

国际学生网报流程

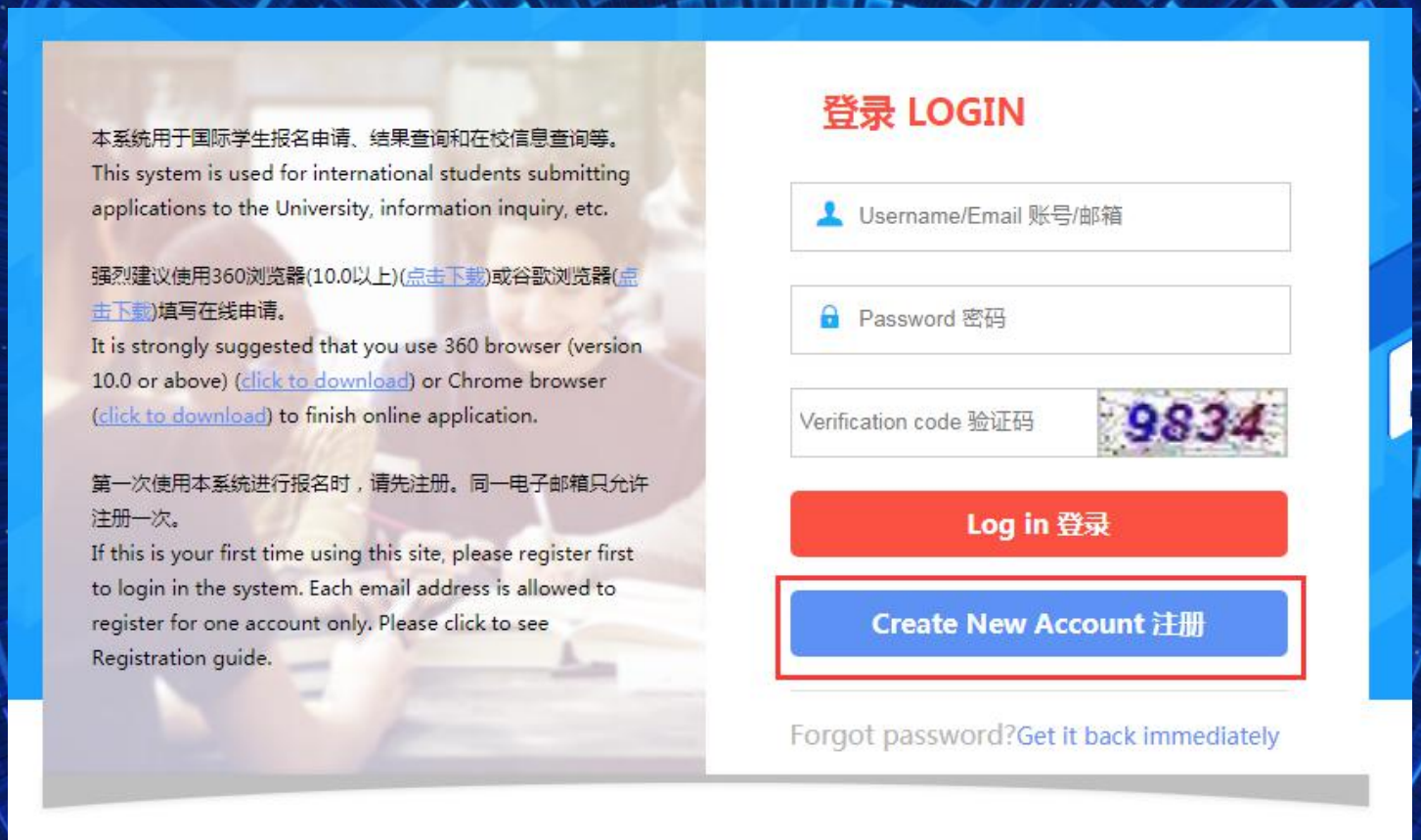
International Student Application Procedure

一、注册新账号

I .Create New Account

1. 点击注册。

Click on "Create New Account" button;



