

上海理工大学文件

USST Official Document

上理工〔2017〕104号
USST [2017] 104

关于印发《上海理工大学关于国际研究生学籍管理的
补充规定》的通知

Notice on Issuing *USST Supplementary Rules on International
Graduate Student Status Management*

校内各部门:

To all departments,

经校长办公会审议通过，现将《上海理工大学关于国际研究生学籍管理的补充规定》印发给你们，请认真遵照执行。

Upon deliberation and approval of the president's office meeting, the *USST Supplementary Rules on International Graduate Student Status Management* is issued. Please strictly follow these rules.

上海理工大学

2017年6月18日

University of Shanghai for Science and Technology

June 18, 2017

上海理工大学关于国际研究生学籍管理的补充规定

USST Supplementary Rules on International Graduate Student Status

Management

第一章 总 则

Chapter 1 General Provisions

第一条 为了规范国际研究生学籍管理，保证国际研究生培养质量，提高学校教育国际化水平，依据《学校招收和培养国际学生管理办法》、《上海理工大学章程》和《上海理工大学研究生学籍管理规定》，结合我校实际情况，特制定本补充规定。

Article 1 In order to regulate international graduate student status management, deliver high-quality education to international graduate students and enhance the internationalization drive of USST, the supplementary rules are formulated on the basis of *Rules on Admission and Cultivation of International Students*, *USST Statutes* and *USST Rules on Graduate Student Status Management* as well as the conditions of our university.

第二条 本规定适用于我校在籍国际研究生。

Article 2 The Rules are applicable to all currently enrolled USST international graduate students.

第三条 国际研究生应当遵守中国法律法规，尊重中国风俗习惯，遵守学校规章制度，完成学校学习任务。

Article 3 International graduate student shall observe Chinese laws and regulations, respect Chinese customs and habits, follow USST rules and regulations, and complete all academic work required.

第四条 国际研究生的学籍管理部门为研究生院及国际交流处留学生办公室。

Article 4 The Graduate School and International Students Office of International Affairs Office are responsible for international graduate student status management.

第二章 入学与注册

Chapter 2 Enrollment and Registration

第五条 学校依据国家招生规定录取的国际研究生新生，须按学校有关要求在规定日期到校办理入学手续。因故不能按期报到者，经学校批准，可以延期两周报到。未请假或者请假逾期者，除因不可抗力等正当事由以外，视为放弃入学资格。

Article 5 International graduate student who has been admitted by USST according to national admission regulations shall complete enrollment procedures with USST within the prescribed time limits. Upon the approval of the university, two weeks extension may be granted to those who fail to enroll on time. Except for force majeure and other acceptable reasons, those who fail to ask for an extension or fail to enroll after the extension period expires shall be deemed to have given up the right for entrance.

第六条 学校在新生报到时对新生入学资格进行审查，审查合格的办理入学手续，予以注册学籍；审查发现新生的录取通知、申请材料与本人实际情况不符，无经济保证证明、或者有其他违反国家规定情形的，取消入学资格。

Article 6 USST will review the entrance qualifications of each student during enrollment process. Enrollment and registration procedures will be performed for those who have passed the review. If anything contained in the admission notice and application documents is found to be in conflict with the actual conditions of the student, or the student fails to present financial support certificate, or the student is found to have violated national rules and regulations, the student will be disqualified for entrance.

第七条 国际研究生入学时应当按照中国卫生行政部门的规定到中国卫生检疫部门办理《外国人体格检查记录》确认手续或进行体检。体检不合格的，不予办理居留许可，国际研究生应在签证有效期内离境。经体检确认患有《中华人民共和国出境入境管理法》规定的严重精神障碍、传染性肺结核病或者有可能对公共卫生造成重大危害的其他传染病的，由公安部门依法处理。

Article 7 For enrollment purpose, international graduate student shall, according to rules of China's health administrative department, go to health and quarantine department in China to have his/her Physical Examination Record for Foreigner confirmed or receive physical examination. Those who fail to pass the physical examination shall not be

issued Residence Permit and shall leave the territory of China before the expiration date of his/her visa. If, based on Exit and Entry Administration Law of the People's Republic of China, the physical examination finds out that the student has contracted severe mental disorder, infectious pulmonary tuberculosis or other infectious diseases which may pose serious threat to public health, the case shall be handled by public security authority according to the law.

