

**Exchange Fact Sheet for Undergraduates**  
**2019-2020**  
**Guanghua School of Management, Peking University**

**Mailing Address:**



Room 511, Guanghua School of Management Building #2  
 Peking University  
 5 Yiheyuan Rd. Haidian District  
 Beijing 100871  
 P. R. China

**Website:**

Guanghua School of Management: [www.gsm.pku.edu.cn](http://www.gsm.pku.edu.cn)  
 Peking University: [www.pku.edu.cn](http://www.pku.edu.cn)  
 Office of International Relations, Guanghua School of Management  
<http://en.gsm.pku.edu.cn/exchange/index.htm>

**Contacts:**

Venus Li (Ms), Exchange Programs Manager, +86 10 6274 7007, [venus.li@gsm.pku.edu.cn](mailto:venus.li@gsm.pku.edu.cn)  
 Julia Hu (Ms), Associate Director (Partnership, Exchange and DBIC), +86 10 6274 7002, [hu@gsm.pku.edu.cn](mailto:hu@gsm.pku.edu.cn)  
 Shujun Mo (Ms), Assistant Dean, Director of International Relations, Director of Belt and Road Institute Office

**Fax:**

+86 10 6276 7382

**Undergraduate Majors:**

Accounting and Corporate Financial Management  
 Finance  
 Economic Finance  
 Marketing

**Language of Instruction:**

Chinese and English

**Course list:**

<http://exchange.gsm.pku.edu.cn>

**Please check the website for updates**

**Language requirement:**

Students must be proficient either in Chinese or English.

**Language courses:**

A two-credit course "Business Chinese" is open to all international students for free.

**Full-time Workload:**

At Guanghua, each course is usually 2 – 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 courses taught in English offered by Guanghua School of Management will be completed by Dec. 24. All Chinese taught courses and other courses offered by PKU 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.

<b>Nomination deadlines</b>	<b>Exchange Program</b> <i>Fall semester / One year: February 15 to April 15</i> <i>Spring Semester: July 15 to September 15</i>  <b>Doing Business in China Program: February 15</b>
<b>Application deadlines</b>	<b>Exchange Program</b> <b>Fall Semester / One year:</b> <i>First round of application: April 30</i> <i>Second round of application: May 30</i>  <b>Spring Semester: October 30</b>  <b>Doing Business in China Program</b> More about Doing Business in China Program: <a href="http://www.pkudbic.com">www.pkudbic.com</a>
<b>Required application documents</b>	<ul style="list-style-type: none"> <li>➤ Application Form             <ul style="list-style-type: none"> <li>✚ Application for International Passport Holder, please complete the online application : <a href="http://www.studyatpku.com">http://www.studyatpku.com</a></li> <li>✚ Application for Undergraduate Students with Hong Kong, Macau, Taiwan Passport, please complete the online application: <a href="http://162.105.209.64/exchange/web/login.html">http://162.105.209.64/exchange/web/login.html</a></li> <li>✚ Application for Master Students with Hong Kong, Macau, Taiwan Passport, please fill out the hard copy of the application form which is available by request and through our website</li> </ul> </li> <li>➤ Resume</li> <li>➤ Copy of the highest degree certificate (for Master student ONLY)</li> <li>➤ Official academic transcript (unofficial transcript will NOT be accepted)</li> <li>➤ Official nomination letter from home university exchange office</li> <li>➤ A photocopy of your valid passport</li> <li>➤ One passport-sized photo, attached on the application form</li> <li>➤ One page letter of motivation highlighting your academic and personal reasons for your exchange</li> </ul> <p>The detailed information can be visited on our website <a href="http://exchange.gsm.pku.edu.cn">http://exchange.gsm.pku.edu.cn</a></p> <p>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.</p>
<b>Calendar (2019-2020)</b> <b>Fall 2019</b>	Registration: Sept. 2, 2019 Classes Start: Sept. 9, 2019 Mid-Autumn Day: Sept. 13, 2019 National Day: Sept.30 - Oct. 6, 2019 New Year's Day: Jan. 1, 2020 Exam Week (for courses taught in Chinese): Dec.31, 2019 - Jan. 12, 2020 Winter Break and Spring Festival: Jan. 13 - Feb. 17, 2020
<b>Spring 2020</b>	Registration: Feb. 14, 2020 Classes Start: Feb. 17, 2020 PKU Sports Competition: Apr. 24-26, 2020 Labor Day: May 1, 2020 PKU Anniversary Break: May 4, 2020 Examination: Jun.8 - Jun.21, 2020 Summer Vacation starts: Jun. 22, 2020  Check for updates: <a href="http://exchange.gsm.pku.edu.cn">http://exchange.gsm.pku.edu.cn</a>

**Summer 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>

<b>Accommodation:</b>	<p>On-campus accommodation is currently NOT available 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.</p> <p><i>Range of Off-campus housing rates: US\$400 – 650 for one single room in a two-bedroom / three-bedroom apartments per month.</i></p>
<b>Living Expenses:</b>	<p>Depends on your living situation and your own spending habits. Normally amounts to US\$350 – 450 per month, excluding housing.</p>
<b>Health Insurance:</b>	<p><b>All international passport holders are required to buy the health insurance on the registration day in the Peking University.</b> The insurance costs about RMB 400 (subject to change).</p> <p>Hong Kong, Macau, Taiwan passport holders are required to buy the travel insurance themselves.</p>
<b>Visa:</b>	<p>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:</p> <ul style="list-style-type: none"><li>● Step 1: Submit application to Guanghua School of Management</li><li>● Step 2: Application approved and receive an admission letter</li><li>● Step 3: Apply for a X1-visa / X2-visa in a local Chinese Embassy, usually takes around 2 weeks</li></ul> <p><b>Travel visa (L-visa) is NOT acceptable.</b></p>
<b>Facilities:</b>	<p>State of the art library services, computer facilities, cafés, on-campus restaurants, student organizations, bookstores, gyms.</p>
<b>Student Services:</b>	<p><b>GISA (Guanghua International Students Association)</b></p> <p>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 <a href="mailto:gisa@gsm.pku.edu.cn">gisa@gsm.pku.edu.cn</a> or <a href="mailto:GISAHome@gmail.com">GISAHome@gmail.com</a>. GISA's website is under construction now: <a href="http://www.gisa-pku.org">www.gisa-pku.org</a>.</p> <p><b>Career Services:</b></p> <p>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, on-campus job descriptions. Additional services include appointments with staff members/career advisors, optional participation in career service seminars and information sessions. Also students have opportunities to join job fairs and networking events, and make reservation for mock interviews and resume clinics. Career Development Centre locates in Room 108 in Guanghua School. The website can be visited at: <a href="http://english.gsm.pku.edu.cn/index/en/P10800257031380180295025.html">http://english.gsm.pku.edu.cn/index/en/P10800257031380180295025.html</a></p> <p><b>Exchange Coordination Services:</b></p> <p>The Office of International Relations is the managing office of exchange students.</p> <p><b>Visa Issues Office:</b></p> <p>For all visa related issues, please contact the PKU International Students Division at New Sun Student Centre Room 333. Phone: +86 10 6275 1230; 6275 1012 Email: <a href="mailto:study@pku.edu.cn">study@pku.edu.cn</a></p>

