



Academic Education Programs for Developing Countries Sponsored by

Ministry of Commerce PRC



Yunnan University of Finance and Economics

2018 Master of Project Management

Enrollment Guide

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Academic Education Programs for Developing Countries

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I Program Description

(I) Basic Information

1. Description

Academic Education Programs for Developing Countries sponsored by the Ministry of Commerce of People's Republic of China is designed to foster high-end business officials and managerial personnel for the recipient countries, for the purpose of educating high-end and inter-disciplinary talent working in the applied fields of government, trade, foreign affairs, agriculture, technology, education, culture and health, energy transportation, public management, building intellectual capacity and facilitating the economic and social development of the recipient countries. This program is a two-year master program among them to provide assistance to governmental officials, research fellows, and senior managerial personnel on their master and doctor education in China, which are fully conducted in English. Because of short educational system, admission requirements include a bachelor's degree, relevant working experiences, and decent physical conditions, essential for the high-compact curriculum needed for the degrees.

Starting from 2008, a number of 2678 students from developing countries have attended this program, until now, except for those who are in the middle of their studies, 1088 of them have graduated and obtained master degrees. These graduates are now working in their specialties back in home and undertaking an increasingly significant role in the economic development cooperation between China and their home countries.

Yunnan University of Finance and Economics undertook this program from 2015 under the approval of the Ministry of Commerce. It now plans to start the enrollment this year. This program, as the only master program of project management major in foreign-aid training programs in 2018 and a part of engineering management major, is divided into four research directions to foster talents in trade field: international project contracting and foreign-aid project management, international investment project management, cross-border logistics engineering project management and urbanization development project management.

As for the positive effects and good results brought by this program in

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strengthening economic ties and friendship between China and the recipient countries, the Ministry of Commerce of People's Republic of China will continuously intensify its efforts in enlarging the enrollment scale and improving the quality of education. We believe that by attending the program and achieving the degree, you will embrace a successful career and brighter future.

2. Prospective Students:

Government officials at and above department level, heads of departments in academic institutions, or administrators at equivalent level

3. Program Objective:

To foster high-end, inter-disciplinary and applied talents working in the trade field

4. Enrollment Plan:

In 2018 we have planned to enroll up to 30 students in our master program on project management major, which is conducted in English, with a term of two years.

5. Financial Aid

The Chinese Ministry of Commerce will provide foreign aid payments to school instruction and relevant management fees, students' basic living expenses and round-trip international flight fees. Students exempt from tuition fees, textbook materials fees, research and study fees, English teaching subsidies, thesis guidance fees and accommodation fees. The university will buy the China comprehensive medical insurance for students. The settlement allowance is 3,000 RMB/person to be paid to students in a lump sum; In terms of living expenses, it is 36,000RMB/year for the master program to be paid to students by installments by the program undertaker. The Ministry of Commerce provides free round-trip international tickets for all scholarship students, for the term of two-year, the tickets include one free round-trip international ticket and one free home visiting round-trip ticket. Other expenses are managed by the Ministry of Commerce or the university, not distributed to the students. MOFCOM only provides subsidies for students within the academic year. The students postponed their graduation will not get further funding.

(II) University Profile

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1. Description of University

Yunnan University of Finance and Economics (YUFE) was founded in 1951 formerly called Yunnan Financial Cadres Training School, was upgraded and renamed as Yunnan Finance and Trade College with the approval of the Ministry of Education in 1981. Since then, the college has dedicated to full-time undergraduate education. In 1995, the college was approved as one of the key provincial institutions of higher education by Yunnan Provincial Government. In February 2006, with the approval of the Ministry of Education, Yunnan Finance and Trade College was officially renamed as Yunnan University of Finance and Economics (YUFE). In 2007, YUFE successfully passed the Undergraduate Teaching Quality Level Assessment with the recognition of “excellence”. In 2009, approved by the Ministry of Education, the university’s doctoral degree programs were under construction, which has passed the entire acceptance check in February 2013. Over the past 60 years, YUFE has developed into a multi-disciplinary university which excels in economics and management but also offers high-quality programs in law, philosophy, liberal arts, natural science, engineering and arts. The university has formed a multiple talent training system which focuses on undergraduate training and also develops graduate, overseas student training and further education.

