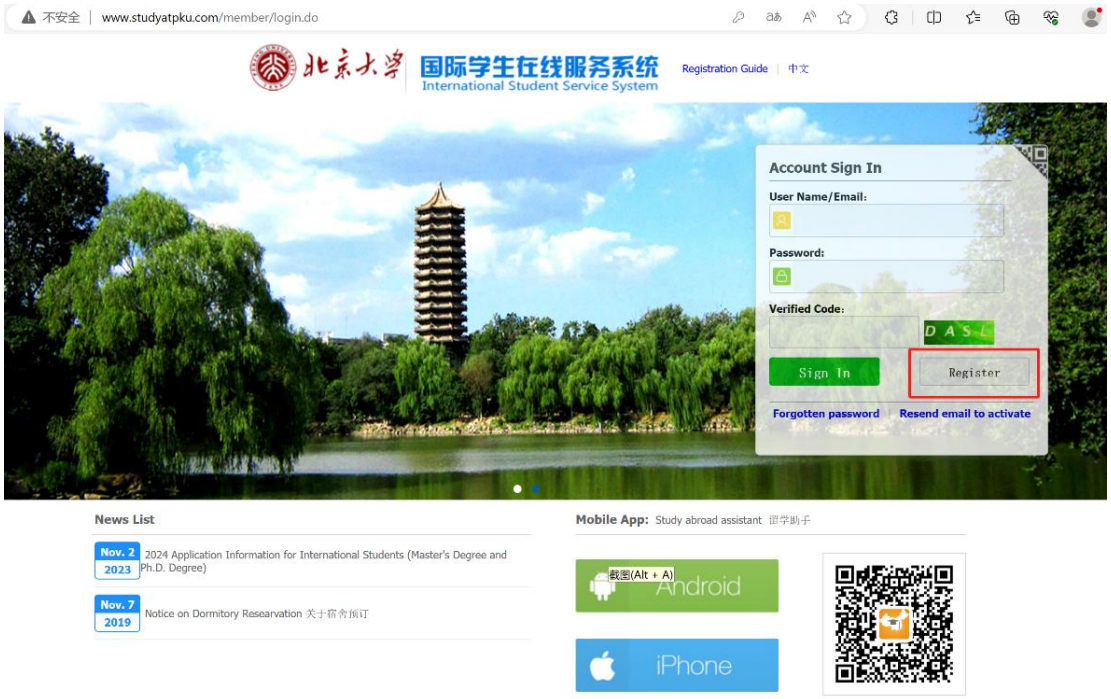
STEP-BY-STEP INSTRUCTIONS FOR PKU STL LL.M. ONLINE APPLICATION

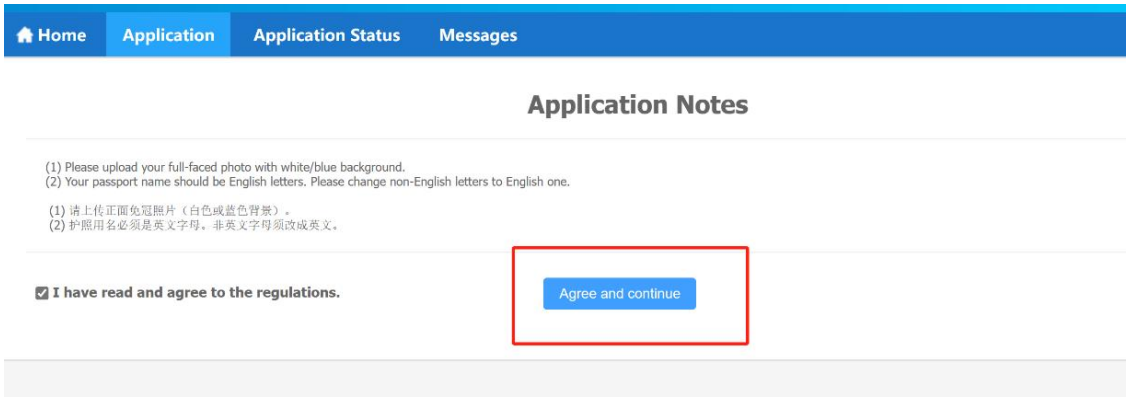
Welcome to Peking University! This **Step-By-Step Guide** will walk you through the process of applying to the Master of Laws (LL.M.) program at our School of Transnational Law. The guide will help you select the correct program and answers many common questions about how to apply.

