

Frequently Asked Questions **(For 2013 September Intake)**

Please click on the question(s) for the answer(s).

About our Programmes

- *Know more about our programmes?*
- *Can I apply if I do not know any Chinese or Cantonese?*
- *What is the difference between research postgraduate and taught postgraduate programmes?*
- *Is any course exemption allowed if I have taken an undergraduate course similar to a listed course in your programme?*
- *Is there any studentship, scholarship or financial aids? How do I apply?*
- *Are all successful applicants guaranteed a room to live on campus?*
- *Will the programmes offer internship opportunities?*

Submitting an Application

- *How to submit an online application?*
- *Will it help if I submit my application earlier?*
- *Can I apply for more than one programme? Will it affect my chance of success?*
- *Do you accept e-mail applications?*
- *Does it help if I send my portfolio to the School in addition to those documents submitted through the University's application system?*
- *What is a research proposal, in Chinese or in English? How long should I write? (For Research Postgraduate Programmes only)*
- *What is a personal statement, a study plan, in Chinese or in English? How long should I write? (For Taught Postgraduate Programmes only)*
- *What makes my application a strong case?*
- *Do I need to possess a media-related degree? How many students will you take in this year?*
- *If my TOEFL or IELTS score does not meet the requirement of the programme, could I use other means to demonstrate my English proficiency? Can the CET conducted by universities in China be used to substitute TOEFL or IELTS?*
- ***Checklist (for Taught Postgraduate Programmes)***

After Submitting an Application

- *When will the application results be announced?*
- *Can I change the programme I have applied for after an application is submitted online?*
- *How can I know whether the School has received my official transcripts, my TOEFL or IELTS score report, or my recommendation letters?*
- *Will there be any interview?*
- *Will it help if I send an e-mail to Professors or teachers of the School?*
- *If I apply for more than one programme, how will the School consider my applications?*
- *I got an offer from another Programme or University, what should I do?*

After Application Result is Announced

- *If I receive the admission letter from one of the programmes, does it mean that my application(s) for other taught master programmes offered by the School is/are failed?*
- *If my classmate has received an offer but I have not, does it mean that my application is failed?*
- *When will I need to pay the deposit?*
- *Can I apply for a refund of deposit?*
- *Can I change to another programme after accepting an offer?*
- *What do I need to do after receiving an offer?*

About our Programmes

ALL applicants are reminded to read the School's website (<http://pg.com.cuhk.edu.hk>) and the University's Graduate School's website (<http://www.cuhk.edu.hk/gss>) carefully before submitting an application.

Research Postgraduate Programmes:

Ph.D. in Communication: <http://pg.com.cuhk.edu.hk>

M.Phil. in Communication: <http://pg.com.cuhk.edu.hk>

Taught Postgraduate Programmes:

M.A. in Global Communication: http://pg.com.cuhk.edu.hk/pgp_global/

M.A. in Journalism: http://pg.com.cuhk.edu.hk/pgp_ma/

M.Sc. in New Media: http://pg.com.cuhk.edu.hk/pgp_nm/

M.S.Sc. in Advertising: http://pg.com.cuhk.edu.hk/pgp_adv/

M.S.Sc. in Corporate Communication: http://www.com.cuhk.edu.hk/courses/pgp_corpcom/

Can I apply if I do not know any Chinese or Cantonese?

Ph.D. or M.Phil. in Communication

Understanding of Chinese or Cantonese is not essential.

M.A. in Global Communication and M.Sc. in New Media

Applications from both Chinese and non-Chinese students are welcomed. All required courses and majority of elective courses of these two programmes are taught in English. A few elective courses are taught in Cantonese or Putonghua.

M.A. in Journalism, M.S.Sc. in Corporate Communication and M.S.Sc. in Advertising

Understanding of Chinese in either Cantonese or Putonghua is required. Required courses of these programmes are accessible to both Cantonese and non-Cantonese speakers. There will also be enough elective classes for Cantonese and non-Cantonese speakers to choose.

What is the difference between research postgraduate and taught postgraduate programmes?

Our research postgraduate programmes have more veteran professors who excel in scholarly studies, while our taught postgraduate programmes have more part-time teachers with abundant working experience in the industry. Their suitability to you depends on your interests and career goals.

For information, the CUHK's research programmes focus mainly on research work and require applicants to have sound research background. Students need to submit a thesis and pass the oral defence conducted by the Thesis Assessment Committee in order to graduate. Taught programmes, in contrast, focus on coursework. These programmes generally do not require students to submit a thesis.