Located in the downtown of Kunming, the capital of Yunnan Province, YUFE occupies an area of 1222 mu. The university hosts collection of 1,870,000 books volumes and high-tech laboratories, more than 1,160,000 electronic books and 66 databases. YUFE now has a total of more than 32,000 students. The teaching team of YUFE consists of over 1,799 faculty members including over 1,195 full-time lecturers, among them there are 160 professors, 352 associate professors, 225 teachers with doctoral degree, 2 distinguished professors in Cheung Kong Scholars, 10 endowed chair professors, 33 distinguished professors, 4 experts selected by New Century Talents Project, 5 members of Ministry of Education’s Steering Committee on the Teaching in Higher Educational Institutions, 28 experts who enjoys the State Council Special Allowance and Provincial Government Special Allowance, 8 excellent professional and technical personnel who make outstanding contributions in Yunnan, 8 entrants of “a hundred of overseas

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higher-level talents recruitment program” in Yunnan Province, 12 provincial teaching masters, 15 provincial young and middle-aged academic and technical leaders, 7 provincial young and middle-aged academic and technical reserve talents, and 6 provincial teaching and academic research leaders in colleges.

YUFE fastens on the democratic ideal of openness and has established long and steady cooperation and exchange relationship with more than 80 universities and institutions in nearly 30 countries including the United States, France, and the United Kingdom, such as developing the master degree education program of international accounting and international business with Keuka College and Charleston University, the master degree education program of project management and Real Estate Management with the University of Greenwich, the bachelor degree education program of Finance with Edinburgh Napier University, building 4 business Chinese centers in Viet Nam and Thailand, training almost 100 civil servants for Myanmar and Viet Nam, and achieving high praise of the sending countries.

2. Description of Organizer

International Business School of YUFE was established in 2000 under the approval of the Education Department of Yunnan. It is an academic unit of YUFE to undertake and implement Sino-foreign cooperative education, education of foreign students and various domestic and overseas training and education programs. With the approval of XWB [2002] No. 104 and [2004] No. 67 released by the State Council, WJZH [2007] No. 105 and [2012] No. 30 released by the Ministry of Education, it has cooperated with Keuka College, Charles Sturt University and Edinburgh Napier University in developing double bachelor degree education program, and with the University of Greenwich in developing master degree education program, and has three master programs of management science and engineering, international business, and engineering (project management) listed into the national unified enrollment.

International Business School of YUFE now has over 2600 registered students including nearly 2000 undergraduates and over 500 postgraduates. It has totally 62 full-time and part-time teachers including 2 members of national steering committee of management science and engineering and

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logistics management education in Ministry of Education, 3 members of Yunnan steering committee of professional master, 4 provincial teaching masters, 3 provincial technical innovation talents, 5 provincial reserve talents of young and middle-aged academic leaders, 21 professors, 35 associate professors and 25 doctors. And nearly 50 teachers of them are with overseas education background, accounted for more than 80% of the total number of full-time teachers, as well as each year over 80 teachers are selected and sent from foreign partner schools. Besides, YUFE has built a double tutor team in project management combined by about 30 internal and external experts. The school is a pilot one of the provincial education system reform, in which there is a research center of management and public service information engineering technology, a research workstation of higher education internationalization ability and other teaching and research platforms. The overseas branch of the university, Bangkok Business School in Thailand, is undertaken specifically by the International Business School, which also undertook Zhengda (China) College of Finance and Economy Management and other projects in Thailand. The school also assists Yunnan International Economic and Technical Exchange Center to set up a training base for international business officials in Ministry of Commerce.

