

2015 Master Program in Professional Accounting for Developing Countries of Shanghai National Accounting Institute (Asia-Pacific Finance and Development Institute)

Part I. About the Program

Program Objectives

This program is open to fresh university graduates as well as the experienced professionals and the government officials from different countries. It is designed to train those students in the field of accounting, finance and management.

Students are expected to complete the program full time within 2 years.

The program aims to

- provide students with an opportunity to develop functional expertise, strategic perspectives, and financial management tools that are required to understand and effectively operate under changing financial policies.
- help students to learn both the successes and failures in China's financial policy making and management, and therefore to understand more about how to manage financial, economic and social development in developing countries.
- introduce students the techniques of financial policy analysis and program evaluation to resolve complex multi-dimensional financial policy challenges, as well as sharpen their financial leadership and communication skills.

Program Mode / Structure

Instruction:

The language of instruction is English. Classes will incorporate a mix of lectures, seminars, field visits and so on. Upon application, students could also choose some courses taught in Chinese. The program is divided into four semesters. The first two semesters focus on course learning, including a one-week long field visit in each semester, and the last two focus on thesis writing. The program schedule is as follows:

The First Academic Year	The 1 st semester	Sep. to Dec. of 2015
	Winter vacation	Jan. to Mar.of 2016
	The 2 nd semester	Apr. to Aug.of 2016
The Second Academic Year	Summer vacation	Sep. to Oct. of 2016
	The 3 rd semester (Thesis Writing at Home)	Nov. to Dec. of 2016
	Winter vacation	Jan. to Feb. of 2017
	The 4 th semester	Mar.to Jul. of 2017

Program Structure:

The program is divided into four modules: theory and practice of development, accounting and corporate finance, development track courses, and Chinese culture.

Modules	Courses	Credits
Theory and Practice of Development	1. Macro-economics	2
	2. Development Economics	2
	3. International Financial Cooperation	2
	4. Financial Market and Financial Instrument	2
	5. Strategic Management and Leadership	2
	6. Public Program Monitoring and Management	2
	7. ADB's Lecture Series on Development	2
	8. International Business	2
Accounting and Corporate Finance	9. Advanced Financial Accounting	2
	10. International Accounting Standards and International Comparison	2
	11. Advanced Financial Management	2
	12. Advanced Management Accounting	2
Development Track Courses	13. Economic Issues of China	2
	14. Finance and Taxation System of China	2
	15. Thematic Lectures on Finance and Economics	2
	16. On-site Teaching of China's Economic Development	2
	17. Field Visit to Urban and Rural Areas of China	2
Chinese Culture	18. Chinese Language	8
	19. Introduction to China	4

Master Thesis

Students are expected to bring specific research topics concerning accounting or financial management to the program, as a part of thesis research preparation. Towards the end of the second semester, a number of faculty members from SNAI will be invited as potential thesis supervisors, and SNAI will make arrangement for students to choose their supervisors. The thesis is expected to combine theoretical perspectives, analytical skills and practical experiences of accounting or financial management, and aiming at solving practical problems. Students must pass oral defense for the thesis.

Degree Requirements

Students are required to successfully complete 40 credits of course work, a master thesis and thesis defense within the required time period. After meeting the above requirements and receiving the approval of SNAI Academic Degree Evaluation Committee, the Master Degree of Professional Accounting will be awarded.

Part II. Application and Admissions

Application Prerequisites

All applicants must meet the following entrance requirements:

1. Applicants must be non-Chinese citizens with a valid passport, abide by laws, decrees and rules, regulations of People's Republic of China and Shanghai National Accounting Institute;
2. Applicants must have attained a Bachelor's degree or above, with working experience of two years, under the age of 40;
3. Applicants who are not native English speakers or whose undergraduate education was not in English are required to submit test results of English proficiency;
4. The candidates must be healthy and must not have any disease or situation listed below:
 - a) Diseases prohibited by Chinese Entry-Exit Inspection and Quarantine Laws and Regulations
 - b) Other severe chronic diseases like high blood pressure, cardio-cerebrovascular disease, diabetes; psychological diseases; or other infectious diseases which may harm public health
 - c) In recovery period after major surgery or acute disease attacks
 - d) Severe physically challenged
 - e) Pregnancy
5. Applicants are not allowed to bring spouses, relatives or friends during the study in China;
6. Only applicants recommended by the Embassy of the People's Republic of China will be considered and admitted.

