**附件2：**

**中国政府奖学金申请材料清单**

1.《中国政府奖学金申请表》（中文或英文填写）。

2.护照首页。如现持有护照有效期不符合要求（护照有效期应晚于 2024 年 9 月），请及时换发新护照。

3.经公证的最高学历证明。如申请人为在校学生，须提交本人就读学校出具的 预计毕业证明或在学证明（中英文以外文本需附经公证的中文或英文的译文）。

4.学习成绩单（自本科阶段起）。成绩单扫描件应包括本科、硕士学习阶段，直至最近一学期的成绩。成绩单应由就读学校教务处、研究生院或有关学生管理部门开具并盖章。可提供中/英文成绩单，如为英语以外语种， 需另提供英文翻译件并公证。

5.语言能力证明。申请以中文为专业教学语言的申请人须提供有效期内且与相应中文水平要求相符的 HSK 成绩报告。

6.预录取材料。由我校出具的预录取材料（学校初审后给符合条件的学生提供相关预录取材料）。

7.来华学习计划。应提交中/英文学习计划（ 1000 字以上）， 博士研究生须由中方导师签字，学习计划只可以用中文或者英文书写。

8.推荐信。提交两名教授或副教授的推荐信，内容应重点包含对申请人来华学习目标要求，中方院校或者中方导师与国外导师的合作情况或者校际交流情况，以及对学生综合能力，未来发展的评价，推荐信只可以用中文或者英文书写。

9.年龄不满 18 周岁的申请人，须提交在华法定监护人的相关法律文件。

10.《外国人体格检查表》扫描件（原件自行保存，此表格由中国卫生检疫部门统一印制，须英文填写）。申请人应严格按照《外国人体格检查表》中要求的项目进行检查。缺项、未贴有本人照片或照片上未盖骑缝章、无医师和医院签字盖章的《外国人体格检查表》无效，检查结果有效期为 6 个月。

11.无犯罪记录证明。申请人须提交由所在地公安机关出具的有效期内的无犯罪记录证明，通常应为提交申请之日前 6 个月以内的证明文件。

注意：通过系统上传的材料须清晰、真实、有效。建议申请人使用专业设备扫描需提交的有关文件，因材料不清晰或无法可识别造成的后果由申请人承担。

**Appendix 2**

 **Application Documents**

1. Application Form for Chinese Government Scholarship (in Chinese or English);
2. Copy of Passport Home Page. If the validity of the applicant’s current passport does not meet the requirement (meaning the passport expires before September 2024), please apply for a new passport before submitting the application;

3. Notarized highest diploma. Prospective diploma winners must submit official proof of student status by their current school. Documents in languages other than Chinese or English must be attached with notarized Chinese or English translations.

4. Academic transcripts (from the undergraduate program onwards). Copies of academic records from first to last semester during the undergraduate, and graduate shall be provided. These transcripts shall be issued and sealed by the attending university’s academic affairs office, graduate school, or student management department. They can be in Chinese or English, but must be attached with notarized English translations if they are in foreign languages other than English.

5. Language qualification certificates. Applicants for Chinese-taught programs must submit valid HSK reports in accordance with the corresponding Chinese proficiency requirements.

6. Pre-admission documents. The pre-admission documents issued by our university (the university provides relevant pre-admission documents to eligible students after the preliminary review).

7. A study plan proposal. A study plan written in Chinese or English shall contain more than 1,000 characters or words; the proposal of a doctoral student shall be signed by the applicant’s Chinese supervisor;

8. Recommendation letters. Two letters of rec8. Recommendation letters. Two letters of recommendation (written only in Chinese or English) from professors or associate professors shall be submitted. These letters shall describe the applicant’s objectives of learning in China, comprehensive abilities, and evaluation of future growth, as well as the cooperation between the supervisors or the exchange between universities both in China and abroad.

9. Applicants under the age of 18 should submit the valid documents of their legal guardians in China.

10. A photocopy of the Foreigner Physical Examination Form completed in English (the original copy shall be kept by the applicant). The form is designed by the Chinese quarantine authority and can be obtained from the dispatching authority. The physical examinations must cover all the items listed in the Foreigner Physical Examination Form. Incomplete records or those without the signature of the attending physician, the official stamp of the hospital, or a sealed photograph of the applicants are invalid. Please select the appropriate time to take a physical examination as the result is valid for only 6 months.

11. Non-Criminal Record report. The applicant shall submit a valid certificate of Non-Criminal Record issued by the local public security authority, usually issued within 6 months prior to the submission date of the application.

Reminder: Uploaded supporting documents must be clear, authentic and valid. Applicants are recommended to use a professional device to scan the relevant documents. Applicants shall bear the consequences caused by unclear or unidentifiable uploaded materials.