

STEP-BY-STEP INSTRUCTIONS FOR PKU STL LL.M. ONLINE APPLICATION

Welcome to Peking University! This Step-By-Step guide will walk you through the process of applying to the Master of Laws (LL.M.) program at our School of Transnational Law. The guide will help you select the correct program and answers many common questions about how to apply. For questions please email duyating@stl.pku.edu.cn and coleagar.pku@gmail.com. For more information, please visit https://stl.pku.edu.cn/Admissions/LLMAdmissions/How_to_Apply.htm

Step 1. Create a new account at <http://www.studyatpku.com>



Step 2. After activating your account through the email which was used to register, you can start to apply.

(1) Please upload your full-faced photo with white/blue background.
(2) Your passport name should be English letters. Please change non-English letters to English one.

(1) 请上传正面免冠照片（白色或蓝色背景）。
(2) 护照用名必须是英文字母。非英文字母须改成英文。

I have read and agree to the regulations.

Agree and continue



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Step 3. Choose “Master Program”.

Please choose your program

Degree Programs Application <input type="radio"/> Doctoral Student <input checked="" type="radio"/> Master Program	Non-Degree Programs Application <input type="radio"/> Short-term Program(ST) <input type="radio"/> College Program (ST2) <input type="radio"/> 4-week Chinese Summer Program <input type="radio"/> General Visiting Students Program(G) <input type="radio"/> University Exchange Program(G1) <input type="radio"/> Department Exchange Program(G2) <input type="radio"/> GVS3 <input type="radio"/> Science & Research Program(GR) <input type="radio"/> Research Scholar Program(R)
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[Next](#)

Step 4.

Under “Department” select “Shenzhen Graduate School”, and then click “Find”.

Application Status									
Query Option									
Department:	Please choose	Major:	Please choose	Language of Instruction:	-Choose-				
Area of Research:									
Study Plan List [Total:505]	Department	From To	Years	Language of Instruction	Application Period	Notes	Operation		
	Study Plan Name								
Master of Management,UK-Shenzhen Cross-Border Program	Shenzhen Graduate School	01~2026-07-31	2	English	2023-10-16 00:00:00~2024-03-31 23:59:59	More Information	Apply		
Master of Finance,UK-Shenzhen Cross-Border Program	Shenzhen Graduate School	Master of Finance	(full-time)no subdivision of research fields	2024-09-01~2026-07-31	2	English	2023-10-16 00:00:00~2024-03-31 23:59:59	More Information	Apply

NOTE: Do NOT select “Law School” from the drop-down list, as this is actually a different department at Peking University that does not include our School of Transnational Law.

Step 5.

In the Study Plan List, locate “School of Transnational Law (STL) Master of Laws (LL.M.) degree program” and then click “Apply”.

Peking University HSBC Business School - Master Student in Economics	Shenzhen Graduate School	Economics	(full-time)no subdivision of research fields	2024-09-01~2026-07-31	2	English	2023-10-16 00:00:00~2024-03-31 23:59:59	More Information	Apply
School of Transnational Law (STL) Master of Laws(LL.M.) degree program	Shenzhen Graduate School	Juris Master	(full-time)no subdivision of research fields	2024-09-01~2026-07-31	2	English	2023-10-16 00:00:00~2024-03-31 23:59:59	More Information	Apply
Peking University HSBC Business School - Master Student in Finance	Shenzhen Graduate School	Master of Finance	(full-time)no subdivision of research fields	2024-09-01~2026-07-31	2	English	2023-10-16 00:00:00~2024-03-31 23:59:59	More Information	Apply
School of Transnational Law (STL) Juris Doctor (J.D.) degree Program	Shenzhen Graduate School	Juris Master	(full-time)no subdivision of research fields	2024-09-01~2028-07-31	4	Chinese	2023-10-16 00:00:00~2024-03-15 23:59:59	More Information	Apply

NOTE: Make sure the program you select is the “LL.M.”, NOT the “J.D.”. In the 6th column titled “Years”, 2 is correct for LL.M. program.



Step 6. Congratulations! You can move to the information collection step. Please fill out the forms step by step and then submit.

Note:

- a) Under the Study Plan section, for the STL LL.M. program you do NOT need to have gotten in touch with an advisor in order to apply. You can select “NO” to this questions.

- b) For the Language Proficiency sub-section, international students do not need any Chinese Proficiency for admission to our LL.M. program. You do need English language proficiency. This requirement can be met in 4 ways: (1) TOEFL score of 92 or above, (2) IELTS score of 6.5 or above, (3) having completed a degree that was taught in English, or (4) being a native English speaker. If you meet the English requirement in one of the first 3 ways, you will need to upload proof of this later in the application at the “Upload Application Documents” Step.



- c) Additionally, for the Language Proficiency sub-section, if your previous degree was taught in English, please enter “University degree taught in English” in the blank titled Other Language Proficiency.

