

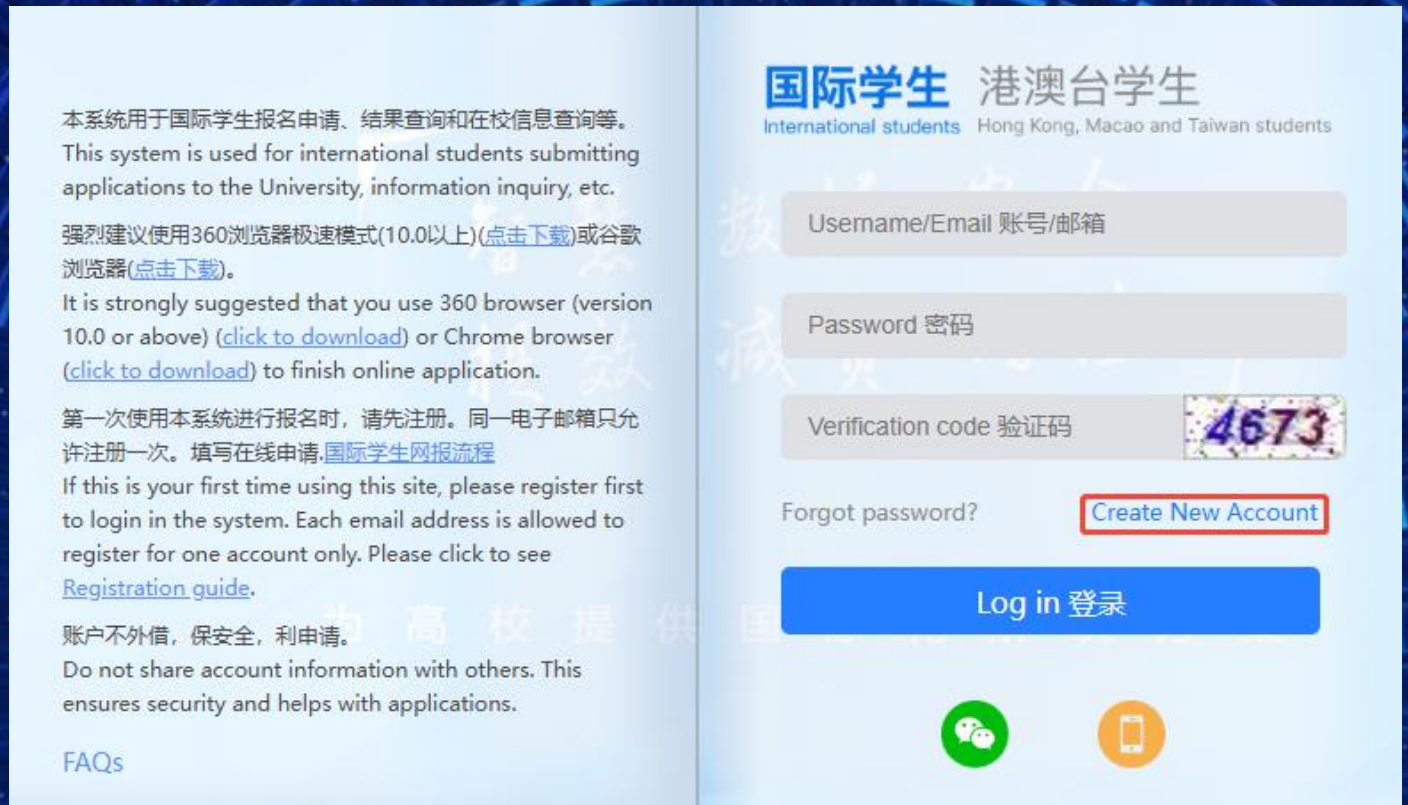
# 国际学生网报流程

## International Student Application Procedure

### 一、注册新账号 I .Create New Account

1. 点击注册。

Click on the "Create New Account" button;



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浏览器极速模式(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](#).

账户不外借, 保安全, 利申请。

Do not share account information with others. This ensures security and helps with applications.

