

Online application Guide:

Please go to the Website: <https://apply.shnu.edu.cn>

1. Create an account and log in

https://apply.shnu.edu.cn/c.asp?action=student_sign

 上海师范大学
Shanghai Normal University

国际学生在线申请
International Students Online Application

登录 Log In 注册 Register

电子邮件 e-mail

密码 Password

验证码 Verification code

登录/Log in

找回密码 retrieve your password
发送验证邮件 send e-mail verification



2. Choose “New Application”

 上海师范大学
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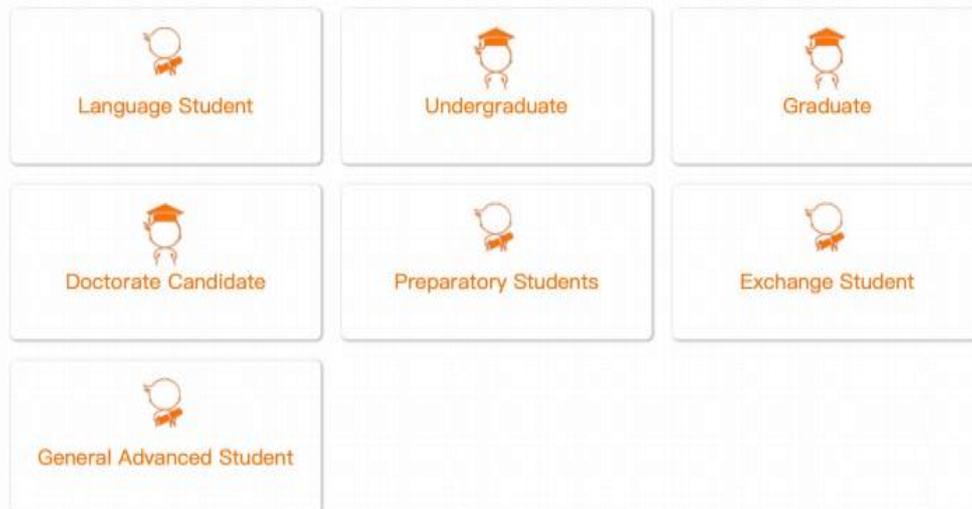


New Application



My Application

3. Choose “General Advanced Student”



4. Choose Study Duration and Program (one semester/year)

[Home Page](#) [中文版](#)

rubyrose0318@qq.com
[Reset Password | Log out]



上海师范大学
Shanghai Normal University

国际学生在线申请

International Students Online Application

操作提示 / Steps	Study Plan
Step 1 Study Plan	* Application Category: General Advanced Student
Step 2 Basic Info	* Teaching Language: <input type="radio"/> Chinese <input checked="" type="radio"/> English <input type="radio"/> Japanese <input type="radio"/> Korean <input type="radio"/> French
Step 3 Education&Employment	* Study Duration: Chinese Business (2024 Fall), From 2024-9-1 to 2025-2-28
Step 4 Language Proficiency	* First Preference-College: School of Finance and Business
Step 5 Contact Info	* First Preference-Major: Chinese Business
Step 6 Others Info	Save and Next
Step 7 Upload Documents	
Step 8 Financial Support	
Step 9 Application Fee	
Step 10 Submit	

Or:

操作提示 / Steps	
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Study Plan	
* Application Category:	General Advanced Student
* Teaching Language:	<input type="radio"/> Chinese <input checked="" type="radio"/> English <input type="radio"/> Japanese <input type="radio"/> Korean <input type="radio"/> French
* Study Duration:	Chinese Business (2024-2025), From 2024-9-1 to 2025-7-31
* First Preference-College:	School of Finance and Business
* First Preference-Major:	Chinese Business

[Save and Next](#)

