept 6, Sept 20, Oct 18<br>8:30-12:20&13:30-17:20<br>Nov 1<br>8:30-12:20   |  |
| Financial Markets and Institutions              | Zhiyong Tu      | 3 | MBAE    | Aug 31, Sept 7, Sept 14, Sept 21, Oct 19, Oct 26, Nov 2, Nov 9, Nov 16   |  |

|                         |                |   |      |   |  |
|-------------------------|----------------|---|------|---|--|
|                         |                |   |      | 13:30-17:20   |  |
| Project Management      | Philip Huang   | 3 | MBAE | Aug 31, Sept 7, Sept 14, Oct 19, Nov 2,<br>Nov 9<br>8:30-12:20 & 13:30-15:20              |  |
| Alternative Investments | Liangyi Ouyang | 3 | MBAE | Tue & Thurs 19:00-20:50   |  |
| Real Estate             | Yu Zhou        | 3 | MBAE | Aug 31, Sept 7, Sept 14, Sept 21, Oct 19,<br>Oct 26, Nov 2, Nov 9, Nov 16:<br>13:30-17:20 |  |
| Socialist Economics     | Gang Fan       | 1 | EMBA |   |  |
| Corporate Finance       | Liangyi Ouyang | 2 | EMBA |   |  |
| Corporate Finance       | Liangyi Ouyang | 2 | EMBA |   |  |
| Managerial Economics    | Ying Kong      | 1 | EMBA |   |  |

**Mid-Autumn Day: Sep 8<sup>th</sup>. National Day Holiday: Oct 1<sup>st</sup> to Oct 7<sup>th</sup>. Final Exam will be arranged on Nov 10<sup>th</sup> & 11<sup>th</sup>.**

**ER: Economics Required FR: Finance Required MR: Management Required GR: General Required EE: Economics Elective**

**FE: Finance Elective ME: Management Elective GE: General Elective F1: Quantitative Finance F2: Finance F3: CUHK dual master**

**Second Module, Fall Semester (November 13 – January 16)**

| Course  | Instructor        | Credit | Note     | Time                       | Classroom TBA |
|---|-------------------|--------|----------|----------------------------|---------------|
| General English (3-4 sessions)  | Ding Jiahui & A.J | 2      | 13GR     | Tue or Thur morning 2.5hrs |               |
| Theory and Practice of Socialist Economics: Economics of Development-Economics of Development | Gang Fan          | 3      | 13GR     | Thur & Fri 7-9pm           |               |
| Advanced Macroeconomics I   | Chunyang Wang     | 3      | 14ER     | Mon & Thur 10:30-12:20     |               |
| Applied Econometrics (session E)  | Qing Wang         | 3      | 14ER     | Tue & Fri 1:30-3:20pm      |               |
| Organizational Behavior   | Ting Ren          | 3      | 14MR     | Tue & Fri 1:30-3:20pm      |               |
| Applied Econometrics (session M)  | Yeujun Yoon       | 3      | 14MR     | Mon & Thur 10:30-12:20     |               |
| Macroeconomics  | Jiao Shi          | 3      | 14F1R    | Mon & Thur 1:30-3:20pm     |               |
| Financial Economics (session F1)  | Yilin Zhang       | 3      | 14F1R    | Tue & Fri 8:30-10:20       |               |
| Advanced Macroeconomics I   | Chunyang Wang     | 3      | 14F2R    | Mon & Thur 3:30-5:20pm     |               |
| Advanced Econometrics (session F2)  | Domenico Tarzia   | 3      | 14F2R    | Tue & Fri 8:30-10:20       |               |
| Asset Valuation Theory (session F3)   | Chang Y. Ha       | 3      | 14F3R    | Mon & Thur 1:30-3:20pm     |               |
| Human Resource and Labor Economics  | Qing Wang         | 3      | EE       | Mon & Thur 8:30-10:20      |               |
| Corporate Finance   | Heungju Park      | 3      | EE&ME&FE | Mon & Thur 10:30-12:20     |               |
| Fixed Income Securities (session 1)   | Heungju Park      | 3      | EE&FE    | Mon & Thur 3:30-5:20pm     |               |
| Social Insurance  | Insook Lee        | 3      | EE&FE    | Tue & Fri 10:30-12:20      |               |
| Business Model Research   | Wei Wei           | 3      | ME       | Mon & Thur 3:30-5:20pm     |               |
| Strategic Human Resource Management   | James Yen         | 3      | ME       | Tue & Fri 10:30-12:20      |               |
| Strategic Leadership  | Susan Zhu         | 3      | ME       | Mon & Thur 1:30-3:20pm     |               |
| Leadership  | TBD               | 3      | ME       | Tue & Fri 3:30-5:20pm      |               |