FAQs

国际学生 港澳台学生  
International students Hong Kong, Macao and Taiwan students

Username/Email 账号/邮箱

Password 密码

Verification code 验证码 4673

Forgot password? [Create New Account](#)

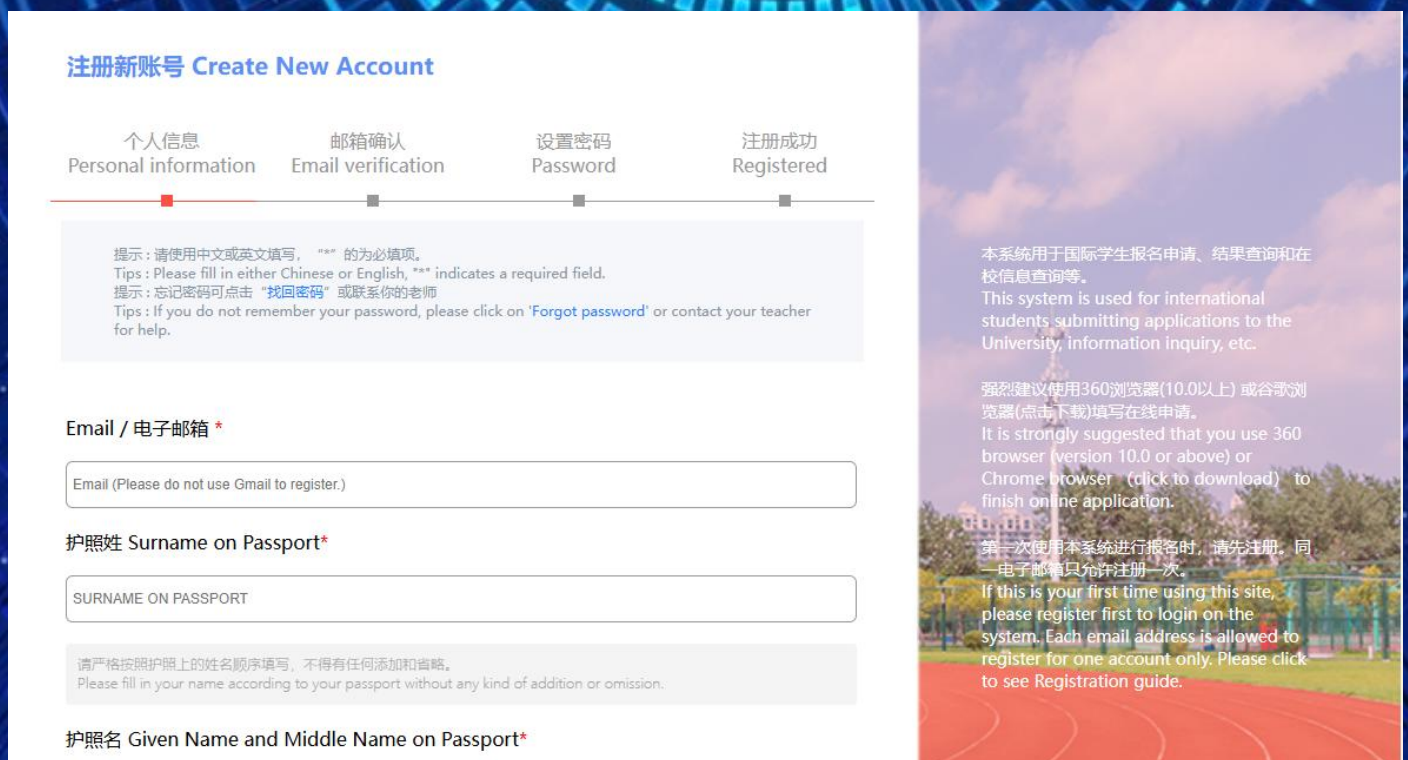
Log in 登录

微信 WeChat

手机 App

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: 请使用中文或英文填写, "\*" 的为必填项。  
Tips: Please fill in either Chinese or English, "\*" indicates a required field.  
提示: 忘记密码可点击 "找回密码" 或联系你的老师  
Tips: If you do not remember your password, please click on 'Forgot password' or contact your teacher for help.

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\*

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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

"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.

PASSPORT NUMBER

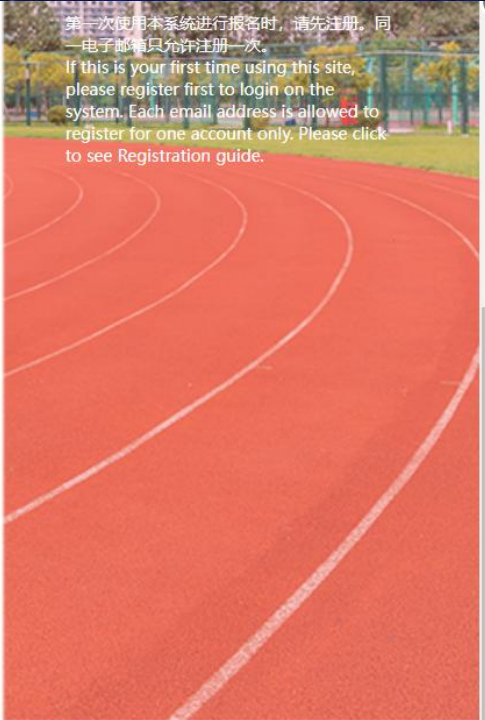
国籍 Nationality\*

Please Choose

取消 Cancel

下一步 Next

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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3. 邮箱确认，点击Get Code，获取验证码。