第八条 新生入学后，发现存在弄虚作假、徇私舞弊等情形的，予以取消学籍；情节严重的，学校将移交有关部门调查处理。

Article 8 After enrollment, if any student is found to have been involved in practices of falsification and playing favoritism, his/her student status will become invalid. If the circumstances of the offense are serious, the university will entrust relevant department to conduct investigation.

第九条 学校实行国际研究生全员保险制度。国际研究生必须按照国家有关规定和学校要求投保。对未按照规定购买保险的，应限期投保，逾期不投保的，学校不予录取；对于已在学校学习的，应予退学或不予注册。

Article 9 USST implements insurance system targeted at all international graduate students. International graduate students shall purchase insurance according to related regulations and USST requirements. Those who fail to do so shall buy insurance within prescribed time limits. Those who fail to buy insurance within prescribed time limits will be denied admission. Those who have already started academic work at USST will

be expelled or denied registration right.

第十条 每学期开学时，国际研究生应按学校有关要求，在规定日期办理注册手续，因故不能按期注册者，应当履行请假手续（病假须凭医院证明），暂缓注册。请假五天（含）以内的经导师同意后由学院审批，超过五天的，还应报学校相关国际学生管理部门审批。未经注册者，不能参加学校的教学活动。

Article 10 At the beginning of each semester, international graduate student shall complete registration procedures within prescribed time limits in light of USST requirements. Those who fail to do so shall go through leave formalities (sick leave shall be accompanied with hospital proof) and may be allowed to register later. Request for five days (inclusive) of leave shall be granted by the student's adviser before it's being approved by his/her college/school. Request for more than five days of leave shall also be approved by USST international student administrative department. Those who haven't completed registration procedures shall not engage in academic activities of the university.

未按学校规定缴纳学费或者具有其他不符合注册条件的不予注册。

Those who fail to pay tuition fees according to USST regulations or fail to meet registration requirements will not be allowed to register.

第三章 学制与学习年限

Chapter 3 Length of Schooling & Length of Study

第十一条 国际硕士研究生的学制为 3 年，最长学习年限不超过 5 年（含休学和保留学籍）。

Article 11 Length of schooling for international Master Program student is three years. Length of study shall not exceed five years (including schooling suspension and retention of student status).

国际硕士研究生应在规定学制内完成学习任务。因特殊原因不能在学制内完成学习任务的国际硕士研究生，应在规定学制内最后一个学期由本人申请，经导师、学院同意，报研究生院批准，适当延长学习年限，但不得超过最长学习年限。

International Master Program student shall complete all required academic work within the prescribed length of study. Those who fail to do so due to special reasons shall apply for extension during the final semester of the prescribed length of study. After being approved by the student's adviser and his/her college/school, the application shall be submitted to graduate school for approval before the extension is permitted. The extension period shall not be longer than the maximum length of study.

国际博士研究生学制为 3 年，学习年限一般不超过 6 年（含休学和保留学籍）。

Length of schooling for international Doctorate student is three years. Length of study shall not exceed six years (including schooling suspension and retention of student status).

国际博士研究生因特殊原因不能在 6 年内完成学业的，

应在规定的学习年限内最后一个学期提出延长学习年限的申请，经导师和学院同意，学校组织评议，通过后可继续延长其学习年限，但最长学习年限不得超过8年（含休学和保留学籍）。

If any international Doctorate student fails to complete required academic work within six years due to special reasons, he/she shall apply for extension during the final semester of the prescribed length of study. After being approved by the student's adviser and his/her college/school, the application shall be submitted to USST for examination and approval before the extension is permitted. The extension period shall not be longer than the maximum length of eight years (including schooling suspension and retention of student status).

第四章 转导师、转专业与转学

Chapter 4 New Supervisor, New Major and Transfer

第十二条 国际研究生如因导师变动或其它特殊原因，无法在原导师指导下继续学习者可申请转导师。经征求原导师意见，通过所在学科、学院同意，并征得拟转入导师同意，落实培养条件后，报研究生院审批，并向相关国际学生管理部门备案。入学未满一学期的，一般不得申请转导师；已完成论文开题的，如申请转导师，则需重新进行论文开题。

Article 12 If any international graduate student cannot continue to pursue academic study under the guidance of the former Supervisor due to

transfer of the Supervisor or other special reasons, he/she may apply for working under a new adviser. The application shall first be reviewed by the former Supervisor and then obtain approval from the students home department/school and the prospective new Supervisor. After student training conditions are determined, the application shall be submitted to graduate school for approval and sent to international student administration department for filing. Those who have enrolled for less than one academic term shall not apply for working under a new Supervisor. Those who have already submitted thesis/dissertation proposal shall submit a new proposal if he/she intends to work under a new Supervisor.

