

## 2025导师接收函 Supervisor Acceptance Letter

### 致申请者:

若申请研究生专业（硕士和博士），需要先取得我校导师的接收函。请按以下流程操作：

- 1、请在本网站下载该表格并根据链接信息获取相关学院专业导师信息；
- 2、请完整填写此表中“申请人信息”栏；
- 3、请将此表连同其他个人背景及学术相关材料电子邮件发给导师；
- 4、导师审核并签字后，请将拿到的“导师接收函”上传至申请系统，并与其它纸质材料一并提交留学生办公室，继续完成您的申请手续。

### Dear applicant,

To apply for postgraduate programs at USST, please get the **Supervisor Acceptance Letter** with the following steps:

**Step1.** Get Supervisors' information (like research field, contacts, etc) at our official website.

**Step2.** Fill out Applicant Information .

**Step3.** Send it to your Supervisor with other supplementary documents by e- mail.

**Step4.** Upload the Supervisor Acceptance Letter with signature to the Online application system <https://usst.at0086.cn/Student> and send the carbon copy/scanned version together with other materials to International Students Office .

申请人信息/ Applicant Information (申请人填写/ by the applicant)				
姓名 Name		性别 Gender		生日 DOB
国籍 Nationality		护照号 Passport No.		
申请类别 Category	<input type="checkbox"/> 硕士/ Master <input type="checkbox"/> 博士 / PhD	申请专业 Major		
联系电话 Contacts		电子邮件 E-mail		

### 致各位老师:

该生有意申请攻读我校研究生，如您愿意接收该生，请填写以下信息。该函将作为学生申请奖学金和后续审批的必要材料之一。如您有任何疑问，请及时联系【国际交流处（留学生办公室），张老师，weLink-通讯录-留学生办公室-06465张老师】；

Dear Supervisor,

This student is planning to apply for the postgraduate program at USST. If you would like to accept him/her as your student, please fill out the information as followed. Your acceptance is important for his/her application.

Should you have any questions, please do not hesitate to contact us by weLink.

导师信息 USST Supervisor Information (导师填写/ by the supervisor)			
导师个人指导语言 (必填, 务必确认)	<input type="checkbox"/> 汉语/ Chinese <input type="checkbox"/> 英语/ English	专业所属学院	
所在专业授课语言 (必填, 务必确认)	<input type="checkbox"/> 汉语/ Chinese <input type="checkbox"/> 英语/ English	再次确认申请者专业 (请填写一级学科名称)	
联系方式或电子邮件			
导师意见反馈 (请您请使用正楷书写, 便于我们录入信息)	如果该生被我校录取, 我愿意作为其导师, 指导该生完成毕业论文研究和考核全过程。 If the above student was accepted by USST, I would like to be his/her supervisor, instructing him/her all through the dissertation research and evaluation process.  Signature: Date:		