Its experiential teaching program creates opportunities for undergraduates to have experiential learning in Hyundai Group, SK Group, Uni-President, Tainan Science Park, Chia Tai Group, and well-known enterprises in Shanghai, Shenzhen and other cities, which initiates the new mode of domestic university international education. In the cultivation of postgraduates, the school innovates a training mode of talents which stands in the leading position in the whole province and even in the whole country, that is, postgraduate students in school would have opportunities for overseas practices in the business representative offices of large enterprises such as SINOHYDRO BUREAU 14 CO., LTD., Yunnan Construction Engineering Group and Union Resources & Engineering Co., Ltd in Yunnan Province in South Asia and Southeast Asia regions including Singapore, Laos, Kampuchea, India and Sri Lanka.

Since 2004, the school has been honored with one of “the first-class national Sino-foreign cooperation schools”, “the top ten Sino-foreign

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cooperation schools”, “ten major brands of Sino-foreign cooperative schools”, “the most influential Sino-foreign cooperation schools”, and “ten major brands of influential Sino-foreign cooperative schools” and so on. Since its establishment, its Sino-foreign cooperative education programs have passed the qualification assessment of British Higher Education Quality Assurance Committee, American Central University Evaluation Committee and Australian Ministry of Education’s University Quality Assessment Committee. In 2013, it was evaluated by the Ministry of Education on Sino-foreign cooperative education, with higher score in evaluation indexes of school characteristics, teaching organization, training conditions, training quality, social benefits, teaching staff and project management than the national average score of qualified programs, especially with full score in undergraduate programs.

3. Description of Living Conditions

The school is located in Kunming, the provincial capital city of Yunnan Province in southwestern China. It is known as the “Spring City”, because of the agreeable weather; it has a mild climate, no summer heat, and no cold winter. The average annual temperature in urban areas is around 15°C. The temperature difference in Kunming is small throughout the year, however, the temperature difference within one day is large and the intensity of ultraviolet light is high. Kunming has a moderate price level, with an average monthly consumption of 2,400 RMB.

The university has prepared complete hardware and software facilities for students’ learning and living of this program. Teaching facilities include 3 meeting rooms, 2 multi-function rooms and 2 specialized multimedia classrooms. Each student is equipped with a single standard room for living, which is only 20 meters away from the classroom by walking. Students may select to eat in the western, Chinese and Halal restaurants according to their living habits. In addition, the university has also a heated swimming pool, 2 ground track fields, 15 basketball courts, as well as 8 tennis courts, and the school has an internal gym, so as to enrich students’ amateur culture, entertainment and life. Students attending this program may have free access to the university’s library and e-book database, as well as the exclusive library arranged for them by the school. In addition, the university has

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opened the wired and wireless network services, and set the school infirmary on campus.

(III) Program Arrangement

1. Schedule

The specific course schedules refer to the training program of the university.

(1) Compulsory course: course title, basic course content introduction, credit requirement, etc.

Course Nature	Course Title	Major	Credit	Instructor	
Required course	Project Management	Project Management	3	Professor	5
	Project Team Management		3	Associate Professor	7
	Project Investment & Financing		3	Doctor	10
	Project Acquisition and Contract Management		3	Translator and Interpreter	2
	Project Risk Management		3	English Instructor	7
	Principle of Management		3		
	Management Accounting		3		
	Research Design and Practice		3		
	General Introduction of China		3		
	Chinese		5		

(2) Optional course: course title, basic course content introduction, credit requirement, etc.

Course Nature	Course Title	Major	Credit	Instructor	
Optional course	Project Management Case and Practice	Project Management	2	Professor	7

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	International Trade	ment	2	Associate Professor	1
	Real Estate Development and Financing Problems		2	Doctor	5
	Construction Engineering Economics		2	Translator and Interpreter	2
	Information System and E-commerce Strategy		2	English Instructor	5
	China's Economic Development & Strategy		3		
	Critical Thinking & Reflective Practice		2		

(Note: any optional course above with the number of enrollments less than 8 is not opened.)

