

Business Exchange Programme 2024-25 (Late Round)

Information Session



Business Exchange Programme

Global Exchange Partners



<https://ug.hkubs.hku.hk/exchange-partner>

Competitiveness of Exchange Institutions

Business Exchange Programme 2024-25

Competitiveness/ Popularity of Exchange Institutions

Note:

(1) This list is compiled based on observation of past few years and shall be used for students' reference only.

This list hence in no way implies the individual institution's popularity in 2024-25.

(2) The institution list is tentative. A complete list of institutions will be ready in January 2024.

Country	Institution	Competitiveness
Canada	University of British Columbia	Very competitive & popular
Canada	University of Toronto, Rotman Commerce	Very competitive & popular
U.K.	King's College London	Very competitive & popular
U.K.	University of Edinburgh	Very competitive & popular
U.K.	University of Manchester	Very competitive & popular
U.S.	New York University	Very competitive & popular
U.S.	University of Southern California	Very competitive & popular
Australia	Monash University	Highly competitive & popular
Australia	University of New South Wales	Highly competitive & popular
Australia	University of Sydney	Highly competitive & popular
Canada	McGill University	Highly competitive & popular
Canada	Queen's University	Highly competitive & popular
Canada	Simon Fraser University	Highly competitive & popular
Canada	University of Toronto, Scarborough Campus	Highly competitive & popular
China	Peking University Guanghua School of Management	Highly competitive & popular
Denmark	Aarhus University	Highly competitive & popular
Denmark	Copenhagen Business School	Highly competitive & popular
Italy	Università Commerciale Bocconi	Highly competitive & popular
Korea	Korea University Business School	Highly competitive & popular
Singapore	Nanyang Technological University	Highly competitive & popular
Singapore	National University of Singapore	Highly competitive & popular
Singapore	Singapore Management University	Highly competitive & popular
The Netherlands	Rotterdam School of Management	Highly competitive & popular
The Netherlands	University of Amsterdam	Highly competitive & popular
U.K.	City, University of London Business School (formerly Cass)	Highly competitive & popular
U.K.	University of Exeter	Highly competitive & popular

This list of 2024-25 will be posted on the School website after the information session.

(<https://ug.hkubs.hku.hk/outgoing-exchange#tab-258377>)



New Implementation on Business Exchange Programme

- Business Exchange Programme includes two-round process: Main Round in January and Late Round in March
- Business Exchange Programme is opened for all Non-final year full-time HKU Business School UG students in 2023-24 to apply for going on exchange in next academic year *[Note]*
- Second exchange opportunity

*Note : Some host institutions do require students to complete TWO years of UG studies by the time of beginning their exchange at host institutions. **Students are encouraged to study the guidelines, websites, factsheets carefully.***

Business Exchange Programme (Late Round)

- Any unfilled exchange slots (unselected slots and unaccepted offers in Main Round) will then be carried over to the Late Round
- All Business students can apply for a first or second exchange opportunity through the Late Round
- Only the Late Round accepts applications for a second exchange opportunity
- To better align with the University's policy that each student receives one exchange opportunity, students who have yet to get their first exchange will have higher placement priority than students applying for a second exchange in the Late Round

Eligibility

Business Exchange Programme (Late Round)

- Non-final year full-time HKU Business School UG students in 2023-24
- Have NOT been to any exchange programme; or HAVE been to exchange ONCE in university life; or have accepted Business/HKUWW exchange Main Round offer for AY2024-25 and look for second exchange opportunity in the same year
- Only students with a ***cumulative GPA of 3.30** or higher will be eligible to make Late Round Business Exchange application for **SECOND exchange**
- Students are required to meet the English proficiency requirements and academic requirements prescribed by the host institutions

***Cumulative GPA (CGPA)**

“Cumulative Grade Point Average” or “Cumulative GPA” is the GPA in respect of courses attempted by a candidate (including failed courses) at the time of calculation, where each course is given a weight, normally equal to its credit-unit value.

Summaries

Two-round Business Exchange Programme

Exchange Opportunity	HKU Worldwide Undergraduate Student Exchange Programme	Business Exchange Programme		Exchange Scholarship
		Main Round	Late Round	
First Exchange	✓ [Note]	✓	✓	✓
Second Exchange	X	X	✓	X

Note: student can only apply for ONE exchange programme during Main Round, i.e., either HKUWW or Business Exchange programme. In the event that students apply for both Programmes, your Main Round Business Exchange application will be considered void

HKUWW Exchange Programme VS Business Exchange Programme

	HKUWW	Business Exchange
Office	International Affairs Office (IAO) - 9/F, Knowles Building	HKU Business School - Room 401, 4/F, K. K. Leung Building
Duration of exchange	1 semester or whole year	1 semester
Eligible students	1) Non-final year HKU students and 2) never been to exchange	Non-final year HKU Business School students
Application period	Mar 8 – Mar 15, 2024 (late round) Apr 26 – May 3, 2024 (2 nd late round) https://intlaffairs.hku.hk/hku-worldwide-student-exchange	Mar 5 – Mar 11, 2024 (late round)
Refundable deposit	HK\$2,000	HK\$2,000
Exchange scholarship available*	Yes	Yes (1 st exchange during UG study ONLY)

*All eligible participants (with a CGPA of 3.0 or above before the exchange semester) of exchange programmes (both university level and faculty level) will be automatically considered for the Regular Exchange Scholarship offered by IAO.