The screenshot displays the user interface of the international student application system. On the left, there is a text area with instructions in Chinese and English. On the right, there is a login and registration section with the following elements:

- 登录 LOGIN** (Login LOGIN)
- Username/Email 账号/邮箱 (Username/Email Account/Email)
- Password 密码 (Password Password)
- Verification code 验证码 (Verification code Verification code) with the code **9834** displayed.
- Log in 登录** (Log in Login)
- Create New Account 注册** (Create New Account Register) - This button is highlighted with a red border.
- Forgot password? Get it back immediately (Forgot password? Get it back immediately)

Text on the left side of the screenshot:

本系统用于国际学生报名申请、结果查询和在校信息查询等。
This system is used for international students submitting applications to the University, information inquiry, etc.

强烈建议使用360浏览器(10.0以上)([点击下载](#))或谷歌浏览器([点击下载](#))填写在线申请。
It is strongly suggested that you use 360 browser (version 10.0 or above) ([click to download](#)) or Chrome browser ([click to download](#)) to finish online application.

第一次使用本系统进行报名时，请先注册。同一电子邮箱只允许注册一次。
If this is your first time using this site, please register first to login in the system. Each email address is allowed to register for one account only. Please click to see Registration guide.

2. 输入个人信息，点击下一步。

Fill out your personal information, then click on "Next";

注册新账号 Create New Account

个人信息 Personal information 邮箱确认 Email verification 设置密码 Password 注册成功 Registered

Username / 用户名 * zaihuaguojixueyuan ✓

Email / 电子邮箱 * [redacted]@qq.com ✓

Family Name / 护照姓 * zaihua

Given Name / 护照名 * guojixuanyuan

Passport No. / 护照号码 * 5555555

Nationality / 国籍 * 中国 China x ▾

取消 Cancel 下一步 Next

3. 邮箱确认，点击 GET CODE，获取验证码。

Confirm with registered Email address. Access "verification code" by clicking on "Get Code";

