



**PHBS**  
Peking University  
HSBC Business School

# 1- Access the Online System

Use the following link to reach the Online Application System:

<https://www.studyatpku.com>



北京大学

国际学生在线服务系统  
China International Student Service System

[Registration Guide](#) | [中文](#)





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## 2- Register in the Online System

Click on the 'Register' button



北京大学

国际学生在线服务系统  
China International Student Service System

[Registration Guide](#) | [中文](#)

Account Sign In

User Name/Email:

Password:

Verified Code:  
 S D R O

[Sign In](#) [Register](#)

[Forgotten password](#) [Resend email to activate](#)



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Read pop-up message and click 'Accept'.

Registration Agreement

**申请人保证/I hereby affirm that:**

1)本人承诺所提交的申请材料与信息，真实无误，无虚报行为。若有不实，个人承担一切后果。  
I hereby declare that all the materials and information provided here is true and correct. If there are any forged documents or incorrectness, I will undertake all the consequences.

2)在华期间，遵守中国的法律和法规，不从事任何危害中国社会秩序的，与本人来华学习身份不相符合的活动；  
During my stay in China, I shall abide by the laws and decrees of the Chinese government, and will not participate in any activities which are deemed to be adverse to the social order in China and are inappropriate to the capacity as a student;

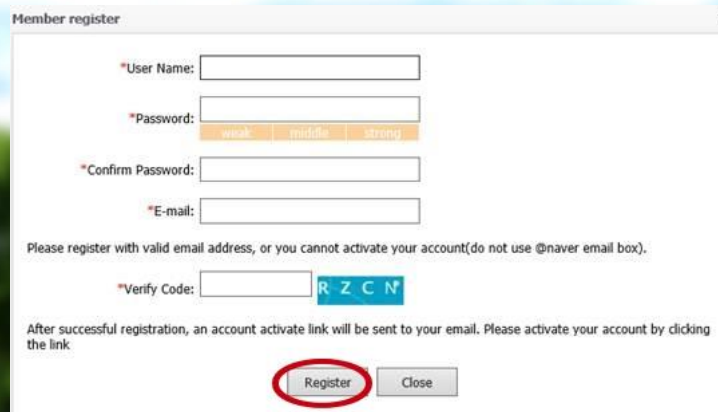
3)在学期间，遵守学校的校纪校规，尊重学校的教学安排。  
During my study in China, I shall observe the rules and regulations of the university, and will concentrate on my studies and researches, and will follow the teaching programs provided by the university.



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## 3- Create a profile

‘Member register’ window pops up.  
Create a profile and click ‘Register’.

A screenshot of a 'Member register' window. The window has a title bar with 'Member register' and a close button. It contains several input fields: '\*User Name:', '\*Password:', '\*Confirm Password:', and '\*E-mail:'. The password field has a strength indicator with 'weak', 'middle', and 'strong' options. Below the input fields is a note: 'Please register with valid email address, or you cannot activate your account(do not use @naver email box)'. There is a '\*Verify Code:' field followed by a blue box containing the characters 'R Z C N'. At the bottom, there is a message: 'After successful registration, an account activate link will be sent to your email. Please activate your account by clicking the link.' and two buttons: 'Register' (circled in red) and 'Close'.





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## 4- Activate your profile

You will need to confirm and activate your profile through your email address before continuing.



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please check your email to activate the account.

Activation link has been sent to [REDACTED]. Please activate your account by clicking on the link in the email. Thank you!



**Go to Mail Box**



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## 5- Choose a program

Select 'Degree Programs Application'.

[Home](#) [Application](#) [Application Status](#) [Messages](#)

### Application Notes

(1) Please upload your full-faced photo with white/blue background.  
(2) Your passport name should be English letters. Please change non-English letters to English one.

(1) 请上传正面免冠照片（白色或蓝色背景）。  
(2) 护照用名必须是英文字母。非英文字母须改成英文。

☒ I have read and agree to the regulations.

Agree and continue

[Home](#) [Application](#) [Application Status](#) [Messages](#)

**FAST PASS:** If you already have the program's code, please fill in the code to enter the right program for application.

Project Code:

**Please choose your program:**

☒ Degree Programs Application  
☐ Non-Degree Programs Application

Next



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Select 'Master Program'.

