



香港浸會大學

HONG KONG BAPTIST UNIVERSITY

Student Exchange Programme

Fact Sheet



Welcome to HKBU!

Fact Sheet of Student Exchange Programme at HKBU

Name of Institution	Hong Kong Baptist University
Website of Institution	www.hkbu.edu.hk

Contacts:

Name of International Office (e.g. International Relations Office, etc)	International Office
Address	Room AAB 703, Level 7, Academic and Administration Building, Baptist University Road Campus, Hong Kong Baptist University, 34 Renfrew Road, Kowloon Tong, Kowloon, Hong Kong Tel: +852 3411 2188 Fax: +852 3411 5568
Website for exchange students	http://intl.hkbu.edu.hk
Email for exchange students	exchange@hkbu.edu.hk
Heads of International Office (name & position)	Mr. Peter Li, Director peterli@hkbu.edu.hk Tel: +852 3411 2187 Ms. Sandy Lee, International Programme Manager skwok@hkbu.edu.hk Tel: +852 3411 5347
Coordinators for incoming students (name / position / contacts)	Christina Chan, Assistant Programme Manager Coordinator for Asia Pacific (except China) and Americas E-mail: cchanfh@hkbu.edu.hk Tel: +852 3411 5328 Jennifer Chan, Programme Officer Coordinator for Europe (except Denmark, Finland, Ireland, Norway, Sweden, and the U.K.) E-mail: jlchan@hkbu.edu.hk Tel: +852 3411 5366 Brandon Ng, Programme Officer Coordinator for China, Denmark, Finland, Ireland, Norway, Sweden, and the U.K. E-mail: bkng@hkbu.edu.hk Tel: +852 3411 7650
Coordinator for outgoing students (name / position / contacts)	Same as above

Student Exchange Information:

Beginning and end of Semesters (including examination dates)	<u>Semester 1 (fall semester)</u> Starts: Early September Ends (including exams): Late December	<u>Semester 2 (spring semester)</u> Starts: Mid January Ends (including exams): Late May
Expected arrival dates for exchange students	Semester 1: Last week of August	Semester 2: Early January
Orientation programme	Semester 1: Last week of August	Semester 2: Early January

First Day of Check-in for Undergraduate Halls:	Semester 1: Last week of August	Semester 2: Early January
Last Day of Check-out from Undergraduate Halls:	Semester 1: Late December	Semester 2: Late May
Application deadlines	Application for Fall semester: 5 May Application for Spring semester: 15 October	
Application procedures	<ol style="list-style-type: none"> 1) To nominate selected students 2 weeks before the application deadline 2) HKBU International Office will create online application login and password to students 3) Student submits online application, print the hardcopy and send to HKBU International Office with the required documents 	
Supporting documents required for application	<ol style="list-style-type: none"> 1) Official transcript 2) For non-native English speaker, English language proficiency proof (e.g. TOEFL or IELTS) <ol style="list-style-type: none"> 1) Two passport size photos 2) HK study visa application form (http://intl.hkbu.edu.hk/student_02_01_04.php) 3) Two copies of passport 4) Evidence of his/her financial standing, e.g. bank statements, savings account passbooks, scholarship letters, etc. 	
Academic requirements and compulsory language requirements for exchange students	Minimum 2.5 GPA or equivalent; Minimum language requirements for non-native speakers of English: TOEFL iBT 79 or IELTS 6.0	
Courses available to exchange students (please kindly provide course list)	Courses open to international / exchange students: http://www.hkbu.edu.hk/~intl/student_02_01_03.php	
Minimum and maximum number of units/credits that a full-time exchange student can study each semester	Minimum study load per semester: 12 units of credits (approx. 4 courses) Maximum study load per semester: 18 units of credits (approx. 6 courses)	
Visa requirements	<p>All passport holders must apply for a HK study visa. Students should submit the study visa application form with a copy of passport and financial proof to HKBU International Office. The HKBU International Office will coordinate with the HK Immigration Department in HK on the student's behalf. Students do not need to arrange it at the Chinese embassy / consulate in their home country. The approval process takes 6-8 weeks. Once the visa is approved, the HKBU International Office will collect the visa and send to student's home address by courier service. Students will be required to pay HKBU after arriving HK.</p> <p>The visa application form can be downloaded at: http://www.hkbu.edu.hk/~intl/student_02_01_04.php</p>	
Visa application deadline	Semester 1: 5 May (same as exchange application) Semester 2: 15 October (same as exchange application)	
Is arrival pick-up service provided to exchange students? If yes, how do they apply?	<p>Yes, free-of-charge airport pickup service will be offered on the two required arrival dates.</p> <p>If students do not arrive on the required arrival dates, they will need to make their own way to campus. Instructions on public transportation will be provided in due course.</p>	
When will student receive the acceptance letter?	For fall semester: June onwards For spring semester: November onwards	
When will transcript be released?	For fall semester: February For spring semester: June	

Housing:

Accommodation	<p>Exchange students can choose to live on- or off-campus. In order to integrate more fully into the University experience, you are encouraged to live in on-campus dormitories. For students who decide to live in on-campus housing, you will be notified of the application details after you are formally admitted for studies at HKBU. Halls fees are around HK\$6,000~HK\$7,000 per semester. Fees may vary slightly every academic year.</p> <p>Postgraduate exchange students will be housed at the on-campus NTT International House (http://www.hkbunnt.com.hk/ntt_index.php) or off-campus housing depending on availability. At NTT, fees are around HK\$3,000 per month for a double-occupancy room. Fees and rooms vary for off-campus housing. The international office will forward PG housing request to the university Housing Office. Upon referral by the Housing Office, the NTT will coordinate with students regarding application and payment procedures.</p>
Housing application deadline	Semester 1: 5 May (same as exchange application) Semester 2: 15 October (same as exchange application)
Other facilities on-campus	Sports centre, swimming pool, library, computer centre, cafeteria, bookshop, Chinese restaurant, clinic, Chinese medicine clinic, bank

Fees and Others:

Do students need to pay any other fees to HKBU?	Administration fee (including visa application): HK\$1,600
Monthly costs (for reference only)	Meals: HK\$2,400-4,800 Entertainment: HK\$800 Transportation: HK\$160-800 Air-conditioning (Undergraduate Halls): HK\$160-560 Miscellaneous: HK\$160-1,040 Plus housing cost as mentioned above

Insurance:

Health insurance requirements	All exchange and study abroad students are required to obtain adequate insurance prior to arrival in HK. Students should check with their home institutions and/or insurance agents about medical and accident insurance coverage. If the home insurance policy covers the concerned student for his/her overseas study, he/she should retain it. If that is not the case, please remind the student to negotiate for coverage of his/her overseas study in HK (including personal trips outside HK) before travelling.
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Additional Information:

For enquiries, please contact the International Office:

Email: exchange@hkbu.edu.hk

Phone: +852 3411 2188

Fax: +852 3411 5568