注册新账号 Create New Account

个人信息 Personal information 邮箱确认 Email verification 设置密码 Password 注册成功 Registered

Email / 电子邮箱 * [redacted]@qq.com

Code / 验证码 * verification code

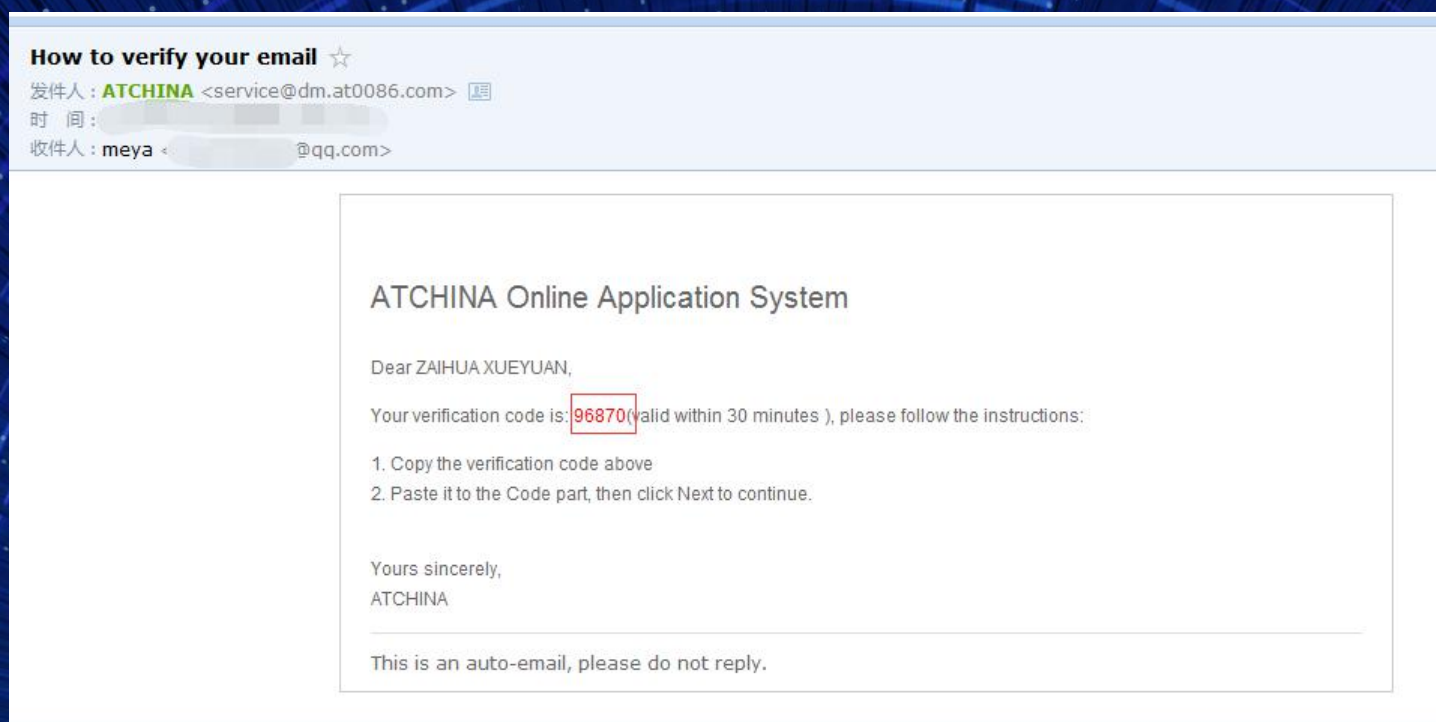
Get Code

The verification code will be sent to your registered email address, please check it. Please also check your junk mails if you cannot find it in I box.