[Home](#) [Application](#) [Application Status](#) [Messages](#)

**please choose your type :**

☐ Doctoral Student

☒ Master Program

[Prior-Back](#) [Next](#)



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To find PHBS programs, choose 'Shenzhen Graduate School' as Department and 'English' as Teaching Language.  
Click 'Find'.

Home Application Application Query Inbox [unread:0] Outbox Message to Administrator

Query Option

Department: Shenzhen Graduate School Major: Please choose

Research Field: Teaching Language: English

find return

Study Plan List[total:9]

Study Plan Name	Department	Major	Research Field	Duration From To	Years	Teaching language	Apply deadline	Notes	Operation
Master of Finance,UK-Shenzhen Cross-Border Program	Shenzhen Graduate School	Finance	-(全日制)不区分研究方向	2019-09-01--2021-07-31	2	English	2019-03-31 23:59:59		Apply
Master of Management,UK-Shenzhen Cross-Border Program	Shenzhen Graduate School	Enterprise Management	(全日制)不区分研究方向	2019-09-01--2021-07-31	2	English	2019-03-31 23:59:59		Apply
UK-Shenzhen Part-time MBA	Shenzhen Graduate School	MBA	(非全日制)MBA	2019-09-01--2021-07-31	2	English	2019-03-31 23:59:59		Apply
Peking University HSBC Business School - Master Student in Management	Shenzhen Graduate School	Enterprise Management	(全日制)管理学-金融工程双硕士项目	2019-09-01--2021-07-31	2	English	2019-03-31 23:59:59		Apply
Peking University HSBC Business School - Master Student in Economics	Shenzhen Graduate School	Economics	(全日制)Economics	2019-09-01--2021-07-31	2	English	2019-03-31 23:59:59		Apply
School of Transnational Law (STL)Juris Doctor (J.D.) degree Program	Shenzhen Graduate School	Juris Master (Non-LL.M.)	(全日制)不区分研究方向	2019-09-01--2021-07-31	4	English	2019-03-31 23:59:59		Apply
Peking University HSBC Business School - MBA	Shenzhen Graduate School	MBA	(全日制)MBA	2019-09-01--2021-07-31	2	English	2019-03-31 23:59:59		Apply
School of Transnational Law (STL) Master of Laws(LL.M.) degree program	Shenzhen Graduate School	Juris Master (LL.M.)	(全日制)不区分研究方向	2019-09-01--2021-07-31	2	English	2019-03-31 23:59:59		Apply
Peking University HSBC Business School - Master Student in Finance	Shenzhen Graduate School	Finance	-(全日制)不区分研究方向	2019-09-01--2021-07-31	2	English	2019-03-31 23:59:59		Apply

Displaying 1-9 of 9 items Per Page 20 items Page 1 of 1





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Choose your program and click 'Apply'

Home Application Application Query Inbox [unread:0] Outbox Message to Administrator

Query Option

Department: Shenzhen Graduate School Major: Please choose

Research Field: Teaching Language: English

find return

Study Plan List[total:9]

Study Plan Name	Department	Major	Research Field	Duration From To	Years	Teaching language	Apply deadline	Notes	Operation
Master of Finance,UK-Shenzhen Cross-Border Program	Shenzhen Graduate School	Finance	-(全日制)不区分研究方向	2019-09-01--2021-07-31	2	English	2019-03-31 23:59:59		Apply
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Peking University HSBC Business School - Master Student in Finance	Shenzhen Graduate School	Finance	-(全日制)不区分研究方向	2019-09-01--2021-07-31	2	English	2019-03-31 23:59:59		Apply

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Fill out the entire form (with documents to upload)

[Home](#) [Application](#) [Application Status](#) [Messages](#)

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6

7

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Basic Info

Study Plan

Education & Employment

Additional Info

Contact Info

Upload Application Documents

Preview and Submit

i

Please fill in either Chinese or English, (\*) indicates a required field.

