

FAQ on Applying for University Postgraduates Program at Beihang University 2016

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Part 1: Program Information

1.1 The University Postgraduates Program at Beihang University and Beihang Scholarship (BUAA Scholarship)

The University Postgraduates Program at Beihang University is a full scholarship program sponsored by the Chinese Scholarship Council (CSC). The BUAA scholarship is a partial scholarship awarded by BUAA, mainly for tuition.

To apply the Scholarship of University Postgraduates Program at Beihang University, you are required to apply through the website of CSC (<http://aihua.csc.edu.cn>) first and then submit all application documents required to International School of BUAA.

For the BUAA scholarship, you are required to apply through the website of International School of BUAA (<http://is.buaa.edu.cn>) and submit application documents to International School of BUAA as well.

International School of BUAA will be responsible for the admission of both scholarship programs mentioned above.

1.2 International Travel Expense

The Scholarship does not cover any travel costs.

1.3 Full Time Program

This program is a full-time postgraduates program. Application of part-time students will not be accepted.

1.4 Study Period

The maximum study period sponsored by the Scholarship is 3 years for master's program.

The study period of doctoral program is normally 3 years, but one year extension may be approved by CSC according to the academic performance and suggestion of supervisors.

1.5 Benefits of CSC Scholarship

1. Tuition Fee in Set Period
2. Accommodation in University Dormitory Free of Charge;
Or Subsidies to the students to live off-campus housing found by themselves : 700 Yuan RMB/ Month for Bachelor and MS Candidates or 1000 Yuan RMB/ Month for PhD Candidates
3. Medical and Accident Insurance
4. Living Allowance: 2500 Yuan RMB for Bachelor Candidates, 3000 Yuan RMB for MS Candidates and 3500 Yuan RMB for PhD Candidates

Part 2: Qualification

2.1 Requirements of English-Medium Programs

All the majors for the international postgraduates at Beihang University can be taught in English. **English Proficiency** for applicants from Non-English Speaking Countries: 80 or above in TOEFL, or 5.5 or above in IELTS, or a certificate from current college or department indicated language proficiency (ability to take courses in English).

2.2 Requirements of Chinese -Medium Programs

If candidates want to take Chinese-Medium Program directly, they are required to provide the HSK (new) certificates (Level 5 or above) or certificates that prove they have taken courses in Chinese for university or high school education.

For the students whose HSK certificate is lower than Level 5, but have reached Level 3 can apply for Chinese-Medium Program also and one year Chinese language training class will be arranged for them. But they must choose *one year Chinese language training* in the Application Forms when applying online.

2.3 Expected Graduation Certificate

Applicants who are going to graduate before August 15, 2016 and cannot submit their graduation certificates during the application process, are required to submit prove of expected graduation date, academic excellence and performance, issued by current school or departments.

Original graduation degree and/or certificates are required to be submitted when registering at Beihang University, otherwise registration will be refused.

2.4 Language Study Programs

The University Postgraduates Program at Beihang University does not sponsor any language study program, for example Chinese, English etc..

2.5 Fresh Graduates Sponsored by CSC

The students who will graduate in 2016 and are sponsored by CSC will be required to go home country for one year work at least.

Part 3: Application Procedures and Required Documents

3.1 Application Online

Applicants should apply for the University Postgraduates Program online through CSC website (<http://laihua.csc.edu.cn>). Applicants should fill up the Application Form on line, submit the completed Application Form on line, and then print the Application Form. The Agency No. of Beihang University is 10006.

3.2 Beginning and Deadline of Application

The Program will accept application online from the 7th December , 2015, and the deadline of application is 25th March, 2016. However, the earlier the applicants submit the application documents to BUAA, the greater opportunity they may have for admission.

3.3 Hand-Written Application Forms not to be Accepted

It is required for all applicants to finish application procedures online and print the *Application Form for Chinese Government Scholarship*. Any hand-written Application Forms will not be accepted.

3.4 Requirements of Application Documents

Applicants are required to prepare the Application Documents carefully and ensure all documents submitted are authentic, accurate and complete.

