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### **IMPORTANT NOTES**

The information contained in this Handbook is correct at the time of publication. Please note that there may be changes to the information from time to time without prior notification. Applicants should always refer to the [Postgraduate Admissions](#) website of the Chow Yei Ching School of Graduate Studies (SGS) for the most updated information, or they may contact SGS if they have any queries.

This Handbook only serves the purpose of providing information regarding research degree applications; it does not form part of a contract between any person and City University of Hong Kong.

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## LIST OF ABBREVIATIONS

Below is a list of abbreviations used in this Handbook.

<b>Abbreviation</b>	<b>Full Term</b>
ADMO	Admissions Office
BGS	Board of Graduate Studies
CET6	Chinese Mainland's College English Test Band 6
CITI	Collaborative Institutional Training Initiative
CityUHK	City University of Hong Kong
CMP	Committee on Master's Programmes
CRDC	Committee on Research Degrees Candidature
GEO	Global Engagement Office
GMAT	Graduate Management Admission Test
GPA	Grade Point Average
GRE	Graduate Record Examinations
HKPFS	Hong Kong PhD Fellowship Scheme
IANG	Immigration Arrangements for Non-Local Graduates
IELTS	International English Language Testing System
MPhil	Master of Philosophy
NOL	No Objection Letter
PD	Professional Doctorate
PhD	Doctor of Philosophy
QE	Qualifying Examination
SDS	Student Development Services
SGS	Chow Yei Ching School of Graduate Studies
SHR	Student Halls of Residence

SRO

Student Residence Office

TOEFL

Test of English as a Foreign Language

UGC

University Grants Committee

# 1 INTRODUCTION

## 1.1 City University of Hong Kong

Established in 1994, City University of Hong Kong (hereinafter “CityUHK” or the “University”) is a rapidly growing institution with a burgeoning local and global reputation for professional education and research. CityUHK is strongly committed to creating an internationalised space for professional education, pursuing a research agenda designed to benefit society, establishing a culture of innovation and discovery, and nurturing the talents of our students. The University currently has a student enrolment of over 20,000, of which over 9,000 are postgraduates. Its programmes provide a wide range of learning opportunities from undergraduate and postgraduate studies to continuing education. For more information about the University and its academic and supporting units, please visit our website (<http://www.cityu.edu.hk>).

The University provides a modern teaching and learning environment with the latest design in educational technology to support quality teaching and research activities. Moreover, a wide range of facilities and services are provided to support students’ studies and recreational activities. Students’ halls are also available on campus to provide students with residential accommodation and an avenue for academic and cultural exchange.

## 1.2 Chow Yei Ching School of Graduate Studies

Postgraduate education facilitates the advancement of knowledge and provides high-level academic education and professional training to cater to society’s needs. The University continuously strives to promote this important area of postgraduate education. Master’s programmes are offered for different professional needs. On the research study side, diverse areas of study are provided to suit individuals’ research interests.

To provide a better focus for the further development of its postgraduate programmes, the University established the School of Graduate Studies (SGS) in 1994. SGS coordinates and offers strategic direction to the University’s taught and research postgraduate provision. It aims to provide better coordination and strategic direction to ensure the continued development of postgraduate studies at the University. SGS is committed to providing an environment conducive to learning for postgraduate students. The principal role of SGS is to facilitate the educational experience of its postgraduate students.

SGS received a generous donation from Dr. Chow Yei Ching and was named the “Chow Yei Ching School of Graduate Studies” in 2006.

### 1.2.1 *Mission of SGS*

The mission of SGS is to promote excellence in postgraduate education and ensure consistency and high standards across the University. In addition to sharing responsibility for postgraduate studies with Departments, Colleges and Schools, and operating through a system of collegial governance, consultation and leadership, SGS defines and administers university-wide regulations for postgraduate education.

SGS also organises services and financial assistance to postgraduate students; encourages a close relationship between research and graduate training; and represents the foundation of postgraduate education at CityUHK in the wider academic and general community.

### *1.2.2 Administrative Structure of SGS*

The Dean, the Deputy Dean and the Associate Deans of Graduate Studies oversee SGS and the coordination and management of postgraduate education within the University. They provide academic guidance for programme development, planning and decision making in postgraduate education. As the Chair of the Board of Graduate Studies (BGS), the Dean of Graduate Studies plays the key role in managing the quality of postgraduate programmes provision. He is supported by the Deputy Dean and the Associate Deans in overseeing quality matters related to postgraduate programmes through the Committee on Master's Programmes (CMP) and the Committee on Research Degrees Candidature (CRDC).

The Director (Graduate Studies Administration) and a team of administrative staff provide overall administrative support for postgraduate studies, including student admissions and records, financial support, study and research progress, examinations and graduation, student forums and workshops, research conferences and seminars, student statistics as well as publications relating to postgraduate studies.

### *1.2.3 Governance, Leadership and Quality*

The Board of Graduate Studies (BGS) was established to review and make recommendations on academic regulations, rules and procedures governing all postgraduate programmes and studies. It has a role to develop, implement, monitor and review policies pertaining to postgraduate work. The BGS reports to the Senate on matters relating to postgraduate teaching and learning.

There are two sub-committees under the BGS, namely the Committee on Master's Programmes (CMP) and the Committee on Research Degrees Candidature (CRDC). The CMP oversees matters related to Master's programmes as assigned by the BGS, while the CRDC oversees the admission, supervision, progress and examination of candidates of Master of Philosophy (MPhil), Doctor of Philosophy (PhD) and Professional Doctorate (PD).

## 2 ADMISSIONS

### 2.1 Minimum Entrance Requirements

2.1.1 Applicants seeking admission to a research degree programme should satisfy the following minimum entrance requirements:

**(a) Master of Philosophy (MPhil)**

- hold a relevant Bachelor's degree with first- or second-class honours (or equivalent qualification) from a recognised university.

**(b) Doctor of Philosophy (PhD)**

- be a current MPhil student in the University who seeks transfer to PhD candidature; or
- hold a higher degree by research (or equivalent qualification) from a recognised university; or
- hold a Master's degree (or equivalent qualification) from a recognised university; or
- hold a Bachelor's degree with first class honours (or equivalent qualification) from a recognised university.

2.1.2 Equivalent qualifications mentioned above include relevant professional qualifications or other scholarly achievements recognised by the University.

