

**Phillips Graduate University Unregistered Master and Ph.D Students Affected by  
the Xuewe Incident Solutions  
Announcement date June 15, 2023**

**Handbook for PGU Chinese mainland Working-Professional master's and  
doctoral students:**

**First: Item Description:**

- 1: Working-Professional master-doctoral programs in China: students apply for enrollment in mainland China and complete the course until graduation;
- 2: Organize classes in mainland China or entrust university teachers in mainland China to jointly run schools, submit dissertations, and issue PGU's master's and doctoral degree certificates;
- 3: Students can be arranged to visit and study in the United States every year. How long each time they go and the relevant details depend on the specific situation.

**Second: About the curriculum and teaching plan:**

- 1: The curriculum of the project is set according to the curriculum outline of the school-based project;
- 2: The characteristic courses about the project are determined according to the market demand in mainland China;
- 3: The duration of a course is about 12 hours;
- 4: Supplementary class hours for projects;
- 5: Practical teaching can assist in arranging company visits;
- 6: All major courses and elective courses, including the quality of homework completed by students, will be included in credit accumulation;
- 7: Working-Professional master projects:
  - 1) Each major arranges 8 compulsory courses for masters;
  - 2) No more than 12 courses in total;
- 8: Part-time doctoral programs:
  - 1) DBA major arranges 6 doctoral compulsory courses;
  - 2) 4 required courses for psychology PhD major arrangement ;

**Third: About the teaching mode:**

- 1: American professors in the United States will teach online live or recorded;
- 2: Invite American professors to give lectures in China;
- 3: Chinese professors in China will teach in the form of online live broadcast/recorded broadcasting/offline classes;

**Fourth: Regarding the teaching language:**

- 1: American professors teach in English;

2: Chinese professors teach in Chinese;

**Fifth: about teachers:**

- 1: PGU is responsible for reviewing teaching qualifications and certification of the hired Chinese professors;
- 2: The teacher database selects the list of teaching professors suitable for PGU's teaching qualifications;

**Sixth: Regarding admission criteria:**

- 1: Admission criteria for part-time masters:
  - 1) College or equivalent education/undergraduate or equivalent education;
  - 2) At least three years (including three years) of work experience;
- 2: In-service doctor admission criteria:
  - 1) Master or equivalent degree/doctoral degree or equivalent degree;
  - 2) At least five years (including five years) of work experience;

**Seventh: Regarding the transcript: Follow the school's student handbook to formulate the following rules:**

- 1: First of all, confirm whether the subjects of the courses taken by the students are correct, whether there are missed classes or false information;
- 2: Based on the learning data delivered by Xuewe, the homework status is displayed as "not uploaded":
  - 1) Students who work online have not submitted their homework online, so they can sort out their own homework (submit a 500-1000-word experience report for each course) create a compressed file and submit it to our school;
  - 2) If the homework of the off-line students has not been submitted online, they can provide the learning records and proofs of the class. Possible proofs include notes, homework in class, experience reports of 500-1000 words, screenshots of videos or any transcripts in the middle of the final exam. one item;
- 3: The school provides the credit statistics rules for all professional courses. Students are requested to provide their own real study records including the courses taken or the specific time of homework handed in after class. Please cooperate to complete the investigation of the learning process and sign for confirmation;
- 4: Based on the learning data delivered by Xuewe, PGU professors refer to the students' homework status and test scores to evaluate and make up homework, and after comprehensive consideration in accordance with the scoring rules of American university transcripts, they will score students in each subject and issue transcripts;

**Eighth: Regarding graduation standards:**

- Summary: 1: The attendance rate is over 80%;
- 2: Completion of all courses and homework: Students who take each course and complete assignments and tests are worth 3 credits, and those who pass the dissertation review are worth 3 credits (this article does not apply to doctoral dissertations). All students need to

complete 36 credits to obtain a complete course Transcripts of 36 credits are required to meet the minimum graduation standards;

3: There is no dissertation defense for part-time master programs;

4: The in-service doctoral program organizes a thesis defense;

**Working-Professional master's graduation standard:**

MBA/EMBA students provide the following three ways. Students can choose one of the ways to complete their studies and credits according to their own learning situation:

1) After completing 10 courses, to write a graduation thesis, you need to take the course "Graduate Research Methodology" delivered by PGU and complete the homework; (6 credits, a total fee of 250 US dollars per person);

2) Complete 12 courses (36 credits in total);

3) After completing 11 courses, write a graduation plan: find a practical problem at work to solve (3 credits);

Graduate students of MAP provide the following two ways. Students can choose one of the ways to complete their studies and count the credits according to their own learning situation:

1) After completing 10 courses and writing a thesis, you need to take the course "Research Methodology for Graduate Students" delivered by PGU and complete the homework; (6 credits, a total fee of 250 US dollars per person);

2) Complete 12 courses (36 credits in total);

**Working-Professional doctoral graduation standard:**

1) 6 required courses for DBA majors, and write a doctoral thesis (50,000-100,000 words); Non-MBA major students at the master level must take at least 8 MBA courses, which will be counted as graduation credits;

2) 4 required courses for psychology PhD major arrangement · composeWrite a doctoral dissertation (50,000-100,000 words)

