HONG KONG SHUE YAN UNIVERSITY

GRADUATE SCHOOL

Master of Philosophy/Doctor of Philosophy Programmes

Important Note to Applicants

Application and Supporting Documents

1. All information and documents given in the application must be accurate and complete. Making, submitting or using any false instrument (including forged documents) are serious criminal offences under the Crimes Ordinance (Cap. 200 of the laws of Hong Kong). Any false information will result in disqualification of the application for admission and enrolment at Hong Kong Shue Yan University.
2. Applicants are responsible for providing information or documents as required by the University for admission purposes.
3. To be eligible for admission to the programme, an applicant shall satisfy all admission requirements as listed HERE.
4. The application form should be completed in **English** unless stated otherwise.
5. Please prepare the following supporting documents for uploading when completing your application form:
   - A recent, colour, passport-size photo (i.e., approximately 40mm (Width) x 50 mm (Height) showing a full frontal face with clear facial features.)
   - Copy of your HKID Card or other identification document
   - Copy of Graduation Certificate(s) and/or Degree Certificate(s) of your undergraduate/postgraduate studies
     - For qualifications obtained in **Mainland China**: The Graduation Certificate AND Degree Certification should be accompanied by the Online Verification Report of Higher Education Qualification Certificate and Online Verification Report of Higher Education Degree Certificate by CHSI 學信網 (教育部學籍線上驗證報告及中國高等教育學位線上驗證報告)
     - For **Mainland Applicants with overseas qualifications**: The Graduation Certificate and/or Degree Certification should be accompanied by the Overseas Credential Evaluation Report (國外學歷學位認證書) issued by Chinese Service Center for Scholarly Exchange (CSCSE) (教育部留學服務中心)
   - Copy of Transcript(s) with Grading Scheme of your undergraduate/postgraduate studies
   - Copy of TOEFL / IELTS score report
   - Personal Statement and CV
   - A research proposal
   - Sample of writings (if any)
   - Copy of Valid Visa / Entry Permit (if applicable)
   - Copies of certificates of professional qualifications (if applicable)
6. **Within 1 month after submitting the application**, you are required to arrange for the following documents to reach the Programme Office at *MPhil/PhD Programmes, RHB303, High Block, Research Complex, Hong Kong Shue Yan University, 6 Wai Tsui Crescent, North Point, Hong Kong:*
   - Official transcripts of your undergraduate and postgraduate studies are to be sent directly to the programme office by the issuing institutions in a sealed envelope with an official chop (Transcript Submission Covering Sheet).
   - Official score report of IELTS/TOEFL on English proficiency sent directly by examination bodies. IELTS/TOEFL scores are valid for two years from the test date.

Definition of Non-local Students

7. For the purpose of admission, holders of the following documents issued by the Immigration Department of the HKSAR are regarded as **Non-local Students**:

   - Student visa/entry permit
   - Visa / Entry permit under the Immigration Arrangements for Non-local Graduates

- Dependant visa/entry permit (for students who were 18 years old or above)[1]

Application Fee

8. The application fee for each programme is HK$200 for local applicants and HK$650 for non-local applicants and must be settled online by WeChat Pay 微信支付 / Alipay (內地版支付宝) / FPS 轉數快 / Credit Card. The application fee is non-refundable under any circumstances.

9. Failure to settle the application fee in full as required will result in the disqualification of your application.

Enquiry

MPhil/PhD Programmes Office
Graduate School
Hong Kong Shue Yan University
Room 303, High Block, Research Complex
6 Wai Tsui Crescent, North Point
Hong Kong

Tel: 28067307
Email: gs@hksyu.edu

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[1] Students holding dependant visa / entry permit who were 18 years old or above when they were issued with such visa / entry permit by the Immigration Department of the HKSAR.