Is any course exemption allowed if I have taken an undergraduate course similar to a listed course in your programme?

Students who have taken research methods course in Social Science or related disciplines may apply for course exemption of *COM5520 Applied Communication Research* or *COMM5310 Statistical Analysis in Communication* from the Division Head. If the application has been approved, students will be required to take another course to fulfill the unit requirement for graduation.

Is there any studentship, scholarship or financial aids? How do I apply?

For **research postgraduate programmes**, full-time students will generally receive teaching assistantships or postgraduate studentships upon their admission and no separate application is required.

For **taught postgraduate programmes**, a small amount of academic merit scholarship will be given to students in the 2nd semester with outstanding academic performance. No separate application is required.

Are all successful applicants guaranteed a room to live on campus?

For **research postgraduate students**, on-campus postgraduate halls are available. Applications for accommodation submitted before the deadline will generally be offered a place. Since demand may be greater than the total number of hostel places, accommodation is considered on a yearly basis and there is no guarantee of accommodation, while top priority will be given to incoming first-year students.

For **taught postgraduate students**, in view of the current shortage in hostel places, the University does **NOT** offer on-campus accommodation to these students. Non-local students of taught postgraduate programmes are responsible for making their own housing arrangements in Hong Kong.

The University has an Off-campus Housing Information Service (校外住宿資訊服務) which will provide incoming students with advice and guidelines on rental accommodation. Login name and password will be provided to the students after admission. Our School will also introduce student forums to successful applicants for exchanging useful information. **Non-local students are strongly reminded NOT to pay any deposits to any landlords before their admission to the School is confirmed.**

Will the programmes offer internship opportunities?

Internship experience is not a graduation requirement for our programmes. Our taught postgraduate programmes do arrange internships for our students, but internship opportunities are not guaranteed and do not carry any credits.

Non-local students who wish to take internships or part-time on-campus employments should pay attention to the visa regulations by the Hong Kong Immigration Department and the School's regulation as announced in the orientation programme every year. Non-local students with a student visa are **NOT** allowed to take up any part-time off-campus employment in Hong Kong.

Submitting an Application

How to submit an online application?

All applications have to be submitted via the Graduate School's website: <http://www2.cuhk.edu.hk/gss/>. Application for Research Postgraduate Programmes will start in September, and application for Taught Postgraduate Programmes will start in November.

Please be careful to choose the right programme you wish to apply for. The Programme applied cannot be changed once an application is submitted via the online submission system of the University.

For details on online application and document upload, please refer to the instructions on the Graduate School's website.

Will it help if I submit my application earlier?

Yes. The applications are processed on rolling basis starting from mid-November. Early applications are strongly encouraged. PhD applications will be considered mainly in the first round of admission and Applicants must apply for the PhD programme through the Hong Kong PhD Fellowship Scheme (HKPFS: <https://cerg1.ugc.edu.hk/hkpfs/InitApplication.jsp>) in this round. (deadline: **1 December 2012**).

Can I apply for more than one programmes? Will it affect my chance of success?

You are required to submit separate applications if you wish to make multiple applications for different programmes of our School. Please also note that multiple application fees should be paid.

Your chance of success will not be affected.

The School will consider any multiple applications based on the applicants' quality and their indicated priorities of interests. According to the School's policy, applicants will be given only **ONE** admission offer if they are eligible. Applicants are not allowed to switch to another programme once their admission offer is accepted.

Do you accept e-mail applications?

No. You must submit your applications and all supporting documents online via the University's Graduate School's website, and send only (1) photocopies of your certificates; (2) the official transcripts, (3) the TOEFL or IELTS score reports, (4) recommendation letters (if any), (5) photocopies of your HKID card or passport, (6) Personal Statement / Study Plan to the School of Journalism and Communication, Humanities Building, New Asia College, The Chinese University of Hong Kong, Shatin, Hong Kong by post before the respective application deadlines. You may also choose to send your recommendation letters via our online recommendation system.

Does it help if I send my portfolio to the School in additional to those documents submitted through the University's application system?

No. You are encouraged to upload all relevant documents to the online application system. Only (1) photocopies of your certificates; (2) the official transcripts, (3) the TOEFL or IELTS score reports, (4) recommendation letters (if any), (5) photocopies of your HKID card or passport, (6) Personal Statement / Study Plan are required to be mailed to our School. You may also choose to send your recommendation letters via our online recommendation system.

