

**The Chinese University of Hong Kong**  
**Graduate Division of Philosophy**  
**Checklist for Document Submission (for self-checking ONLY)**

**Programmes:** PhD in Philosophy/ MPhil in Philosophy

Please provide the following documents **by the application deadline**.

A. Please  in the appropriate boxes after uploading the documents in the [System](#):

<input type="checkbox"/>	<p><b>1. Academic/ Professional qualifications Certificates</b></p> <p><input type="checkbox"/> A copy of <b>Certificate of Graduation of Bachelor Degree.</b></p> <p><input type="checkbox"/> [For those who have obtained a Certificate of Graduation of a Master Degree/Associate Degree/ High Diploma Programme] <b>A copy of Certificate of Graduation of Master Degree/Associate Degree/ High Diploma studies.</b></p>
<input type="checkbox"/>	<p><b>2. Official Transcripts (Complete record of courses and exam result)</b>  [Remarks: The transcript(s) should be issued by the <b>Registry/Academic Secretary</b> (教務處/ 檔案館/ 學生成績專用章). For graduates/ final year students of CUHK in HK, a Student Copy Transcript is fine.]</p> <p><input type="checkbox"/> A copy of the <b>official transcript of Bachelor studies.</b></p> <p><input type="checkbox"/> [For applicants pursuing or have obtained a Master Degree, or obtained an Associate Degree/graduated in High Diploma programme] A copy of the <b>official transcript of studies at Master Degree / Associate Degree / Higher Diploma programme.</b></p> <p><input type="checkbox"/> [For applicants having participated in an exchange programme of long duration which constitutes part of the studies] A copy of the transcript of the <b>exchange programme</b> issued by the host university.</p> <p><b>Grading Scheme</b> (Any one of the options below)  [Remarks: An accepted Grading Scheme should indicate the marks/ GPAs for achieving an average grade of not lower than "B".]</p> <p><input type="checkbox"/> A copy of the Grading Scheme.</p> <p><input type="checkbox"/> The Grading Scheme is stated in the transcript.</p>
<input type="checkbox"/>	<p><b>3. Proof of Fulfilling the English Language Proficiency Requirement</b> (Any one of the options below)</p> <p><input type="checkbox"/> A copy of graduation certificate issued by a university in Hong Kong</p> <p><input type="checkbox"/> A certifying letter issued by the Registry of the university confirming the medium of instruction of the degree programme was English</p> <p><input type="checkbox"/> Original valid official score report of TOEFL (University's institution code: 0812)/IELTS (Academic)/GMAT (Verbal) sent directly from the test organization to the University (HKPFS only accepts score report of TOEFL or IELTS (Academic))</p> <p><input type="checkbox"/> Certification of Results of the English Language subject in HKALE (AS Level), or HKHLE, or HKDSE provided by HKEAA</p> <p><input type="checkbox"/> Certified true copy of Statement of Results/report of the English Language subject in GCE A-level or AS-level/CUHK Matriculation Examination</p> <p><input type="checkbox"/> Certified true copy of certificate of a recognized professional qualification for which the examination was conducted in English</p>
<input type="checkbox"/>	<p><b>4. Confidential Recommendations from Two Referees</b> (Any one of the options below)</p> <p><input type="checkbox"/> Submitted two referees' contact information in system. Referees will submit the recommendations via the "<a href="#">Online System for Applicants of Postgraduate Programmes</a>".</p> <p><input type="checkbox"/> Referees will directly send the recommendations to the Graduate Division by post.</p>
<input type="checkbox"/>	<p><b>5. Identity Document</b> (Any one of the options below)</p> <p><input type="checkbox"/> <b>Hong Kong Identity Card</b> [For holder of Hong Kong Identity Card only]</p> <p><input type="checkbox"/> Other Identity document, e.g. passport [If I do not get a Hong Kong Identity Card]</p>
<input type="checkbox"/>	<p><b>6.</b> (For applicants who have obtained a degree from universities in <u>Mainland China</u> only)</p> <p><input type="checkbox"/> 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 CHESICC (學信網)</p> <p><input type="checkbox"/> Degree Certificate 學位證書</p>

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**B.** Please  in the appropriate boxes after sending to the Division of Philosophy at [divphil@cuhk.edu.hk](mailto:divphil@cuhk.edu.hk):

<input type="checkbox"/>	<b>For PhD applicants</b> <input type="checkbox"/> A thesis proposal of about 4 pages <input type="checkbox"/> A paper (10-15 pages for English, or 10,000 - 15,000 words for Chinese) on a topic in philosophy
<input type="checkbox"/>	<b>For MPhil applicants</b> <input type="checkbox"/> A self-statement (about 2,000 words, in either Chinese or English) which would include a proposal of MPhil thesis and academic interests <input type="checkbox"/> A paper (8-12 pages for English, or 6,000-10,000 words for Chinese) on a topic in philosophy