Confirm your registered "Email" address. Click on "Get Code" to receive an email with the verification 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 /

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

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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, copy the verification code you received and paste it into the "Code" field, then click "Next" to continue;



## Please verify your email to start application – ATCHINA ☆

ATCHINA <service@dm.at0086.cn>  
收件人 我 < >

邮件可翻译为中文 全文翻译

### 在华国际学院 在线申请系统

您好

您的验证码是: **418397** (10分钟内有效), 请按照说明进行操作:

1. 复制上面的验证码.
2. 将其粘贴到“验证码”部分, 然后单击“下一步”继续.

此致,

在华国际学院

这是系统发送的自动电子邮件, 请不要回复.

### ATCHINA Online Application System

Dear ,

Your verification code is **418397** (valid within 10 minutes), please follow the instructions:

1. Copy the verification code above.
2. Paste it to the Code part, then click Next to continue.

Yours sincerely,

ATCHINA

This is an automated email sent by the system, please DO NOT reply.

4. 设置密码, 密码要求是不少于8位的数字与字母的组合。

Set your password. Note that the password you choose 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 \*

下一步 Next

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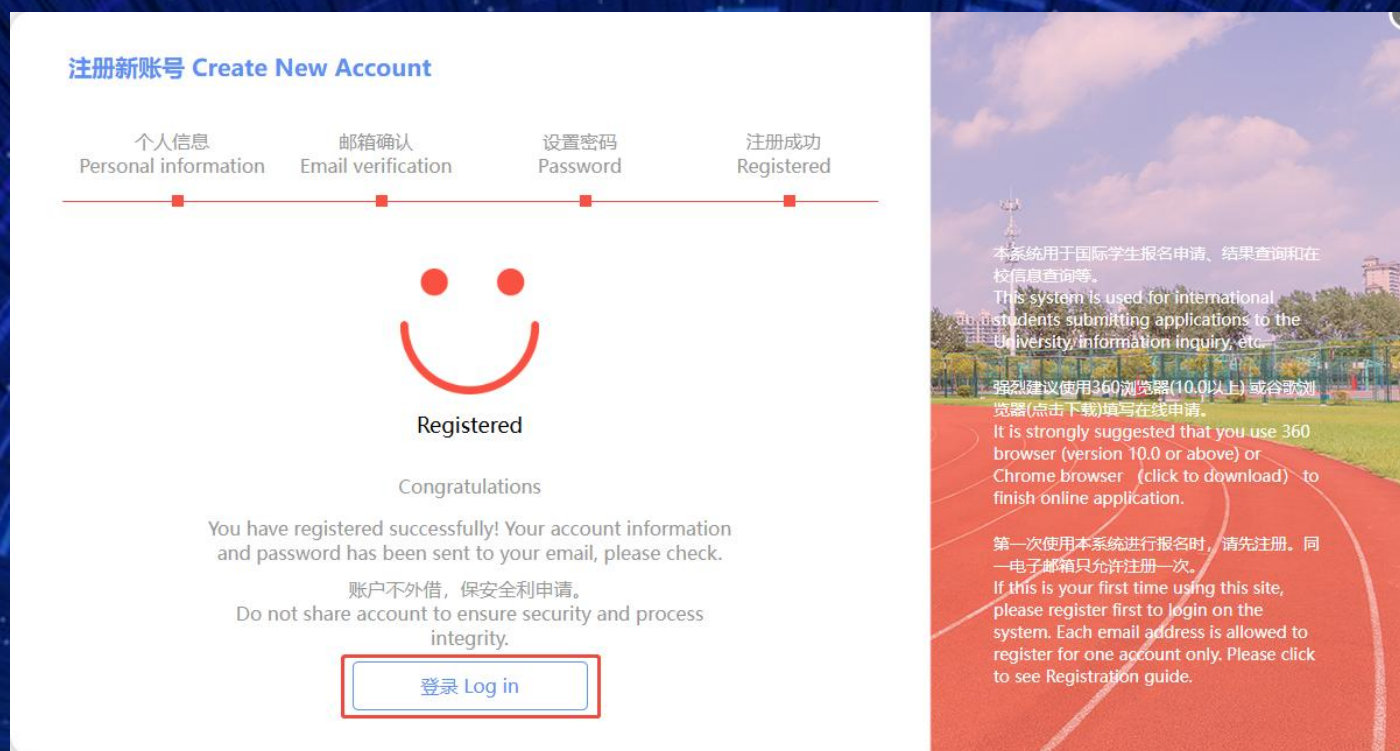
It is strongly suggested that you use 360 browser (version 10.0 or above) or Chrome browser (click to download) to finish online application.