What is a research proposal, in Chinese or in English? How long should I write? (For Research Postgraduate Programmes only)

A research proposal outlining areas of interest, goals and plans has to be submitted. It should be long enough to demonstrate a good understanding of relevant theories and a feasible research plan with methodological appropriateness. The research proposal needs to be written in English.

What is a personal statement, a study plan, in Chinese or in English? How long should I write? (For Taught Postgraduate Programmes only)

A statement of purpose articulating the relevance of their study plans to their career objectives and professional interests has to be submitted. The statement needs to be written in English, normally around two to three pages of text.

What makes my application a strong case?

Admission to our School is highly competitive. You need to have a good academic standing and meet the English proficiency requirement in order to be successful. Reference letters, work experience and motivation will also be considered. For application to research postgraduate programmes, a well-written research proposal is also essential.

Do I need to possess a media-related degree? How many students will you take in this year?

We welcome students of all disciplines to apply, except for applicants of PhD programme who should possess a Master's degree in journalism/communication or in a related field of humanities and social science. The admission rate varies across programmes and years depending on applicants' quality for example.

If my TOEFL or IELTS score does not meet the requirement of the programme, could I use other means to demonstrate my English proficiency? Can the CET conducted by universities in China be used to substitute TOEFL or IELTS?

We accept **ONLY** TOEFL or IELTS score as a proof of English proficiency for applicants without a university degree from Hong Kong or an English speaking country. Other means are not accepted. The TOEFL/IELTS score must be valid at the time of application for our programme (The TOEFL/IELTS score is normally valid for 2 years).

Checklist for your application (for Taught Postgraduate Programmes)

1. Please complete the Application Form and upload all necessary documents to University's Graduate School's website (<http://www.cuhk.edu.hk/gss>). Please upload a clear image to the website.
2. You may choose to submit the reference letters via our online reference letter system <http://pg.com.cuhk.edu.hk/onlineLetter/registration.aspx> or mailed the reference letter to our School.
3. Please mail the following documents to the **School of Journalism and Communication, Room 202, Humanities Building, New Asia College, The Chinese University of Hong Kong, Shatin, Hong Kong.**
 - a. Copies of certificates of academic/professional qualifications (e.g., university certificate of graduation, examination certificates and other qualifications).
 - b. Official transcripts (with a complete record of courses attended and examination results) of all tertiary level studies.
 - (i) Non-CUHK qualifications: **Photocopies will not be accepted.** Applicants should first download the "Transcript Submission Covering Sheet" and send it to their universities to apply for transcripts. Transcripts should be returned directly to relevant Divisions in sealed envelope. Certificates and transcripts, which are not in English or Chinese, should be accompanied by an official certified translation in either English or Chinese.
 - (ii) CUHK qualifications (Bachelor's or higher degrees): Photocopies of **transcripts** issued by CUHK are accepted, but **Academic Reports will NOT be accepted.** Applicants should first download the "Transcript Submission Covering Sheet" and attach it to the transcript copy. Please return the transcript copy to the relevant Divisions directly. CUHK students with other qualifications not awarded by CUHK are required to follow the requirement listed in b(i). The University reserves the right to require applicants to submit the original transcript if deemed necessary.
 - c. Confidential recommendations, if you choose not to use the online reference letter system.
 - d. One photocopy of any one of the following score reports/certificates, showing that you have fulfilled the English Language Proficiency Requirement for admission to the Graduate School:
 - (i) a pass in English of HKALE, or HKHLE, or CUHK Matriculation Exam.; or
 - (ii) a degree from a university in Hong Kong or an English speaking country; or
 - (iii) valid official score report of TOEFL, or IELTS (Academic).
 - e. One photocopy of your HKID card or your Passport or other identity document as given in the Application Form.
 - f. Personal Statement / Study Plan.

REMEMBER

- Separate applications and materials have to be submitted and mailed for different programmes. Please always quote your application number on the envelope.
- NO changes in the programmes applied for will be allowed. Please be careful when you choose the programme you are applying. The application fees cannot be refunded under any circumstances.

After Submitting an Application

When will the application results be announced?

Application results will be announced in several rounds from December to June. Successful applicants will be notified in writing as soon as the selection process is completed. Applicants can check their status on the Graduate School's website. **E-mail or telephone enquiries on the application status will NOT be entertained.** A deposit which equals to first term tuition fees has to be paid two to three weeks after a successful applicant is notified.

Can I change the programme I have applied for after an application is submitted online?