|  |                             |   |                         |  |  |
|--|-----------------------------|---|-------------------------|--|--|
| Managerial Accounting  | Nan Liu                     | 3 | ME&FE                   | Mon & Thur 8:30-10:20  |  |
| Advanced Topics in Corporate Finance:<br>M&A and Capital Budgeting (TBD) | Seungjoon Oh                | 3 | FE                      | Tue & Fri 8:30-10:20   |  |
| Advanced Topic in Corporate Finance:<br>Corporate Governance (TBD)       | Seungjoon Oh                | 3 | FE                      | Tue & Fri 1:30-3:20pm  |  |
| Behavioral Finance   | Chang Y. Ha                 | 3 | FE                      | Mon & Thur 1:30-3:20pm   |  |
| Financial Modeling   | Frank Koger                 | 3 | FE                      | Mon & Thur 3:30-5:20pm   |  |
| Applied Stochastic Processes   | Kwangwon Ahn                | 3 | FE                      | Tue & Fri 3:30-5:20pm  |  |
| Risk Analyses and Management (NUS)                                       | David Zhang,Peng<br>Xianhua | 3 | 13ER &<br>13MR<br>(NUS) | Nov.15,16 9am-12pm & 1-4pm<br>Nov.17,18 6:30-9:30pm<br>Nov.29,30 2:30-5:20pm<br>Dec.1,2,3 6:30-9:20pm<br>Dec.6 2:30-5:20pm |  |
| Derivatives and Fixed Income(NUS)  | Robert Kimmel               | 3 | 14ER &<br>14MR<br>(NUS) | Wk1: 8 to 12 December (5 days)<br>Wk2:22 to 24 December (3 days)<br>Wk3: 5 to 8 January (4 days)<br>6:30-9:30pm            |  |
| Microeconomic Theory (CUHK)  | TBD                         | 3 | 14F3R<br>(CUHK)         |  |  |
| TBD (CUHK)   | TBD                         | 3 | 13FR<br>(CUHK)          |  |  |
| Data Model and Decisions (session FMBA)                                  | Qian Chen                   | 3 | 14FMBA<br>R             |  |  |
| Data Model and Decisions (session PMBA)                                  | Qian Chen                   | 3 | 14PMBA<br>R             |  |  |
| Data Model and Decisions (session PMBA)                                  | Jingjun Liu                 | 3 | 13PMBA                  |  |  |

|  |               |   |             |  |  |
|--|---------------|---|-------------|--|--|
|  |               |   | R           |  |  |
| Theory and Practice of Socialist Economics               | Gang Fan      | 3 | 14MBAG<br>R |  |  |
| Organizational Behavior (session FMBA)                   | Ting Ren      | 3 | 14FMBA<br>R |  |  |
| Organizational Behavior (session PMBA)                   | Ting Ren      | 3 | 14PMBA<br>R |  |  |
| Business Model Research                                  | Wei Wei       | 3 | MBAE        |  |  |
| Macroeconomics   | Chunyang Wang | 3 | MBAE        |  |  |
| Corporate Governance and System Design                   | Tianyu Dai    | 3 | MBAE        |  |  |
| China Macro Economy & Enterprise<br>Development Strategy | Ying Kong     | 3 | MBAE        |  |  |
| Corporate Governance                                     | Tianyu Dai    | 2 | EMBA        |  |  |
| Managerial Economics                                     | Ying Kong     | 2 | EMBA        |  |  |

**New Year's Day: Pending. Final Exam will be arranged on Jan 15<sup>th</sup>-16<sup>th</sup>.**

**ER: Economics Required FR: Finance Required MR: Management Required GR: General Required EE: Economics Elective**

**FE: Finance Elective ME: Management Elective GE: General Elective F1: Quantitative Finance F2: Finance F3: CUHK dual master**