* Description of courses

Project Management

Project Management is to provide students with knowledge and skills training, so that students have the ability to manage various projects, becoming a senior team leader, project manager or a project mentor. After smoothly completed the course, students can according to project management knowledge section requirements master the theory knowledge framework related to project management; master logistics management recognition and analysis-related necessary skills, and incorporate logistics management into overall management and operation of organization institutions; apply project management theory principles to project environment including general control and time management, cost management, quality management, human resource management, communication management, risk management, procurement management, integration management and scope management, and help students to apply the management skills learnt in the course into actual project management.

Project Financing

Project Financing is an important professional course of project management. Through the study of project financing, students will systematically understand its basic features, structure classification and application scope; master the impact of different project investment structures and methods on project financing arrangements; be familiar with the basic operation approach of several main project financing modes; learn how to make out an appropriate financing plan which enables to meet the investment objective of investors and participants for project design planning; be able to effectively separate the risk of project from the risk of each investment party to some extent.

Project Team Management

Project team is the most important factor to complete a project on schedule within the budget and reach the expected quality. The teaching objective of Project Team Management is to

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introduce the knowledge and skills related to project team management to students, so that students as project managers or participants of a project team master skills of selecting project team members, building project team, and effectively communicating with and managing project team members from different countries and with different culture backgrounds, as well as project work breakdown and management skills, to make project team members from different organizations effectively cooperate with each other and achieve project management objectives. The course also provides opportunities for students to apply the management skills and knowledge learnt into practical project team management.

Project Evaluation

This course discusses the general content, methods and procedures, evaluation criteria, parameters and report systems of construction project evaluation in a comprehensive, systematic and detailed way. The substantive content of which is to assess the technical and economic benefits of investment projects, so as to determine whether the investment program is good or to choose the best investment program. Through the instruction of this course, students will master basic theories and methods of evaluation such as investment project feasibility studies, market research and forecasting, evaluation of project production conditions, financial situation analysis and evaluation, national economic evaluation and uncertainty analysis of projects, understand practical operations of project feasibility studies and project evaluation, and have the comprehensive ability of feasibility study and financial evaluation of investment projects.

Engineering Bidding and Contract Management

This interdisciplinary course involves the knowledge related to project management, engineering, commercial/contract law and their integration research, and covers engineering procurement process and stage, contract management processes and closure, as well as suppliers relationship management under the background of project management, so that students master knowledge and skills related to procurement plan development, contract work description, establishment of contract evaluation criterion, application for bid, and project management plans. The course combines theory with practice, and discusses subjects including procurement and contract management practice in China and countries in the world, international general standard contract conditions and model text.

Project Risk Management

This course is to give students an understanding of the basic risk management concepts, management processes and methods, and make them be familiar with the risk factors, risk analysis methods as well as major risk management strategies in all phases of the construction process of projects. After smoothly completed project risk management master course, students will have the capacity to analyze various types of project risks, flexibly use risk management tools and models to analyze and recognize various risks, and on this account reasonably use various risk counter measures, management methods, technologies and means, implement effective control of project risks, properly process adverse consequences caused by risk events, and guarantee the general target of projects to be achieved at minimum costs.

Practice of Management

Practice of Management is one of the core courses for major graduates, and emphasizes on the general process of management around four major management functions of planning, organizing, leading and controlling. Its system structure includes: the first section is overview, which introduces the development of management theory, the mission of management science and

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the foundation of management. Starting from the second section, the content is divided into five articles according to management functions, that is, plan, organization, leadership, control and innovation. Thereby, the second article main introduces organization plans and decision-making methods, target management, strategic plans and other basic theories and methods; the third one involves organization structure design, human resources management and change; the fourth one describes how to effectively implement leadership functions from three aspects of leadership, incentive and communication; the fifth one describes the control function of organizations in aspects of control processes and methods; the sixth article from management innovation, technology innovation and organization innovation describes the innovation function of organizations.