For questions please email qiuxiaoya@stl.pku.edu.cn or llm@stl.pku.edu.cn. For more information, please visit https://stl.pku.edu.cn/admissions/admissions/llmapplication.html

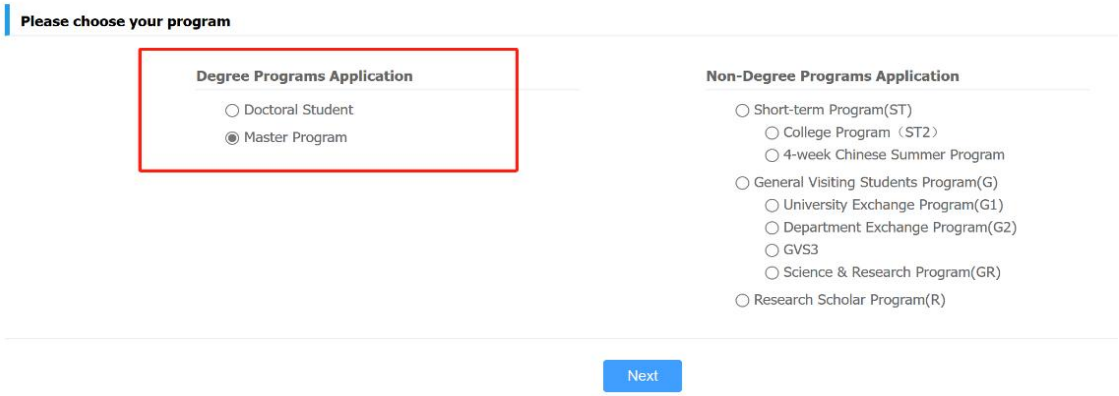
Step 1. Create a new account at http://www.studyatpku.com



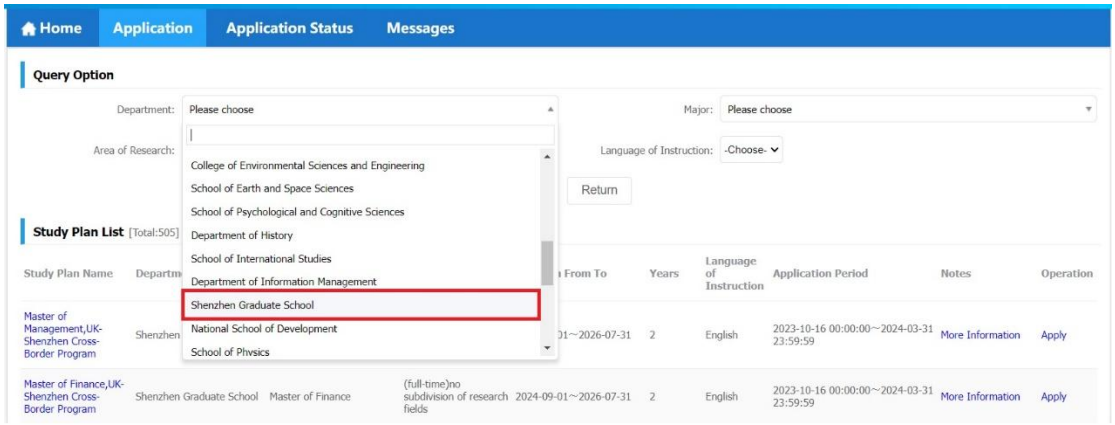
Step 2. After activating your account through the email which was used to register, you can start to apply!



Step 3. Choose "Master Program".



Step 4.
Under "Department" select "Shenzhen Graduate School", and then click "Find".



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.

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Step 5.