Students who are not majors in MAP at the master's level must take at least 6 MAP courses, which will be counted as graduation credits;

3) 12-24 credits for the dissertation program, including topic opening, research, writing, professor review, and defense;

**Ninth: About homework and graduation thesis:**

1: File format for assignments and papers: PDF;

2: The file name of the homework: the time when the homework is handed in after class+Name+the subject of the article;

3: Ways to submit assignments and papers:Email : feihaowang@pgu.edu ;

4: Chinese professors teach and correct homework: written in Chinese;

5: Lectures and corrections by American professors: written in English, with a Chinese version;

6: Writing language of graduation thesis: Chinese;

7: Submission language of graduation thesis: all must be translated into English and submitted in Chinese;

**Tenth: Instructors for graduation thesis:**

- 1: Arrange tutors for students, and the range of tutors selected is certified teachers from the school;
- 2: If students need foreign tutors, they must be fluent in English reading, speaking and writing and pay corresponding hourly wages;
- 3: The school can arrange a foreign teacher to guide or arrange a tutor according to the situation of Chinese students;
- 4: The tutor guides the students according to the school's graduation thesis guidance document;

**Eleventh: Regarding the issuance of admission letter/transcript/degree certificate:**

- 1: Paper version of the document: the physical object is stamped with the embossed steel seal of PGU;
- 2: Students who complete their studies in accordance with the school's graduation requirements will be awarded the same master's degree certificate and transcript as the school's students;
- 3: For the registration of all graduate students, check the "MY PGU" in the upper right corner of the school's official website <http://www.pgu.edu>, including three electronic documents delivered by the school: 1) Admission letter; 2) Transcript; 3 )diploma;

**Twelfth: Regarding the Graduation Ceremony and Degree Awarding Ceremony:**

- 1: Holding time: American graduation season: Spring graduation: May.6.7 every year; Fall graduation: at the end of December each year;

2: Venue:

- 1) Held in mainland China or Hong Kong, Macao and Taiwan;
- 2) Held in the United States, participating students need to ensure that their passports and US visas are within the validity period and have no criminal records and other relevant rules that do not meet the US entry regulations;
- 3) The school has the right not to arrange for the graduation ceremony to be held at the main campus of PGU, but to arrange for the graduation ceremony to be held in an auditorium near the school that is suitable for holding the graduation ceremony;
- 4) It can be held together with other students of the school at the same time, or it can be held separately;

3: Organization fee:

- 1) The school's regular graduation ceremony format:
  - a: Arrange one-day activities including half-day lectures, congratulatory speeches by participating leaders and professor representatives, students and professors wearing graduation gowns and taking photos together;
  - b: Additional fees will be charged if other additional items are arranged;

2) Students who go to the United States to participate in the graduation ceremony shall bear all related expenses;

a: Visa to the United States;

b: Student's round-trip international air ticket;

c: Board, lodging, transportation in the United States and insurance for going to the United States;

d: Rental dresses, self-service receptions, etc.;

4: Number of participants:

Participation will be organized according to the principle of voluntary participation by students. If the minimum number of participants is not met, the event can be postponed or negotiated at that time according to the actual situation;

1) Held in mainland China, with no less than 40 participants;

2) Held in Hong Kong, Macao and Taiwan, China, with no less than 20 participants;

3) To be held in the United States, with no less than 20 participants;

5: Composition of participants:

1) Students in the graduation season;

2) Family members of graduate students;

3) Relevant leaders and professors of the school;

4) The host invites guests;

5) Relevant staff of the organizer;

## **PGU delivery application student process and time node of school work:**

The first step: application and review: the school will complete within 5 working days in the United States (except holidays in the United States, the time will be postponed); Applicants should submit the required application documents and send them to Email: [International@pgu.edu](mailto:International@pgu.edu)

Remarks: Important information to be submitted by applicants for registration on the official website includes but is not limited to the following:

- 1: The first page of the passport within the validity period of the student;
- 2: The email address of the student application form must be a commonly used email with normal receiving functions;
- 3: The student's statistical file must include the student's English name:  
For example, Zhang San: San Zhang (a space bar in the middle);

Step 2: Pay the fee: the school will complete within 3 working days in the United States (except holidays in the United States, the time will be postponed);

PGU Payment Methods and Instructions:

Method 1: The tuition settlement account for PGU students who remit USD 1,000/time or more (excluding USD 1,000) is as follows:

School Account:

Phillips Graduate University  
JPMORGAN CHASE BANK, N.A.  
SWIFT code is CHASUS33  
Account number 508822688  
Routing number (ABA) 021000021

Receiving Branch Address:  
JPMORGAN CHASE BANK, N.A.  
San Carlos & Sixth St  
PO BOX 7360  
Carmel, CA 93921

Remarks: 1) PGU finance needs to issue an invoice to the student, and the amount of remittance to the PGU account does not include the handling fee for remittance;  
2) Issuing invoice: the school will complete it within 2 working days in the United States (except holidays in the United States, the time will be postponed);

Method 2:

PGU students remit less than USD 1,000/time (including USD 1,000)

The receiving account is as follows:

Email account of PAYPAL account: [finance@pgu.edu](mailto:finance@pgu.edu)



Remarks: 1) Please confirm the remittance Amount credited;

2) You can refer to the fixed exchange rate  $\times 7 + 3\%$

Renew pay the above sum;

3) Scan the right side QR code can pay to PGU's PAYPAL account

Step Three: Financial Verification:

1: The student submits the remittance amount certificate;

2: Remittance vouchers such as real-time exchange rate settlement vouchers;

3: The real name of the remitter and the detailed amount of remittance must be included, and both parties will check and confirm;

Step 4: Student registration: the school completes within 15 working days in the United States (except for holidays in the United States, the time will be postponed);

1: After the school's financial verification confirms the receipt of the payment, the PGU school will complete the registration of the student's student status file;

2: Students follow the prompts in the received email link, please check your application email and confirm it in time;

Step 5: Issuing the hard copy admission letter:

The school delivers a paper version of the stamped admission letter to the student;

Step 6: Successful Graduation/Graduation Ceremony:

1: If the student does not participate in the graduation ceremony, the school will deliver the student's degree certificate and transcript, and the school will send a courier;

2: The international express fee shall be paid by the student;

3: Domestic express arranges SF Express or JD to deliver to the address on the student application form;

4: Students attending the graduation ceremony: USD 100/person;

5: Buy a master's graduation dress: USD 50/piece;

6: Purchase doctoral graduation gowns: USD 100/piece;

7: For each graduate: 2 family members can be invited to attend;

## **Solutions for PGU unregistered master and doctoral students affected by the Xuewe incident:**

### **One: Overview:**

- 1: The board of directors of PGU passed a resolution to jointly bear the losses caused by the "Xuewe incident" with the students;
- 2: PGU unregistered master and doctoral students are calculated according to the online work price base as follows:
- 3: PGU completes the entire process of application for registration and academic delivery until successful graduation for students who cooperate with payment;
- 4: For students who do not cooperate with payment, PGU supports students to protect their legitimate rights and interests through legal means;
- 5: For all unregistered students, PGU has negotiated with Xuewe to open online learning accounts for all unregistered students on April 11, 2023, so as to protect the rights and interests of unregistered students to continue learning;

### **Two: PGU Mainland China Working-Professional master's and doctoral degree programs (uniform fee for online work):**

- 1: Working-Professional masters include: MAP: 58,000/MBA: 58,000/EMBA: 88,000;
- 2: Working-Professional doctorate includes: Psychology PhD: 178,000/DBA: 178,000;

### **Three: PGU fees for different majors are as follows:**

#### **1 : MAP :**

- 1) Application fee: USD 100/person;
- 2) Registration fee: USD 1235/person;
- 3) Teaching fee: USD 515;
- 4) Course fee delivered by PGU: 250 USD/each course;

(There is a lack of investigation on the learning process of students in this link, students who record courses in Xuewe APP learn for free.)

Remarks: The above items 1) 2) 3) total USD 1,850 per person, which is about RMB 13,107;

#### **2 : MBA :**

- 1) Application fee: USD 100/person;
- 2) Registration fee: USD 1235/person;
- 3) Teaching fee: USD 515/person;
- 4) Course fee delivered by PGU: 250 USD/each course;

(There is a lack of investigation on the learning process of students in this link, students who record courses in Xuewe APP learn for free.)

Remarks: The above items 1) 2) 3) total USD 1,850 per person, which is about RMB 13,107;

#### **3 : EMBA :**

- 1) Application fee: USD 100/person;
- 2) Registration fee: USD 1870/person;



3) Teaching fee: USD 515/person;  
4) Course fee delivered by PGU: USD 250/person;  
(There is a lack of investigation on the learning process of students in this link, students who record courses in Xuewe APP learn for free.)  
Remarks: The above items 1) 2) 3) total 2,485 US dollars per person, which is about 17,606 RMB;

4: Psychology PhD/DBA:  
1) Application fee: USD 100/person;  
2) Registration fee: USD 3800/person;  
3) Teaching fee: USD 515/person;  
4) Course fee delivered by PGU: USD 500/each course;  
(There is a lack of investigation on the learning process of students in this link, students who record courses in Xuewe APP learn for free.)  
5) Thesis tutoring fee: 1300 USD/person;  
6) Organizational thesis defense fee: USD 1515/person;  
Remarks: The above items 1) 2) 3) 5) 6) total USD 7,230 per person, which is about RMB 51,223 per person;

**Four: The time node for student payment and the time node for school work are stipulated as follows:**

- 1: Application review: the school will complete it within 5 working days in the United States (except holidays in the United States, the time will be postponed);  
Unregistered students submit the required application documents and send them to Email: [International@pgu.edu](mailto:International@pgu.edu)
- 2: Student registration: the school completes within 15 working days in the United States (except holidays in the United States, the time is postponed);
  - 1) After the school checks and confirms the receipt of the funds, the student status file is registered;
  - 2) Students follow the prompts in the received email link, please check and confirm their application email in time;
- 3: The teaching fee includes USD 215 per person for revising and replying to assignments, and USD 300 per person for statistics and issuance of transcripts;
  - 1) \$215 per person for revising and replying to assignments, which will be paid in one lump sum at the beginning of the student's studies;
  - 2) USD 300 per person for the statistics and issuance of transcripts, which will be paid at one time when the students are approaching graduation;
- 4: PGU delivers course fees:
  - 1) Students can choose whether to accept PGU paid courses according to their academic progress and graduation requirements;
  - 2) For students affected by the Xuewe incident, Xuewe recorded the course, shared it with the school, and the school provided it to the students for free;
- 5: About the thesis tutoring fee:

- 1) Master students who choose to write a thesis for graduation must take "Graduate Research Methodology" as an elective. After completing the homework, PGU teachers will guide the students to complete the graduation thesis and review, which is 6 credits, and the total fee for this item is 250 US dollars per person;
- 2) The dissertation tutoring fee for doctoral students must be paid before the dissertation opening report;
- 6: Regarding organizing the dissertation defense fee for doctoral students:  
It must be delivered before the student decides to participate in the dissertation defense;

**Five: Preferential policies for PGU to take care of students:**

- 1: PGU will give a 10% discount on the original registration fee to students who apply for combined master and doctoral studies, and the reduction will start from the stage when the student is not registered. Examples are as follows:
  - 1) For students who are combined master and doctoral students, if the master's degree is not registered or has not graduated, the registration fee for the master's degree and the doctor's degree will be reduced by 10% on the basis of the original registration fee, that is: \$1,235 for the master's degree  $\times 10\% = \$123.5$  (reduced fee);  
\$3,800 for Ph.D.  $\times 10\% = \$380$  (free of charge);
  - 2) If the master's degree has graduated, but the doctoral degree has not yet registered or graduated, the registration fee for the doctoral degree will be reduced by 10% on the original basis, that is: USD 3,800 for the doctoral degree  $\times 10\% = \$380$  (free of charge);
- 2: For unregistered masters and doctoral students, according to the signing time and payment voucher statistics of the signing agreement between the student and Xuewe, the students who signed and paid with Xuewe after the beginning of January 2023 will be given a 10% discount on the original registration fee. Right now:  
\$1,235 for master's degree  $\times 10\% = \$123.5$  (reduced fee);  
\$3,800 for Ph.D.  $\times 10\% = \$380$  (free of charge);
- 3: For students who meet the above 1.2. at the same time, the above reduction and exemption will be superimposed;

**Six: PGU's learning platform for academic delivery:**

- 1: PGU unregistered students affected by the Xuewe incident, all currently complete their studies on the Xuewe APP platform;
- 2: The Xuewe APP cannot study normally, and the PGU school is responsible for the failure of multi-party negotiations, and will deliver the registered students to complete their studies at the MY PGU in the upper right corner of the school's official website <http://www.pgu.edu>;

**Seven: PGU's academic arrangements for off-line and online students:**

- 1: Students who work online: After completing the online professional course setting of Xuewe App, and completing 36 credits to meet the minimum graduation standard, they can complete their studies and enter the graduation process;
- 2: Offline students:

- 1) PGU promises that before December 31, 2023: arrange a total of no less than 2 days of offline courses and organize to participate in no less than 1 offline forum/communication/company visit/research fellowship and other activities; free or paid The fees will depend on the specific arrangements;
- 2) Arrange for off-line students to participate in live Zoom courses in the United States;
- 3) From 2023.6.4 to count the students attending the Zoom class, every time they attend a Zoom class✚Hand in homework:1 credit ;
- 4) PGU’s Zoom live broadcast of the class schedule for the second half of 2023 is shown in the figure below:

Day Period (China Time)		superior class		
order	Year/Month/Day Sunday	Class time (China time)	Course Title	Responsible professor
1	2023/03/26	9:00-12:00 am	CAL 620 Leadership in Modern Firms Leadership in Modern Firms	Dr. Lisa (UCSC Professor)
2	2023/04/30	9:00-12:00 am	CAL 810 Environmental, Social, and Governance - how do companies leverage ESG Environmental, Social, and Governance - How companies leverage ESG	Dr. Christina (CSUMB Professor)
3	2023/06/4	9:00-12:00 am	CAL 825 Global Banking and US Current Issues Global Banking and US Current Issues	Dr. Brad (CSUMB Professor)
4	2023/06/25	9:00-12:00 am	CAL 740 Startup Management and Funding in Silicon Valley	John (Professor Stanford)
5	2023/07/30	9:00-12:00 am	CAL 750 Competitive Marketing Competitive Marketing	Dr. Patricia Wiggins (Silicon Valley 教授)
6	2023/08/27	9:00-12:00 am	CAL 920 Innovation and Research Innovation and Research	Dr. Eric (CSUMB Professor)

**Eight: Consultation and Q&A:**

- 1: Within one month after the announcement on PGU’s official website;
- 2: Organize a unified online Q&A;
- 3: The specific time and topic will be released after the follow-up arrangement. At that time, all unregistered students are requested to pay attention to the PGU school announcement or Email: [internation@pgu.edu](mailto:internation@pgu.edu)
- 4: All students are requested to pay attention to the announcement notices of their own groups, and ask the administrators of each group to assist in the notification, thank you students!