**Third Module, Spring Semester (March 2 – May 5)**

| <b>Course</b>                                   | <b>Instructor</b>   | <b>Credit</b> | <b>Note</b> | <b>Time</b>            | <b>Classroom TBA</b> |
|---|---------------------|---------------|-------------|------------------------|----------------------|
| Financial Economics (session E)                 | Yilin Zhang         | 3             | 14ER        | Tue & Fri 8:30-10:20   |                      |
| Business Ethics (session E)                     | TBD                 | 1.5           | 14GR        | Thur 1:30-3:20pm       |                      |
| Research Methodology (session E)                | Christopher Balding | 1.5           | 14GR        | Mon 1:30-3:20pm        |                      |
| Marketing Management                            | Joouyoung Park      | 3             | 14MR        | Mon & Thur 1:30-3:20pm |                      |
| Strategic Management (session 1)                | Kevin Chastagner    | 3             | 14MR        | Tue & Fri 10:30-12:20  |                      |
| Strategic Management (session 2)                | Kevin Chastagner    | 3             | 14MR        | Tue & Fri 3:30-5:20pm  |                      |
| Business Ethics (session M)                     | TBD                 | 1.5           | 14GR        | Mon 8:30-10:20         |                      |
| Research Methodology (session M)                | Terrill Frantz      | 1.5           | 14GR        | Thur 8:30-10:20        |                      |
| Financial Markets (session F1)                  | Wei Xu              | 3             | 14F1R       | Tue & Fri 1:30-3:20pm  |                      |
| Applied Econometrics (session F1)               | Selcuk Celil        | 3             | 14F1R       | Tue & Fri 3:30-5:20pm  |                      |
| Asset Valuation Theory (session F1)             | Frank Koger         | 3             | 14F1R       | Mon & Thur 1:30-3:20pm |                      |
| Corporate Finance (session F2)                  | Daniel Kim          | 3             | 14F2R       | Mon & Thur 1:30-3:20pm |                      |
| Applied Econometrics (session F2)               | Selcuk Celil        | 3             | 14F2R       | Tue & Fri 10:30-12:20  |                      |
| Asset Valuation Theory (session F2)             | Frank Koger         | 3             | 14F2R       | Mon & Thur 10:30-12:20 |                      |
| Advanced Macroeconomics II                      | Chunyang Wang       | 3             | EE          | Mon & Thur 8:30-10:20  |                      |
| International Trade                             | Christopher Balding | 3             | EE          | Mon & Thur 10:30-12:20 |                      |
| Political Institutions and Economic Development | Insook Lee          | 3             | EE          | Tue & Fri 1:30-3:20pm  |                      |
| TBD   | Gerhard Stahl       | 3             | EE          | Mon & Thur 10:30-12:20 |                      |

|   |                 |   |                      |                        |  |
|---|-----------------|---|----------------------|------------------------|--|
| TBD   | Gerhard Stahl   | 3 | EE                   | Mon & Thur 3:30-5:20pm |  |
| Game Theory   | Young Joon Park | 3 | EE&ME&FE             | Mon & Thur 3:30-5:20pm |  |
| China Studies (International)   | Haifeng Huang   | 3 | EE&ME&FE             | Mon & Thur 3:30-5:20pm |  |
| Principles of Risk Management & Insurance (session 2)   | Lan Ju          | 3 | EE&ME&FE             | Tue & Fri 10:30-12:20  |  |
| Finance in Practice (in Chinese, 3 <sup>rd</sup> to 4 <sup>th</sup> module)<br>counted as 4 <sup>th</sup> module course | Lei Sun         | 3 | EE&ME&FE             | TBD                    |  |
| Financial Risk Management (session 2)   | Timothy Lu      | 3 | EE&FE                | Mon & Thur 10:30-12:20 |  |
| Panel Data Econometrics (TBD)   | Hyunjoong Im    | 3 | EE&FE                | Tue & Fri 3:30-5:20pm  |  |
| Economics of Public Issues  | Daeyong Lee     | 3 | EE&FE                | Mon & Thur 8:30-10:20  |  |
| Advanced Financial Economics  | Sungbin Sohn    | 3 | EE&FE                | Tue & Fri 10:30-12:20  |  |
| Strategic Management Research   | Sai Lan         | 3 | ME                   | Tue & Fri 3:30-5:20pm  |  |
| Managing Mergers & Acquisitions   | Terrill Frantz  | 3 | ME                   | Mon & Thur 10:30-12:20 |  |
| Managing China Cross-Border Development   | Terrill Frantz  | 3 | ME                   | Mon & Thur 1:30-3:20pm |  |
| Venture Design (3 <sup>rd</sup> to 4 <sup>th</sup> module)<br>Counted as 3 <sup>rd</sup> module course                  | Marc Idelson    | 3 | ME                   | Tue & Fri 1:30-3:20pm  |  |
| Behavioral Finance (session 2)  | Domenico Tarzia | 3 | FE                   | Mon & Thur 1:30-3:20pm |  |
| Financial Accounting  | Nan Liu         | 3 | FE                   | Tue & Fri 1:30-3:20pm  |  |
| Numerical Methods and Analysis  | Kwangwon Ahn    | 3 | FE                   | Mon & Thur 3:30-5:20pm |  |
| Advanced Topics in Corporate Finance:<br>Capital Structure (TBD)  | Hyunjoong Im    | 3 | FE                   | Tue & Fri 8:30-10:20   |  |
| Mergers and Acquisitions (HKU)  | Xianming Zhou   | 3 | 12ER &<br>12MR (HKU) |                        |  |
| Macroeconomic Theory (CUHK)   | TBD             | 3 | 14FR                 |                        |  |

