

# Exchange Fact Sheet for MBA

2018-2019

Guanghua School of Management, Peking University



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<b>MBA Majors:</b>	Accounting and Corporate Financial Management Finance Marketing Organizational Behavior and Human Resources Management Strategy and International Business Management Decision-Making and Information Management
<b>Language of Instruction:</b>	Chinese and English
<b>Course list:</b>	<a href="http://exchange.gsm.pku.edu.cn">http://exchange.gsm.pku.edu.cn</a>  <b>Please check the website for updates</b>
<b>Language requirement:</b>	Students must be proficient either in Chinese or English.
<b>Language courses:</b>	A three-credit course "Business Chinese" is open to all international students for free.

Please note that students need to pay tuition for courses taken outside of Guanghua School of Management.

**Full-time Workload:** At Guanghua, each course usually has 2 or 3 credits. 1 credit has 15 contact hours. Exchange students are required to take a minimum of 4 credits and a maximum of 18 credits per semester.

**Grading:** The Guanghua School of Management adopts a percentage grading system for all of its courses.

Grades	Description
90-100	Excellent
80-90	Very good
70-80	Good
-----minimum requirement for graduation (core courses)	
60-70	Satisfactory
60-	Fail

**Exams:** For fall semester, most English taught MBA courses will be completed by Dec. 24, while a few of them will still be completed by mid-January. All Chinese taught courses will be finished in mid-January in fall semester.

For spring semester, exams for both English and Chinese taught courses will be completed before the end of June.

**Nomination deadlines:**

**Exchange Program**  
Fall Semester: March 15  
Spring Semester: September 15

**Doing Business in China Program: February 15**

**Application deadlines:**

**Exchange Program**  
Fall Semester: April 15  
Spring Semester: October 15

**Doing Business in China Program**  
More about Doing Business in China Program: [www.pkudbic.com](http://www.pkudbic.com)

**Required application documents:**

- Application Form
  - ✓ Application for International Passport Holder, please complete the online application : <http://www.studyatpku.com>
  - ✓ Application for Undergraduate Students with China, Hong Kong, Macau, Taiwan Passport, please complete the online application: <http://162.105.209.64/exchange/web/login.html>
  - ✓ Application for Master Students with China, Hong Kong, Macau, Taiwan Passport, please fill out the hard copy of the application form which is available by request and through our website
- Resume
- Copy of the highest degree certificate (for Master student ONLY)
- Official academic transcript (unofficial transcript will NOT be accepted)
- Official nomination letter from home university exchange office
- A photocopy of your valid passport
- One passport-sized photo, attached on the application form
- One page letter of motivation highlighting your academic and personal reasons for your exchange

The detailed information can be visited on our website <http://exchange.gsm.pku.edu.cn>

The submitted materials must be original documents or notarized copies and may be in either Chinese or English. Any missing of the above documents will cause the delay of admission.





**Calendar (2018-2019)**

**Fall 2018:**

Registration: September 6, 2018  
Orientation: September 7-14, 2018  
Classes Start: Sept. 17, 2018  
National Day: Oct.1- 7, 2018  
New Year's Day: Jan. 1, 2019  
Exam Week (for courses taught in Chinese): Dec.31, 2018-Jan. 13, 2019  
Winter Break and Spring Festival: Jan. 14 – Feb. 17, 2019

**Spring 2019:**

Registration: Feb. 15, 2019  
Classes Start: Feb. 18, 2019  
PKU Sports Competition: Apr. 19-21, 2019  
PKU Anniversary Break: May 4, 2019  
Examination: Jun.10 - Jun.23, 2019  
Summer Vacation starts: Jun. 24, 2019  
ChingMing Festival, Labour Day and Dragon boat Festival Holidays will be announced by PKU later.

Check for updates: <http://exchange.gsm.pku.edu.cn>



**Short-term Program:**

Doing Business in China  
(DBIC) Two weeks

*Tuition will be partly waived for students from exchange partner schools on certain occasions.*

We specially offer a 2-week (or 1-week) intensive Doing Business in China Program (DBIC) for undergraduate and postgraduate/MBA students in English to provide participants the opportunity to understand the Chinese institutional, business and cultural environments at Guanghua's Beijing, Xi'an and Shanghai Campuses.

**Highlights:**

- ◆ Three-credit courses and seminars on specific Chinese issues
- ◆ Firsthand industrial learning experience from company visits
- ◆ Rich extracurricular culture events and sightseeing
- ◆ In-depth exploration to Beijing, Xi'an and Shanghai

**Program Dates for 2019: (For more information, please check for updates at [www.pkudbic.com](http://www.pkudbic.com) )**

Option 1: May 19-June 1, 2019

Option 2: June 9-22, 2019

**Course Contents:**

- Economic and Political Environment in China
- Chinese Organization Culture and HR management
- Marketing in China
- Multinational Companies' Strategy in China

Check here for updates and more program information:

<http://www.pkudbic.com>



**Accommodation:**

On-campus accommodation is currently NOT officially arranged by PKU due to the overwhelming demand. Our exchange students will arrange their own accommodations outside. GISA (Guanghua International Students



Association) and the Office of International Relations will offer necessary information.

*Range of Off-campus housing rates: US\$450 – 650 for one single room in a two-bedroom / three-bedroom apartments per month.*

**Living Expenses:** Depends on your living situation and your own spending habits. Normally amounts to US\$350 – 450 per month, excluding housing.

**Health Insurance:** **All exchange students are required to buy the health insurance during their stay on the registration day in the Peking University.** The insurance costs about RMB 300 (subject to change).

**Visa:** Students who are not Chinese citizens and who are planning to stay longer than 3 months are required to obtain a visa to enter and study in China:

- Step 1: Submit application to Guanghua School
- Step 2: Application approved and receive an admission letter
- Step 3: Apply for a X1-visa / X2-visa in a local Chinese Embassy, usually takes around 2 weeks

If the duration is less than 3 months, travel visa (L-visa) is acceptable.

**Facilities:** State of the art library services, computer facilities, cafés, on-campus restaurants, student organizations, bookstores, gyms.

**Student Services:** **GISA (Guanghua International Students Association)**  
We have a buddy program in GISA where students from similar programs are matched with incoming exchange students during their study at our school. The buddy serves as a resource and guide for the exchange student. GISA can be contacted at [gisa@gsm.pku.edu.cn](mailto:gisa@gsm.pku.edu.cn) or [GISAHome@gmail.com](mailto:GISAHome@gmail.com). GISA's website is under construction now: [www.gisa-pku.org](http://www.gisa-pku.org).

**Career Services:**

A number of career management resources will be available to exchange students during their stay. These include access to all Guanghua open corporate presentations, employer contact database listings, job postings, and on-campus job descriptions. Additional services include appointments with staff members/career advisors and optional participation in career service seminars. Career Development Centre locates in Room 108 in Guanghua School. The website can be visited at <http://www.gsm.pku.edu.cn/index/en/P10800257031380180295025.html>

**Exchange Coordination Services:**

The Office of International Relations is the managing office of exchange students.

**Visa Issues Office:**

For transferring or extending visa, please contact the PKU International Students Division at New Sun Learning Centre Room 333.

Phone: +86 10 6275 1230; 6275 1012

Email: [study@pku.edu.cn](mailto:study@pku.edu.cn)