上一步 Back 下一步 Next

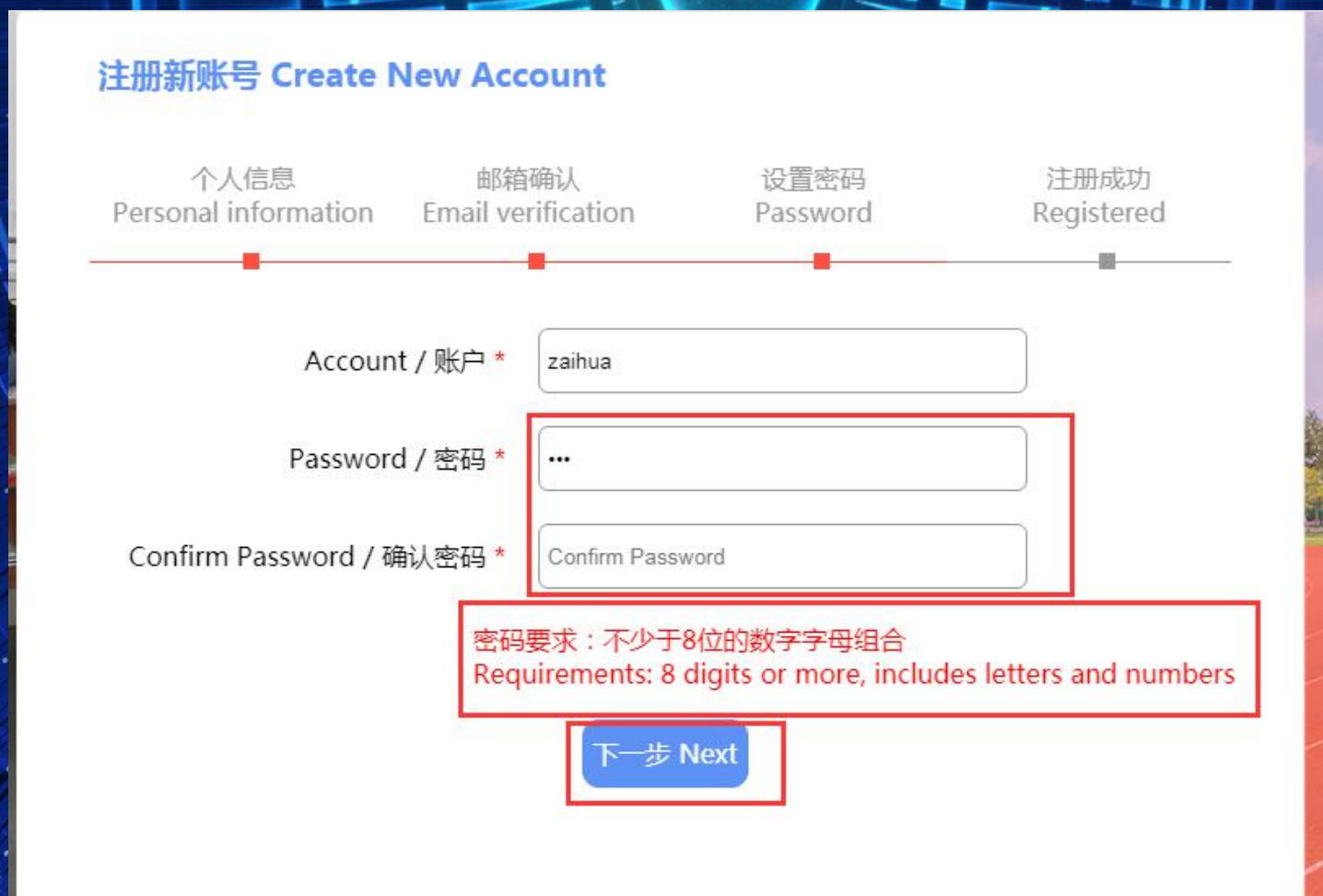
登录邮箱，输入邮箱收到的验证码，点击下一步。

Check your Email account to copy and paste it to the Code part to do Email verification, then click next to continue;



