

# 国际及港澳台学生网报流程

## overseas Studens Application Procedure

### 一、注册新账号 I .Create New Account

- 1.点击注册。  
Click on "Create New Account" button;

本系统用于国际及港澳台学生报名申请、结果查询和在校信息查询等。  
This system is used for overseas 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](#))。  
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。填写在线申请。[国际及港澳台学生网报流程](#)  
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](#).

### 国际及港澳台学生登录





Verification code 验证码 

[Log in 登录](#)

[Create New Account 注册](#)

[Forgot password?](#)

- 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

提示: 请使用中文或英文一种语言填写, 标识 "\*" 的为必填项。  
Tips: Please fill in either Chinese or English, "\*" indicates a required field.

Email / 电子邮箱 \*

Email (Please do not use Gmail to register.)

护照姓 Surname on Passport\*

SURNAME ON PASSPORT

请严格按照护照上的姓名顺序填写, 不得有任何添加和省略。  
Please fill in your name according to your passport without any kind of addition or omission.

护照名 Given Name and Middle Name on Passport\*

GIVEN NAME AND MIDDLE NAME ON PASSPORT

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\*护照名\*中应包含所有中间名和名字，如没有中间名，可直接填写名字。  
Field \*Given Name and Middle Name on Passport\* should include the entire given name and middle name. If you have no middle name, please just fill in your given name.

### 护照号码 Passport Number \*

Please fill in at least one of the following fields: Passport No. or ID No.

☒ 有护照:I have passport ☐ 暂未办理护照:I don't have passport.

### 国籍 Nationality\*

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 \*

Code / 验证码 \*

verification code

Get Code / 发送验证码

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 Inbox.

上一步 Back

下一步 Next

本系统用于国际及港澳台学生报名申请、结果查询和在校信息查询等。

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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。

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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;

### 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

Password / 密码 \*

.....

Confirm Password / 确认密码 \*

.....

密码要求：不少于8位的数字字母组合  
Requirements: 8 digits or more, includes letters and numbers

下一步 Next

5.注册成功。  
Registered successfully;

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

Registered

Congratulations

You have registered successfully! Your account information and password has been sent to your email, please check.

登录 Log in

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”;

菜单  
Menu

在线申请  
Start Application

消息  
Messages

通知  
Notices

发送给老师  
Send Message to

我的申请状态  
My application status

申请编号 Application ID	学年 Academic Year	申请专业 Course	学历 Degree	更新时间 Update
你还没有提交任何申请,马上申请? You haven't started any application yet,apply now?.				



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.;

在线申请  
Start Application

返回 Back

Application Notes / 申请须知：

申请人保证/I hereby affirm that:

- 1)上述各项中填写的信息和提供的材料真实无误。如因个人信息错误、失真造成不良后果，责任由本人承担。  
All information and materials provided are factually true and correct. I understand that I may be subject to a range of possible disciplinary actions, including admission revocation or expulsion, should the information I've certified be false.
- 2)在华期间，遵守中国的法律和法规，不从事任何危害中国社会秩序的，与本人来华学习身份不相符合的活动；  
During my stay in China, I shall abide by the laws and decrees of the Chinese government, and will not participate in any activities which are deemed to be adverse to the social order in China and are inappropriate to the capacity as a student;
- 3)在学期间，遵守学校的校纪校规，尊重学校的教学安排。  
During my study in China, I shall observe the rules and regulations of the university, and will concentrate on my studies and researches, and will follow the teaching programs provided by the university.

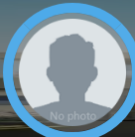
☒ I Agree / 我同意

Please select an enrollment category / 请选择招生类别：

☒ 本科生 Bachelor's Degree

下一步 Next

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.;



Hello,

退出 Log out

修改密码 Change Password

Account Name:

绑定护照号 Bind Passport Number

绑定学号 Bind Student Number

绑定微信 Bind WeChat

1.基本信息  
Basic Information

2.申请信息  
Application information

3.申请材料  
Documents

4.补充信息  
More information

5.预览及提交  
Preview

◆ 个人基本信息 Personal Information


护照姓 Passport Family Name\*

护照名 Given Name\*

护照全名 Full Name as shown on your passport\*

系统中的全名将用于您的所有证书（包括学位证书）。请认真填写，确认无误。  
The full name in the system will be used in all your certificates (including degree certificate). Please fill in carefully and confirm.