|  |                 |   |                |  |
|--|-----------------|---|----------------|--|
|  |                 |   | (CUHK)         |  |
| TBD (CUHK)                               | TBD             | 3 | 13FR<br>(CUHK) |  |
| Buesiness English II (session PMBA)      | Priscilla Yonng | 3 | 14PMBAR        |  |
| Human Resource Management (session FMBA) | Fanmin Kong     | 3 | 14FMBAR        |  |
| Corporate Finance (session FMBA)         | Wei Cen         | 3 | 14FMBAR        |  |
| Corporate Finance (session PMBA)         | Wei Cen         | 3 | 14PMBAR        |  |
| Operations Management (seesion FMBA)     | Deming Zhou     | 3 | 14FMBAR        |  |
| Operations Management (seesion PMBA)     | Deming Zhou     | 3 | 14PMBAR        |  |
| Strategic Merger and Reorganization      | Susan Zhu       | 3 | MBAE           |  |
| Insurance                                | Lan Ju          | 3 | MBAE           |  |
| Behavioral Finance                       | Timothy Lu      | 3 | MBAE           |  |
| Corporate Finance (TBD)                  | Liangyi Ouyand  | 2 | EMBA           |  |

**Labor Day: Pending. Final Exam will be arranged on May 4<sup>th</sup> & 5<sup>th</sup>.**

**ER: Economics Required FR: Finance Required MR: Management Required GR: General Required EE: Economics Elective**

**FE: Finance Elective ME: Management Elective GE: General Elective F1: Quantitative Finance F2: Finance F3: CUHK dual master**

**Fourth Module, Spring Semester (May 6 – July 10)**

| <b>Course</b>  | <b>Instructor</b>   | <b>Credit</b> | <b>Note</b> | <b>Time</b>            | <b>Classroom TBA</b> |
|--|---------------------|---------------|-------------|------------------------|----------------------|
| Graduate Thesis Seminars (session E)   | David Ong           | 0             | 12GR        |                        |                      |
| Graduate Thesis Seminars (session M)   | Susan Zhu           | 0             | 12GR        |                        |                      |
| Graduate Thesis Seminars (session F1)  | TBD                 | 0             | 12GR        |                        |                      |
| Graduate Thesis Seminars (session F2)  | TBD                 | 0             | 12GR        |                        |                      |
| Business Ethics (session F1)   | Christopher Balding | 1.5           | 14GR        | Mon 3:30-5:20pm        |                      |
| Research Methodology (session F1)  | Chang Y. Ha         | 1.5           | 14GR        | Thur 3:30-5:20pm       |                      |
| Business Ethics (session F2)   | Christopher Balding | 1.5           | 14GR        | Mon 10:30-12:20        |                      |
| Research Methodology (session F2)  | Chang Y. Ha         | 1.5           | 14GR        | Thur 10:30-12:20       |                      |
| Business Ethics (session F3)   | Christopher Balding | 1.5           | 14GR        | Mon 8:30-10:20         |                      |
| Economics of Poverty   | Qing Wang           | 3             | EE          | Tue & Fri 3:30-5:20pm  |                      |
| Taxation and Business Strategies   | Insook Lee          | 3             | EE&ME&FE    | Mon & Thur 1:30-3:20pm |                      |
| Finance in Practice (in Chinese, 3 <sup>rd</sup> to 4 <sup>th</sup> module) counted as 4 <sup>th</sup> module course | Lei Sun             | 3             | EE&ME&FE    | TBD                    |                      |
| A Financial Approach to Industrial Organization  | David Ong           | 3             | EE&FE       | Tue & Fri 10:30-12:20  |                      |
| Fixed Income Securities (session 2)  | Heungju Park        | 3             | EE&FE       | Mon & Thur 3:30-5:20pm |                      |
| Real Estate Finance and Economics (session 2)  | Yu Zhou             | 3             | EE&FE       | Mon & Thur 10:30-12:20 |                      |
| Marketing Research   | Yeujun Yoon         | 3             | ME          | Tue & Fri 3:30-5:20pm  |                      |
| Marketing Strategy   | Yeujun Yoon         | 3             | ME          | Tue & Fri 10:30-12:20  |                      |
| Brand Management   | George Wang         | 3             | ME          | Mon & Thur 1:30-5:20pm |                      |