English Proficiency

*Language Proficiency:

*Certificate of English Proficiency:

Other Certificate:

Other Language Proficiency: University degree taught in English

- d) In the “Recommender” sub-section, you will need to provide information for two recommenders who can write a letter on your behalf. **Make sure ahead of time that the email address for your recommender is correct**, because they will be emailed a link that they must use to submit your Letter of Recommendation. After you have double checked that the email address is correct, click “Send Email”. Recommenders should be a professor, employer or other legal professional familiar with our work.

Recommender

Recommender #1

*Name: *Relationship with the applicant:

*Organization: Mobile:
Example: +86-13612345678

*Phone Number: *Email: Send Email NOTE: if the referee is changed, the link the previous referee received will be invalid.

Example: +86-10-12345678

Nationality: Job Title:
Address: Fax Number:

- e) Recommendation Letters use this [template](#).
- f) In Step 4 “Addition Info”, for “Financial Supporter” you should enter the information of an adult who is willing and able to sponsor your studies. This person can be inside or outside China. The Financial Supporter is generally a parent. If you do not have a third party, like a parent, funding your studies, enter your own name and information.



- g) In Step 4, for the "Guarantor in China", if you do not otherwise have a Guarantor in China, please type the information for the PKU STL Director of Graduate and International Programs.

Name: Cole Agar

Phone Number & Mobile: +86-755-2603-1484

Email: coleagar.pku@gmail.com

Address: Room 415, STL Building, Peking University Shenzhen Graduate School

Guarantor in China	
*Name: <input type="text" value="Cole Agar"/>	*Mobile: <input type="text" value="+86-755-2603-1484"/> Example: +86-13612345678
*Phone Number: <input type="text" value="+86-755-2603-1484"/> Example: +86-10-12345678	*Email: <input type="text" value="coleagar.pku@gmail.com"/>
Organization: <input type="text"/>	*Address: <input type="text" value="Room 415, STL Building, Peking University Shenzhen Graduate School"/>

- h) At Step 5 “Contact Info”, please **make sure your current postal address and your mobile are correct**, because STL will send your invitation letter and admission notification to this address. If your address changes after you apply, you must update us of your new address, since the documents that we send to admitted students are difficult to issue and cannot always be replaced.
- i) For Step 6 “Upload Application Documents”, if your official degree and transcript (the ones you use to apply for the LL.M.) are originally in English or Chinese, please submit a copy of each. If they are in *a different* language, please submit a copy of each in the original language **and** a notarized authenticated translation of each in English or Chinese.
- j) If you have not yet graduated when you apply, in place of the official degree certificate, please upload a letter from your university on university letterhead certifying that you are a student in good standing and stating the date when you are expected to receive your diploma. As soon as you receive your diploma, you will need to email a copy to us to add to your file. Additionally, if you are admitted to the program, you will need to do the authentication process described below and bring the authenticated copy of your diploma when you register with STL in August.
- k) If you are admitted to the program, you will need to have your degree authenticated for use in China. If your degree was earned from institutions outside mainland China, you shall have your diploma authenticated by 中国教育部留学服务中心. If your degree was earned from an institution in mainland China, you shall have your diploma authenticated by 中国高等教育学生信息网（学信网）. You do not need to complete this authentication process before submitting your application, but you will need complete it and have your authenticated copy in order to registration at STL in August. Please note that this process can take a couple weeks, so we advise you to start early. If you have questions about this process please contact duyating@stl.pku.edu.cn for assistance.



- l) Please upload your Personal Statement using [this template](#). (about 1500 words)
- m) Please upload the Commitments for Application form using [this template](#).
- n) Documents that you upload must be **no more than 2MB each**. If you are having trouble uploading a file you may need to downsize the quality, or check the file type. If you continue to have trouble, you can also try using a different web browser, or restarting your computer and trying again.

Step 7.

After your submission, the system will produce a PDF report automatically with your information. Please download your report and email it along with your Resume/CV to coleagar.pku@gmail.com and lilm@stl.pku.edu.cn.

NOTE: You must submit your online application **before 23:59 (China Time) on March 31**.

NOTE: After submitting your online application, **you must send a hard copy of your application along with all required application materials to our admission office:**

PKU STL LL.M. Admissions, Room 410,
Peking University School of Transnational Law,
University Town, Nanshan District Shenzhen 518055,
P.R. CHINA

Your hard copy application and required materials must arrive before May 31. We recommend you use an international courier service like DHL. Such services are much more reliable and timely than national post, for international shipping to China.

For more details on admission go to: <http://stl.pku.edu.cn/master-of-laws/how-to-apply/>.



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Contact Information

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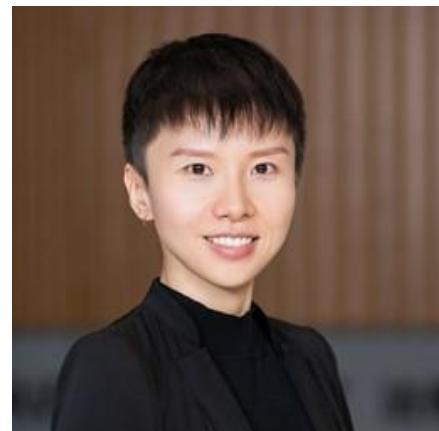


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