Management Accounting

Management accounting is a master course taking enhancement of enterprise internal business management and achievement of maximum enterprise economic benefits as ultimate purposes. The course integrates all kinds of financial and non-financial information, and combines various economic laws around three centers of cost, profit and capital to successfully forecast, decide, plan, control and make performance evaluation on economic process. Management accounting is not general financial accounting, since it is to manage and make decisions, but not record and check. Upon completion of the master course, students through a series of specialized methods, will be able to use the information provided by financial accountants and other information for processing, collating and reporting, and meanwhile make planning and control over daily economic activities, ultimately to achieve maximum enterprise economic benefits.

Intermediate Economic Analysis

This course places all the core concepts and fundamental principles of microeconomics in a process of continuously variable and lively social evolution, so that students can understand micro-economy from the broader perspective of institutional evolution and design, and learn about internal organizational issues of manufacturers, dynamic decision-making of individuals and so on. With an abundance of application examples, it illustrates how to use economic concepts to explain practical issues, investigates traditional issues from the perspective of modern macro-economics, makes in-depth analysis on other important macroeconomic issues such as determinants of long-term economic growth, balance of trade and cash flow, labor market as well as mechanisms and organizations making policies, and formulates the students' knowledge building and understanding of economics from both macro and micro aspects.

Research Design and Practice

Research is to investigate the hypothetic proposition about hypothesized relationships between natural phenomena in a systematic and controlled manner by using empirical and critical methods. Research method refers to a tool or means for discovering new phenomena and new things in the research or putting forward new theories and new views, or revealing the inherent laws of things. This course aims to introduce students to the underlying principles of good research skills and enable students to prepare for and have the ability to carry out research work required for getting master or higher degree. The overall aim is to develop students' capacity of overall research, understanding, interpretation, and evaluation on the performance and quality of academic research, and is specially designed for those who want advanced degree.

General Introduction of China

This course aims to make overseas students have a more systematic and comprehensive

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understanding of China, and through explanation in full of the characteristic of times deepen their understanding of the current situation and national conditions of China, to lay the foundation for their study and living during the visit in China and improve their learning ability in China and degree of recognition to Chinese culture.

Chinese

This course focuses on the practical communicative tasks of overseas students in China, to greatly arouse students' sense of participation of learning Chinese. It mainly includes greetings, self introduction, time, shopping, ordering food, asking the way, seeing a doctor and easy communication with friends, so that students can master skills of communication with basic Chinese through cross practices by using words, sentences and stories when learning as well as classroom activities, and practice them in real life and learning.

Regional Development Strategy in China

This course details several major regional development strategies in China and their contents in chronological order based on the theory of regional economy, evaluates their impact on China's overall economic development, and explores how to further reduce the gap of regions, so as to achieve the law of coordinated development of regions.

International Trade

The course mainly relates to the basic theory, policy analysis, practice and international coordination and management of international trade. It will describe the basic theoretical knowledge and analytical methods relevant to international trade, and introduce international trade policies and measures, the organization and coordination of international trade, and other relevant knowledge.

Critical Thinking

Critical thinking, a kind of thinking model mainly featuring rational reasoning and introspective argument, is used to analyze complex problems, identify fallacies and prejudices and make inferences from the evidence. This course aims to help students to move away from traditional thinking and knowledge frame, develop students' capabilities of independent thinking, bold challenge, cautious assertions, prudent decisions and innovation, and thereby contribute to develop students' critical thinking skills and habits, to lay a solid foundation for innovative academic research and practical work.

(3) Course arrangement reference: based on the requirements of teaching program, credit structure and so on.

The total credit required to complete the training plan is 46, including 40 credits for professional compulsory courses, 2 credits for professional optional courses and 4 credits are dissertation. For each course, students need to complete required credit hours.