How to Apply

Step 1: Fill the "Application Form of Master Program in Professional Accounting in Shanghai National Accounting Institute", then print, sign and attach 2-inch photo on it.

Step 2: Submit the application materials to the Economic and Commercial Counsellor's Office of the Chinese Embassy in your own country.

Note: All hard copies of application materials are required to submit to SNAI(AFDI) upon registration.

Application Materials

Applicants are required to prepare an application package. Please read the following carefully to prepare the application materials. If the received application package is not complete, the application will not be accepted.

Documents		Requirements	Original copy	Photocopy
1	Application Form	Please finish the first step in above application steps and then print the complete form out.	1	1
2	Graduation certificate & degree diploma	1. Graduation certificate and degree diploma must be original documents or certified copies either in Chinese or English 2. Applicants expecting to graduate should provide an official letter stating expected graduation date.	1	1
3	Official academic transcripts	1. The transcripts must be original documents or certified copies either in Chinese or English. 2. The transcripts should include list of courses taken and standard achieved.	1	1
4	Personal statement	1500 words in English. Please make a detailed statement from the perspectives of your academic background, work/research experience and achievements, research proposal, future career plans and intensions, etc.	1	1
5	CV	In English.	1	1
6	Recommendation letters	1. Two recommendation letters, one from a government official at the Deputy Director-General level or above, the other from a professor or an associate professor in field of economics (or management). 2. The recommendation letter must be original documents either in Chinese or English.	2	2
7	Copies of English language proficiency test results	If the applicants are not native English speakers or whose instruction media of tertiary education is not English, evidence of English proficiency must be demonstrated by a passing TOEFL or IELTS score. A GRE score is desirable but not required.	1	1
8	Photocopy of valid passport	The passport type must be ordinary. Important: All successful candidates should enter in China and register with SNAI with the same identity they used while applying for the maters' program at SNAI.	0	2
9	Recent passport size photos	One photo should be stuck on the application form.	2	0

Note:

The documents provided should be the original documents in English or in Chinese; otherwise, notarized translations in English or in Chinese are required.

All the application materials will not be returned whether the applicant is accepted or not.

Application Deadline

All the application materials must be received before **June 25, 2015**. Any late applications will not be considered. (excluding special case)

The Admission Notification will be sent out in late July, 2015.

Admission

The eligibility of all the applicants will be assessed according to the requirements by SNAI (AFDI).

Registration Period

Around September 10, 2015 (subject to the date stipulated in the Letter of Admission)

Contact Information

Candidates should contact the Economic and Commercial Counsellor's Office, Embassy of the People's Republic of China in your country to acquire the "Application Form of Master Program in Professional Accounting in Shanghai National Accounting Institute". Find the enrollment guide: <http://www.afdi.org.cn/ActivityShow.aspx?ItemID=27&l=english>

If you have any other questions, you can email or call to us as the following contact information.

Address: Shanghai National Accounting Institute (Asia-Pacific Finance and Development Institute)

No. 200, Panlong Rd., Qingpu District, Shanghai, 201702 PRC

Tel: +86-21-69768043, +86-21-69768237

Fax: +86-21-69768233

Email: masterprogram@afdi.org.cn

Website: www.afdi.org.cn; www.snai.edu

上海国家会计学院（亚太财经与发展学院）
 发展中国家会计硕士专业学位项目研究生申请表
**Application Form of Master Program in Professional Accounting
 in Shanghai National Accounting Institute
 (Asia-Pacific Finance and Development Institute)**

- 请用英文或中文填写此表/Please complete the form in English or in Chinese.
- 请填好此表后，打印并签上名字和日期/Please fill the form, then print it out and sign on it.

