

## 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 for the International Student Application Procedure. On the left, there is a text box with instructions in both Chinese and English. The Chinese text states: '该系统用于国际学生网上报名、成绩单和学位申请等。' and '请务必使用360浏览器(360以上)或谷歌浏览器(37.0)填写在线申请表。' The English text says: 'This system is used for international students submitting applications to the University, information inquiry, etc.' and 'It is strongly suggested that you use 360 browser (version 37.0 or above) or Chrome browser to finish online application.' Below this, it notes: '第一次使用本系统进行报名时，请务必，先一步单独填写并注册一次。' and '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.' On the right, the '登录 LOGIN' section contains a form with fields for 'Username/Email 用户名/邮箱', 'Password 密码', and 'Verification code 验证码' (with the code '9834' displayed). There are two buttons: a red 'Log in 登录' button and a blue 'Create New Account 注册' button. At the bottom of the login section, there is a link: 'Forgot password? Get it back immediately'.

2.输入个人信息，点击下一步。  
Fill out your personal information, then click on "Next";

The screenshot shows the 'Create New Account' form at the 'Personal Information' step. The progress bar at the top indicates the current step. The form fields are as follows:

Field	Value	Status
Username / 用户名 *	zshuaguopukeyuan	Valid
Email / 电子邮箱 *	zshuaguopukeyuan@qq.com	Valid
Family Name / 姓氏 *	zshu	Valid
Given Name / 名字 *	guopukeyuan	Valid
Passport No. / 护照号码 *	888888	Valid
Nationality / 国籍 *	中国 China	Valid

Buttons: '取消 Cancel' and '下一步 Next' (highlighted with a red box).

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";

The screenshot shows the 'Create New Account' form at the 'Email verification' step. The progress bar at the top indicates the current step. The form fields are as follows:

Field	Value
Email / 电子邮箱 *	zshuaguopukeyuan@qq.com
Code / 验证码 *	verification code

Buttons: '上一部 Back' and '下一步 Next'.

A red arrow points to the 'Get Code' button, which is highlighted with a red box. Below the 'Code' field, there is a note: "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 10 min."

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;

The screenshot shows the "注册新账号 Create New Account" page. It features a progress bar with four steps: "个人信息 Personal information", "邮箱确认 Email verification", "设置密码 Password", and "注册成功 Registered". The "设置密码 Password" step is currently active. The form includes three input fields: "Account / 账号 \*" with the value "zafua", "Password / 密码 \*" with a masked password, and "Confirm Password / 确认密码 \*" with the label "Confirm Password". A red box highlights the password requirements: "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". A "下一步 Next" button is located at the bottom.

5.注册成功。  
Registered successfully;



## 二、登录已注册账号，进行报名

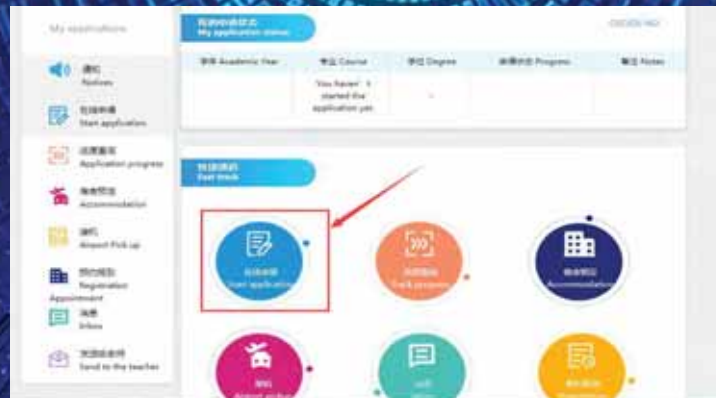
II. Log into registered account to start personal application

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;



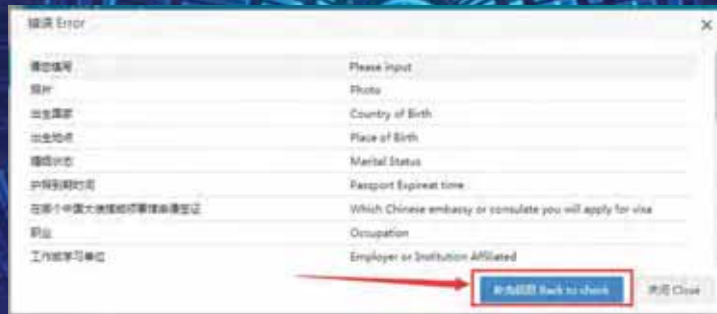
4.填写个人信息，上传申请材料，请确保所有带\*号部分填写完整。  
Fill out your personal information and upload application materials.Please make sure all parts with \* are completed;



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;



#### 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";