第十三条 国际研究生如因专业调整、导师变动或因本人身体条件变化或其他特殊原因，无法继续在本学科专业继续学习者可申请转专业，经导师和所在学科、学院同意，征得拟转入学科、学院同意，并落实导师和培养条件后，报研究生院审批，并向相关国际学生管理部门备案。

Article 13 If any international graduate student cannot continue to pursue academic study assigned by his/her former major due to reasons such as academic program adjustment, transfer of Supervisor, personal health problems and other special reasons, the student may apply for a new major. The application shall first be approved by the student's Supervisor, home department/school, and the prospective new department/school. After new Supervisor and training conditions are finalized, the application shall be submitted to graduate school for approval and sent to

international student administration department for filing.

一般不受理跨一级学科转专业申请。入学未满一学期的不得转专业。

Application for changing from an A-level specialty to another A-level specialty will not be accepted. Those who have enrolled for less than one academic term shall not apply for change in major.

第十四条 学校原则上不受理国际研究生转学。因患病或者有特殊困难、特别需要，无法继续在本校学习的或者不适应本校学习要求的，或因学校培养条件改变等非本人原因需要转学的，可以申请转学。

Article 14 Under normal conditions, USST does not handle application for transfer from international graduate student. Those who have to transfer to a different academic institution due to reasons such as health problems, special difficulties, special needs, or failure to meet academic requirements of the university or other objective reasons such as changes in training conditions of the university, may apply for transfer.

有下列情形之一的，不得转学：

Transfer is not allowed under any of the following circumstances:

- (一) 入学未满一学期或者毕业前一年的；
- (二) 由低学历层次转为高学历层次的；
- (三) 无正当理由的。

(1) Applicant has enrolled for less than one academic term or applicant intends to transfer one year prior to graduation date;

(2) Applicant at a lower academic level intends to transfer to a higher

academic level;

(3) Applicant fails to present acceptable reasons for transfer.

第十五条 国际研究生转学由国际研究生本人提出申请，说明理由，经所在学校和拟转入学校同意，由转入学校负责审核转学条件及相关证明，认为符合本校培养要求且学校有培养能力的，可以转入。国际研究生转学还应经拟转入专业导师同意。

Article 15 Application for transfer shall be submitted by the international graduate student himself/herself. Reason for transfer shall be specified. The transfer will be permitted after the application is approved by USST and prospective new university, applicant's qualifications and relevant certificates are reviewed by prospective new university, and prospective new university confirms that the applicant meets their entrance requirements and the new university has the capacity to offer required education to applicant. The transfer shall also be approved by prospective new adviser.

第五章 休学与复学

Chapter 5 Schooling Suspension & Schooling Resumption

第十六条 国际研究生因个人原因（包括生病、生育等）需要分阶段完成学业的，或者学校认为应当休学者，经学校批准，可以休学。国际研究生应在学校规定的最长学习年限（含休学和保留学籍）内完成学业。

Article 16 If any international graduate student intends to complete

his/her academic work at different stages due to personal reasons (such as illness and maternity etc.) or if the university proposes schooling suspension, suspension of schooling may be permitted. International graduate student shall complete all required academic work during the maximum length of study prescribed by the university (including schooling suspension and retention of student status).

第十七条 国际研究生申请休学一般以学期或学年为单位办理休学手续，休学期间保留学籍。休学期满后不能复学的，在符合最长修读年限规定的前提下，可继续申请休学，休学时间累计不超过两学年。

Article 17 International graduate student shall apply for schooling suspension for either an entire semester or entire academic year. His/her student status will be retained during the suspension. Those who fail to resume schooling after expiration of the schooling suspension period may apply for extension as long as he/she may complete all required academic work within the maximum length of study. The accumulative days of schooling suspension shall not exceed two academic years.

第十八条 国际研究生因事请假连续两周以上六周以内的，需经导师同意、学院审批，报研究生院及相关国际学生管理部门备案。

Article 18 Application by international graduate student for private affairs leave which lasts two to six weeks shall be approved by both his/her adviser and college/school. The application shall then be submitted to graduate school and international student administration

department for filing.