Seme ster	Course Title	Teaching Syllabus		Course Institute
		Special Subject	Credit	Internat

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			hour(s)	ional Busines s School
1	Project Management	Project management overview	3	
		Project cost control	6	
		Project schedule control	6	
		Project quality management	6	
		Project risk management	6	
		Project contract management	6	
		Project team management and cooperation	6	
		Project authorization and subcontracting	6	
1	Project Team Management	Overview of project team management	3	
		Total quality management and project management	6	
		Role and skill of project manager	6	
		Project team building	9	
		Work breakdown and cooperation of project team	6	
		Cultural difference and management of project team	6	
		Successful case of project team management	6	
		Overview of project team management	3	
1	General Introduction of China	Chinese national flag, national emblem and national anthem	3	
		Administrative division, geography and resources	6	
		Population, nationality, language and character	9	
		History, political system, economy and diplomacy	9	
		Science & technology and education	6	
		Traditional ideology and literature	6	
		Course paper method	6	
1	Chinese	Chinese phonetic exercise 1: initials and finals	6	
		Chinese phonetic exercise 2: tone, greetings	6	
		Self introduction, time words and asking about time	9	
		Shopping, ordering food and asking the way	9	

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		Taking a taxi, traffic, asking for help in the room and getting sick	9
		Looking for someone and talking about hobbies	6
2	Project Investment & Financing	Connotation of project financing	3
		Features of project financing	6
		Structure analysis of project financing	9
		Mode analysis of project financing	9
		Project financing risk overview	6
		Project financing risk identification	6
		Project financing risk control	6
2	Research Design and Practice	Introduction, coursework and course structure	6
		Types of research	6
		Research project plan	9
		Literature retrieval and review	9
		Data collection and analysis methods	9
		Interpretation and report results, research tools	6
2	Project Acquirement and Contract Management	Course introduction of engineering bidding and contract management	3
		Purchasing management in PMBOK system	3
		Engineering bidding 1: contract mode and purchasing process	6
		Engineering bidding 2: purchasing design and bid inviting	9
		Engineering bidding 3: bid submitting and purchasing response	6
		Field practice 1: visit of bidding agent company	3
		Logistics and supplier relationship management	3
		Engineering contract conditions introduction, contract signing and management	9
		Field practice 2: Contract management of both the construction site owner and the contractor	3
		2	Project Evaluation
Project necessity evaluation	6		
Production condition evaluation	6		

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		Project technical evaluation	3
		Basic Financial data evaluation	6
		Financial benefit evaluation	6
		National economic benefit evaluation	6
		Project social evaluation	3
		Uncertainty analysis	3
		Total project evaluation and report	3
3	Project Risk Management	Basic knowledge of project risk management	6
		Risk management in the envisioning stage of projects	6
		Risk management in the planning stage of projects	9
		Risk management in the implementation stage of projects	6
		Risk management in the acceptance stage of projects	6
		Risk management environment	6
		Large project emergency management	3
		International project risk management	3
3	Practice of Management	Overview of Practice of Management	3
		Management theory development	6
		Plan	6
		Organization	6
		Leadership	6
		Control	6
		Innovation	6
		Organization	6
3	Management Accounting	Overview of management accounting	4
		Variable costing	6
		Batch costing	6
		Process costing	6
		Cost-volume-profit analysis	4
		Business Forecasting	3
		Business decision cost concept	4
		Business decision	6
		Comprehensive budget	6
3	Intermediate Economics Analysis	Overview of the definition and rules of supply and demand	6
		Micro: manufacturer's internal organization	6
		Micro: individual dynamic decision-making	6

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		Macro: short term fluctuation	6	
		Macro: economic stability	6	
		Macro: trade balance	6	
		Macro: cash flow	3	
		Macro: labor market	6	

(4) Qualified teachers

As a solid footstone for talents cultivation, a strong team of qualified teachers for project management is designated to be responsible for teaching and thesis supervision. It now has 25 full-time teachers, totally 50 teachers, including one member of Ministry of Education' s Steering Committee on Teaching, one member of the Professional Degree Experts Committee of Yunnan Province, one teacher who enjoys Provincial Government Special Allowance, 2 young and middle-aged academic leaders of Yunnan Province. Among the full-time teachers, 24 have high-grade professional titles as well as 20 doctors, 5 PhD candidates, 21 have overseas education and working experience, and 10 foreign teachers.

2. Teaching methods

(1) Implement the credit-system-based teaching system.