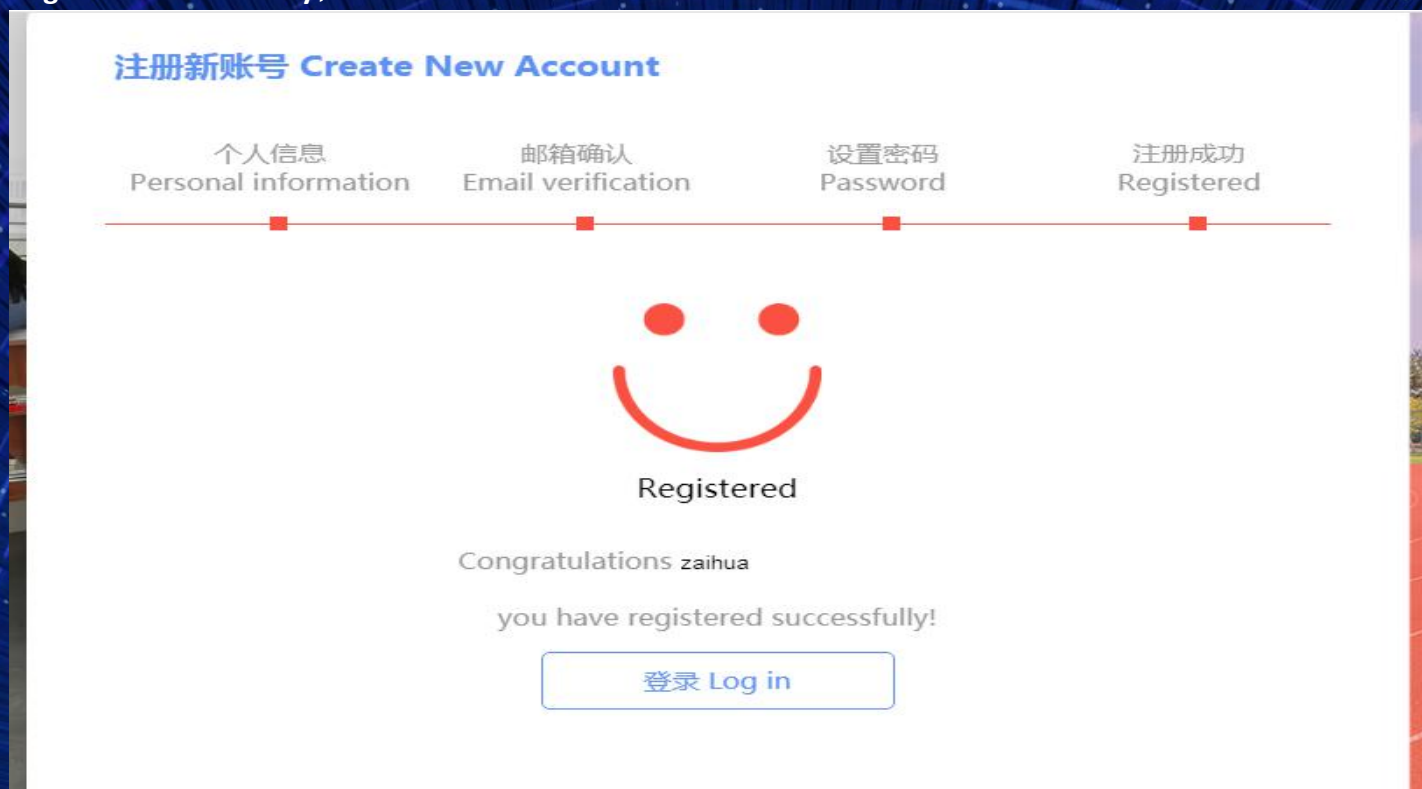
4. 设置密码，密码要求是不少于 8 位的数字与字母的组合。

Setup password. Note that the password you create must be at least 8 characters long and must contain at least