**Nine: Within one natural month after the plan is announced on the PGU official website [www.pgu.edu](http://www.pgu.edu), all PGU unregistered master and doctoral students affected by the Xuewe incident are requested to decide whether to continue their studies within the agreed time**

**and give active feedback Give the school your final decision, and the school will respect your choice and provide corresponding follow-up services and support;**

学威事件影响下的 Phillips Graduate University 未注册硕博学生  
—善后解决方案

公告日期 2023 年 6 月 15 日

Phillips Graduate University 中文直译：菲利普斯研究大学,以下简称：PGU

**PGU 中国大陆在职硕博学生手册：**

第一：项目说明：

- 1: 中国的在职硕博项目：学生在中国大陆申请报读和完成学程直至毕业；
- 2: 在中国大陆组织开班或委托中国大陆地区的大学师资联合办学，提交学位论文，颁发 PGU 的硕博学位证书；
- 3: 每年可组织安排学生去美国参访游学，每次去多久时间及相关细节等视具体情况而定，PGU 需在满足具备出行等全部完善的条件下方可安排此学习计划；

第二：关于课程设置及教学计划：

- 1: 项目的课程设置参照校本部项目的课程大纲设定；
- 2: 关于项目的特色课程根据中国大陆市场需求形势而定；
- 3: 一门课程的课时约为 12 小时；
- 4: 可做课题补充课时；
- 5: 实践教学可辅助安排企业参访；
- 6: 所有主修课程和选修课程，包括学生完成作业的质量均计入学分累计；
- 7: 在职硕士项目：
  - 1) 每一专业安排硕士必修课程 8 门；
  - 2) 总课程不超过 12 门；
- 8: 在职博士项目：
  - 1) DBA 专业安排博士必修课程 6 门；
  - 2) 心理学 PHD 专业安排必修课程 4 门；

第三：关于教学模式：

- 1: 美国教授在美国，采取线上直播或者录播的方式授课；
- 2: 邀请美国教授来中国授课；
- 3: 中国教授在中国，采取线上直播/录播的方式/线下班开课的方式授课；

第四：关于教学语言：

- 1: 美国教授采用英文授课；
- 2: 中国教授采用中文授课；

第五：关于师资：

- 1: 聘请的中国教授履历 PGU 负责审核授课资质及认证；
- 2: 师资库遴选出适合 PGU 授课资质的授课教授名单；

第六：关于录取标准：

- 1: 在职硕士录取标准：
  - 1) 大专或同等学力/本科或同等学力；
  - 2) 最低三年以上（含三年）工作经验；
- 2: 在职博士录取标准：
  - 1) 硕士或同等学力/博士或同等学力；
  - 2) 最低五年以上（含五年）工作经验；

第七：关于成绩单：遵照校方的学生手册制定如下细则：

- 1: 首先确认学生所修课程的科目是否正确，有无漏课或不实信息；
- 2: 以学威交付的学习数据为依据，作业状态显示为“未上传”：
  - 1) 线上班的学生作业未提交线上，可整理自己的作业（每一门课提交一篇 500-1000 字的心得报告）建立压缩包文件提交我校；
  - 2) 线下班的学生作业未提交线上，可提供上课的学习记录和证明，可能的证明包括笔记，上课的作业，500-1000 字的心得报告，视频的截图或成绩单期末考试中的任何一项；
- 3: 校方提供所有专业课程设置的学分统计规则，请学生配合提供自己上课的真实学习记录包括所修课程或课后交作业的具体时间，请配合完成学习过程的调查并签字确认；
- 4: PGU 教授以学威交付的学习数据为基础依据，参照学生的作业状态及测验得分评估及补交作业，按照美国大学成绩单打分规则综合考量后给学生各科打分和出具成绩单；

第八：关于毕业标准：

- 综述：
- 1: 出勤率达到 80% 以上；
  - 2: 完成所有课程与作业：学生修读每一门课完成作业测验等计 3 学分，论文评审通过计 3 学分（博士论文不适用本条规定），所有学生需修满 36 学分，获得完整所修 36 学分统计的成绩单，方可达到最低毕业标准；
  - 3: 在职硕士项目没有论文答辩；
  - 4: 在职博士项目组织论文答辩；

**在职硕士毕业标准：**

关于 MBA/EMBA 的学生提供如下三种方式，学生可结合自己学习情况，任选一种方式完成学业并计入学分：

- 1) 修完 10 门课后，撰写毕业论文，需选修 PGU 交付课程《研究生的研究方法论》并完成作业；（6 学分，共计交费 250 美元/人）；
- 2) 修满 12 门课（共 36 学分）；

3) 修完 11 门课后，撰写毕业计划：找到一个工作中实际的问题做解决（3 学分）；关于 MAP 的毕业学生提供如下二种方式，学生可结合自己学习情况，任选一种方式完成学业并计入学分：

- 1) 修完 10 门课后，撰写论文，需选修 PGU 交付课程《研究生的研究方法论》并完成作业；（6 学分，共计交费 250 美元/人）；
- 2) 修满 12 门课（共 36 学分）；