1. 基本情况/Personal Information

姓名 Name	护照用名 Passport Name	姓/Family Name:	照 片 Photo
		名/Given Name:	
	中文姓名 Chinese Name:		
性别/Gender:	国籍/Nationality:	已婚/Married: <input type="checkbox"/> 未婚/Single: <input type="checkbox"/>	
护照号码/Passport No.:		有效期至/Valid Until _____年/ Yr.	
月/ Mon. 日/ Day			
出生日期 Date of Birth :	_____年_____月_____日 Yr.	出生地 城市	_____国家
宗教信仰/Religion:		母语/Native Language:	
目前工作情况/ Current Employment	所在机构/ Employer:		地点/Location:
	职业/Occupation:		职务/Position:
电话/Tel:	传真/Fax:	电子邮箱/E-mail:	
永久通信住址 /Permanent Address:			

2. 教育背景/Educational Background(from tertiary education)

2.1 Highest Diploma

Name of School		School Location	
Major/Subject		Degree Obtained	
Years Attended(from/to)		Teaching Language	

2.2 Other Diploma, if applicable

Name of School		School Location	
Major/Subject		Degree Obtained	
Years Attended(from/to)		Teaching Language	

2.3 Other Diploma, if applicable

Name of School		School Location	
Major/Subject		Degree Obtained	
Years Attended(from/to)		Teaching Language	

3. 工作经历/Employment Record

所在机构 Employer	起止日期 Time (from/to)	从事工作 Work Engaged	职务 Position Held

4. 语言能力/Language Proficiency

4.1 英语/English: 很好/Excellent 好/Good 较好/Fair 差/Poor 不会/None

4.2 我的英语水平可以用英语学习 /I can be taught in English: 是/Yes 否/No

4.3 可提供的证明英文水平的材料: Documents which can show your English level: _____

5. 亲属情况/Family Members

姓名/Name	年龄/Age	职业/ Occupation	联系电话/Tel	电子邮箱/E-mail
配偶 Spouse				
父亲 Father				
母亲 Mother				

6. 曾发表的作品和论文/Publications and Thesis

◆ 申请人在递送本申请表的同时，请提交以下材料/ **Please submit the following documents with the application form:**

- (1) 照片：三张本人近期护照照片，其中一张粘贴于申请表。/Three recent photos of passport size. One photo should be stuck on the application form.
- (2) 最后学历证明（经公证的复印件）/A formal degree certificate of your highest education (notarized photocopy)
- (3) 学习成绩单（原件或经公证的复印件）/ Academic transcript of your highest education (original or notarized photocopy)
- (4) 个人陈述（英文）/ Personal statement (in English. Please make a detailed statement from the perspectives of your academic background, work/research experience and achievements, research proposal, future career plans and intensions, etc.)
- (5) 个人简历（英文）/ CV (in English)
- (6) 两封推荐信（英文或中文原件）/Two letters of recommendation(original in English or in Chinese)
- (7) 护照复印件/One photocopy of your passport
- (8) 英语水平考试成绩单复印件（母语、官方语言和大学授课语言皆非英语的申请人需提供英语水平证明材料，包括托福或雅思考试成绩；GRE 考试成绩亦可）/ Photocopies of English language proficiency test results (For applicants whose native language, official language and instruction media of tertiary education are not English, evidence of English proficiency must be demonstrated by a minimum TOEFL or IELTS test score; a GRE score is desirable but not required.)

注：上述申请材料需提交英文或中文原件，或经公证的英文或中文译文。

The documents provided should be the original documents in English or in Chinese; otherwise notarized translations in English or in Chinese are required.

无论申请人是否被录取，上述申请材料恕不退还。

All the application materials will not be returned whether the applicant is accepted or not.

◆ 申请人须经中国驻其所在国使馆推荐。

Only applicants recommended by the Embassy of the People's Republic of China will be considered and admitted.

◆ 申请人保证/I hereby affirm that

(1) 上述各项中所提供的情况和材料是真实无误的；/All the information and materials I provided above are true and correct;

(2) 在校学习期间遵守中国的法律法规和学校的规章制度，不从事任何危害中国社会秩序的、与本人来华学习身份不符合的活动。/ I shall abide by Chinese laws, decrees and rules, regulations of university, and will not participate in any activity in China which is deemed to be adverse to the social order of China and are inappropriate to the capacity as a student.

申请人签字/Signature: _____

日期/Date: _____

(无申请人签名，申请无效/ The application is invalid without the applicant's signature.)