



青岛研究院

香港城市大學  
City University of Hong Kong

## “3+1+X” 申请系统使用指南

### 一、 报名系统入口

“3+1+X”项目需使用香港城市大学（东莞）的报名系统进行申请，并在香港城市大学青岛研究院完成大四一年的学习。填报系统链接为：<https://apply.cityu-dg.edu.cn/pg/a/login>。

### 二、 账户注册

进入报名系统，选择“Create an Account”，同意信息使用条款，使用常用邮箱注册（后续相关通知将通过该邮箱联系）。填写信息完成注册后，登录报名系统。

**POSTGRADUATE Application System**

**Login**

Email Address

Password

Remember Me [Forgot Password](#)

[Login](#) [Create an Account](#)

Suggest using Microsoft Edge web browser

Contact Us

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**POSTGRADUATE Application System**

**Create an Account**

Email Address

Verification Code

Password

Confirm Password

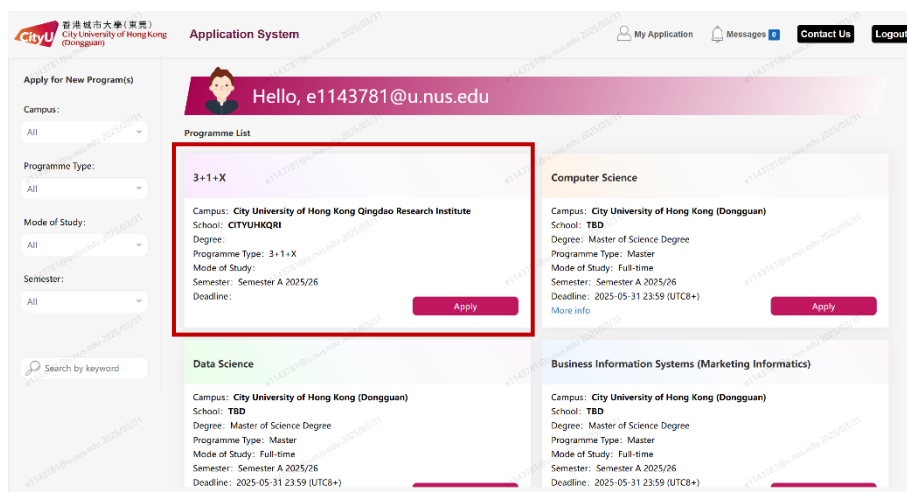
[Create](#) [Return](#)

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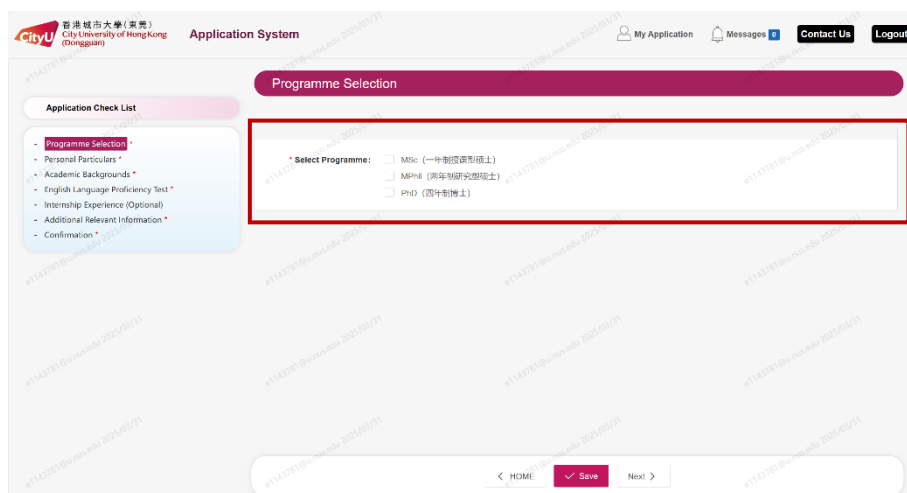


### 三、 志愿填报

1. 选择申请“3+1+X”项目。若无图示“3+1+X”选项卡，可在左侧“Campus”中筛选“City University of Hong Kong Qingdao Research Institute”，在“Programme Type”中筛选“3+1+X”，即可找到“3+1+X”选项卡。



2. 选择拟报名的联合培养项目（可多选）。



3. 如实、准确、完整地填写个人信息，并上传所需材料。**除证件照外均需上传 pdf 文件**；若有多个相关文件，请合并为一个上传，下同。

Personal Particulars

Photo:

Photo Specifications

- Front and clearly show the photograph of the face, eyes must be open.
- White Background.
- Not wearing hat.
- Upload a photo taken within the last three months.
- One-inch photo.
- The photo cannot be stretched or deformed, cannot be created from a screenshot, and eyebrows should not be covered.

Digital Photo Specific File Format

- Image category : JPEG (jpg/ png) file format
- Pixels greater than 300\*448
- File Size : Between 100K and 500K

+ Upload

Particulars:

中文名:

中文姓:

Save Previous Next

4. 学业背景：填写所在学校、学院、专业（均为全称）；上传学校或学院盖章的在读证明（Certificate of Enrollment）；上传母校前五学期官方英文成绩单。成绩单上需明确显示前五学期所有课程的百分制加权平均分，填写至对应框内（Weighted Average Score）。**如果成绩单上未显示百分制加权平均分，则需要同时上传学校或学院盖章的前五学期所有课程的英文均分证明（Certificate of Average Score）。**

Academic Qualifications

Note: Please fill in your post-secondary qualifications from lowest to highest

University: Choose

College:

Major:

Weighted Average Score: /100

Ranking: Please enter rank / Please enter number of people Please enter ranking / number of people

Certificate of Enrollment: Browse

Transcript: Browse

Certificate of Average Score: Browse

The Certificate of Average Score must be uploaded when the transcript's overall score is presented as GPA or non-percentage scores.