2.1.3 In addition to the above, individual Departments/Schools may prescribe further entrance requirements.

### 2.2 English Proficiency Requirements

2.2.1 Applicants whose entrance qualification was obtained from an institution where the language of teaching is not English should satisfy the minimum English proficiency requirements specified by both the University and individual Colleges/Schools.

2.2.2 The University's minimum English proficiency requirement for research degree programmes is a total score of 79 (in one single internet-based test) in the Test of English as a Foreign Language (TOEFL) OR an overall band score of 6.5 in the International English Language Testing System (IELTS). Equivalent qualifications may also be accepted. TOEFL and IELTS scores are considered valid for two years from the test date and must be valid at the time of submission of application.

2.2.3 Graduate Record Examinations (GRE)/Graduate Management Admission Test (GMAT) scores are not accepted in fulfilment of the University's English proficiency requirement for research degree programmes, but can be submitted as supplementary information for reference if available.

2.2.4 In addition to the University's requirement given above, individual Colleges/Schools set higher standards or equivalent acceptable qualifications, as appropriate for their disciplines as follows:

**(a) College of Biomedicine**

- a minimum total score of 79 (internet-based test) in TOEFL; or
- a minimum overall band score of 6.5 in IELTS; or
- other test scores that may be regarded as equivalent to TOEFL 79 (internet-based test); or
- a minimum score of 490 in the Chinese Mainland's College English Test Band 6 may be accepted.

(Please note that individual Departments in the College may adopt a higher standard.)

**(b) College of Business**

- a minimum total score of 85 (internet-based test) in TOEFL; or
- a minimum overall band score of 6.5 in IELTS; or
- other test scores that may be regarded as equivalent to TOEFL 85 (internet-based test).

(A high score in GRE or GMAT with supporting proof will be an added advantage though this is not a mandatory requirement. Please note that individual Departments in the College may adopt a higher standard.)

**(b) College of Computing**

- a minimum total score of 79 (internet-based test) in TOEFL; or
- a minimum overall band score of 6.5 in IELTS; or
- other test scores that may be regarded as equivalent to TOEFL 79 (internet-based test); or
- a minimum score of 490 in the Chinese Mainland's College English Test Band 6 (CET6) may be accepted.

(Please note that individual Departments in the College may adopt a higher standard.)

**(c) College of Engineering**

- a minimum total score of 79 (internet-based test) in TOEFL; or
- a minimum IELTS score of 6.5; or
- other test scores that may be regarded as equivalent to TOEFL 79 (internet-based test); or
- a minimum score of 490 in the Chinese Mainland's College English Test Band 6 (CET6) may be accepted.

(Please note that individual Departments in the College may adopt a higher standard.)

**(d) College of Liberal Arts and Social Sciences**

- a minimum TOEFL score of 88 (internet-based test), with a minimum of 21 for Reading, 21 for Listening, 25 for Writing, and 21 for Speaking; or
- a minimum IELTS 6.5 for overall band score and for the sub-categories of Writing, Speaking, Listening and Reading.

(Please note that individual Departments in the College may adopt a higher standard.)

**(e) College of Science**

- a minimum total score of 79 (internet-based test; sum of Reading, Listening and Writing section scores) in TOEFL; or
- a minimum overall band score of 6.5 in IELTS; or
- other test scores that may be regarded as equivalent to TOEFL 79 (internet-based test); or
- a minimum score of 490 in the Chinese Mainland's College English Test Band 6 (CET6) may be accepted.

(Please note that individual Departments in the College may adopt a higher standard.)

**(f) Jockey Club College of Veterinary Medicine and Life Sciences**

- a minimum total score of 79 (internet-based test) in TOEFL; or
- a minimum overall band score of 6.5 in IELTS; or
- other test scores that may be regarded as equivalent to TOEFL 79 (internet-based test); or
- a minimum score of 490 in the Chinese Mainland's College English Test Band 6 (CET6) may be accepted.

(Applicants are strongly recommended to satisfy the English requirement with a valid TOEFL or IELTS result. Please note that individual Departments in the College may adopt a higher standard.)

**(g) School of Creative Media**

- a minimum total score of 79 (internet-based test) in TOEFL; or
- a minimum overall band score of 6.5 in IELTS.

**(h) School of Energy and Environment**

- a minimum total score of 79 (internet-based test) in TOEFL; or
- a minimum overall band score of 6.5 in IELTS; or
- other test scores that may be regarded as equivalent to TOEFL 79 (internet-based test).

**(i) School of Law**

- a total score of 97 (internet-based test) in TOEFL; or
- an overall band score of 7 in IELTS; or
- a score of 520 in the Chinese Mainland's College English Test Band 6 (CET6)<sup>#</sup>.  
(<sup>#</sup>CET6 scores should be obtained within three years immediately preceding an application to the School of Law.)

## 2.3 Application Period

2.3.1 Applications are accepted throughout the year and will be considered mainly in one admission round, for which the application deadline is normally set for the first week of December 2025, and the application result will be announced before the end of March 2026. Please refer to our website for details (<https://www.cityu.edu.hk/pg/research-degree-programmes/steps-and-procedures>). The applicant shall consider his/her application unsuccessful if no notification is received within one year after the application is submitted.

2.3.2 Final-year undergraduate and postgraduate students who are expected to complete their studies can also apply; a conditional offer may be granted to suitable applicants.

## 2.4 Application Procedures

2.4.1 Applications for admission should be made online at our website (<https://www.cityu.edu.hk/pg/research-degree-programmes/apply-now>).

