Checklist for your application (for Research Postgraduate Programmes)

1. Please complete the Application Form and upload all necessary documents to University’s Graduate School’s website (https://www.gradsch.cuhk.edu.hk/onlineapp/faculty_list.aspx). Please upload a clear image to the website.

2. Please mail the following documents to the School of Journalism and Communication, Room 206-207, Humanities Building, New Asia College, The Chinese University of Hong Kong, Shatin, Hong Kong (Attn.: Programme Name; Ref.: Application No.).

   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 our Division 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 our Division 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.

   (iii) Applicants who obtained degrees from universities in Mainland China are required to provide an Online Verification Report (中國高等教育學歷認證報告) issued by the CHESICC (學信網).

   (iv) Grading scheme: There should be explanatory notes printed/appended to transcript indicating the grading scheme of the University. If no such notes, official grading scheme issued by the Registry is needed.

   c. Three confidential recommendations.

   d. Photocopy of one of the following score reports/certificates (except those listed in 2d(iii)), showing that you have fulfilled the English Language Proficiency Requirement for admission to the Graduate School:

   (i) a pass in English of HKALE (including HKAS), or HKHLE, or CUHK Matriculation Exam, or GCE A Level/ AS Level; or Level 4 of DSE; or

   (ii) a degree from a university in Hong Kong or taken a degree programme of which the medium of instruction was English; or

   (iii) an original copy of valid official score report Note 1 of TOEFL Note 2, or IELTS (Academic) Note 3 which directly send from the test origination to our division. Photocopies will not be accepted;

   e. One photocopy of your HKID card or your Passport or other identity document as given in the Application Form.

   f. Research proposal – please refer to FAQ for details.

Note 1: The TOEFL/IELTS score must be valid at the time of application and fulfilled admission offer of our programme. TOEFL/IELTS score are considered valid for two years from the test date.

Note 2: Only original valid official score report of TOEFL which sent directly from the test organization to the University will be accepted. Original examinee’s score report will not be accepted (The University’s institution code is 0812)

Note 3: Only original valid official score report of IELTS which sent directly from the test organization to Division of Communication will be accepted. Please fill in the contact information of Division of Communication on the IELTS Application Form.

IMPORTANT POINTS TO NOTE

- 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.