

# Documentation List for self-supporting Program

## 1. Application Form (Self-supporting Students)

(<https://isoe.usst.edu.cn/2019/1226/c9764a212607/page.htm>)

2. Notarized copies and Chinese or English translations of your highest education certificate, including graduation and degree certificates. Verification letter from school or employer should be provided if the applicants are students or employed. Those who submitted pre-graduation certificate/Estimated Graduate Proof will be required to provide original graduation certificate on registration day.

3. Notarized official transcripts of study records in Chinese or English. Chinese or English translations of the transcripts should be notarized too.

4. Study Plan in China in Chinese or English; (800 words)

5. Letter of Recommendation in Chinese or English from two professors or associate professors from the institution where the applicants have completed or will complete study program; ( for Master or Doctor degree program applicants only); The Letter shall include the details of Signature, Email address, landline or mobile phone number, date) Please download the format at <https://isoe.usst.edu.cn/2020/0409/c9775a217528/page.htm>

6. Copy of Chinese language proficiency test result of new HSK 4 or above (for students will take programs taught in Chinese only);

7. Students who apply for art programs should provide their works;

8. Copy of valid passport. (at least **6 months validity before your application**)

9. Guardian's Letter of Guarantee is required for applicants under 18 years old.

10. Supervisor Acceptance Letter. (<http://isoe.usst.edu.cn/9788/list.htm>) For MASTER AND DOCTORATE PROGRAM ONLY!

11. Application Fee 800 CNY (Sending Bank statements or Screenshot of online payment via Wechat)

*Link: <http://isoe.usst.edu.cn/9790/list.htm>*

12. PHYSICAL EXAMINATION RECORD FOR FOREIGNER / Blood Test

13. Passport-sized Photo;

Photo format: JPG format, size 100-500kb, bareheaded photo, white background without border, head takes up 2/3 of the photo size, not less than 320\*240 pixels, aspect ratio 4:3;

14. Non-crime Proof (Issued within past 5-6 months);

15. Award certificates ( if there is some);

16. Letter of Financial Support.

**Please send the Documentation in ZIP file to [fso@usst.edu.cn](mailto:fso@usst.edu.cn).**