国际研究生请假超过6周的，应主动办理休学手续。未主动提出申请的，学校可以通知学生办理休学手续。学生应在接到学校有关通知后一周内办理休学手续离校。逾期不办理者，视为已处于休学状态，由学校执行其休学程序，要求学生离校。

Any international graduate student who asks for a leave that lasts more than six weeks shall complete schooling suspension formalities. The university will send a schooling suspension notice to those who fail to apply for schooling suspension. The student shall complete schooling suspension procedures and leave the campus within one week after receiving such notice from the university. Those who fail to do so will be deemed to have already suspended from schooling. In such case, the university will implement relevant schooling suspension procedures and ask the student to leave the campus.

因事休学期满的国际研究生，应当在学期开学前一周办理复学手续；因病休学期满经学校指定医院复查合格后，凭相关证明办理复学手续。

Upon expiration of private affairs leave period, the international graduate student concerned shall complete schooling resumption procedures one week prior to the start of new semester. Those who have suspended schooling due to health problems shall pass physical examination at hospital designated by the university before completing schooling resumption procedures with relevant certificates.

第十九条 在读国际研究生规定学制的最后一学年为应届毕业研究生，学校原则上不受理应届毕业国际研究生和延期答辩的国际研究生因事休学申请。

Article 19 The final academic year of an international graduate student's required length of study is considered to be his/her graduation year. Generally, USST will not handle schooling suspension application for private affairs leave from international graduate student during his/her graduation year or from student who has applied for postponement of his/her thesis/dissertation defense.

第二十条 国际研究生参加学校组织的跨校联合培养项目或从事与学业有关的国外学术活动期间，学校为其保留学籍。国际研究生保留学籍期间，应与学校保持联系以便于管理。

Article 20 The student status of an international graduate student will be retained by the university during the period when he/she participates in cross-university joint training programs organized by USST or foreign (overseas) academic activities. During this period, the student concerned shall keep contact with USST for effective administration management.

第二十一条 国际研究生在休学期间，不享受在校学习研究生各项待遇。学校不对国际研究生在休学期间发生的各类事故、事件承担责任。若在休学期间违法、违纪，学校将取消其复学资格，按学校相关违纪处分条例处理。

Article 21 International graduate student is not entitled to benefits enjoyed by current graduate students during his/her schooling suspension

period. USST shall not assume any liabilities for any accident or incident the international graduate student has been involved in during his/her schooling suspension period. The university will not allow the student to resume schooling if he/she has been found with violation of laws or discipline during schooling suspension period and shall punish the student according to discipline violation punishment rules of USST.

第二十二条 休学期满后应按要求申请复学，逾期未办理复学手续者，视为自动放弃学籍，由学校按第六章相关规定做退学处理。被取消学籍、退学、开除学籍的国际研究生，不得申请复学。

Article 22 Upon expiration of schooling suspension period, the student concerned shall apply for resumption of schooling. Those who fail to do so within prescribed time limits shall be deemed to have abandoned his/her student status. In such case, the university will complete schooling discontinuation procedures according to rules in Chapter 6. International graduate student whose student status has been canceled or who has discontinued his/her schooling, or who has been expelled from the university is not allowed to resume schooling.

第六章 取消入学资格、取消学籍、退学

Chapter 6 Cancellation of Entrance Qualifications & Student Status; Schooling Discontinuation

第二十三条 国际研究生具有下列情况之一，予以退学：

Article 23 International graduate student shall discontinue his/her schooling under any of the following circumstances:

1. 学业成绩未达到学校要求或者在学校规定的最长学习年限内（含休学）未完成学业的；

1. Academic records fails to meet university requirements or student fails to complete required academic work during the maximum length of study period prescribed by the university (including schooling suspension);

2. 休学、保留学籍期满，逾期两周未提出复学申请或者申请复学经复查不合格的；

2. Student fails to file schooling resumption application two weeks after expiration of schooling suspension period or student status retention period, or fails to pass schooling resumption application review;

3. 根据学校指定医院诊断，患有疾病或者意外伤残无法继续在校学习的；

3. Based on diagnosis by hospital designated by the university, student is unable to continue academic study due to diseases or accidental disability;

4. 未经批准擅自离校连续两周未参加学校规定的教学活动的；

4. Student leaves campus without permission for two weeks and consequently fails to participate in academic activities as required by the university;

5. 超过学校规定期限未注册而又未履行暂缓注册手续的；

5. Student fails to go through registration procedures within prescribed time limits and fails to complete registration postponement procedures;

6. 国际研究生违反校规校纪，根据相关纪律处分规定给予取消学籍并勒令退学的。

6. International graduate student has violated university rules and discipline, and has his/her student status canceled or is expelled from the university in light of relevant disciplinary rules.