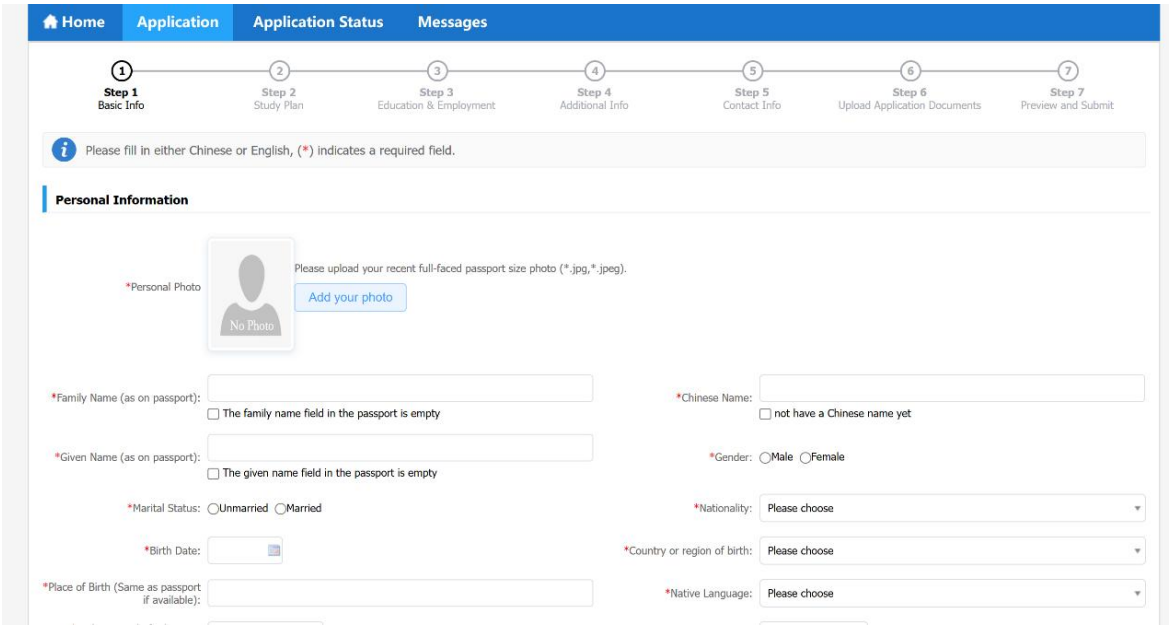
In the Study Plan List, locate "School of Transnational Law (STL) Master of Laws (LL.M.) degree program" and then click "Apply".



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. The LL.M. is listed under the major 法律（法学）Juris (035102); 法律（非法学）Juris (035101) is not the LL.M.

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 question.



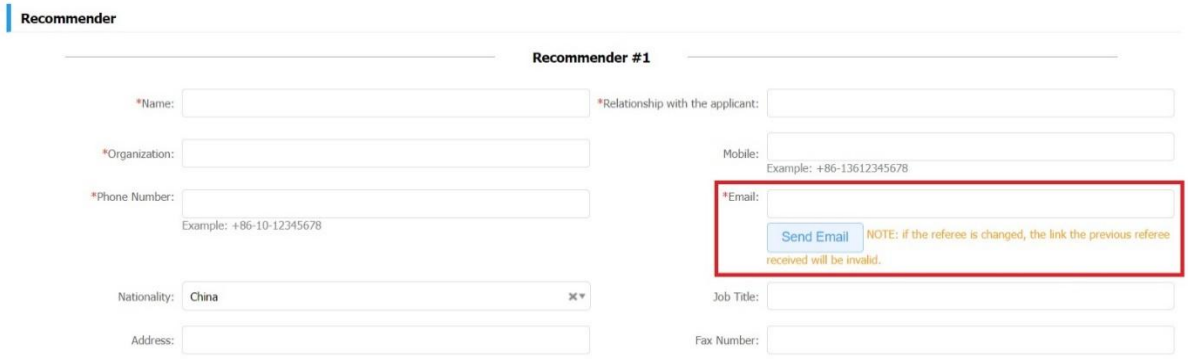
b) For the Language Proficiency sub-section, international students do not need any Chinese Proficiency for admission to our LL.M. program. You do need English language proficiency. This requirement can be met in 4 ways: (1) TOEFL iBT total score of 5 or above, or 100 or above on the previous 0–120 scale for a test taken between September 1, 2025 and January 21, 2026, (2) IELTS score of 6.5 or above, (3) GRE score above 315, or (4) having completed a degree that was taught completely in English, attested by the institution or the transcript. A test result is valid for two years counted back from September 1, 2027, so the test must have been taken on or after September 1, 2025; the requirement applies to the total score. For route (4), upload a letter from your university certifying that the degree was taught entirely in English. An interview cannot replace a test result. Your result must be uploaded by 23:59 (China Time) on March 31, 2027. 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.



