

# Business Exchange Programme

## Frequently Asked Questions

Q: What should I prepare before applying for exchange?

A: Students should conduct research on their preferred host institutions (e.g. their academic performance and English proficiency requirements, academic calendar, the courses they offer, etc.), seek advices from academic advisers, and discuss your study plan with your family. You should also check if their academic calendar matches with your internship plan (if any); and prepare alternative study plan if the course(s) you wish to take is/are not offered.

Q: Can I apply for both HKUWW and Business Exchange Programmes?

A: No, Business School students can only apply for **ONE** exchange programme, i.e., either HKUWW or Business Exchange Programme. In the event that students apply for both Programmes, your Business Exchange application will be considered void.

Q: Can I go on exchange for more than once during my HKU study?

A: No, students can only go on exchange **ONCE** during their university life regardless of the exchange programmes (Business/ HKUWW/ Law).

Q: Can I go on one-year exchange via Business Exchange Programme?

A: No, students can only go on one-semester exchange via Business Exchange Programme.

Q: What is the selection criteria of Business Exchange Programme?

A: Applicants will be assessed based on their academic performance as of first semester of 2022-23 (60%), extra-curricular activities (30%) and essay (10%).

Q: What are the language requirements for the application of Business Exchange Programme?

A: Students are required to submit the TOEFL/ IELTS result slip with the Business Exchange application. You should refer to the host institutions' websites and factsheets and check if you fulfill the language requirements specified.

1. If you have not taken IELTS/ TOEFL, please take the test as early as possible.
2. If you cannot obtain the IELTS/ TOEFL result by the application deadline, please send the result slip to us via email once available.
3. If your IELTS/ TOEFL result has expired, please submit the expired result along with your application. But expired result is **only acceptable for internal assessment**, i.e. for placement by the School Office. Students should re-take the test or refer to the host institution's arrangements after the exchange placement is confirmed.
4. Please note that a valid IELTS/ TOEFL result is usually required for application to the host institutions.
5. Host institutions have the right to reject your application even under School's nomination if you do not meet their application requirements (including language proficiency and academic performance).

Q: Can I change the priority order after I submit the application?

A: No, students cannot change their priority order after they submit their applications.



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- Q: What kind of activities are considered as extra-curricular activities?  
A: Community service, university/society/association/hall activities, awards and competitions participated **in recent two years**.
- Q: Is internship considered as extra-curricular activities?  
A: No, internship is NOT considered as extra-curricular activities.
- Q: What should I include in the essay?  
A: You should write about your motivation for exchange, reasons for choosing the exchange institution/preferred country (your first choice) and how you will make the most of this exchange opportunity.
- Q: How many institutions can I select in my application? And how should I prioritise them?  
A: You can have up to 8 choices for Business Exchange Programme. Students should prioritise the choices based on their academic performance, extra-curricular activities, preference of institutions/countries, study plan and/ or the competitiveness of institutions. As some institutions are more competitive in terms of popularity and hence a higher academic performance requirement, students should put both “Preferred” and “Safer” choices in their application. Please refer to the **table of host institutions with competitiveness as observed in past few years**. This table serves as **REFERENCE ONLY** based on previous participants’ preferences and academic performance.
- Q: Is there any GPA reference for the host institutions?  
A: As the GPA of students applying for the same institutions varies every year, the School does not provide any GPA reference so as to avoid any confusion among students.
- Q: Is there any scholarship available to support my exchange study via Business Exchange Programme?  
A: Yes, all eligible participants (with a CGPA of 3.0 or above before the exchange semester) of exchange programmes (both Business and HKUWW) will be automatically considered for the HKUWW Scholarship. Students do **NOT** need to put in a separate application for exchange scholarships. Please note that this scholarship is a **subsidy** only and its purpose is not to support all your expenses overseas.
- Q: Can I meet with administrators to ask for advice?  
A: The School will organise **enquiry sessions** during the application period. Students are welcome to consult the administrators on various matters concerning the Business Exchange Programme.
- Q: Whom should I contact if I have questions regarding Business Exchange Programme?  
A: Please contact the UG Student Enrichment Team at [fbe.ugenrichment@hku.hk](mailto:fbe.ugenrichment@hku.hk)