one number and one letter;



5.注册成功。

Registered successfully;



二、登录已注册账号，进行报名

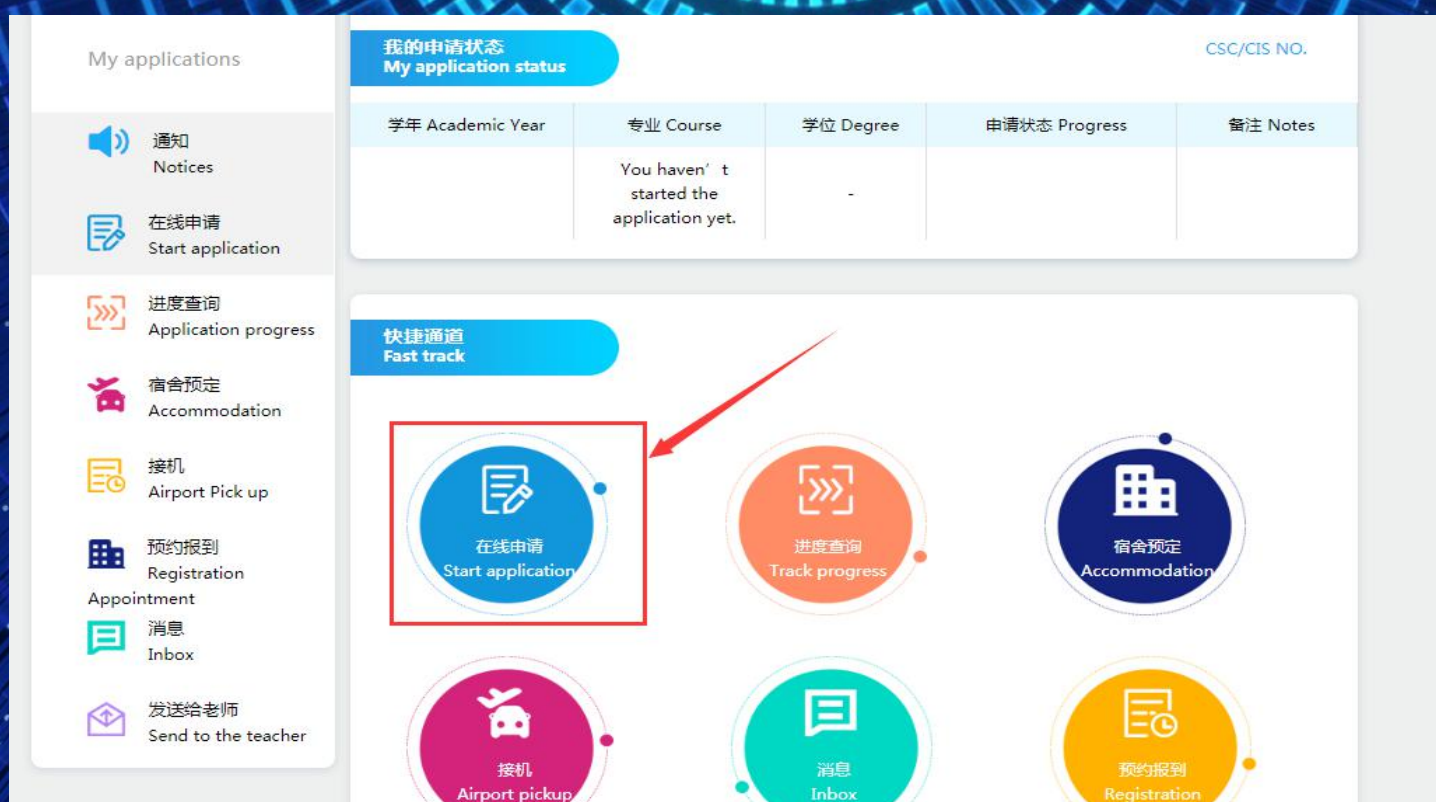
II .Log into registered account to start personal application