标有\*的是必填项  
Fields marked with \* are required



Browser...浏览

\*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，照片尺寸不能低于320\*240像素，高宽比为4:3，大小为100-500KB，JPG格式（".jpg","jpeg",".png"）。  
Referenced:PG Color 2" Bareheaded Certificate (White Background Without Border) The head is 2/3 of the size of the photograph, the photo size is not less than 320 x 240 pixels, the aspect ratio is 4:3, the size is 100 - 500 kb). Click Crop Image

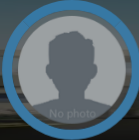
婚姻状态 Marital Status\*

请选择 Please Choose

宗教 Religion\*



5.填写完毕后提交申请。  
Submit to complete your application process;



Account Name:

退出 Log out

修改密码 Change Password

绑定护照号 Bind Passport Number

绑定学号 Bind Student Number

绑定微信 Bind WeChat

1.基本信息  
Basic Information

2.申请信息  
Application Information

3.申请材料  
Documents

4.补充信息  
More Information

5.预览及提交  
Preview

提示 Notice

?

是否要提交申请?  
Are you going to submit the application?

Yes

No

◆ 基本信息 PROFILE

护照姓名 Passport Name

护照姓 Passport Family Name

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;

以下信息/材料缺失，请补充 The information/documents are incompleted, please check and provide it.

请您填写	Please input
性别	Sex
照片	Photo
出生日期	Date of Birth
出生地点	Place of Birth
婚姻状态	Marital Status
宗教	Religion
在本国生活年限	Years of Living in Your Own Country
护照到期时间	Passport Expireat time
护照开始时间	Passport Start date
在哪个中国大使馆或领事馆申请签证	Which Chinese embassy or consulate you will apply for visa
职业	Occupation
工作或学习单位	Employer or Institution Affiliated
是否在华学习	Have study experience in China or not
英语能力	English Proficiency
汉语水平	Chinese Proficiency
HSK等级	HSK Level
最高学历	HighestDegree
最后学历毕业院校	Highest degree graduation school
学习期限	Study Duration
学习期限	Study Duration
家庭地址	Detailed address
省/城市	City/Province
电话/手机	Mobile/Phone
家庭地址国家	Home address country
现住址	Current Address
现住址电话	Address telephone
收件人地址	Receiver'sAddress

补充信息 Back to check

关闭 Close



### 三. 我的申请状态

#### III. My application status

1. 提交申请以后，可以在我的申请状态，了解材料审核的最新进度。

You can click on “My application status” for your latest reviewing progress;

1-1) 提交后，**我的申请状态**列表的操作栏显示【查看】，则表示提交成功。

After submitting, My application status 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 doesn't 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 don't 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;

我的申请状态  
My application status

CSC/CIS  
学号 Student ID:202206

申请编号 Application ID	学年 Academic Year	申请专业 Course	学历 Degree	更新时间 Update	审核状态 Status
	2007 Spring	技术开发 Jishu	本科生 Bachelor's Degree	-	未提交 Un-submitted
操作 Operation	<div>修改 Edit</div> <div>提交 Submit</div> <div>删除 Delete</div> <div>申请表 Application form</div>				
222611814 2022-06-20	2007 Spring	国际客服 guoji	本科生 Bachelor's Degree	2022-07-28	已录取 Accepted
操作 Operation	<div>查看 View</div> <div>补充材料 Add document</div> <div>申请表 Application form</div> <div>放弃录取 Decline offer</div>				

您有未完成的专业申请，请填写！  
You have an incomplete course application, please go to complete it.



#### 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";