*Regular Exchange scholarship is not applicable to Mainland China's exchange.

Application Guidelines – Late Round Business Exchange Programme

- HKU Business School students can apply for TWO exchanges programme, starting from AY 2024-25 (**Second exchange must apply through Business Exchange ONLY**)
- The preferred second exchange semester chosen in the Late Round application should NOT be the same duration as your first exchange (if there is any)
- Business Exchange Programme: ONE-semester Exchange
- Exchange scholarship is NOT available for second exchange. If students only accepted Late Round Business Exchange offer as their first time exchange, exchange scholarship will still be available
- Only students with a cumulative GPA of 3.30 or higher will be eligible to apply for a second exchange opportunity

Selection Criteria

(First exchange application in Late Round)

Academic Performance (<i>as of 2023-24, <u>first semester</u></i>)[Note 1]	60%
Extra-curricular activities (<i>e.g. community service, university/faculty societies/ associations/ hall activities, competitions</i>)[Note 2]	30%
Essay	10%
	100%

Note 1: As mentioned by Vice-President and Pro-Vice-Chancellor (Teaching and Learning), students without solid SGPA data may place themselves at a significant disadvantage for academic exchange

Note 2: Internship and work experiences do NOT count towards extra-curricular activities

Selection Criteria

(**Second exchange** application in Late Round)

Academic Performance (<i>as of 2023-24, <u>first semester</u></i>)[Note]	80%
Essay	20%
<hr/>	
	100%

Note : Only students with a cumulative GPA of 3.30 or higher will be eligible to apply for Second Exchange through Late Round Business Exchange Application

English Proficiency Requirements

- 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.

English Proficiency Requirements

Examples of language requirement (for reference only):

Country	Institution	Language Requirement (for reference only)
U.K.	University of Manchester	<ul style="list-style-type: none"> ➤ IELTS: 6.5 overall (with a minimum of 6 in each component) ➤ TOEFL(iBT): 90 overall (with no less than 20 in any individual component)
U.K.	University of Exeter	<ul style="list-style-type: none"> ➤ IELTS: 6.5 overall (with minimum scores of 6.0 in the writing section and no less than 5.5 in any other section) ➤ TOEFL(iBT): 90 with minimum scores of 21 for writing, 21 for listening, 22 for reading and 23 for speaking
U.S.	University of California, Irvine	<ul style="list-style-type: none"> ➤ TOEFL(iBT): 80-83 ➤ IELTS: 6.5-7.0
The Netherlands	University of Amsterdam	<ul style="list-style-type: none"> ➤ TOEFL(iBT): 92 ➤ IELTS: 6.5

** Please refer to the host institutions' websites and factsheets for details of the requirements**

English Proficiency Requirements

- If you have not taken IELTS/ TOEFL, please take the test as early as possible
- If you cannot obtain the IELTS/ TOEFL result by the application deadline, please send the result slip to us via email once available
- 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 School Office. Students should re-take the test after the exchange placement is confirmed
- Please note that a valid IELTS/ TOEFL result is usually required for application to the host institutions. Students should also check if they fulfill the language requirements specified by the host institutions. 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)



Before you apply...

- Conduct research on your preferred host institutions
 - e.g. their Factsheet, academic calendar, the courses they offer, etc.
(<https://ug.hkubs.hku.hk/exchange-partner>)
- Seek advice from your tutor(s) and instructor(s) and discuss your study plan with your family
- To consider:
 - Academic matters
 - Non-academic matters, e.g. life in a foreign country, social connections, cultural differences

Academic Matters

- ❖ **Whether or not your preferred courses can be transferred back towards your HKU degree curriculum to fulfill graduation requirement**
- ❖ **Study plan during and after exchange**
- ❖ **Students on exchange via different exchange programmes**
 - Should apply for leave of absence & credit transfer via the HKU Business School Office before you go on exchange
 - Note: Year 4 and Year 5 BBA(Law)&LLB students should apply leave of absence & credit transfer via the Faculty of Law
- ❖ **Predeparture Briefing Session will be held in Jun and Nov for students on exchange in S1 and S2 respectively**

Credit Transfer Policy

- Students shall take a **FULL** course load stipulated by the host institution.