2.4.2 To apply for admission to a research degree programme, applicants are required to do the following:

- (a) complete an online application form;
- (b) pay the application fee online;
- (c) upload the image of the following supporting documents through the online application system:
  - (i) **official certificates and transcripts of academic qualifications** (Certificates and transcripts that are not in English should be accompanied by a formal certified translation in English. If the degree classification and/or GPA obtained by the applicant is not shown in the relevant degree's certificate or transcript, the applicant is required to also submit copies of any other official documents that indicate the formal degree classification or GPA.)
  - (ii) **certificates of professional qualifications**, if applicable (Certificates that are not in English should be accompanied by a formal certified translation in English.)
  - (iii) **publication record**, if applicable (**The front page of the papers** for papers that have been published or **the letter of acceptance** for papers that have been accepted for publication. If applicants to the School of Law have already published academic work, they may submit full copies of up to three publications. Where any publication is submitted in a language other than English, it must be accompanied by an abstract in English.)
  - (iv) **international English language test results**, if applicable (See Section 2.2 above. For TOEFL results, applicants may submit a copy of their score record or arrange with the TOEFL service centre to send the record directly to the University; Institution Code: 3401.)
  - (v) **interim transcript of programme in progress**, if applicable (An official document issued by the programme offering institution indicating that they are studying the relevant programme and the expected completion time is also required.)
  - (vi) For applicants who have obtained academic qualifications in the Chinese Mainland, both English and Chinese versions of the following documents are required:
    - Online Verification Report of Higher Education Degree Certificate (OVRD)
    - Verification Report of Higher Education Qualification Certificate

- Verification Report of China Higher Education Students' Academic Transcript (OVRT)
- (vii) For applicants from the Chinese Mainland who have obtained an overseas qualification, a Chinese version of **the Overseas Credential Evaluation Report** is required.
- (viii) For applicants applying for admission to the following College/Schools, a **research proposal/statement** with clear objectives and proposed methodology is required:
- College of Liberal Arts and Social Sciences
  - School of Creative Media
  - School of Energy and Environment
  - School of Law

The guidelines of the respective College/Schools for preparing a research proposal/statement are available at: <https://www.cityu.edu.hk/pg/research-degree-programmes/research-proposal-guidelines>

- (d) **Nomination of two academic referees** who can comment on the applicants' academic performances (proposed supervisor and individuals from non-academic circles are normally not acceptable as academic referees).

For applicants applying for regular MPhil/PhD studies, CityUHK will invite the nominated referees by email directly to complete an online Referee's Report on the applicant and submit it via an online platform.

Applicants who are applying for PhD study through the Hong Kong PhD Fellowship Scheme (HKPFS) are required to download and send the HKPFS-specific Referee's Report Form (available at: <http://www.cityu.edu.hk/sgs/> → "Prospective Students" → "Download" → "Referee's Report for Hong Kong PhD Fellowship Scheme") to the nominated referees for completion. Academic referees will be invited to return the completed reports directly to SGS by mail, by fax or via email under confidential cover.

- 2.4.3 Please note that an incomplete submission may delay the processing of the application. Submitted documents will not be returned. Original documents will need to be submitted/presented for verification at a later time, upon request by the University. Provision of any false or misleading information as identified by the University before or after the admission offer, or failure to provide the full documentation for verification, will lead to disqualification of the applicant for admission, and any offer or enrolment made will be rescinded. All fees paid will not be refunded.

Applicants SHOULD NOT:

- Entrust their application to a third party or an intermediary agency;
- Create/submit any application on behalf of others.

- 2.4.4 Applicants are strongly advised to discuss their proposed research areas with the Research Degree Coordinator of the relevant Department/School before applying. The contact information of Research Degree Coordinators is available at: <https://www.cityu.edu.hk/pg/research-degree-programmes/research-areas>.

- 2.4.5 Shortlisted applicants will be required to present themselves for an admission interview to assess their research potential and English language ability.
- 2.4.6 To facilitate verification of academic qualifications, students admitted to the research degree programmes may be required to arrange with the relevant institutions to send the University an original copy of their official transcript for the Bachelor's and/or Postgraduate degree(s) they have obtained.

## 2.5 Funding Sources of Support for Research Studies

Research studies can be undertaken on a government-funded or self-financing basis, subject to the availability of student quota and funding. Qualified full-time candidates admitted to a research degree programme will be considered for postgraduate studentship supported by government or external funds. The application procedures, entrance and English proficiency requirements, and programme requirements for these two types of students are the same.

Tuition fee levels and entitlement to financial awards and services differ for government-funded and self-financing students, reflecting the different sources of funding. Government-funded students are required to pay tuition fees at a rate set by the government. Quotas for government-funded places for each university in Hong Kong are also set by the government. As self-financing places are not subsidised, these students are required to pay a higher level of tuition fees. In addition, self-financing students are not eligible to apply for financial awards (e.g. postgraduate studentships, research tuition scholarships, conference grants, etc.) financed by government funds.

The funding support can be on University Grants Committee (UGC)-funded basis, self-financing basis, or a combination of both. Applicants are advised to contact the Department/School concerned for details of financial arrangements.

## 2.6 Application Fee

- 2.6.1 A non-refundable application fee of HK\$500 will be charged for each online application. Settlement of the application fee shall be made via online credit card payment.
- 2.6.2 Applications will not be processed if the payment of the application fee has not been settled.

## 2.7 Acceptance Fee

- 2.7.1 Applicants must pay the required fees to accept the offer of admission and register in person with SGS by the deadline stated in the letter of admission. Those who fail to do so will be considered having declined the offer. In addition, students are required to check AIMS regularly for any outstanding fees, including the relevant tuition fee, the graduation fee, and the premium of the CityUHK-contracted insurance plan, if applicable:

AIMS > Student Record > My Study Details (for Research Degree Programmes) > Account Bal: [*under Student Record*]

- 2.7.2 The acceptance fee is neither refundable nor transferable, except under the following circumstances:

- (a) when the applicant fails to meet the condition(s) for admission offer resulting in a withdrawal of the admission offer by the University;

- (b) when the applicant subsequently accepts another offer of an award programme of the University in the same semester/term of admission and has paid the relevant acceptance fee; or
- (c) when the programme for which an offer is made is subsequently cancelled by the University.

2.7.3 Currently, the prevailing rate of the acceptance fee is HK\$7,416, irrespective of the student's study mode and funding source.

2.7.4 The acceptance fee will be credited towards the student's account for use in settling the tuition fee upon enrolment. Waiver or deferral of payment of the acceptance fee will not be considered.

## **2.8 Use of Application Information**

2.8.1 The information provided in the application form will be used for the following purposes:

- (a) as a basis for various types of processing in relation to your application;
- (b) as a basis for the selection of applicants for admission to research degree programmes offered by the University and for other relevant or related purposes;
- (c) for identifying multiple applications and checking records of academic/professional qualifications with the parties concerned;
- (d) to obtain, from the relevant examination authority, assessment body or academic institution in Hong Kong and elsewhere, information about your examination results, records of studies or professional qualifications if deemed appropriate;
- (e) to carry out checks on your applications, and any records of studies at the University and other institutions in Hong Kong and elsewhere if deemed appropriate;
- (f) to carry out checks on other information mentioned in your application (e.g. employment records, professional qualifications) with the relevant party/parties if deemed appropriate;
- (g) for transferring information to the student records system of the University, partner institutions under collaboration arrangements and/or other parties supporting financial schemes/awards, if applicable, upon your successful enrolment at the University; if and when the application is successful;
- (h) for statistical and research purposes (with personal identifiers removed); and
- (i) for direct marketing of the University's programme and activities (if deemed appropriate).