(2) Adopt heuristic and discussion-based teaching method. Attach importance to combination of theory and practice, practical application, cultivation of postgraduates' ability for practical operation, problems analysis and problems solving. Students will be comprehensively evaluated based on examination and usual performance (homework, classroom discussion, case analysis and curriculum practice, etc.).

(3) Highlight project management practice and hold lectures on special topics. Invite experts with abundant practical experience from enterprises and government sectors to hold lectures.

(4) Combine academic thesis and work practice. The final academic thesis may be completed in multiple forms, including professional paper, research report, consulting report, cases analysis and feasibility research.

(5) Implement the "tutor-responsible" mechanism in the cultivation process and make off-campus tutors to play a guiding role for internship, thesis and employment.

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(6) Adopt the full-time teaching method. Lessons will be given in the same teaching management and teaching method with our university.

3. Semester arrangement

For this program, students may register at the end of August, 2018 and start school in early September. Semester arrangement will comply with the school calendar of YUFE, with 18 weeks for each semester. In addition to Chinese national holidays, there will be summer holiday and winter holiday each year. Qualified students will graduate in July 2020.

4. Thesis

(1) Requirements for thesis

Thesis writing time will be an academic year. In the third semester, students may enter into the thesis preparation and proposal phase, while in the fourth semester write the thesis by combining with professional practice. The thesis should be combined with project management practice, reflecting students' ability to analyze and resolve practical problems by applying project management and relevant theories, knowledge and methods. It may be written in multiple forms, including research paper, project management cases analysis, project research report, and feasibility report. It should be practical-oriented with innovation and practicability.

(2) Requirements for thesis defense

The thesis may be verified and approved by the thesis defense committee. The committee shall have at least 5 members, among which not less than 2 off-campus experts are required with a title of advanced professional technician in the field of project management practice. The committee adopts the majority voting system, which means the thesis will fail to pass if more than half experts are dissent.

5. Degree awarding

To be awarded the master degree of project management, students shall obtain 46 credits within the stipulated period, pass the thesis defense, and be approved by the university degree committee of YUFE.

II Application

(I) Requirement

1. Non-Chinese students, holding a valid passport of a certain nationality,

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should abide by the laws and regulations of the People’s Republic of China and the rules for students of YUFE, and respect Chinese manners and customs;

2. Government officials, research and management personnel of mid-level and above in academic institutions, and middle and high ranking management personnel in related working fields who does not exceed 45 years old and have acquired a bachelor degree, with fair English proficiency and more than three-year working experience;

3. Applicants who are not native English speakers need to provide English test scores to prove his/her ability of English;

4. In good health, no sickness forbidden by laws and regulations of China, no serious chronic diseases such as serious hypertension, cardiovascular and cerebrovascular disease, and diabetes; no mental diseases or infectious diseases that may cause great harms to public hygiene; not in the period of recovery from a major surgery or in the stage of attack from an acute disease; no severe disability of the body, and not pregnant;

5. Do not be accompanied with spouse and relatives and friends to China;

6. Only applicants recommended by the Embassy of the People’s Republic of China in the local country will be considered and admitted.

(II) Procedure

1. Application for admission

(1) Materials preparation (Form below just for reference only. And official requirements should be from the Business Office of the Embassy of the People’s Republic of China in the local country..)

Prepare the following materials before the submission of application:

No.	Application Materials	Requirements	Original	Copy
1	Graduation Certificate, Diploma	1. The photocopy of your highest <i>Graduation Certificate</i> and <i>Diploma</i> 2. For applicants who haven’t graduate, a letter of certification issued by school authorities is required to indicate the date of graduation.	1	1
2	Letter of Recommendation	1. Letter of Recommendation from the employer: issued by the applicant’s employer to introduce the basic information of the applicant and indicate the willingness to recommend the applicant to study in China; 2. Letter of Academic Recommendation: issued by an associate professor or above to introduce the applicant’s academic background, major, past achievements and research ability.	2	2