5. Complete the following steps and provide all info as required.

6. Upload supporting documents as required.

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Upload Documents		
Document Name	View	Operation
* Photo Memo: passport-sized photo	Not Upload	选取文件 未选择文件
* Passpor Memo: scan of your passport information page	Not Upload	选取文件 未选择文件
* Transcripts Memo: university transcripts	Not Upload	选取文件 未选择文件
* Recommendation Letter Memo: recommendation letter issued by your home institution	Not Upload	选取文件 未选择文件
English Proficiency Certificate Memo: proof of your English proficiency, e.g. IELTS or TOEFL test report (not required for native English speakers)	Not Upload	选取文件 未选择文件
Chinese Proficiency Certificate Memo: proof of your Chinese proficiency, e.g. HSK test report	Not Upload	选取文件 未选择文件
Appendix Memo: other supporting documents	Not Upload	选取文件 未选择文件
Course Selection Sheet Memo: Please ask the contact person from your home institution for the Course Selection Sheet. Read over the notes, print the sheet out and sign. Scan or take a clear photo of the signed sheet and submit online.	Not Upload	选取文件 未选择文件

Step 7
pdf, jpg, gif, png, doc, docx is acceptable format to upload,the size of the documents to upload is no larger than 5MB.

7. Please pay application fee online. (450CNY for SFB international students)



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Application Fee	
Application Fee:	CNY 450.
Payment method:	<input checked="" type="radio"/> Online Payment <input type="radio"/> Bank Transfer and Upload the Remittance Notice

Online Payment:

Notes:

1. Click "Online Payment". New payment window will pop up. Please do not close it when proceeding.
2. The URL of online payment should be <http://zhifuold.shnu.edu.cn/>, Please be informed that the e-payment platform processes payments from 07:00 to 23:00 Beijing Time only. It does not support payments between 23:00 to 07:00.

Online Payment

Or:

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Application Fee	
Application Fee:	CNY 450.
Payment method:	<input type="radio"/> Online Payment <input checked="" type="radio"/> Bank Transfer and Upload the Remittance Notice

Bank Transfer and Upload the Remittance Notice:

Notes:

1. Acceptable formats includes jpg / gif / png. The file should be no larger than 5MB.
2. Do not transfer money by Auto Teller Machine.
3. You can save your application if you have not paid your application fee and return to this step once you pay your application fee and complete the application process.
4. **Please send the money to the following account (Please clearly write your name and your payment details):**

USD Account information (if you pay in US Dollars, please use this account)	
单位名称 Beneficiary Account:	Shanghai Normal University
银行帐号 Account Name:	441665865071 (USD)
开户行名称 Bank Name:	Bank of China, Shanghai Caohejing branch
银行识别码 Swift Bic:	BKCHCNBJ300
银行地址 Bank Add:	No.391 Guiping Road Shanghai, P.R.C
银行电话 Bank Tel:	86-21-64850960
单位地址 Beneficiary Address:	100 Guillin Rd. Shanghai, 200234 China
备注 Reference:	put your name here

Chinese CNY account (if you pay in China, please use this account)	
户名:	上海师范大学
账号:	033872-08017004511

Position for upload
a personal statement

账号:	U336/2-0801/004511
开户行名称:	农业银行上海徐汇区桂林支行
开户行地址:	上海市徐汇区桂林路400号
所属省市:	上海
城市:	上海
Contact	
联系人 / Contact:	钱老师 / Ms.Qian
电话 / Tel:	+86-21-64323111
E-Mail:	iec@staff.shnu.edu.cn
Skype:	iec@shnu.edu.cn
* Remitter:	<input type="text"/>
* Remittance Date:	<input type="text"/> yyyy-mm-dd
* Remittance Locations:	<input type="text"/>
* Remittance Amount:	450
* Remittance Currency:	<input type="text"/>
Remittance Remark:	<input type="text"/>
* Upload Receipt:	Not Upload <input type="button" value="选取文件"/> 未选择文件

8. Confirm all info and submit the application.
The application deadline will be **31 May 2024**.