#### 在职博士毕业标准：

- 1) DBA 专业必修课程 6 门，撰写博士论文（5 万-10 万字）；  
硕士段非 MBA 专业学生，必修至少 8 门 MBA 课程，计入毕业学分；
- 2) 心理学 PHD 专业安排必修课程 4 门，撰写博士论文（5 万-10 万字）  
硕士段非 MAP 专业学生，必修至少 6 门 MAP 课程，计入毕业学分；
- 3) 论文学程 12-24 学分，包括开题，研究，写作，教授审查，答辩；

#### 第九：关于作业及毕业论文：

- 1: 作业及论文的文件格式：PDF；
- 2: 作业的文件名：课后交作业的时间+姓名+文章的主题；
- 3: 作业及论文提交途径：Email: feihaowang@pgu.edu；
- 4: 中国教授授课及批改作业：中文撰写；
- 5: 美国教授授课及批改作业：英文撰写，附中文版；
- 6: 毕业论文的撰写语言：中文撰写；
- 7: 毕业论文的提交语言：均需翻译成英文版提交，并附中文版；

#### 第十：关于毕业论文的辅导老师：

- 1: 为学生安排导师，选择导师范围为校方的认证师资；
- 2: 如学生需要外籍导师，需具备英文读说写流利娴熟及支付相应时薪等费用；
- 3: 校方可统筹安排一名外籍老师辅导或根据中国学生情况安排辅导老师；
- 4: 导师依据校方的毕业论文指导文件辅导学生；

#### 第十一：关于录取信/成绩单/学位证书的颁发：

- 1: 纸质版文件：实物盖有 PGU 的凹凸钢印章；
- 2: 按照学校毕业要求完成学业的学生，被授予同本校学生相同的硕士学位证书及成绩单；
- 3: 所有毕业学生的学籍注册，查询登录学校官网 <http://www.pgu.edu> 的右上角“MY PGU”包括三份校方交付的电子版文件：1) 录取信；2) 成绩单；3) 学位证书；

#### 第十二：关于举办毕业典礼暨学位授予仪式：

- 1: 举办时间：美国毕业季：春季毕业：每一年的 5.6.7 月；

秋季毕业：每一年的 12 月底；

2: 举办地点:

- 1) 中国大陆或港澳台举办;
- 2) 美国举办, 参加学生需确定自己的护照和美国签证是在有效期内且无违法犯罪记录等不符合美国入境规定的相关细则;
- 3) 校方有权不安排在 PGU 校本部举办, 可安排学校附近符合举办毕业典礼的礼堂举办;
- 4) 可一起与校方的其他学生集中同时举办, 亦可单独集中举办;

3: 举办费用:

- 1) 校方常规的毕业典礼形式:
  - a: 安排一天的活动包括半天的讲座, 参加领导及教授代表嘉宾等致祝词, 学生教授们穿毕业礼服合影拍照;
  - b: 如安排其它增加项目需另收费;
- 2) 赴美参加毕业典礼的学生需自行承担相关涉及到的一切费用;
  - a: 赴美签证;
  - b: 学生的往返国际机票;
  - c: 美国的吃住行及赴美的保险;
  - d: 租借礼服, 自助酒会等;

4: 参加人数:

根据学生自愿原则组织参加, 不符合最少人数规定可延期举办或根据实际情况届时议定;

- 1) 中国大陆举办, 参加人数不少于 40 人;
- 2) 中国港澳台举办, 参加人数不少于 20 人;
- 3) 赴美国举办, 参加人数不少于 20 人;

5: 参加人员构成:

- 1) 毕业季的学生们;
- 2) 毕业学生的亲朋家属;
- 3) 校方相关领导及教授;
- 4) 主办方邀请嘉宾;
- 5) 主办方相关工作人员;



## PGU 交付申请学生流程及校方工作的时间节点：

第一步：申请及审核：校方 5 个美国工作日完成（美国的节假日除外，时间顺延）；  
申请学生提交符合要求的申请资料文件发送至 Email: [International@pgu.edu](mailto:International@pgu.edu)

备注：申请学生在官网注册需提交的重要信息包含但不限于如下：

- 1: 学生有效期内的护照首页；
- 2: 学生申请表的 Email 邮箱必须为常用且接收功能正常的电邮；
- 3: 学生的统计文件需包含学生的英文名字：  
例如张三：San Zhang （中间一个空格键）；

第二步：缴纳费用：校方 3 个美国工作日完成（美国的节假日除外，时间顺延）；  
PGU 付款方式和说明：

方式一：PGU 学生汇款 1000 美元/次以上（不含 1000 美元）的结算学费账户如下：

甲方学校账户：

Phillips Graduate University  
JPMORGAN CHASE BANK, N.A.  
SWIFT code is CHASUS33  
Account number 508822688  
Routing number (ABA) 021000021

Receiving Branch Address:  
JPMORGAN CHASE BANK, N.A.  
San Carlos & Sixth St  
PO BOX 7360  
Carmel, CA 93921

备注：1) PGU 财务需要给学生开具 invoice，汇至 PGU 账户的收款数额，不包含汇出款项的手续费；

2) 开具 invoice：校方 2 个美国工作日完成（美国的节假日除外，时间顺延）；

方式二：

PGU 学生汇款 1000 美元/次以下（含 1000 美元）的收款账户如下：

PAYPAL 账户的 email 账户：[Finance@pgu.edu](mailto:Finance@pgu.edu)



