

自费外国留学生奖学金在线申请操作指南（学生）

User Guide of Online Application for Self-Supported Foreign Students Scholarship of Beihang University (For Student)

使用计算机填写

Complete by Computer

第 1 步：访问“网上办事大厅”（<http://n.buaa.edu.cn>），使用统一认证账号（即：每日健康打卡小程序的登录账号）登录。在“网上办事大厅”中找到“自费外国留学生奖学金申请”模块。

Step 1: Visit “网上办事大厅” (Online Service Hall) (<http://n.buaa.edu.cn>) and log in with your unified identity authentication account of Beihang University (the same account you log in to submit your daily health report). Find the title of “自费外国留学生奖学金申请”(Self-Supported Foreign Students Scholarship Application).





- 本科生，请点击“自费外国留学生奖学金申请（本科生）”（Self-Supported Foreign Students Scholarship Application (Undergraduates)）：
For undergraduates, please click “自费外国留学生奖学金申请（本科生）”（Self-Supported Foreign Students Scholarship Application (Undergraduates)）



- 研究生，请点击“自费外国留学生奖学金申请（研究生）”（Self-Supported Foreign Students Scholarship Application (Postgraduates)）：
For postgraduates, please click “自费外国留学生奖学金申请（研究生）”（Self-Supported Foreign Students Scholarship Application (Postgraduates)）



第 2 步：点击“立即办理”，进入申请页面。

Step 2: Click“立即办理”（Apply Now） and enter the application page.



第 3 步：填写本人在本评审年度内（2020 年 5 月至 2021 年 5 月）的学习及科研情况。

Step 3: Report your academic study and research achievements in the previous year (from May 2020 to May 2021).

- 本科生：①填写本人电话、电子邮箱，②填写本人在本评审年度内（2020 年 5 月至 2021 年 5 月）的学习及表现情况（不超过 500 字符（含空格））。
Undergraduate: ① Fill in your mobile phone number and email address, and ② report your academic study and performance in the previous year (from May 2020 to May 2021, **no more than 500 characters (including spaces among the words)**).

A screenshot of the Beihang University Self-Supported Foreign Students Scholarship Application Form for Undergraduates. The form is titled '北京市外国留学生奖学金 北航自费外国留学生奖学金申请表(本科生在校生)' and 'Application Form for Self-Supported Foreign Students Scholarship of Beihang University/ Undergraduates'. It contains a table for 'Student Basic Information' with fields for Name, Student ID, Chinese Name, Nationality, Date of Birth, Gender, Category, Department, and Major. Below this table, there are two red boxes labeled 1 and 2. Box 1 highlights the '电话号码/Tel' and '电子邮箱/Email' fields. Box 2 highlights the '个人陈述' (Personal Statement) field, which is a large text area. The form also includes a 'Signature' field and a 'Date' field at the bottom.

- 研究生，①填写本人电话、电子邮箱；②填写本人在本评审年度内（2020年5月至2021年5月）的学习及表现情况（**不超过500字符（含空格）**）；③科研成果及发表论文著作（**不超过500字符（含空格）**），论文必须为第一作者或第二作者，发表时间以上一年5月1日至当年5月30日为准）；④并将论文检索号、论文首页、获奖证书扫描件电子版**整理成一个PDF文件上传**。

Postgraduate: ①Fill in your mobile phone number and email address; and ②report your academic study and performance in the previous year (from May 2020 to April 2021, **no more than 500 characters (including spaces among the words)**); and ③“Achievements in Scientific Research and Published Papers” (**No more than 500 characters (including spaces among the words)**), First or second author are required, Publication shall be from May 1 of the previous year to May 30 of this year); and ④upload the scanned copies of paper retrieval certificate, paper home page, award certificate, etc. **as one PDF file**.

北京航空航天大学
BEIHANG UNIVERSITY

首页 服务大厅 我的事项 数据中心 个人数据中心 搜索

首页 > 服务大厅 > 自费外国留学生奖学金... > 立即申请

草稿 正式提交

自费外国留学生奖学金... 流程图

学生基本信息/Student Basic Information

护照名/Name			
学号/Student ID		中文名/Chinese Name	
国籍/Nationality		出生日期/Date of Birth	
性别/Gender		学生类别/Category	
专业学院/Department		专业/Major	
1 电话号码/Tel		* 电子邮箱/Email	*

上学年奖学金额度(学费)/ Scholarship Type Last Academic Year (Tuition Fee)

本栏由学生本人认真填写 Contents in the following part shall be completed by students

2 个人陈述（请用中文或英文填写，不超过500个字符）/ Personal Statement (Please complete in Chinese or English. No more than 500 characters)

3 科研成果及发表论文著作（不超过500字，请附论文检索号、论文首页、获奖证书复印件。论文必须为第一作者或第二作者，发表时间以上一年5月1日至当年4月30日为准）/ Achievements in Scientific Research and Published Papers (No more than 500 characters. Attach index, homepage of paper and copy of certificates. First or second author are required. Publication shall be from May 1 of the previous year to April 30, of this year.)

4 上传论文检索号、论文首页、获奖证书复印件等附件/ Upload the scanned copies of paper retrieval certificate, paper home page, award certificate, etc. as one file

上传附件

第 4 步： 点击页面右上角“正式提交”（Submit），“确定”（Confirm），完成填报。
Step4: Click “正式提交”(Submit) and “确定”(Confirm) to complete the application.

自费外国留学生奖学金申请(本科生)

查看办事指南流程图载入草稿保存草稿正式提交

自费外国留学生奖学金 (本科生)

北京市外国留学生奖学金 北航自费外国留学生奖学金申请表(本科生在校生)
Application Form for Self-Supported Foreign Students Scholarship of
Beihang University/ Undergraduates

请设置下一个节点审批人或短信发送

班主任或导师评审 Class advisor or supervisors review

返回修改

Confirm

确定