NO. The Programme applied for cannot be changed once an application is submitted via the online submission system of the University. Please submit another application if you wish to apply for more than one programme.

How can I know whether the School has received my official transcripts, my TOEFL or IELTS score report, or my recommendation letters?

If you send your materials by courier, you may check the delivery status with the courier directly.

If you send your recommendation letters via our online recommendation system, you may check the status via the system.

Due to a large number of applications we receive, enquiries regarding receipt of documents will **NOT** be entertained. Instead, we will contact the applicants for any missing or further documents if necessary. In any case, your application would NOT be disqualified if document is submitted within one week after we ask you for supporting documents.

To ensure all your supporting documents are received, you are strongly encouraged to upload full set of valid materials via the University's online application system.

Will there be any interview?

A telephone interview may be conducted only if necessary. NOT every applicant will receive a telephone interview. For research postgraduate programme applicants, face-to-face interview and video-conferencing interview may also be arranged.

Will it help if I send an e-mail to Professors or teachers of the School?

In order to maintain a fair admission procedure, our teachers will NOT comment on the performance of any potential candidate. **ALL e-mails in relation to application potentials sent to teachers of our School will NOT be entertained.**

If I apply for more than one programme, how will the School consider my applications?

After considering your application materials, the School will send you an e-mail asking for your priorities of interests only if necessary. NOT every applicant will receive this e-mail.

I got an offer from another Programme or University. What should I do?

Successful applicants will be notified in writing as soon as the selection process is completed. The results will NOT be announced earlier to meet individual applicant's request. Please decide yourself whether you will accept the offer from another Programme/University or not.

After Application Result is Announced

If I receive the admission letter from one of the programmes, does it mean that my application(s) for other taught postgraduate programmes offered by the School is/are failed?

YES. Each applicant will receive only **ONE** offer for the taught postgraduate programmes from the School. For students who have applied for the Master of Philosophy in Communication, your acceptance to a taught programme can be transferred if you are later admitted to the M.Phil. in Communication programme. However, please note that such transfer only applies to the M.Phil. in Communication programme, and does NOT apply to transfer to other taught programmes within the University or within the School.

If my classmate has received an offer but I have not, does it mean that my application is failed?

NO. Application results will be announced in several rounds until June 2013. Successful applicants will be notified in writing as soon as the selection process is completed. Applicants can check their status on the Graduate School's website. Again, **e-mail or telephone enquiries on the application status will NOT be entertained.**

When will I need to pay the deposit?

For **research postgraduate programmes**, non-final-year-undegraduate local applicants will have to pay a deposit of HK\$21,050 (for full-time M.Phil. and Ph.D. programmes) / HK\$22,780 (for part-time M.Phil. programme) / HK\$25,500 (for part-time Ph.D. programme) [Figures of 2012-13 for reference only. Deposits for 2013-14 will be announced later.] two to three weeks after the admission letter is sent to you by the Graduate School. Final-year-undergraduate local applicants will have to pay in April or May. Non-local applicants will have to pay a deposit of HK\$10,000 two to three weeks after the admission letter is sent to you and pay the remaining HK\$11,050 deposit in August [The figure of HK\$11,050 is for 2012-13. The amount for 2013-14 will be announced later]. The exact payment due date can be found in your admission letter. The reply and payment deadline **CANNOT** be delayed under any circumstances.

For **taught postgraduate programmes**, you will have to pay a deposit of HK\$49,500 (for full-time study) / HK\$24,750 (for part-time study) two to three weeks after the admission letter is sent to you by the Graduate School. The reply and payment deadline **CANNOT** be delayed under any circumstances.

According to the University's policy, all the above deposits paid **CANNOT** be refunded.

Can I apply for a refund of deposit?

According to the University's policy, the deposit paid **CANNOT** be refunded.

Can I change to another programme after accepting an offer?

NO. Each applicant will receive only **ONE** offer from a taught postgraduate programmes from the School. For students who have applied for the M.Phil. in Communication, your acceptance to the taught programme can be transferred if you are later admitted to the M.Phil. in Communication programme. However, please note that such transfer only applies to the M.Phil. in Communication programme, and does NOT apply to transfer to other taught programmes within the University or within the School.

What do I need to do after receiving an offer?

Please follow the admission package provided to you by the Graduate School to do an online registration and send in your visa application materials as soon as possible after you have paid your tuition fee. Delay in online registration and visa application will have negative consequences on course registration and attending classes on time.

For undergraduate final year students, please apply for a full official transcript as early as possible once you have completed all your undergraduate studies.