

## 导师接收函 Supervisor Acceptance Letter

### 致申请者:

若您申请研究生专业（硕士和博士），您需要先取得导师的接收函。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材料电子邮件发给导师；
- 4、导师签字后，请将“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 and send the

carbon copy 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		宗教 Religion		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入学和申请奖学金的重要材料。如有任何疑问，请联系国际交流处（留学生办公室101室），021-55270087，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 follows. Your acceptance is so important for his/her application. Should you have any questions, please do not hesitate to contact us by our landline 021-55270087.

导师信息 USST Supervisor Information (导师填写/ by the supervisor)			
姓名 Name		学院 School	
指导语言 Instructed in (必填, 务必确认)	<input type="checkbox"/> 汉语/ Chinese <input type="checkbox"/> 英语/ English	联系电话 (手机或座机) Contacts	
电子邮件 E-mail			
导师意见 Supervisor's Comment	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:		