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 must be professors or associate professors in the field of the program applied for (or experts holding an equivalent professional title). Letters must be in Chinese or English. Recommenders must complete the recommendation by March 31, 2027, so

send the requests early.



(NOTE: If a recommender does not receive the link from the system, the recommender should email llm@stl.pku.edu.cn a signed PDF version of the letter. The applicant's name should be included in the subject line of the email.)

e) Recommendation Letters use this template.

f) In Step 4 "Additional 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: Xiaoya Qiu
Phone Number & Mobile: +86-755-2603 2569
Email: qiuxiaoya@stl.pku.edu.cn
Address: Room 410, STL Building, Peking University School of Transnational Law, University Town, Nanshan District, Shenzhen 518055

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 inform us of your new address, since the documents that we send to admitted students are difficult to issue and cannot always be replaced.

i) Enter your name exactly as it appears in your passport. If your passport separates surname and given name, enter each in its own field; if it does not, enter your full name under "Surname" and tick "Leave the Given Name field blank". Once confirmed, your passport details (name, nationality, gender, date of birth and photo) cannot be changed before enrollment. Upload the front

page of every ordinary passport you have used since April 30, 2021; your current passport must remain valid for at least three months beyond the enrollment date.

j) 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, 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.

k) 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 llm@stl.pku.edu.cn to add to your file. Additionally, if you are admitted to the program, you will need to complete the authentication process described below and bring the authenticated copy of your diploma when you register with STL in August.

l) Your degree must be 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）. Applicants who have already graduated must upload the authentication report during the application period. Applicants who have not yet graduated must complete the authentication and have the authenticated copy in order to register at STL in August. Please note that this process can take a couple of weeks, so we advise you to start early. If you have questions about this process please contact llm@stl.pku.edu.cn. The CSCSE accepts registration with a foreign mobile number, but its fees can currently be paid only through WeChat Pay or Alipay, so arrange payment early.

m) Please upload your Personal Statement using this template. (about 1500 words). Sign it by hand in your passport name.

n) Please upload the Commitments for Application form using this template.

o) 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. Original or notarized documents must be scanned in color with a scanner; images taken with a mobile phone or camera are not accepted.

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 llm@stl.pku.edu.cn.

Applications are made in two cycles. The early cycle runs from the opening of the online portal until January 1. The regular cycle runs from January 2 until 23:59 (China Time) on March 31.

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

Step 8.
You are *almost* done! 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

NOTE: The law school will start reviewing your materials as soon as you submit the online application. However, Peking University will NOT consider your application fully complete until we receive your hard copy application and required materials. Your hard copies must arrive by April 15, 2027. We recommend you use an international courier service like DHL or FedEx. Such services are much more reliable and timely than national post for international shipping to China.

What to send: transcripts must be originals issued by your university; for your degree certificate a notarized copy is sufficient (bring the original when you register in August). Documents not in English go with a notarized English translation. Do not include recommendation letters — your recommenders submit them online.

If you are admitted, on-campus accommodation arrangements will be emailed to you after the admission notice is issued.

For more details on admission go to:
https://stl.pku.edu.cn/admissions/admissions/llmapplication.html.

Contact Information

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Director of Graduate and International Programs

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