

**THE EDUCATION UNIVERSITY OF HONG KONG
RESEARCH POSTGRADUATE PROGRAMMES –
DOCTOR OF PHILOSOPHY & MASTER OF PHILOSOPHY**

Frequently Asked Questions (FAQs) – For Applicants

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Section 1 – Application & Admission

a) Where can I obtain information about the PhD and MPhil programmes?

Detailed information on PhD and MPhil programmes is available in the [online Prospectus](#) at the website of the [Graduate School](#).

b) What are the entrance requirements of the PhD and MPhil programmes?

Please refer to the section of “Admission Requirements” at the website of the [Graduate School](#).

c) When can I apply for PhD and MPhil programmes?

The application for PhD and MPhil programmes usually begins in September and closes in December of the same year. Due to limited places available (while a great number of applications are received) each year, late applications will not be considered.

d) How do I submit my application for PhD and MPhil programmes?

The application should be submitted online at [EdUHK Online Application Systems](#). NO paper or hardcopy application will be accepted.

Please DO NOT post any original documents to the University in any circumstances as the University will not be responsible for any documents mislaid. Upon successful submission of an application, your application number will be assigned and you will receive an acknowledgement by email. The email contains your application number, choice of programme and a payment reference number. Please retain this acknowledgement for future reference and enquiries.

The original documents of the qualifications stated in the application must be presented for verification at programme registration. Failure to do so shall lead to disqualification of the application and any offer made will be rescinded.

e) How much is the application fee and how should I pay it?

For details about the application fee, please refer to the website of [Academic Programmes & Admissions](#). (Application & Admission → Submission of Application).

Applicants are encouraged to pay online by using either a VISA or Master credit card. Alternatively, applicants may choose to pay the fee by other payment methods as indicated on the Payment page.

For applicants who are not able to pay online, please remember to input a Payment Reference and upload the copy of the payment proof (e.g. ATM Advice, Bank-in Slip, Telegraphic Transfer) onto the [EdUHK Online Application Systems](#) or send it to the Graduate School via email, fax or by post. All the payment proof must clearly show the full English name of applicant, application number and the programme applied. No personal cheque or cash will be accepted. Please note that applications will remain incomplete until the correct fee is received.

For any problems with the online payment, please contact the Graduate School for assistance.

Phone	: (852) 2948 6503 / 2948 7691
Fax	: (852) 2948 6619
Email	: rpg@eduhk.hk
Website	: www.eduhk.hk/gradsch
In-person	: Graduate School Block B4-G/F-02 The Education University of Hong Kong 10 Lo Ping Road, Tai Po, New Territories, Hong Kong

f) What documents have to be submitted with my application?

Applicants should upload the following documents online at [EdUHK Online Application Systems](#):

	<u>Documents to be submitted</u>	<u>Note to applicants</u>
i.	Academic Transcript(s)*	A certified English translation is required if the document is issued in another language than English
ii.	Certificate(s) of Graduation	For graduates from Mainland institutions, please provide both “畢業證書” and “學位證書”.
iii.	English Proficiency Test Score Report	IELTS (Academic Module) and TOEFL test scores are valid for two years after the test date.

iv.	Research Proposal	<p>HKPFS Applicants are required to submit a research proposal with a maximum limit of 7,500 characters to the UGC. Additionally, upon request by the relevant faculties/departments at EdUHK, a more comprehensive proposal without any word limit may be required.</p> <p>Non-HKPFS Applicants must submit a full research proposal (without a character/word limit) via the “Upload documents” section on the online application form.</p> <p>Both HKPFS Applicants and Non-HKPFS Applicants are suggested to clearly present the following content in your proposal:</p> <ul style="list-style-type: none"> • Aims and objectives of the project; • Significance and/or impact of the proposed study; • Brief theoretical, empirical and/or conceptual basis, and background evidence, for the proposed research; and • Research design and methods.
	Research Plan and Vision Statement	<p>For HKPFS applicants only <i>(Template is available on the online application form.)</i></p>
v.	Publications (if any)	
vi.	Two Referee’s Reports	Refers to Section 1 paragraph (i) to paragraph (j)
vii.	Other supporting documents	<p>You may provide any of the following documents:</p> <p>[1] A proof of Medium of Instruction (This is to confirm your obtained degree from an institution where the medium of instruction is English.)</p> <p>[2] Curriculum Vitae (CV); and</p> <p>[3] Any additional information, certifications or qualifications regarding your application</p>
viii.	Online Verification Report of Higher Education Qualification Certificate	<p>Applicants who obtained degrees from universities in Mainland China are required to provide an Online Verification Report of Higher Education Qualification Certificate (教育部學歷證書電子註冊備案表) issued by the CHSI (學信網) https://www.chsi.com.cn/xlcx/bgcx.jsp .</p>

Remarks: * If you are a current final year student in an undergraduate / postgraduate programme, please upload your testimonial and a copy of your current year results when it is available. Your application will remain incomplete until all the necessary supporting documents are received.

