Online Application Guide for Chinese Language Program

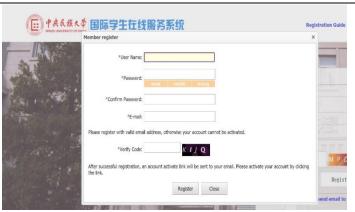


1. Register

http://lxs.muc.edu.cn/member/login.do



2. Accept the registration agreement.



3. Put in User Name, Password, Confirm

Password, E-mail and Verify Code, then click

Register button. After successful registration,

an account activate link will be sent to your

email. Please activate your account by clicking
the link.



4.Login the application system and choose online application.



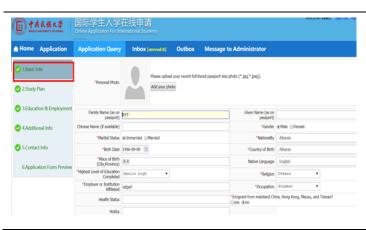
5. To apply for "Chinese Language Program", please choose" Self-sponsored" and click "Next".



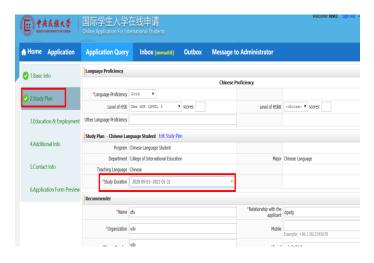
6. Please choose "Chinese Language Students" and click "Next".



7. Please choose "College of International Education(Department)-Chinese Language(Major)" and click "Apply".



8-1. Fill personal information (with * is required).



8-2. Fill the study plan. Fill the language skills and check the study duration one semester or two semesters carefully, as well as the information of the recommended organization or individual. You can re-select the registration category through [Edit Study Plan].



8-3.Education & Employment . Write at least 3 education or work experiences, click "Add" to increase the number.

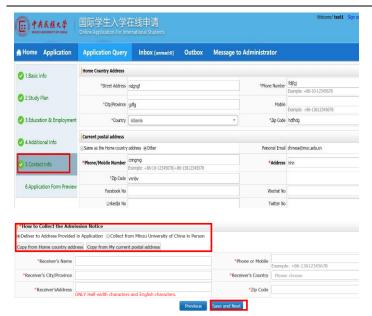


Application Documents (All should be uploaded in *.pdf, *.jpg, *.jpeg format and no more than 1.5M)

- 1). Photo page copy of passport;
- 2). Certificate of highest diploma (optional);
- 3). If the applicant has been studying in China, both a certificate for permission to transfer by the current university and a copy of the visa are needed (optional)



8-4.Additional Info. You can click "Add" or "
Delete" to change the number of family
members to fill in. Please fill the economic
guarantor or organization and the guarantor or
organization in China. (If there is no specific
organization or individual in China, please fill
your parents' contact information. If there is
any violation of the law, please fill the record
carefully.



8-5. Contact Information. Please ensure that the home country address is correct in order to receive the admission documents. (Note: only half-width characters and English characters can be entered in the address).



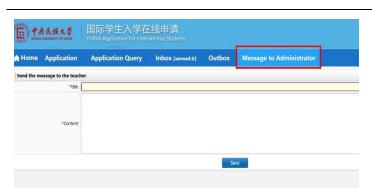
8-6.Please save the application step by step, and you could continue to finish the application when login next time.



8-7. Preview your application. Click "Submit", and "OK".



9. You could view the application and check the status at [Application Query].



10. You could send the message to the admission officer at [Message to Administrator]



11. Please check the inbox message regularly. If you get the message to upload more supporting documents, you need to resubmit your application after uploading.