本人申请退学的，经导师和学科、学院审核同意，报研究生院和相关国际学生管理部门审批，准予退学。

Application for schooling discontinuation shall be reviewed and approved by student's adviser and home department/school. The request will be granted after the application is examined and approved by graduate school and international student administration department.

第二十四条 国际研究生因各类原因被予以取消入学资格、取消学籍、退学，由学校按相应程序处理，并通过校长办公会或者校长授权的专门会议研究决定，出具处理决定书，同时在国家国际学生信息管理相关网站予以登记。

Article 24 Should any international graduate student have his/her entrance qualifications or student status canceled, or be expelled from the university, the university will handle the case in accordance with relevant procedure. Relevant decision shall be made by president office meeting or special meeting authorized by the president. A written decision shall be released by either meeting and shall be recorded at national international student information management website.

处理决定书应送交本人，国际研究生本人拒绝签收的，以留置方式送达；国际研究生本人已离校或难于联系，或者用本条规定的其他方式无法送达的，通过校内网站以公告方式送达。自公告发出之日起，经过 30 日，视为送达。

The written decision shall be sent to the student concerned. If the student concerned refuses to sign and accept the notice, the notice will be delivered in the form of detention. If the notice cannot be delivered because the student concerned has already left the campus or is difficult to get in touch with, or the notice cannot be delivered in other ways prescribed in this article, the notice will be delivered via university website or public announcement. The notice shall be deemed to have been delivered to the student 30 days after the public announcement is released.

第二十五条 办理退学的国际研究生应当在退学决定做出之日起两周内办理退学离校手续，逾期不办理的，学校有权代其办理。

Article 25 International graduate student shall complete schooling discontinuation procedures within two weeks after he/she makes the decision. If the student concerned fails to do so within prescribed time limits, the university has the right to complete the procedures for him/her.

第二十六条 在学期间因意外死亡、失踪或病故的国际研究生，按自动终止学籍处理。

Article 26 Where an international graduate student dies accidentally,

disappears or dies from a disease during academic study, his/her student status will be canceled automatically.

第七章 教学管理

Chapter 7 Teaching Management

第二十七条 留学生汉语和中国概况作为接受学历教育的国际研究生的必修课列入培养方案；政治理论应当作为学习哲学、政治学专业的国际研究生的必修课列入培养方案。

Article 27 The two courses, “International Student Chinese” and “Introduction to China”, shall be listed as compulsory courses for international graduate students who seek a degree at USST. “Political Theory” shall be listed as compulsory courses for international graduate students who major in philosophy and political science.

第二十八条 具备条件时，可以为国际研究生开设使用外国语言进行教学的专业课程。使用外国语言接受学历教育的国际研究生，学位论文可以使用英文撰写，论文摘要应为中文；学位论文答辩是否使用英语，由学校视情况确定。

Article 28 When possible, courses delivered in international language can be offered to international graduate student. Those international graduate students who seek a degree by using international language may compose there thesis/dissertation in English. The abstract shall be written in Chinese. Whether thesis/dissertation defense shall be conducted in English shall be determined by the university.

第八章 毕业、结业与肄业

Chapter 8 Graduation, Completion and Non-completion

第二十九条 国际研究生在规定的学习年限内修完教学计划规定的内容，完成课程学习和必修环节，成绩合格，完成毕业（学位）论文并通过答辩，达到学校毕业要求，准予毕业，并根据国家规定发给毕业证书。符合学位授予条件者，根据国家规定颁发学位证书。

Article 29 International graduate student is qualified for graduation and will be issued graduation certificate in accordance with state regulations if the student has completed all required academic work within prescribed length of study period, taken all required courses, passed all examinations, submitted thesis/dissertation, passed thesis/dissertation defense and met USST requirements for graduation. Those who meet requirements for degree awarding will be issued a diploma in accordance with state regulations.

第三十条 国际研究生在规定的最长学习年限内修完教学计划规定的内容，获得学校毕业要求规定的学分，完成毕业（学位）论文但答辩未通过，未达到学校毕业要求的，学校可以准予结业，发给结业证书。

Article 30 International graduate student is qualified for completion status and will be issued completion certificate if the student has completed all required academic work within prescribed maximum length of study period, obtained required credits for graduation and completed thesis/dissertation but failed to pass thesis/thesis defense and failed to

meet requirements for graduation.

