

## Materials preparation

No.	Application Materials	Requirements	Original	Copy
1	Graduation Certificate, Diploma	1. The photocopy of your highest <i>Graduation Certificate</i> and <i>Diploma</i> . 2. For applicants who haven't graduate, a letter of certification issued by school authorities is required to indicate the date of graduation.	1	1
2	Letter of Recommendation	1. Letter of Recommendation from the employer: issued by the applicant's employer to introduce the basic information of the applicant and indicate the willingness to recommend the applicant to study in China; 2. Letter of Academic Recommendation: issued by an associate professor or above to introduce the applicant's academic background, major, past achievements and research ability.	2	2
3	Formal Transcript	1. Transcripts must be original or notarized photocopy in Chinese or English. 2. Transcripts must include all courses learn and final achievements.	1	1
4	Personal Statement	About 1500 words. Please make a statement from the perspectives of academic background, work and research experience and achievements related to the major applied for, study and research plans in period of postgraduate and development target after graduation.	1	1
5	CV	Personal background, learning and working experience after senior high school	1	1
6	Evidence of English Language Proficiency	For applicants who are native English speakers or are taught in English in college, are not required to submit this document. (See above for detailed requirements)	1	1
7	Photocopy of Valid Passport	1. The expiry of passport must cover the studying period. 2. Please be sure not to submit diplomatic passport or service passport.	0	2
8	Recent Photo of Passport	Two two-inch bareheaded photos with white background in recent 3 months.	2	0
9	The Form of Physical Examination	<i>The Form of Physical Examination for Foreigners</i> which must show the result of physical examination within 1 month prior to the application date.	1	1