1.输入账号和密码，登录已注册账号。

Enter your E-mail Address/Username and Password to log into registered account;

2.点击在线申请，进入申请页面。

Click on "Start application";



3. 依据个人志愿，选择招生类别以及具体的专业。

Choose types of different programs base on your personal preference.;

Account name: [redacted]
Binding passport number [redacted]
Binding student number [redacted]

My applications

- 通知 Notices
- 在线申请 Start application
- 进度查询 Application progress
- 宿舍预定

在线申请
Start application

Please choose your type / 请选择招生类别 :

本科生
 硕士研究生

下一步 / Next

Application Notes / 申请须知 :

I Agree / 我同意

4. 填写个人信息，上传申请材料，请确保所有带*号部分填写完整。

Fill out your personal information and upload application materials. Please make sure all parts with * are completed.;

Account name: [redacted]
Binding passport number [redacted]
Binding student number [redacted]

My applications

- 通知 Notices
- 在线申请 Start application
- 进度查询 Application progress
- 宿舍预定

基本信息的
Application information

申请信息 Application information

申请材料 Documents

补充信息 More information

预览 Preview

◆ 个人基本信息 Personal Information

护照姓 Passport Family Name*
XAIOMIGNMIGN

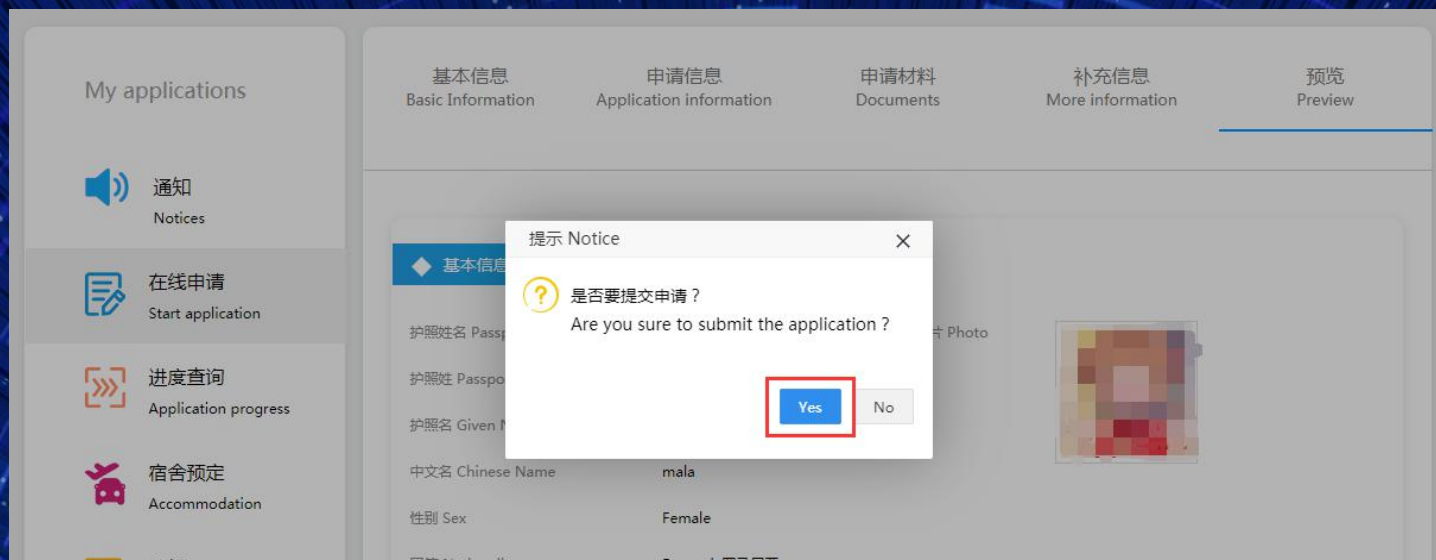
护照名 Given Name*
DIEGO

中文名 Chinese Name

照片参考格式：彩色2寸免冠证件照，白色背景无边框，头部占照片尺寸的2/3，照片只存不能低于320*240像素，高宽比为4：3，大小为100-
Browser...浏览