The applicants who provide false information or forgery documents will be rejected by BUAA for next five years.

For successful candidates, BUAA will examine all original application documents when registering at BUAA. The admission qualification of candidates will be canceled in case of falsification.

Two copies of application documents are required.

3.5 Recommendation Letters and Transcripts

Two recommendation letters should be provided by professors, associate professors, or experts of similar status. Official transcripts and diplomas with stamp of university will be accepted for application.

3.6 A Letter of Acceptance from Professors of BUAA

A letter of acceptance from professors of BUAA is not a required document. When you are admitted by BUAA, BUAA will appoint the supervisor for you according to the Application Form and study plan you submitted.

3.7 Renewing Passport Information Timely

If you do not have passport or your passport is renewing when you are applying on line, you should fill out or renew your passport information timely upon getting new passport. Otherwise the admission documents generated automatically will miss your passport information or use wrong information. In this case your visa application may be refused by Chinese Embassy.

3.8 Physical Examination

Physical Examination Form should be submitted together with blood test results. The Physical Examination Form can be downloaded from the website of the International School (<http://is.buaa.edu.cn/Chinese/DownloadChn.aspx>) Physical examination should be done in a qualified hospital.

When you arrive in China, you will be asked to reexamine in the Chinese quarantine institute or hospital and if you are detected having diseases which makes you unsuitable for study in China, you will be immediately requested to leave for home country at your own expenses.

3.9 Application Fee

It is requested that applicants provide **the receipt of application fee payment** with the other application documents; otherwise it will affect the admission or delay the application process.

Part 4: Submission of Application Documents

4.1 Keeping a Copy for Your Files

Please note that all application documents will not be returned.

4.2 Submit Application Documents

It is better for applicants to submit the scanned copies to the designated Email box (huangping@buaa.edu.cn) when mailing the application documents to BUAA so as to avoid any loss or delay.

4.3 Suitable Time to Mail Application Documents

It is suggested that the application documents will not be arrived at BUAA in the period of the Spring Festival (around 5 February to 15 February) so as to avoid loss or delay, because during Spring Festival all the offices will be closed.

4.4 Series Number Lost and Retrieved

The Series Number on the application form is very important for identifying status and admission. To prevent its loss, please retrieve information and do resubmit the application again once you modify your information on line.

4.5 Ensuring Complete and Accurate Information

It is vital important for applicants to make sure the information provided in Application Form and the List of Application Documents are complete and accurate, including the post address, telephone and mobile phone number as well as Email Address because the Email, Telephone and post address will be used in the application and admission processes and for mailing the admission documents accurately.

Part 5: Admission

5.1 Inquiring the Process and Result of Admission

The process and result of admission as well as other related information will be publicized on the website of International School or you may be informed through email. Please log on the website of International School and check out personal emails regularly to stay up to date.

5.2 Publishing Admission Result

Admission List will be publicized by stages and in groups through the website of International School at BUAA. "A Public Notice of Conclusion on the Program" will be announced on the website of International School upon completion of admission process around the end of July.

5.3 Candidates in the Waiting List

Applicants on the waiting list still have a great possibility for admission, but the final results will be publicized relatively late (around the end of July or early August). According to the statistics in recent two years, more than 90% of applicants on the waiting list have been

admitted finally.

5.4 Being not in the Admission List

If you have received the Confirmation Letter from BUAA but are not in the admission list, you may have been admitted by another University you applied for. So in such scenario, please contact the universities you have applied for to confirm.

Part 6: Registration

6.1 Entrance Interview

Candidates need to participate in an entrance interview (including the language test, professional competence etc.). Candidates who fail the interview will not be allowed to register formally at BUAA.

6.2 Giving up Admission

The applications from applicants, who have been admitted but failed to register or forfeited admission at BUAA, will not be accepted again by BUAA within 5 years.

6.3. Studying and Improvement of Chinese in Advance

BUAA will also arrange the Chinese language courses to the applicants who take courses in English in order to help them better adapt to the living environment. It is strongly suggested to all applicants to study or improve Chinese before they come to China.