Examples:

- University of Edinburgh – 3-4 courses per semester
 - Bentley University – 5 courses per semester
 - University of Manchester – 6 courses per semester
-
- Credit overload or underload during exchange is **NOT** advised, except under special circumstances in which School Office approval is required.

Credit Transfer Policy

- Credit transfer is considered on the basis of:
 1. **course content equivalence**
 2. **credit conversion**
- For European Institutions: **1 ECTS credit = 1 HKU credit**

Credit Transfer Policy

- The transferred credits should be **rounded to the nearest multiple of 6**
- If courses are relatively short, students are required to pair up two relevant courses, or more, for credit transfer into one HKU course
- **Credit Transfer Database** (*prior successful cases for reference ONLY*): <https://www.fbe.hku.hk/exchange-ctdb/>

Requirements for Dean's Honours List

- Students joining **one-semester exchange** are eligible to be recommended to the Dean's Honours List provided that you fulfill the following conditions:
 - Achieved a **yearly GPA of 3.6** (excluding grades obtained during exchange)
 - **No failed courses** (including courses taken at HKU as well as during exchange)
 - **Studied in HKU for at least one regular semester during the year;** and
 - Completed **at least 24 credits** successfully in **each regular semester**
- **Students joining a whole-year exchange are NOT eligible for being recommended onto the Dean's Honours List**

Special Notes for 2024-25 Final Year Students

- Final year students in 2024-25 are **NOT** recommended to undertake exchange studies during their final semester of study as there are risks of graduation deferral
- Final year students in 2024-25 are advised to apply for exchange in the first semester of their final year of study

Non-academic Matters

- **Safety concerns** ***Discuss with your parents and family!***
- **What you have to pay:**
 - The HKU tuition fees
 - Airfare
 - Accommodation
 - Health insurance and travel insurance
 - Books
 - Food
 - Local transportation/ traveling
 - Personal expenses
 - Other fees as required by the host institutions
 - Visa application requirement, e.g. Sweden (students are required to visit Swedish Embassy with migration section in person to complete visa application. Students may required to travel outside HK to complete visa application. Please observe the most updated visa application requirement in order to make informed decision)

Further Advices



1. Be realistic

- Some institutions are more competitive in terms of popularity and hence require better academic performance
- 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.)

2. Research on host institutions

- The teaching schedule of partner schools, e.g., term dates, examination period, course load, etc. (<https://ug.hkubs.hku.hk/exchange-partner>)

**Do your best and keep up with your good academic performance
before you go on exchange!**

Application Procedures (**First Exchange**)

- ◆ Complete the application and upload the documents to the online application system by the deadline of March 11, 2024 (Monday):

1. Eight (8) options according to priority

For example:

1. University of Manchester// 2. University of Warwick// 3. Aarhus University// 4. Stockholm School of Economics// 5. KU Leuven// 6. Institut Mines-Telecom Business School// 7. The University of Tuebingen// 8. Xiamen University

2. Records of extra-curricular activities

- E.g. community service, university societies/associations/hall activities, competitions

3. Exchange essay

- A one-page essay indicating 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

4. English proficiency (IELTS/TOEFL)

- Upload scanned copy to system
- Expired one is acceptable for internal assessment ONLY
- Most updated one is required for application to the host institution

5. Passport-sized photo

Application Procedures (**Second Exchange**)

- ◆ Complete the application and upload the documents to the online application system by the deadline of March 11, 2024 (Monday):

1. **Eight (8) options according to priority**

For example:

1. University of Manchester// 2. University of Warwick// 3. Aarhus University// 4. Stockholm School of Economics// 5. KU Leuven// 6. Institut Mines-Telecom Business School// 7. The University of Tuebingen// 8. Xiamen University

2. **Exchange essay**

A one-page essay indicating your motivation for second exchange and how you will make the most of this exchange opportunity