|  |              |   |              |                        |  |
|--|--------------|---|--------------|------------------------|--|
| Corporate Strategy   | James Yen    | 3 | ME           | Tue & Fri 8:30-10:20   |  |
| Venture Design (3 <sup>rd</sup> to 4 <sup>th</sup> module)<br>Counted as 3 <sup>rd</sup> module course | Marc Idelson | 3 | ME           | Mon & Thur 8:30-10:20  |  |
| Cross Cultural Management  | Marc Idelson | 3 | ME           | Mon & Thur 3:30-5:20pm |  |
| The Art of Leadership  | Marc Idelson | 3 | ME           | Mon & Thur 10:30-12:20 |  |
| SME's Finance Research   | George Wang  | 3 | ME&FE        | Tue & Fri 1:30-5:20pm  |  |
| Investments  | Wei Xu       | 3 | FE           | Tue & Fri 1:30-3:20pm  |  |
| Derivative Pricing   | Lei Sun      | 3 | FE           | Mon & Thur 1:30-3:20pm |  |
| Hedge Funds  | Seungjoon Oh | 3 | FE           | Tue & Fri 8:30-10:20   |  |
| Financial Statement Analysis   | Naqiong Tong | 3 | FE           | Tue & Fri 3:30-5:20pm  |  |
| Government and Local Economy (in Chinese)  | Jie Tang     | 2 | GE (任选课)     |                        |  |
| TBD (NUS site)   | TBD          | 3 | 13ER & 13MR  |                        |  |
| TBD (NUS site)   | TBD          | 3 | 13ER & 13MR  |                        |  |
| Financial Engineering Project (NUS site)   | TBD          | 3 | 13ER & 13MR  |                        |  |
| TBD (NUS site)   | TBD          | 3 | 14ER & 14MR  |                        |  |
| TBD (NUS site)   | TBD          | 3 | 14ER & 14MR  |                        |  |
| TBD (NUS site)   | TBD          | 3 | 14ER & 14MR  |                        |  |
| TBD (NUS site)   | TBD          | 3 | 14ER & 14MR  |                        |  |
| Econometric Theory & Applications (CUHK)   | TBD          | 3 | 14F3R (CUHK) |                        |  |
| TBD (CUHK)   | TBD          | 3 | 13 FR (CUHK) |                        |  |
| Marketing Management (session FMBA)  | TBD          | 3 | 14FMBA1R     |                        |  |
| Marketing Management (session PMBA)  | TBD          | 3 | 14PMBA1R     |                        |  |
| Strategic Management (session FMBA)  | Sai Lan      | 3 | 14MBA1R      |                        |  |
| Strategic Management (session PMBA)  | Sai Lan      | 3 | 14MBA2R      |                        |  |
| Corporate and Social Responsibility & Business   | TBD          | 3 | 14FMBA       |                        |  |

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|                            |                |   |      |  |  |
|----------------------------|----------------|---|------|--|--|
| Ethics (session FMBA)      |                |   |      |  |  |
| Investments                | Liangyi Ouyang | 3 | MBAE |  |  |
| Entrepreneurial Management | Yong Li        | 3 | MBAE |  |  |
| Leadership                 | Haifeng Huang  | 3 | MBAE |  |  |

**Final Exam will be arranged on July 9<sup>th</sup>-10<sup>th</sup>.**

**ER: Economics Required    FR: Finance Required    MR: Management Required    GR: General Required    EE: Economics Elective**

**FE: Finance Elective    ME: Management Elective    GE: General Elective    F1: Quantitative Finance    F2: Finance    F3: CUHK dual master**