备注：1) 请汇出款项确定足额到账；

- 2) 可参考固定汇率×7+3%的手续费支付上述款项;
- 3) 扫描右侧二维码可进行学习了解 PAYPAL 的注册及支付流程;

第三步：财务核对：

- 1:学生提交汇出金额凭证;
- 2:实时汇率结算凭证等汇出凭证;
- 3:需包含汇出人的实名和汇出明细数额，双方核对确认;

第四步：学籍注册：校方 15 个美国工作日完成（美国的节假日除外，时间顺延）；

- 1:学校财务核对确认收到款项后，PGU 校方完成学生的学籍档案注册;
- 2:学生按照所收到的邮件链接提示操作，请学生及时查收自己的申请邮箱并确认;

第五步：发放纸质版录取信：

学校交付学生纸质版盖章录取信；

第六步：顺利毕业/举办毕业典礼：

- 1: 学生不参加毕业典礼，学校交付学生的学位证书及成绩单，校方发出快递;
- 2: 国际快递费由学生支付;
- 3: 国内快递安排顺丰或京东至学生申请表上的地址到付;
- 4: 学生参加毕业典礼：100 美元/人;
- 5: 购买硕士毕业礼服：50 美元/件;
- 6: 购买博士毕业礼服：100 美元/件;
- 7: 每位毕业生：可邀请 2 名家属共同出席;

## 学威事件影响下的 PGU 未注册硕博学生解决方案：

### 一：综述：

- 1: PGU 董事会通过决议和学生共同承担“学威事件”造成的损失；
- 2: PGU 未注册硕博学生统一按照线上班价格基数测算如下收费细则；
- 3: PGU 对配合交费的学生，完成申请注册及学业的整个交付过程直至顺利毕业；
- 4: PGU 对不配合交费的学生，支持学生通过合法途径维权保护自己的正当权益；
- 5: PGU 对所有未注册学生，已于 2023.4.11 开始交涉学威陆续开通所有未注册学生的线上学习账号，以保障未注册学生继续学习的权益；

### 二：PGU 中国大陆在职硕博学位项目（线上班统一收费价格）：

- 1: 在职硕士包括：MAP：5.8 万/MBA：5.8 万/EMBA：8.8 万；
- 2: 在职博士包括：心理学 PHD：17.8 万/DBA：17.8 万；

### 三：PGU 不同专业的收费细则如下：

#### 1: MAP:

- 1) 申请费：100 美元/人；
- 2) 注册费：1235 美元/人；
- 3) 教学费：515 美元；
- 4) PGU 交付课程费：250 美元/每一门课；

（此环节缺少对学生的过程调查，学威 APP 录制课程学生免费学习。）

备注：上述 1) 2) 3) 项共计 1850 美元/人，约合人民币 13107 元人民币；

#### 2: MBA:

- 1) 申请费：100 美元/人；
- 2) 注册费：1235 美元/人；
- 3) 教学费：515 美元/人；
- 4) PGU 交付课程费：250 美元/每一门课；

（此环节缺少对学生的过程调查，学威 APP 录制课程学生免费学习。）

备注：上述 1) 2) 3) 项共计 1850 美元/人，约合人民币 13107 元人民币；

#### 3: EMBA:

- 1) 申请费：100 美元/人；
- 2) 注册费：1870 美元/人；
- 3) 教学费：515 美元/人；
- 4) PGU 交付课程费：250 美元/人；

（此环节缺少对学生的过程调查，学威 APP 录制课程学生免费学习。）

备注：上述 1) 2) 3) 项共计 2485 美元/人，约合人民币 17606 元人民币；

#### 4: 心理学 PHD/DBA:

- 1) 申请费：100 美元/人；

- 2) 注册费: 3800 美元/人;
  - 3) 教学费: 515 美元/人;
  - 4) PGU 交付课程费: 500 美元/每一门课;  
(此环节缺少对学生的学习过程调查, 学威 APP 录制课程学生免费学习。)
  - 5) 论文辅导费: 1300 美元/人;
  - 6) 组织论文答辩费: 1515 美元/人;
- 备注: 上述 1) 2) 3) 5) 6) 项共计 7230 美元/人, 约合人民币 51223 元/人;

四: 关于学生交费的时间节点和校方工作的时间节点规定如下:

- 1: 申请审核: 校方 5 个美国工作日完成 (美国的节假日除外, 时间顺延);  
未注册学生提交符合要求的申请资料文件发送至 Email: [International@pgu.edu](mailto:International@pgu.edu)
- 2: 学籍注册: 校方 15 个美国工作日完成 (美国的节假日除外, 时间顺延);
  - 1) 学校财务核对确认收到款项后, 学籍档案注册;
  - 2) 学生按照所收到的邮件链接提示操作, 请学生及时查收自己的申请邮箱并确认;
- 3: 教学费包括修改批复作业 215 美元/人, 统计出具成绩单 300 美元/人;
  - 1) 修改批复作业的 215 美元/人, 在学生的学业开始的时候一次性交付;
  - 2) 统计出具成绩单的 300 美元/人, 在学生临近毕业的时候一次性交付;
- 4: PGU 交付课程费:
  - 1) 学生可根据自己的学业进度及毕业要求选择是否接受 PGU 付费课程;
  - 2) 受学威事件影响的学生, 学威录制课程, 学生分享提供给校方, 校方免费提供给  
学生修读;
- 5: 关于论文辅导费:
  - 1) 选择毕业写论文的硕士学生需选修《研究生的研究方法论》 $\oplus$ 完成作业, PGU  
老师指导学生的毕业论文及评审, 计 6 学分, 此项共计付费 250 美元/人;
  - 2) 关于博士学生的论文辅导费, 需在论文的开题报告前交付;
- 6: 关于组织博士学生的论文答辩费:  
需在学生确定参加论文答辩的环节前交付;

五: PGU 照顾学生的优惠政策:

- 1: PGU 对申请硕博连读的学生, 给予注册费原有基础上减免 10% 的决定, 从学生未注册的  
阶段开始减免, 举例说明如下:
  - 1) 硕博连读的学生, 硕士未注册或未毕业, 硕士段博士段的注册费均原有注册费的基础  
上减免 10% 即: 硕士段 1235 美元  $\times$  10% = 123.5 美元 (减免费);  
博士段 3800 美元  $\times$  10% = 380 美元 (减免费);
  - 2) 硕士段已毕业, 博士段还未注册或未毕业, 博士段的注册费原有基础上减免 10% 即:  
博士段 3800 美元  $\times$  10% = 380 美元 (减免费);
- 2: PGU 对未注册硕博学生, 按照学生与学威签约协议的签约时间和付款凭证统计, 在  
2023 年 1 月初开始后与学威签约付款的学生, 给予注册费原有基础上减免 10% 即:

- 硕士段 1235 美元  $\times 10\% = 123.5$  美元 (减免费) ;  
 博士段 3800 美元  $\times 10\% = 380$  美元 (减免费) ;  
 3:关于上述 1.2.同时符合的学生, 叠加上述减免;

六: PGU 关于学业交付的学习平台事宜:

- 1: 学威事件影响下的 PGU 未注册学生, 目前全部在学威的 APP 平台完成学业的学习;
- 2: 学威 APP 不能正常学习, PGU 校方负责多方交涉无果的情况下, 会交付已注册学生在学校官网 <http://www.pgu.edu> 右上角的 MY PGU 完成学业;

七: PGU 对线下班和线上班学生的学业安排:

- 1: 线上班学生: 修完学威 App 的线上专业课程设置, 修满 36 学分达到最低毕业标准, 即可完成学业进入毕业流程;
- 2: 线下班学生:
  - 1) PGU 承诺截止 2023 年 12 月 31 日前: 安排共计不少于 2 天的线下课程和组织参加不少于 1 次的线下论坛/交流/企业参访/研学联谊等活动; 免费还是有偿收费试具体安排而定;
  - 2) 安排线下班学生参加美国的 Zoom 直播课程;
  - 3) 从 2023.6.4 统计 Zoom 上课的学生, 每参加一次 Zoom 课程  $\oplus$  交作业: 计 1 学分;
  - 4) PGU 校方 Zoom 直播 2023 下半年上课计划表见下图:

日期 (China Time)		上课		
顺序	年/月/日週日	上课时间 (China time)	课程名称	负责教授
1	2023/03/26	上午 9:00-12:00	CAL 620 Leadership in Modern Firms 现代企业的领导力	Dr. Lisa (UCSC 教授)
2	2023/04/30	上午 9:00-12:00	CAL 810 Environmental, Social, and Governance - how do companies leverage ESG 环境、社会和治理 - 公司如何利用 ESG	Dr. Christina (CSUMB 教授)
3	2023/06/4	上午 9:00-12:00	CAL 825 Global Banking and US Current Issues 全球银行业和美国时事	Dr. Brad (CSUMB 教授)
4	2023/06/25	上午 9:00-12:00	CAL 740 Startup Management and Funding in Silicon Valley 硅谷的创业管理和融资	John (Stanford 教授)
5	2023/07/30	上午 9:00-12:00	CAL 750 Competitive Marketing 竞争营销	Dr. Patricia Wiggins (Silicon Valley 教授)
6	2023/08/27	上午 9:00-12:00	CAL 920 Innovation and Research 创新与研究	Dr. Eric (CSUMB 教授)

八：咨询答疑：

- 1:PGU 校方官网发布公告后的一个月内；
- 2:组织统一的线上答疑解惑；
- 3:具体时间议题后续安排后发布，届时请所有未注册学生关注 PGU 校方公告通知或  
Email: [internation@pgu.edu](mailto:internation@pgu.edu)
- 4:请所有学生关注自己所在的群公告通知，请各群管理员协助通知，谢谢同学们！

九：本方案经 PGU 校方官网 [www.pgu.edu](http://www.pgu.edu) 发布公告后的一个自然月内，请所有受学威事件影响下的 PGU 未注册硕博学生在约定时间内决定是否继续学业，并积极主动反馈给校方您的最终决定，校方尊重您的选择并配合提供相应后续服务和支持；