Personal Information






## Filling the information of your recommenders

### Recommender

#### Recommender #1

*Name:	<input type="text"/>	*Relationship with the applicant:	<input type="text"/>
*Organization:	<input type="text"/>	Mobile:	<input type="text"/> <small>Example: +86-13612345678</small>
*Phone Number:	<input type="text"/> <small>Example: +86-10-12345678</small>	*Email:	<input type="text"/>
Nationality:	<input type="text" value="Please choose"/>	Job Title:	<input type="text"/>
Address:	<input type="text"/>	Fax Number:	<input type="text"/>

#### Letter of recommendation

 Note: When you click "Save and Next", an email request for a reference will be sent to the recommender!

#### Recommender #2

*Name:	<input type="text"/>	*Relationship with the applicant:	<input type="text"/>
*Organization:	<input type="text"/>	Mobile:	<input type="text"/> <small>Example: +86-13612345678</small>
*Phone Number:	<input type="text"/> <small>Example: +86-10-12345678</small>	*Email:	<input type="text"/>
Nationality:	<input type="text" value="Please choose"/>	Job Title:	<input type="text"/>
Address:	<input type="text"/>	Fax Number:	<input type="text"/>

#### Letter of recommendation

 Note: When you click "Save and Next", an email request for a reference will be sent to the recommender!

Previous

Save

Save and Next



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Please ask your recommenders to submit their letters



References should comment on your relationship to the applicant, the applicant's personality, academic capabilities, research ability and suitability for his/her chosen program of interest. You may choose one of the two following ways to finish the recommendation.

1) Write your recommendation letter in the blank below:

2) Upload the recommendation letter file :

Acceptable format PDF. The file should be no larger than 10MB.

Please select the file: **Choose File** No file chosen

Submit



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Please note the following parts:

If you can not speak Chinese, just choose none for the HSK part.

#### Language Proficiency

Chinese Proficiency	
*Language Proficiency:	<input type="text" value="None"/>
*Level of HSK:	<input type="text" value="None"/> scores: <input type="text"/>
*Level of HSKK:	<input type="text" value="None"/> scores: <input type="text"/>
HSK Test Score Report No.: <input type="text"/>	

English Proficiency	
---------------------	--

For **Guarantor in China**: if you don't have any contact in China, you can write our details as listed below:

#### Guarantor in China

*Name:	<input type="text" value="Mao Na"/>	*Mobile:	<input type="text" value="+86-13352910182"/> Example: +86-13612345678
*Phone Number:	<input type="text" value="+86-10-26033097"/> Example: +86-10-12345678	*Email:	<input type="text" value="maona@phbs.pku.edu.cn"/>
Organization:	<input type="text" value="PHBS"/>	*Address:	<input type="text" value="Shenzhen University Town Xili"/>





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Do not forget to click 'Save and Next' after each page.  
You can go back and edit your application at any time  
before it is submitted.

**\*How to Collect the Admission Notice**

☐ Deliver to Address Provided in Application ☐ Collect from Peking University in Person



Please make sure the postal address you provided is valid in at least 3 months in order to receive all admission documents successfully.  
If it is an international address, please fill in the English address and postal code , otherwise it will affect the accurate postal delivery.

Previous

Save

Save and Next



When all the steps are completed, click 'Submit'

[Home](#) [Application](#) [Application Status](#) [Messages](#)

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Step 1  
Basic Info

Step 2  
Study Plan

Step 3  
Education & Employment

Step 4  
Additional Info

Step 5  
Contact Info

Step 6  
Upload Application Documents

Step 7  
Preview and Submit

Please fill in either Chinese or English, (\*) indicates a required field.

Personal Information





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When your application is submitted, please  
download your application form  
(to be sent with your hardcopies)

A screenshot of the Peking University International Student Online Application System interface. The header includes the university logo and name in Chinese and English, the title "国际学生入学在线申请" (Online Application For International Students), and a welcome message. The navigation bar contains links for Home, Application, Application Query, Inbox [unread:0], Outbox, and Message to Administrator. The main content area shows a progress bar with "1. Basic Info" completed. Below this, a yellow box displays application details: "Study Plan: Degree Programs Application - Master Program - Peking University HSBC Business School - Master Student in Economics", "Application Status: in process", "Application No.: 2019040380", "Financial Resources for Study: Self Supporting", and "Campus:". A red circle highlights the "Download Application Form" button in the top right corner of the application details box.