3. **English proficiency (IELTS/TOEFL)**

Upload scanned copy to system

Expired one is acceptable for internal assessment ONLY

Most updated one is required for application to the host institution

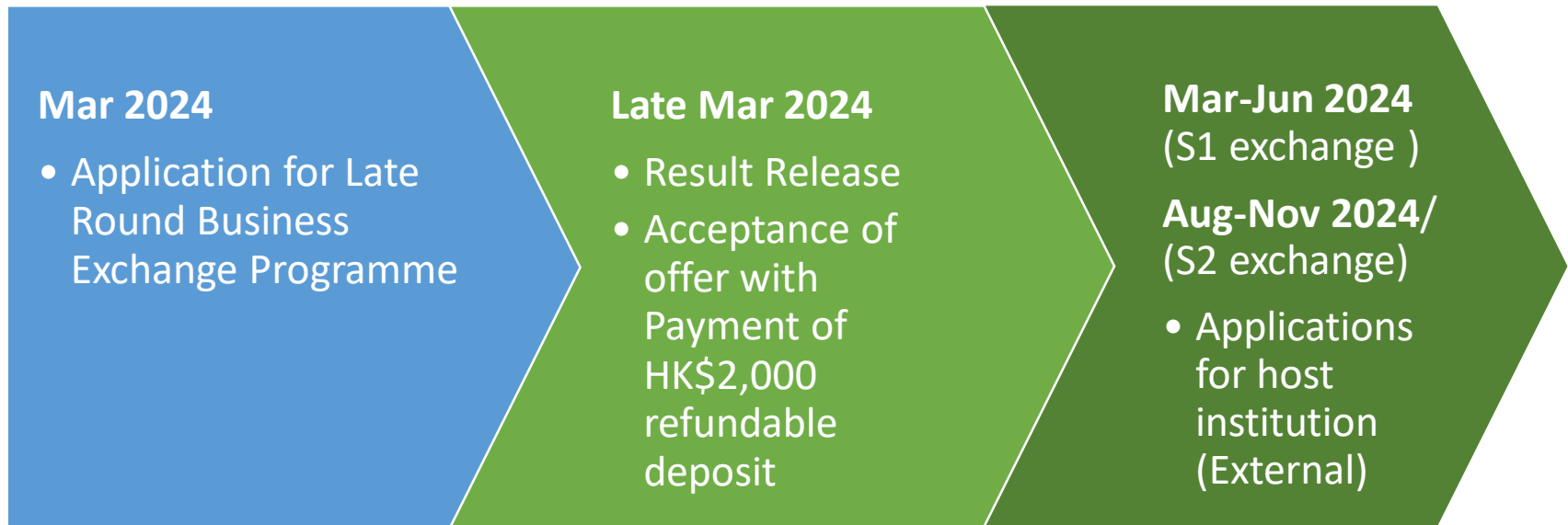
4. **Passport-sized photo**

Application Procedures

- Late application shall NOT be considered in all circumstances.
- Avoid ***last minute application** because the online system would likely be overloaded with large volume of applications on the closing date. This would render you impossible to make timely application.
- Please use another website browsers to resubmit your application if encountered any technical problem. If problem still arise, please report the case to our office before application deadline.

** A "last minute" reminder is typically a notice for students to begin the application process in advance, allowing them enough time to prepare and evaluate the estimated time required to complete the entire application. It is important for students to consider the possibility of encountering technical difficulties and evaluate the amount of time required to restart and resubmit the application, which may take multiple attempts depending on their computer and network status. To avoid the risk of online platform overload and missing the deadline, students are advised to submit their applications well ahead of the deadline. Submitting an application just a few minutes before the deadline increases the risk of being unable to complete the application and missing the deadline.*

What's next



**Note: Some host institutions do require students to submit exchange applications along with those on exchange in 1st semester. Please keep an eye on the emails for updates, should you receive our exchange offers.*

Business Exchange Programme (First Exchange)

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. For Main Round application, 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: Yes, Business School students can go on exchange **TWICE** during their university life: two Business Exchanges / one Business + one HKUWW Exchange / one Business + one Law Exchange (for BBA(Law)&LLB students only).
- 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 2023-24 (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.

P. 1

Business Exchange Programme (Second Exchange)

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 Late Round HKUWW and Business Exchange Programmes?
- A: Yes. For Late Round application, Business School students can only apply for **both** exchange programme. However, you will not receive any HKUWW exchange offer if you have accepted Late Round Business Exchange offer. Thus, you are not eligible to apply HKUWW as second exchange if you have already accepted Main Round Business Exchange.
- Q: Can I go on exchange for more than once during my HKU study?
- A: Yes. Business School students can go on exchange **TWICE** during their university life: two Business Exchanges / one HKUWW Exchange (1st exchange) + one Business (2nd exchange) / one Law Exchange (1st exchange) (for BBA(Law)&LLB students only) + one Business (2nd exchange).
- *only students have never been to exchange during their UG university life are eligible to apply for HKUWW and Law Exchange.*
- Q: I have been to exchange once. Can I apply HKUWW or Law Exchange as my second exchange?
- A: No. If you wish to apply second exchange, you must apply through Late Round Business Exchange Programme. Second exchange opportunity is not available in HKUWW or Law Exchange Programme.
- Q: My CGPA is 3.0. Can I apply for Second Exchange in Late Round Business Exchange Programme?
- A: No. only students with CGPA 3.0 or above are eligible to apply for Second Exchange.
- Q: What is the selection criteria of second exchange application in Late Round Business Exchange Programme?
- A: Applicants will be assessed based on their academic performance - latest CGPA (80%) and essay (20%).
- 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.

P. 1