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 on the system. Each email address is allowed to register for one account only. Please click to see Registration guide.



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 the application

1. 输入账号和密码，登录已注册账号。  
Enter your Email Address/Username and Password to log in to the 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 your desired type of program and major;



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.

☒ 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 fields with \* are completed;

Account ID:

Account:

绑定微信 Bind WeChat

绑定手机号 Bind mobile phone number

更换邮箱 Change mail box

Hello,

退出 Log out

修改密码 Change Password

智慧 数据 安全  
提效 减负 增值

为高校提供国际化解决方案

1.基本信息

2.申请信息

3.申请材料

4.补充信息

5.预览及提交

个人基本信息

Personal Information

通讯地址

Correspondence Address

证件信息

Passport and Visa Information

在华学习经历

Learning Experience In China

经济担保人信息

Financial Sponsor's Information

事务担保人信息

Guarantor's Information

紧急联系人

Emergency Contact

所填写内容涉及留学签证申请, 请认真填写所有内容, 确保信息准确性

Information provided below will be used for visa application, please fill in carefully and ensure its authenticity and accuracy.

个人基本信息 Personal Information

护照姓 Passport Family Name\*

护照上的姓为空 The family name in the passport is empty

护照名 Given Name\*

标\*号的为必填项

Field marked with \* are required

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, 高宽比为4: 3, 最大200KB, JPG格式 (\*.jpg,\*.jpeg,\*.png).点击裁剪照片

Note: 2 inch bareheaded color photo, white background, no border. The head of the applicant shall account for 2/3 of the whole photo, and the image format should be in \*.jpg,\*.jpeg,\*.png. The size of the photo should be less than 200KB and aspect ratio is 4:3.Click Crop Image

Browser...浏览

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

1.基本信息

2.申请信息

3.申请材料

4.补充信息

5.预览及提交

提示信息 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



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 feed backs automatically if your submitted information is incomplete. You will have to resubmit after completing all the required 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 complete it
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 Home Country
电子签名	Electronic Signature
是否父母一方是中国公民	Whether one or both parents are Chinese citizen
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
雅思	IELTS
汉语水平	Chinese Proficiency
汉语学习机构名称	Name of institution for Chinese learning
最高学历	HighestDegree
最后学历毕业院校	Highest degree graduation school
学习开始期限	Study Duration
学习结束期限	Study Duration
家庭地址	Detailed address
省/城市	City/Province
电话/手机	Mobile/Phone
现住址	Current Address
现住址电话	Address telephone
申请材料:无犯罪证明	Documents:Certificate of non-criminal record

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, if "My application status" shows 【 View 】 under "Operation" , it means that the submission was successful;



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。

If status shows 【Revoked】 , it means your application contains information that doesn't meet the university's requirement(s), click 【Edit 】 to edit the information in your application. Double check and confirm your information before clicking 【Submit】 because the application will not be editable after the submission, unless being revoked again;

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 you have application document(s) that doesn't/don't meet the university's requirement(s) or more document(s) is/are needed. Click 【Add documents】 to upload more documents or edit the documents you already uploaded. After the editing is done, click 【Save and Continue】 to submit. Again the application will not be editable after the submission, unless it still doesn't meet the requirement(s) after being reviewed;

我的申请状态

My application status

CSC/CIS NO.











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
	2024 Spring	软件工程 ruanjiangongchen	硕士研究生 Master's Degree	-	未提交 Un-submitted
操作 Operation	<div>修改 Edit</div> <div>修改学习专业 Change Course</div> <div>提交 Submit</div> <div>删除 Delete</div> <div>申请表 Application form</div>				
审核说明 Notes	<div>更多 More</div>				
253210001 2025-08-04	2025 Autumn	国际商务 International Business	本科生 Bachelor's Degree	2025-08-12	未处理 Pending 面试通过Interview passed
操作 Operation	<div>修改 Edit</div> <div>查看 View</div> <div>补充材料 Add document</div> <div>申请表 Application form</div>				
审核说明 Notes					

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

## 四、联系方式 IV. Contact Us

如果在申请中遇到问题，可以通过站内信方式联系我们。

Should you encounter any problems during your application process, please contact us by sending us comments and messages inside the system through the "Send Message to the Teachers" function.

菜单 Menu					
 在线申请 Start Application	 在线注册 Online Registration	 消息 Messages	 宿舍预定 Accommodation	 接机接站 Airport pick up	
 预约报到 Registration Appointment	 在线办事 Online Services	 通知 Notices	 发送给老师 Send Message to the Teachers	 常见问题 FAQs	