2.8.2 For non-local candidates who need to apply for a student visa/an entry permit for the purpose of studying in Hong Kong, a copy of their academic transcripts and certificates may be sent, upon request, to the parties concerned for processing the visa/entry permit application.

- 2.8.3 Any false information and misrepresentation provided in the application form and during the application process will result in the disqualification of the applicant for admission to the University.
- 2.8.4 In accordance with the Personal Data (Privacy) Ordinance (Chapter 486, Laws of Hong Kong), applicants have the right to access all personal information relevant to their applications and the right to correct the personal information contained in the application forms, as well as the right to request a copy of such data (with a charge) during the admission exercise. You may be charged a fee for each request. You may write to SGS for further information in this regard.

## 2.9 Change of Contact Information after Submission of Application

Please inform SGS immediately in writing or through e-mail ([sg@cityu.edu.hk](mailto:sg@cityu.edu.hk)) of any changes to your correspondence address and contact phone number during the application period. In the notification, please state clearly your name and online application reference number.

## 2.10 Applicants with Physical or Other Disabilities

The admission of an applicant to a programme is based on academic criteria and any other entrance requirements specified by individual Departments/Schools. Applicants with physical or other disabilities can choose not to declare their disabilities at the application stage. Such applicants, however, are advised to select programmes with which they are physically capable of coping. If they have any queries in this regard or wish to obtain information on facilities available for students with special educational needs, they should consult the Research Degree Coordinator of the relevant Department/School. The contact information of Research Degree Coordinators is available at:

<https://www.cityu.edu.hk/pg/research-degree-programmes/research-areas>

## 2.11 Enrolment

- 2.11.1 Applicants must pay the required fees to accept the offer of admission and register in person with SGS by the deadline stated in the letter of admission. Those who fail to do so will be considered as having declined the offer. In addition, students are required to check AIMS regularly for any outstanding fees, including the relevant tuition fee, the graduation fee, and the premium of the CityUHK-contracted insurance plan, if applicable:

AIMS > Student Record > My Study Details (for Research Degree Programmes) >  
Account Bal: *[under Student Record]*

- 2.11.2 Non-local students should register with the University within six months of the offer of admission. They should inform SGS of the expected arrival date once their student visa/entry permit is approved.

- 2.11.3 The starting date of study is normally the first day of September to fit with the beginning of an academic year. SGS may approve other starting dates, which will be the first day of the first month of Semester B or Summer Term, if recommended by the supervisor.

- 2.11.4 The official starting date of a student's study period will have a significant bearing on the calculation of the student's tuition/continuation fees, study period, and his/her entitlement to various financial awards and assistance.

- 2.11.5 Upon registration, students are required to produce for verification the original copy of the supporting documents for the qualifications claimed in the application forms.
- 2.11.6 Students should register with the University with the legal names that appear on their Hong Kong Identity Cards or passports.
- 2.11.7 A student identity card, valid for the full study period, will be issued on completion of the registration procedures.
- 2.11.8 Students are not allowed to register concurrently in another programme of study in CityUHK or in any other institution (both within or outside Hong Kong) without the prior permission of SGS. This also applies to students who are interrupting their studies or on study leave.

## 2.12 Enquiries

For further information, please contact the Chow Yei Ching School of Graduate Studies (SGS):

Telephone: (852) 3442-9076  
Fax: (852) 3442-0332  
E-mail: [sg@cityu.edu.hk](mailto:sg@cityu.edu.hk)  
Website: <https://www.cityu.edu.hk/pg/research-degree-programmes>  
By mail: Chow Yei Ching School of Graduate Studies  
(Research Degree and Professional Doctorate Programmes)  
City University of Hong Kong  
Tat Chee Avenue  
Kowloon  
Hong Kong



### 3 RESEARCH AREAS FOR MPhil/PHD PROGRAMMES

The University offers research degree studies in a wide range of research areas and places strong emphasis on research postgraduate education in professional fields. The University also promotes and encourages interdisciplinary research to synergise our expertise and research strengths. Research degree studies at CityUHK are offered in six Colleges and three Schools covering a wide range of strategic areas to suit individuals' research interests. For more information on a specific research area or research expertise in individual Departments/Schools, applicants may contact the Research Degree Coordinator of the respective Colleges/Schools/Departments: <https://www.cityu.edu.hk/pg/research-degree-programmes/research-areas>.

#### 3.1 Websites of Colleges/Schools and Departments

##### CityUHK Academy of Innovation

<https://www.cityu.edu.hk/svie/academy-of-innovation>

##### College of Biomedicine

<https://www.cityu.edu.hk/cbm/>

- Department of Biomedical Engineering  
<https://www.cityu.edu.hk/bme/>
- Department of Biomedical Sciences  
<https://www.cityu.edu.hk/bms/>
- Department of Neuroscience  
<https://www.cityu.edu.hk/neuro/>

##### College of Business

<https://www.cb.cityu.edu.hk/>

- Department of Accountancy  
<https://www.cb.cityu.edu.hk/ac/>
- Department of Decision Analytics and Operations  
<https://www.cb.cityu.edu.hk/dao/>
- Department of Economics and Finance  
<https://www.cb.cityu.edu.hk/ef/>
- Department of Information Systems  
<https://www.cb.cityu.edu.hk/is/>
- Department of Management  
<https://www.cb.cityu.edu.hk/mgt/>
- Department of Marketing  
<https://www.cb.cityu.edu.hk/mkt/>

##### College of Computing

<https://www.cityu.edu.hk/cc/>

- Department of Biostatistics  
<https://www.cityu.edu.hk/bios/>
- Department of Computer Science  
<https://www.cs.cityu.edu.hk/>
- Department of Data Science  
<https://www.ds.cityu.edu.hk/>