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3	Formal Transcript	1. Transcripts must be original or notarized photocopy in Chinese or English. 2. Transcripts must include all courses learnt and final achievements.	1	1
4	Personal Statement	About 1500 words. Please make a statement from the perspectives of academic background, work and research experience and achievements related to the major applied for, study and research plans in period of postgraduate and development target after graduation.	1	1
5	CV	Personal background, learning and working experience after senior high school	1	
6	Evidence of English Language Proficiency	For applicants are native English speakers or are taught in English in college, such evidence is not required. (See above for detailed requirements)	1	1
7	Photocopy of Valid Passport	1. The expiry of passport must cover the studying period. 2. Please be sure to submit diplomatic passport or service passport.	0	2
8	Recent Photo of Passport	Two two-inch bareheaded photos with white background in recent 3 months.	2	0
9	The Form of Physical Examination	<i>The Form of Physical Examination for Foreigners</i> which must show the result of physical examination within 1 month prior to the application date.	1	1

(2) Submit application to the Business Office of the Embassy of the People's Republic of China in the local country

A. Submit the original and electronic materials stated in the table above to **the Business Office of the Embassy of the People's Republic of China in the local country for verification**. After the materials verified, applicants shall send the soft copies of those material directly to MS. Li Lairu, the contact person of YUFE. The address and contact of each Business Office may be found in the official website (English edition) of Academy for International Business Officials of the Ministry of Commerce of the PRC (<http://www.china-aibo.cn/>).

B. Request the Business Office in writing to issue a letter of recommendation and indicate in the written request to agree or not agree to be transferred to other universities for proceeding to the degree of the same or similar major once the quotas of the university applied have been run out. For other special remarks, list them all.

Important explanation:

※ All materials submitted should be written (or printed) in English or Chinese. For those written (or printed) in other languages, certified English

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or Chinese translations should be provided.

※ For *Graduation Certificate, Diploma, Transcript, Language Proficiency Certificate* and other vital documents, both originals and copies should be submitted for verification by business officials in the Embassy of the People's Republic of China.

※ All paper documents (including originals and copies) should be recovered and properly kept upon being checked by the Business Office in the embassy. Once admitted, these documents should be brought into China and submitted to the department specified by the University for checking and filing.

※ Students enter China should use **Ordinary passport**, which shall be valid at least until the half year before graduation.

(3) Submit application to YUFE

A. How to submit:

Please log in the Home Page of International Business School of YUFE to download the application form under “Foreign-aid Master Program”.
http://ibs.ynufe.edu.cn/index_en.htm

B. Notes:

a. Electronic edition only. Paper forms are not required.

b. Stick a bareheaded photo (or passport photo) in an appropriate size on the given position of the electronic form.

1、 Application for scholarship

(1) How to apply: the applicant should log in Study in China at <http://laihua.csc.edu.cn/>; then, successively select “Application online” to access to the application page and **choose “Type B” for “Program Category”, and fill in “10689” for “Agency No.”. All of the information in the application should be filled in COMPLETELY, or it will be regarded as unqualified.** Finally, generate and print the application form for Chinese government scholarships, sign it by hand and paste a photo.

(2) Important Notes:

A. **Our acceptance institution number is “10689” (Error in this number will result in the failure of acceptance from the university)** ; the major is “Project Management”.

B. CSC number generated in the form should be used to fill in the 201 Form of visa for study in China.

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(III) Deadline

June 30, 2018

III Other Important Information

(I) Contact

University contact

Name: Li Lairu

Tel: 8618213839179

Fax: 8687165181860

E-mail: lilairu@sohu.com

Website: http://ibs.ynufe.edu.cn/index_en.htm

Address: International Business School of YUFE, No. 237, Longquan Road,
Kunming City, Yunnan Province, 650221, China

(II) Remarks

1. No matter the application is accepted or not, no application materials will be returned.
2. Whether you are admitted or not, Chinese government wouldn't make any explanation.
3. No expenses are provided for spouse and children coming to China for visit.
4. Procedures for coming to China and other relevant requirements will be explained in the enrollment document.