Please note that applicants are allowed to upload files up to a total of 25MB and the maximum size of each file is 4 MB. All files must be submitted in accepted formats only: GIF, JPG, MS Word or PDF format.

g) Can I submit the English Proficiency Test results later?

The application will remain incomplete until all necessary supporting documents are received. Applicants are required to upload all the application documents at [EdUHK Online Application Systems](#) on or before the application deadline.

If your English Proficiency Test is not yet available on or before the application deadline, please inform us your scheduled test date by email to Graduate School at rpg@eduhk.hk and send the score report once the result is available.

h) Is it mandatory to complete the field on “Proposed Research Area” and indicate the proposed supervisor? How can I find the information about the research areas of EdUHK academic staff as well as looking for a potential supervisor?

Applicants are required to fill in the proposed research area, and it is optional for indicating any proposed supervisor. You may indicate the potential supervisor(s) who has/ have relevant expertise / knowledge in the field of study of the applicant. Please note that the proposed supervisor(s) is /are only a preliminary nomination. Please click [here](#) for information about the research areas of EdUHK academic staff.

i) Is there any specific format requirement for referee’s report?

The referees’ reports should be written by those who know the applicant well rather than providing just another supporting letter from the nominating institution.

Please click the following hyperlinks to download documents:

- **Two Referee’s Reports (for non-Hong Kong PhD Fellowship Scheme applicant)**
https://www.eduhk.hk/gradsch/rpg/Academic_Referee_Report.pdf

- **Two Referee’s Reports (for Hong Kong PhD Fellowship Scheme applicant only)**
[https://www.eduhk.hk/gradsch/rpg/\(Confidential\)_HKPFS_Referee's_Report_Form.pdf](https://www.eduhk.hk/gradsch/rpg/(Confidential)_HKPFS_Referee's_Report_Form.pdf)

j) How to submit the referee's reports?

Two referee's reports are required to be submitted to the Graduate School in support of your application. All information given in the referee's report will be treated as strictly confidential. Please ask your Referees to send the reports (with signature) directly to the Graduate School by email at rpg@eduhk.hk or by post to the address below:

Graduate School
Room B4-G/F-02
The Education University of Hong Kong
10 Lo Ping Road, Tai Po, New Territories, Hong Kong

Please remind your Referee(s) to include the following information in the reports:

- Your Full Name;
- Your Application No.; and
- Your Applied Programme.

k) What should I do if I wish to upload additional documents after my application has been submitted?

Applicants have the right of access to and correction of the information contained in their application. You may upload any additional documents online at [EdUHK Online Application Systems](#). However, if you wish to update your personal information, you may submit your request in writing to the Graduate School via email at rpg@eduhk.hk. Please provide your full English name, application number and the applied programme in the email.

l) Will there be any admission interviews?

Shortlisted applicants are required to attend an admission interview. If applicants are selected for an interview, they will be informed via email or phone. Applicants are strongly advised to check their personal email frequently.

m) When will I be informed of the application result?

Successful applicants will receive individual notifications by email or post. Applicants who do not receive any admission offer before the commencement of the programme may assume their application is unsuccessful. Unsuccessful applicants are welcome to apply again on future application rounds.

n) Can I apply for more than one programme at EdUHK?

Applicants may submit applications for more than one programme according to their own interests and needs. If you are applying to multiple programs, separate applications should be submitted and pay the required application fee by the required deadline. There may be differences between programmes regarding the minimum entrance requirement, normative study period and application period.

Please note that students enrolled in any full-time award-bearing programmes (lasting for one year or longer) of the University should not simultaneously register for study for another qualification at this University or for a post-secondary qualification at another institution, except with prior approval of the University. Students in breach of this regulation may be subject to discontinuation of studies at this University. In case of doubt, please seek advice from the Graduate School at rpg@eduhk.hk.

o) Can I apply for EdUHK PhD programme through the Hong Kong PhD Fellowship Scheme? What are the application procedures?

Applicants can apply for EdUHK PhD programme through the Hong Kong PhD Fellowship Scheme (HKPFS). Please click [here](#) for more details and guidelines about the fellowship scheme (e.g. eligibility, fellowship award, application procedures, etc.).

Application procedures

Step 1: First make an Initial Application online through the HKPFS Electronic System to obtain a HKPFS Reference Number; and

Step 2: Submit your full application* for PhD admission to EdUHK at [EdUHK Online Application Systems](#) and input your HKPFS Reference Number accordingly.

Step 3: Submit two Academic Referee's Reports in HKPFS format**

Remarks: * For full application to EdUHK, in addition to those documents listed in Section 1 Paragraph (f), applicants are also required to submit a

• **Research Plan and Vision Statement**

(Template is available on the online application form)

**** Template of the Academic Referee's Report (for HKPFS applicant)**

→ Please download [HERE](#)

All information given in the referee's report will be treated as strictly confidential. Please ask your Referees to send the reports (with signature) directly to the Graduate School by email at rpg@eduhk.hk or by post to the address below:

Graduate School
Room B4-G/F-02
The Education University of Hong Kong
10 Lo Ping Road, Tai Po, New Territories, Hong Kong

Please remind your Referee(s) to include the following information in the reports:

- Your Full Name;
- Your Application No.; and
- Your Applied Programme.

p) Whom to contact for enquiries about application and admission?