## **College of Engineering**

<https://www.cityu.edu.hk/ceng/>

- Department of Architecture and Civil Engineering  
<https://www.cityu.edu.hk/ace/>
- Department of Electrical Engineering  
<https://www.ee.cityu.edu.hk/>
- Department of Materials Science and Engineering  
<https://www.cityu.edu.hk/mse/>
- Department of Mechanical Engineering  
<https://www.cityu.edu.hk/mne/>
- Department of Systems Engineering  
<https://www.cityu.edu.hk/sye/>

## **College of Liberal Arts and Social Sciences**

<https://www.cityu.edu.hk/class/>

- Department of Chinese and History  
<https://www.cah.cityu.edu.hk/>
- Department of English  
<https://www.en.cityu.edu.hk/>
- Department of Linguistics and Translation  
<https://lt.cityu.edu.hk/>
- Department of Media and Communication  
<https://www.cityu.edu.hk/com/>
- Department of Public and International Affairs  
<https://www.cityu.edu.hk/pia/>
- Department of Social and Behavioural Sciences  
<https://ssweb.cityu.edu.hk/>

## **College of Science**

<https://www.cityu.edu.hk/zh-hk/csci/>

- Department of Chemistry  
<https://www.cityu.edu.hk/chem/>
- Department of Mathematics  
<https://www.cityu.edu.hk/ma/>
- Department of Physics  
<https://www.cityu.edu.hk/phy/front>

## **Jockey Club College of Veterinary Medicine and Life Sciences**

<https://www.cityu.edu.hk/jcc/>

- Department of Infectious Diseases and Public Health  
<https://www.cityu.edu.hk/ph/>
- Department of Veterinary Clinical Sciences  
<https://www.cityu.edu.hk/vcs/en/homepage.htm>

## **School of Creative Media**

<https://www.scm.cityu.edu.hk/zh-hk>



**School of Energy and Environment**

<https://www.cityu.edu.hk/see/>

**School of Law**

<https://www.cityu.edu.hk/slwl/>



## 4 RESEARCH DEGREE PROGRAMMES

### 4.1 Aim and Structure

4.1.1 Research degree programmes aim to provide advanced education to nurture people who can:

- contribute to the advancement of knowledge through independent and original research;
- demonstrate specialist subject knowledge and a high level of transferable skills, including analytical, communication and leadership skills; and
- enhance economic, social and cultural development.

4.1.2 The University offers two types of research degree programmes, namely, Master of Philosophy (MPhil) and Doctor of Philosophy (PhD), which consist of both coursework and independent research studies culminating in the submission of a thesis. The requirements of these two programmes are listed below:

#### (a) Minimum Coursework Requirements

Students are required to fulfil the following minimum coursework requirements within their study period:

MPhil: 7 credit units (including at least 2 credit units of research methodology and ethics course at postgraduate level);

PhD: 14 credit units (including at least 9 credit units of core courses and at least 2 credit units of research methodology and ethics course at postgraduate level)

AND

a compulsory 1 credit unit course: Teaching Students: First Steps (SG8001)

AND

a compulsory online training course on research integrity: Collaborative Institutional Training Initiative (CITI) Programme.

Individual Departments/Schools may stipulate a higher credit unit requirement.

#### (b) Confirmation of Candidature

All MPhil and PhD students will have their MPhil/PhD candidature confirmed only after they have successfully passed the following:

- Qualifying Report and Oral Presentation (for both MPhil & PhD students)

MPhil students, both full-time and part-time, are required to submit and pass the Qualifying Report and Oral Presentation within 10-12 months from commencement of study.

PhD students, both full-time and part-time, are required to submit and pass the Qualifying Report and Oral Presentation within 10-24 months from commencement of study.

A Qualifying Report should include a survey of the relevant literature, an identification of a specific research topic, the research methodology and a discussion on possible outcome.

The Qualifying Report shall be assessed by the Qualifying Panel. Assessment will include a compulsory Oral Presentation and any other assessments as may be required by the Qualifying Panel.

MPhil and PhD students who cannot pass the Qualifying Report and Oral Presentation within the stipulated period will result in termination of study.

and

- Qualifying Examination (QE) (mandatory for PhD students)

PhD students, both full-time and part-time, are required to take and pass the QE within 10-24 months after commencement of PhD studies. The QE aims to test students' knowledge of major subject areas of their research disciplines and assess their readiness to conduct research in their specific research disciplines.

The QE shall consist of written examination. A maximum of two attempts will be allowed. Those PhD students who cannot pass the QE within two attempts will be recommended for termination of study.

### (c) Thesis

An MPhil thesis should present the results of research investigation, give evidence of a sound understanding of the area of study, its context and applicability, and make a contribution to knowledge. A PhD thesis, in addition to the above, should make a substantial original contribution to knowledge in the subject area concerned.

## 4.2 Study Period and Residence Requirement

4.2.1 Research studies can be undertaken in full-time or part-time mode. The University has stipulated the following normative study periods for research degree programmes, and students are required to complete their studies, including the submission of their theses, within the stipulated periods:

Programme	Full-time	Part-time
MPhil	2 years	3 years
PhD	4 years	6 years

4.2.2 Students who have special grounds for not being able to comply with the above may apply for an extension of their study period, together with a proposed study plan, before their original study period expires. Such cases will only be approved in exceptional circumstances. The maximum number of extensions that a student can apply for and his/her maximum study period (i.e. normative study period plus the maximum extension period allowed, if approved) are as follows:

Programme	Mode of Study	Maximum Number of Extensions	Maximum Study Period
MPhil	Full-time	Maximum of ONE extension not exceeding 12 months	3 years
	Part-time	Maximum of TWO extensions with each extension not exceeding 12 months	5 years
PhD	Full-time	Maximum of TWO extensions with each extension not exceeding 12 months	6 years
	Part-time		8 years

Requests for extension of candidature beyond the stipulated maximum period of study shall not be permitted. Under exceptional circumstances, students with strong justification provided by Head of Department/School Dean and with support of College Dean (if applicable) may be granted an extension up to 6 months. Such cases require the approval of the Dean of Graduate Studies.

Students are required to complete their studies, including the submission of their theses that are acceptable by the supervisor and Head of Department/School Dean for an oral defense and the subsequent thesis revision for final submission, within the stipulated study period. Failure to complete the study by the end of the maximum study period specified will result in termination of study.