Save Cancel

5. 英语成绩：请优先填写托福、雅思成绩；若报名时还未取得符合要求的雅思或托福成绩，请选择“CET-4”与“CET-6”。填写托福成绩请选择“TOFEL Internet-based Test”。

The screenshot shows a form titled "English Language Proficiency Test". It includes a note: "Please prioritize entering either your IELTS or TOEFL score; only one is required. If you do not have an IELTS or TOEFL score, please provide your CET-4 or CET-6 score. At least one of the IELTS, TOEFL, CET-4 or CET-6 scores must be provided along with the corresponding transcript attachment." Below the note is a dropdown menu labeled "Test Type:" with a "Confirm" button. The dropdown menu is open, showing the following options: "Test of English as a Foreign Language (TOEFL) Internet-based Test", "TOEFL Paper-based Test/Computer-based Test", "International English Language Testing System (IELTS)", "College English Test Band 6", and "College English Test Band 4". At the bottom of the form are "Save", "Previous", and "Next" buttons.

6. 实习经历：选填，内容可使用中、英文填写。

The screenshot shows a form titled "Work Experience / Internship Experience (Optional)". It includes a note: "Both Chinese and English are acceptable". Below the note is a section labeled "Add Work Experience / Internship Experience (Optional)". The form contains several fields: "Start Time:" (YYYYMM), "End Time:" (YYYYMM), "Institution:", "Position:", "Position Type:" (Choose), and "Responsibility:" (Please confine your statement to no more than 300 words). There is also a "Document of Internship/Work:" field with an "Upload" button and a note: "Format: PDF, Size: < 10M". At the bottom of the form are "Save" and "Cancel" buttons.

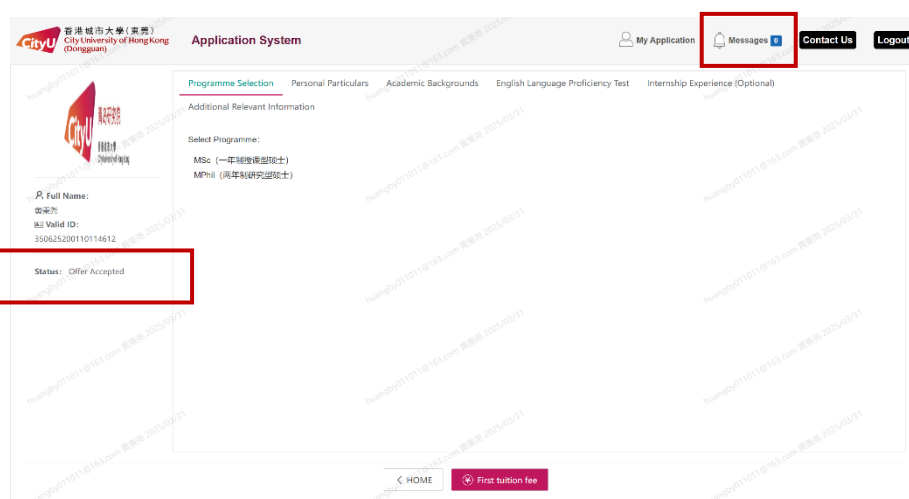
7. 其他相关材料：填写个人陈述（Applicant Statement），使用中、英文均可；上传身份证（正反面）与其他补充材料（如证书、奖状、发表文章等）。每项仅可上传一个 PDF 文件。

The screenshot shows a form titled "Additional Relevant Information". It includes a note: "Applicants are required to upload the following documents in support of their applications, if applicable." Below the note is a section labeled "Applicant Statement:" with a text area and a note: "The content of your statement should explain why you wish to study the programme and how the qualification is relevant to your career aspirations, as well as your expectation of the programme. If applicable, provide other information (e.g., work experience, non-academic achievements, community services) that you think is relevant to the assessment of your application. Please confine your statement to no more than 300 words." Below the text area are two "Upload" buttons: "Copy of ID(Front and Back) :" and "Other Supporting Documents:". Both buttons have a note: "PDF format, the file size is less than 10M". At the bottom of the form are "Save", "Previous", and "Next" buttons.

8. 提交申请：请确保填写的信息和上传的材料准确无误后，再点击“Submit”提交申请。申请提交后，可在“My Application”处确认申请动态。申请一旦提交，仅可补充英语成绩，其他信息将无法自行修改。如需补交材料或申请信息有误，请邮件联系我们（enquiry@cityu.edu.cn）。

#### 四、 报名状态查询

报名提交成功后可点击“My Application”，找到所申请项目点击“View”进行所申请项目的信息查看和状态追踪。报名状态更新（如面试、offer 发放）时会在右上角“Messages”处通知，并以邮件形式告知。



咨询“3+1+X”联合培养项目更多信息，敬请联系：

邮箱：[enquiry@cityu.edu.cn](mailto:enquiry@cityu.edu.cn)

热线：(0532) 57753525 | (0532) 57753527

电话：宁老师 133-7139-1759 | 张老师 195-5323-0696 | 庞老师 195-5323-0697