For application and admission related enquiries, please contact the Graduate School via the following means:

Phone	:	(852) 2948 6611
Fax	:	(852) 2948 6619
Email	:	rpg@eduhk.hk
Website	:	www.eduhk.hk/gradsch
In-person	:	Graduate School Room B4-G/F-02 The Education University of Hong Kong 10 Lo Ping Road, Tai Po, New Territories, Hong Kong

Section 2 – Student Visa / Entry Permit Application

a) Am I a non-local applicant?

If you are required to obtain a student visa / entry permit issued by the Director of the Hong Kong Immigration Department in order to study in Hong Kong, you are regarded as a non-local applicant (subject to confirmation from the Hong Kong Immigration Department).

b) How can I apply for a student visa after accepting the admission offer to the Research Postgraduate programmes?

Non-local students must obtain a student visa in order to study in Hong Kong. Failure to obtain a student visa will result in not being permitted to register in the programme. You will be informed of the details about student visa application when an admission offer is made to you.

c) How long will the application for a student visa normally take?

Once your application for a student visa is received, all documents will be sent to the Hong Kong Immigration Department for processing. It normally takes around 6 to 8 weeks to complete the process. You are strongly advised to submit your student visa application as early as possible.

d) Whom to contact for enquiries about visa application?

For non-local students, please contact the Global Affairs Office via the following means:

Phone	:	(852) 2948 7654
Fax	:	(852) 2948 8198
Email	:	gao@eduhk.hk
Website	:	https://www.eduhk.hk/gao/
In-person	:	Global Affairs Office Room A-G/F-09, Cho Kwai Chee Foundation Building (Block A) The Education University of Hong Kong 10 Lo Ping Road, Tai Po, New Territories, Hong Kong

Section 3 – Programmes / Tuition Fees / Financial Assistance

a) How is the Research Postgraduate programme structured?

Please refer to the section of “PhD and MPhil Curriculum” at the website of the [Graduate School](#).

b) What is the medium of instruction of the PhD and MPhil programmes?

The medium of instruction and assessment is English.

c) How long is the study period of PhD and MPhil programmes?

Completion of a PhD degree normally requires 3-4 years of full-time study while completion of a MPhil degree normally requires 2 years of full-time study.

d) Are part-time PhD and MPhil programmes available at EdUHK?

Currently, part-time PhD and MPhil programmes are not available at the University.

e) What are the differences between PhD and EdD programmes?

The PhD programme is a research degree funded by the University Grants Council (UGC) while the EdD is a self-financed professional doctorate programme.

PhD emphasizes greater breadth and depth in theory and research methodology and more inclined to research nationwide or international trends or large-scale practices while EdD students focus their dissertation research more narrowly on particular practices or policies that affect schools or school systems. An EdD degree is a doctorate which is discipline-based and focuses more on questions of application and the immediate task of professional practice. The EdD is a combination of coursework with a shorter thesis than a PhD.

Click [here](#) for more information about the EdD programme.

f) How much is the tuition fee for PhD and MPhil programmes?

Please refer to the section “Tuition & Fees” at the website of the [Graduate School](#) (Programme information → Tuition Fees).

g) Are there any financial supports for PhD and MPhil programmes?

There are several types of financial support for PhD and MPhil programmes:

(i) Research Postgraduate Studentship

All full-time research students admitted to the PhD or MPhil programmes are automatically considered for Research Postgraduate Studentship (RPGS) as a form of scholarship for students to study the programme. No separate application is required. You may check out the updated rates of monthly stipend from the section of “Research Postgraduate Studentship” on the website of the [Graduate School](#). (Scholarships and Financial Assistance → Research Postgraduate Studentship)

(ii) Research Support & Conference Support

PhD and MPhil students who have passed the qualifying examination and confirmed their candidature are eligible to apply for research support & conference support.

(iii) Other Forms of Financial Aids

Contingent on satisfactory progress and availability of funding, research centres or academic units of the University may be able to offer part-time assistantships (research assistantships or teaching assistantships) to research students. You are advised to talk with the department or research centre you affiliate with for such opportunities.

h) Is on-campus accommodation available for PhD and MPhil students?

The on-campus accommodation is available for Research Postgraduate (RPg) students. For enquiries, please contact the Student Affairs Office via email: shostel@eduhk.hk.

i) Whom to contact for enquiries about the programmes?

For enquiries, please contact the Graduate School via the following means:

Phone	:	(852) 2948 6611
Fax	:	(852) 2948 6619
Email	:	rpg@eduhk.hk
Website	:	www.eduhk.hk/gradsch
In-person	:	Graduate School Room B4-G/F-02 The Education University of Hong Kong 10 Lo Ping Road, Tai Po, New Territories, Hong Kong