- 4.2.3 A student who is receiving regular supervision in Hong Kong or in a designated location approved by the Board of Graduate Studies is classified as being in residence. To fulfil the requirement, physical residence is required. The residence requirement for full-time and part-time research degree students is as follows:

Programme	Mode of Study	Residence Requirement*
MPhil	Full-time	2 Regular Semesters
	Part-time	
PhD	Full-time	4 Regular Semesters
	Part-time	

\* A "Regular Semester" refers to Semester A or Semester B of an academic year.

### 4.3 Annual Progress Reports

After their PhD candidature has been confirmed, PhD students are required to submit progress reports (typed in English) on an annual basis until they have submitted the final version of their theses for oral defense and completed any other academic requirements.

### 4.4 Medium of Instruction/Assessment and Thesis Presentation

- 4.4.1 The normal medium of instruction and assessment at CityUHK is English. Research students should write and present their theses in English, unless provided with strong justifications for using another language.

- 4.4.2 Students with valid reasons to support using a language other than English in thesis writing may apply in writing to SGS within the first six months of their studies. Applications submitted after then will normally not be considered. Such applications should be forwarded

to the relevant Departments and Colleges/Schools for recommendation and the final approval rests with the CRDC.

- 4.4.3 Students who have been approved to use a language other than English in thesis writing are required to include an additional abstract written in English in their theses when they are ready for examination.

#### **4.5 Award of MPhil/PhD Degree**

To be recommended for the award of an MPhil or a PhD degree, students must have successfully completed the coursework requirements with a cumulative GPA of 3.0 or above, fulfilled the residence requirement as mentioned in Section 4.2.3 above, and satisfied the examiners, in respect of the thesis submitted, in an oral defense on the thesis and area of study concerned, and in any written and/or practical examinations as required.

#### **4.6 Learning Outcomes and Assessment Indicators of Research Degree Programmes**

To assess the quality outcome of research degree programmes effectively, the BGS has approved the establishment of six performance indicators in evaluating the achievement of learning outcomes by research degree students. The six performance indicators are:

- i. Good quality research output — the type of research output can be discipline-specific, including journal article, book chapter, conference paper and/or artwork exhibition;
- ii. Attendance in key academic conference(s) — the conference can be held either locally or overseas, in which students must have a paper presentation;
- iii. Coursework performance in terms of Grade Point Average (GPA) obtained;
- iv. Training in teaching by completing the course “Teaching Students: First Steps” (SG8001);
- v. Ability to receive prizes, and/or awards; and
- vi. Ability to receive scholarships.

#### **4.7 Graduation Outcomes**

On graduation, CityUHK research postgraduate students will be able to:

- Become an independent scholar
- Conceptualise methodically
- Strategise competitively
- Apply results beneficially
- Communicate professionally

## **5 FINANCIAL AWARDS/ASSISTANCE**

### **5.1 Postgraduate Studentship (Applicable to full-time UGC-allocated students only)**

- 5.1.1 The postgraduate studentship is granted to selected full-time research students based on academic merit.
- 5.1.2 All new eligible students will be considered for the award of the studentship as part of their application for admission to a research degree programme. No separate application is required.
- 5.1.3 There are two different studentship rates, namely the Basic Rate and the Advance Rate. The Basic Rate will normally apply to all eligible full-time research students. Advance Rate will be awarded to those PhD students who have passed the Qualifying Examination.
- 5.1.4 The studentship is normally renewed on a yearly basis. Continuation and renewal of the award are subject to satisfactory study progress, achievement in coursework results and performance in any academic-related duties assigned. Individual Departments/Schools may stipulate additional requirements.
- 5.1.5 PhD students may be granted the studentship for a maximum of four years (irrespective of their entry qualifications), and the studentship award period should not exceed the students' stipulated study period. In the 2025/26 academic year, the studentship Basic Rate is HK\$19,100 per month and the Advanced Rate is HK\$19,600 per month. Studentship is subject to revision in September of every year, and any revision to the rate will apply to both current and new students.
- 5.1.6 Studentship recipients are normally required to undertake not more than 10 hours per week on average of teaching and/or research support duties, as assigned by their respective Departments/Schools. They shall not engage in any paid employment without the prior approval of SGS.

### **5.2 Research Tuition Scholarship**

- 5.2.1 The purpose of the Research Tuition Scholarship is to recognise and reward students with outstanding academic performance. It is a meritorious award and granted on a highly competitive basis.
- 5.2.2 The Scholarship is in the form of a tuition fees waiver for students. If granted a Scholarship, full-time students will be exempted from paying one year's tuition fees. Notwithstanding the above, the award period should not exceed the students' stipulated study period.
- 5.2.3 The Scholarship is not a cash award and cannot be held concurrently with other awards covering tuition fees.
- 5.2.4 Only full-time research students are eligible to apply for the Scholarship. All eligible new UGC-allocated/UGC-related students will be considered for the award of the Scholarship as part of their application for admission to a research degree programme. Separate applications are not required.

### **5.3 Conference Grants**

After confirmation of candidature and within the normal study period, UGC/Institutional funded research students can apply for conference grants for attending local and overseas conferences. The maximum grant value is HK\$10,000.

### **5.4 Research Activities Fund**

After confirmation of candidature and within the normal study period, UGC-allocated and UGC-related research students can apply for funding support to undertake research-related activities outside Hong Kong that are beneficial and relevant to their MPhil/PhD studies. The monthly allowance is HK\$5,000. Depending on the university/institution to be visited and the duration of the visit, the maximum cumulative amount of funding provision during the entire candidature of study may be up to HK\$60,000.

### **5.5 Chow Yei Ching School of Graduate Studies Entrance Scholarships**

The purpose of the Chow Yei Ching School of Graduate Studies Entrance Scholarships is to encourage outstanding international students to undertake MPhil or PhD studies at the University to promote academic exchange and enhance the international mix of the University's student population.

The Scholarship is to cover students' tuition and university hall accommodation fees in their first year of research studies. If granted a Scholarship, the student's full-time tuition and university hall accommodation fees in the first year of study will be offset by the Scholarship. This award cannot be held concurrently with any other award that covers tuition fees and accommodation expenses.

### **5.6 Government Grants and Loans and External Financial Awards/Assistance**

The Hong Kong government and the University offer various kinds of grants and loans to help students who are in financial need. There are also various kinds of external financial awards and assistance granted based on academic merit or financial need.