取得结业证书的国际硕士研究生在结业后一年内，国际博士研究生在结业后二年内，可以按照学校规定申请修改毕业（学位）论文，在学校规定的最长学习年限内重新答辩一次，答辩合格后，准予毕业，并根据国家规定换发毕业证书。符合学位授予条件者，根据国家规定颁发学位证书。

International master's student (within one year after obtaining completion certificate) and international doctoral student (within two years after obtaining completion certificate) can apply for revision of his/her thesis/dissertation in accordance with university regulations. The student will be qualified for graduation and will be reissued graduation certificate if the student can conduct another thesis/dissertation defense within the prescribed maximum length of study and pass the defense. Those who meet requirements for degree awarding will be issued a diploma in accordance with state regulations.

第三十一条 在学制内提前完成培养计划的国际研究生，经学院及研究生院批准，可以申请提前进行学位论文答辩。国际硕士研究生入学后的在校学习时间不应少于两年，学位论文阶段时间不得少于一年；国际博士研究生学位论文阶段时间不得少于两年。学位论文阶段计算日期从研究生院收到学位论文开题报告之日起算。

Article 31 International graduate student can apply for early thesis/dissertation defense if he/she has already completed all required academic work ahead of schedule and obtained approval of his/her

application from his/her college/school and the graduate school. International master's student shall spend at least two years on his/her academic work after enrollment and shall spend at least one year on his/her thesis related matters. International doctoral student shall spend at least two years on his/her dissertation related matters. Time spent on thesis/dissertation related matters shall be calculated from the date when graduate school receives proposal for thesis/dissertation.

第三十二条 国际交流处留学生办公室负责国际研究生新生的学籍电子注册和学历证书电子注册工作。

Article 32 International Students Office of International Affairs Office is responsible for international graduate student's status electronic registration and diploma electronic registration work.

第三十三条 已学满一学年以上退学的国际研究生，成绩全部或者部分合格，准予肄业，发给肄业证书。

Article 33 International graduate student who intends to discontinue schooling will be qualified for non-completion status and issued non-completion certificate if he/she has already completed one year of academic study and has passed examinations of all or some courses.

未学满一学年退学的国际研究生，发给写实性学习证明。

International graduate student who intends to discontinue schooling will be issued **Certificate of Completion** if he/she has not completed one year of academic study.

第三十四条 对违反国家招生规定取得入学资格或者学

籍的，学校应当取消其学籍，不得发给学历证书、学位证书；已发的学历证书、学位证书，学校应当依法予以撤销。对以作弊、剽窃、抄袭等学术不端行为或者其它不正当手段获得学历证书、学位证书的，学校应当依法予以撤销。

Article 34 Should any international graduate student have obtained entrance qualifications or student status through violation of national higher institution admission regulations, USST will cancel his/her student status and will not issue academic credentials and diploma. Academic credentials and diploma already issued shall be revoked. Academic credentials and diploma obtained through academic misconducts such as cheating and plagiarism and other improper means will be revoked by USST.

第三十五条 毕业、结业、肄业证书和学位证书遗失或者损坏，不予补发。经本人申请，学校核实后出具相应的证明书。证明书与原证书具有同等效力。

Article 35 Lost or damaged graduation/completion/non-completion certificate and diploma will not be reissued. In such case, USST will issue testimonial to student concerned after receiving application from the student and conducting verification. The testimonial and the original certificate/diploma are equally authentic.

第三十六条 国际研究生应当在领取学历证书和学位证书前，办理离校手续。

Article 36 International graduate student shall complete procedures for leaving campus before receiving academic credentials and diplomas.

第九章 附 则

Chapter 9 Supplementary Provisions

第三十七条 非学历教育国际研究生的管理按国家有关规定执行，国家没有明确规定的，参照本规定的相应条款执行。

Article 37 Administration of international graduate student engaging in non-degree programs shall be governed by relevant state regulations. Should there be no such state regulations, relevant provisions contained herein shall be applied.

国际研究生对学校依据本办法做出的学籍处理决定不服的，可根据《上海理工大学申诉处理规定》向学生申诉处理委员会提出申诉。

Should any international graduate student refuse to accept USST's decision made according to the Rules on his/her student status, the student may appeal to Student Complaint Handling Committee in accordance with USST Complaint Handling Rules.

第三十八条 本规定由研究生院、国际交流处留学生办公室负责解释。

Article 38 Graduate School and International Students Office of International Affairs Office are responsible for the interpretation of the Rules.

第三十九条 本规定经校长办公会议批准，自 2017 年 9 月 1 日起施行。

Article 39 The Rules are approved by president's office meeting and shall come into force as of September 1, 2017.

校长办公室	2017年7月4日印发
President's Office	Issued on July 4, 2017