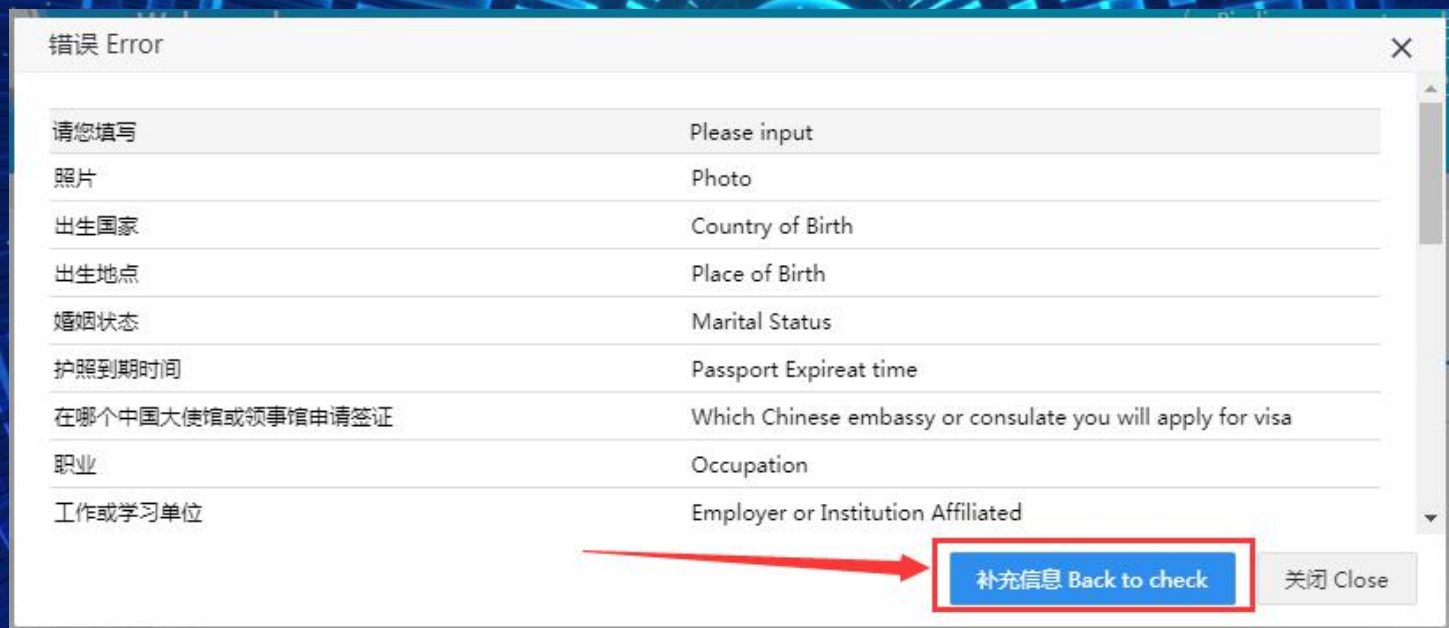
5.填写完毕后提交申请。

Submit to complete your application process;



6.如果个人信息填写不完整，系统将自动反馈需要补充的信息，补充完整后提交即可。

The system will give feedbacks automatically once your submitted information is incomplete. You have to resubmit it after complete the supplement documents and information;



三、进度查询

III.Tracking Application Process

1.提交申请以后，可以点击进度查询，了解材料审核的最新进度。

You can click on "Application Process" for your latest reviewing progress;

1-1) 提交后，进度查询列表的操作栏显示【查看】，则表示提交成功。

After submitting, application progress operation shows 【view】, then it means submit successfully;

1-2) 审核状态为【退回】，表示申请信息中有内容不符合学校要求，点击【修改】可修改申请信息，点击【提交】后则不能再修改。

Status shows【Revoked】,it means the application information doesnt meet the university requirement,click 【Edit】 to edit the application information,after clicking 【Submit】 the application cannot be edited any more;

1-3) 出现【补充材料】字样，表示提交的申请材料不符合学校要求，或者需要补充更多材料。点击【补充材料】可以进行材料的补充和修改，修改后点击【保存并继续】即可提交，提交后则不能修改。

When Status shows 【Add documents】， it means the application documents doesnt meet the university requirement or more documents would be needed. Click 【Add documents】 to upload more documents or edit the documents,after editing the documents,click 【Save and Continue】to submit,after clicking【Submit】 the application cannot be edited any more;

The screenshot shows a user interface for tracking application progress. On the left is a sidebar with navigation options: 'My applications', '通知 Notices', '在线申请 Start application', '进度查询 Application progress' (highlighted with a red box), '宿舍预定 Accommodation', '接机 Airport Pick up', '预约报到 Registration Appointment', '消息 Inbox', and '发送给老师 Send to the teacher'. The main content area is titled '进度查询 Application progress' and contains a table with the following data:

申请编号 Application ID	申请时间 Date	申请专业 Course	学历 Degree	审核时间 Update	审核状态 Status	操作 Operation
201061158	2020-03-07	社会学	硕士研究生 Master's degree	2020-03-07	未处理 Pending	查看 View
193620959	2020-03-07	汉语言	短期团组 Short-term group	2020-03-07	已录取 Accepted	查看 View
201061159	2020-03-07	中文	语言进修生 Master's degree	2020-03-07	退回 Revoked	修改 Edit 提交 Submit
201061160	2020-03-07	建筑学	硕士研究生 Master's degree	2020-03-07	处理中 Processing	查看 View 补充材料 Add documnts

四、联系方式 IV.Contact Information

如果在申请中遇到问题，可以通过以下方式联系学校。

Any problems during your application, please contact us by following ways;

提交申请以后，可以发送站内信。

Send us comments and messages from application system by using the function of "Send to the teacher";

The screenshot displays the 'Send to the teacher' interface within an application system. On the left, a sidebar titled 'My applications' lists various services: Notices, Start application, Application progress, Accommodation, Airport Pick up, Registration Appointment, and Inbox. The 'Send to the teacher' option is highlighted with a red box and a red arrow. The main content area is titled '发送给老师 Send to the teacher' and contains a form for sending a message. The form includes a 'Subject / 标题' field, a rich text editor with formatting options (bold, italic, underline, text color, font size), and a 'Content / 内容' text area. A 'Send / 发送' button is located at the bottom right of the form.