### **5.7 Tuition Waiver Scheme for Local Research Postgraduate Students Studying Full-time UGC-funded Programmes**

Since 2018/19, the UGC has launched a Tuition Waiver Scheme for local research postgraduate students. All eligible local students enrolled in UGC-funded research postgraduate programmes will be provided with a tuition waiver to cover the entire tuition fee during their normal study period. The University will waive the tuition fees of the local students upon verification of their eligibility. A tuition waiver application is not required. For eligibility and other details, please see: [https://www.ugc.edu.hk/eng/rgc/funding\\_opport/tws.html](https://www.ugc.edu.hk/eng/rgc/funding_opport/tws.html). In case of any dispute, the decision of the UGC and the UGC Secretariat shall be final.

## **6 MERIT AWARDS IN RECOGNITION OF ACADEMIC PERFORMANCE**

### **6.1 Chow Yei Ching School of Graduate Studies Scholarships**

- 6.1.1 The purpose of the Chow Yei Ching School of Graduate Studies Scholarships is to recognise and reward students with outstanding academic performance.
- 6.1.2 Students who are within their normal/stipulated period of study and have undertaken their current MPhil/PhD studies for at least twelve calendar months of study, counting from the starting date of study up to the starting date of the award period (excluding period of study interruption, if any), are eligible to apply for the Scholarship.
- 6.1.3 Awardees will receive a one-off cash award of HK\$30,000.

### **6.2 Outstanding Academic Performance Award**

- 6.2.1 The purpose of the Outstanding Academic Performance Award for research students is to recognise<sup>21</sup> students with outstanding academic performance in their research studies.
- 6.2.2 All research degree students who have completed at least twelve calendar months of study, counting from the starting date of study up to the starting date of the award period (excluding period of study interruption, if any), and are within their (normal) study period, are eligible to apply for the Award.
- 6.2.3 Awardees will receive an award certificate and a one-off cash award of up to HK\$1,000.

### **6.3 Outstanding Research Thesis Awards**

- 6.3.1 The purpose of the Outstanding Research Thesis Awards is to recognise and reward research students who have produced a thesis of outstanding quality and achievement in their relevant research area.
- 6.3.2 SGS will identify those theses that have satisfied the award criteria and forward the cases to the relevant Departments/Schools, which will be invited to confirm their suitability for the award. Upon receipt of the confirmation from the Departments/Schools, the students concerned will be granted the award.
- 6.3.3 Awardees will receive an award certificate and a one-off cash award of HK\$3,000.

### **6.4 Chow Yei Ching School of Graduate Studies Outstanding Doctoral Research Award**

- 6.4.1 The purpose of the Chow Yei Ching School of Graduate Studies Outstanding Doctoral Research Award is to recognize exceptional work by PhD graduates and to encourage the highest levels of research and writing.
- 6.4.2 Students who have fulfilled the requirements specified for the Outstanding Research Thesis Award (See Section 6.3 above) and have been conferred a PhD degree in the same Commencement year will be invited by their home department to apply for the Chow Yei Ching School of Graduate Studies Outstanding Doctoral Research Award.
- 6.4.3 Awardees will receive an award certificate and a one-off cash award of HK\$10,000.

## 7 FEES

The following are the major fees for MPhil/PhD programmes. Please note that fees are subject to revision from time to time without prior notification, and any adjustments to fees will apply to both new and current students.

### Acceptance Fee (for candidates admitted from 2025/26 Academic Year)

<i>Type of Fee</i>	<i>Amount</i>		<i>Remarks</i>
	<i>Full-time</i>	<i>Part-time</i>	
Acceptance Fee	HK\$7,416		Non-refundable; payable upon acceptance of admission offer.  The acceptance fee will be credited towards the tuition fees upon student's successful enrolment in CityUHK.

### Annual Tuition/Continuation Fees (normally adjusted in September every year)

<i>Type of Student</i>	<i>Type of Fee</i>	<i>Amount</i>		<i>Remarks</i>	
		<i>Full-time Mode</i>	<i>Part-time Mode</i>		
<b>For 2025/26</b>					
UGC-allocated Students and UGC-related Students	Tuition Fee	HK\$44,496	Not applicable	Non-refundable	
	Continuation Fee	HK\$11,124	HK\$5,562	Non-refundable	
Self-financed (Institutional-funded) Students	Tuition Fee	HK\$88,992	HK\$44,496	Non-refundable	
	Continuation Fee	HK\$22,248	HK\$11,124	Non-refundable	
<b>Self-financed Students / Self-financed (External-funded) Students</b>	<b>Local</b>	Tuition Fee	HK\$88,992	HK\$44,496	Non-refundable
		Continuation Fee	HK\$22,248	HK\$11,124	Non-refundable
	<b>Non-local</b>	Tuition Fee	HK\$120,600	HK\$60,300	Non-refundable
		Continuation Fee	HK\$30,150	HK\$15,075	Non-refundable

- *Tuition/continuation fees will be collected on a semester basis, that will be in September/January/May or June.*
- *Please refer to the admission offer letter for the student type.*

## Other Fees for All Students

<i>Type of Fee</i>	<i>Amount</i>		<i>Remarks</i>
	<i>Full-time Mode</i>	<i>Part-time Mode</i>	
Late Charge	HK\$200 per billing		Applies to students who fail to settle fees by the specified deadline; non-refundable
Examination Fee	HK\$1,000 (MPhil) HK\$1,500 (PhD)		Non-refundable
Re-examination Fee	HK\$1,000 (MPhil) HK\$1,500 (PhD)		Applies to students who are required to undertake a second oral defense; non-refundable
Graduation Fee	HK\$400		Charged upon registration; refundable upon study withdrawal or termination
Reinstatement Fee	HK\$400		Non-refundable
Academic Transcript/ Testimonial	HK\$40 per copy (online) HK\$60 per copy (paper-form)		Non-refundable
Certified True Copies of Academic Documents	HK\$40 per copy		Non-refundable
Letter of Certification	HK\$40 per copy (online) HK\$60 per copy (paper-form)		Non-refundable
Replacement of Student Identity Card	HK\$100		Non-refundable
Charges for Academic Dress Hiring and Late Return of Academic Dress	Refer to the terms and conditions specified by the service provider		Refer to the terms and conditions specified by the service provider
Replacement of Award Certificate	HK\$500 per copy (including postage by registered mail)		Non-refundable

## Fees for Visiting Research Students 2025/26

<i>Type of Fee</i>	<i>Mode of Study</i>	<i>Remarks</i>
Research Component Fee	HK\$1,700 per calendar month	Non-refundable; payable upon student registration
Fee for Taking Taught Courses	Per credit unit tuition fees at the fee level for the relevant programme	Non-refundable



## 8 STUDENT ACCOMMODATION AND SUPPORT TO STUDENTS' STUDIES

### 8.1 Student Accommodation

- 8.1.1 The University offers student hall accommodation for full-time research students in UGC-funded programmes. However, due to the very limited residence places and increasing demand, the University is unable to offer residence places to UGC-funded research students for their entire study period. Furthermore, there is no guarantee that students will be granted residence places during their studies.
- 8.1.2 Student Hall of Residence (SHR) application and contract are processed on an annual basis. Therefore, research degree students are reminded to submit the hall application by the deadline stated on the homepage of the Student Residence Office (SRO). Late applications will not be considered.
- 8.1.3 Full-time research degree students studying in UGC-funded programs are eligible to apply for SHR. Higher priority for hall residence at Whitehead hostel compound (Ma On Shan) shall be granted to research degree students (including those being awarded with prestigious scholarships under SGS or admitted via Express Admission of Research Talents for PhD Programme) for their 1<sup>st</sup> year of study (i.e. Academic Year 2025/26), subject to their timely submission of hall application. This privilege is available only for the 1<sup>st</sup> year and cannot be transferred to any subsequent years of study. From the 2<sup>nd</sup> year onwards, the lot-drawing mechanism shall be applied to all research degree students, subject to their submission of a hall application, for hall residential places at the Cornwall Street hostel Compound or Jockey Club House on campus.
- 8.1.4 Since the University is unable to offer residential places for the entire study period of research degree students, students should make sound financial considerations and plan to secure the necessary housing in the local private property market.
- 8.1.5 If the residence application is not successful, students are advised to visit the SRO website for more information about off-campus accommodation.
- 8.1.6 Successful applicants who are offered a place at the Student Residence will be required to accept the residence offers by paying a non-refundable confirmation fee by the specified deadline. Students who fail to pay the confirmation fee before the specified date will be regarded as withdrawing, and their places will be allocated to other students.

For enquiries, please contact the SRO:

Phone: (852) 3442 1111

Email: [sroga@cityu.edu.hk](mailto:sroga@cityu.edu.hk)

Website: <http://www.cityu.edu.hk/sro>

## 8.2 Student Development Services

The Student Development Services (SDS) is committed to enriching students' educational experience and whole person development at CityUHK and to nurturing the body, mind and spirit of students through various direct services, the provision of developmental programmes and funding support so that students can attain personal and professional excellence, cherish life-long learning and contribute to the society. For the details about SDS, please visit:

[https://www.cityu.edu.hk/sds/web/index\\_main.shtml](https://www.cityu.edu.hk/sds/web/index_main.shtml)



## 9 INFORMATION FOR NON-LOCAL APPLICANTS

### 9.1 Definition of “Non-local” Students

- 9.1.1 Persons holding a “Hong Kong Permanent Identity Card” or the right to land in Hong Kong or a One-way Permit for entry to Hong Kong are considered as “local students” for student enrolment at the University.
- 9.1.2 Those holding an employment visa or any other valid visa/entry permit issued by the Immigration Department not stated in paragraph 9.1.3 below are also considered as “local students”.
- 9.1.3 Students holding the following documents issued by the Hong Kong Immigration Department are classified as non-local students:
- student visa/entry permit; or
  - dependant visa/entry permit for students who were 18 years old or above when they were issued with such visa/entry permit by the Director of Immigration of Hong Kong.

Holders of other types of visa/entry permit under the Immigration Arrangements such as Non-local Graduates (IANG) should check with the Hong Kong Immigration Department about their right to pursue full-time or part-time study in Hong Kong.

### 9.2 Student Visa/Entry Permit

Full-time non-local students must obtain a student visa or an entry permit to study in Hong Kong. All students should ensure they have the necessary visa status to study in Hong Kong. It is the students’ responsibility to apply/renew their visa/entry permit in accordance with rules stipulated by the Immigration Department prior to the visa/entry permit expiry date and report the approval of the extended visa/entry permit to SGS.

Students admitted from overseas countries should direct their visa applications to the Chinese Embassy or Consulate General in their place of residence or to the Immigration Department in Hong Kong. As part of the visa application, applicants are required to nominate a Hong Kong resident aged 18 or above to act as a sponsor. Those who have difficulty in nominating a sponsor may write to the Admissions Office (ADMO) of CityUHK at [admovisa@cityu.edu.hk](mailto:admovisa@cityu.edu.hk) to request assistance in this capacity. According to the regulations of the Hong Kong Immigration Department, the University will act as a sponsor for students admitted from the Chinese Mainland and assist them in applying for an entry permit to Hong Kong.

Students holding a student visa/an entry permit for studying in Hong Kong and the necessary “No Objection Letter” (NOL) issued by the Hong Kong Immigration Department at the time of visa approval are allowed to undertake part-time employment during their stay in Hong Kong under the stipulated conditions.

### 9.3 Global Engagement Office

The Global Engagement Office (GEO) provides assistance and support to non-local students, including orientation programmes, on-arrival assistance, and pastoral care and

advice on personal and learning related issues. The GEO website (<http://www.cityu.edu.hk/geo/>) contains useful information about studying in Hong Kong and at CityUHK.

#### **9.4 Personal Accident and Medical Insurance/Travel Insurance**

It is mandatory for non-local students to have adequate insurance for the entire study period at CityUHK. The insurance should at least cover travel, personal accidents, medical expenses (both accident- and non-accident-related), hospitalisation, and emergency evacuation/repatriation. It is recommended that students also discuss with their insurer whether their policy provides coverage for strikes, riots, civil commotion, and diseases, including but not limited to epidemics and pandemics. Students are advised to take out a travel and medical insurance policy before departing for Hong Kong. For further information, please visit the ADMO website (<https://www.cityu.edu.hk/admo/non-local-students/insurance>).

#### **9.5 Cost of Living**

The cost of living in Hong Kong is generally high, but the studentship award should be sufficient to support students' daily living expenses. The estimated basic cost of living for a single student is around HK\$100,000 – HK\$110,000 per 2 semesters to cover food, lodging and general living expenses, depending on the type of accommodation selected and the level of living and personal expenses.

