

Notice on Graduation of International Students in 2022

To: International Graduates of 2022

In order to support of the international students who will graduate in June this year, to ensure quality of international education, according to the Administrative Measures for the Schools in Enrolment and Cultivation of International Students issued by the Ministries of Education, Foreign Affairs and Public Security with Order No. 42, the Regulation on Administration of Nanjing Agricultural University International Students (xiao wai fa No. (2018) 108) and the Management Rules of Dormitory for International Students at Nanjing Agricultural University (xiao wai fa No. (2019) 67) in combination with the practical situation of our institution, the relevant requirements are notified as follows.

Firstly, current year international graduates are referred to the international students who have entered the last academic year of your education level according to the requirements of academic system (see Appendix 1 for the reference name list).

Secondly, for current year international graduate, if you meet the requirements of graduation, your graduation formalities shall be handled in accordance with those of Chinese students, and the corresponding work shall be processed according to Article 41 of Chapter 8 of the Regulation on Administration of Nanjing Agricultural University International Students.

If you meet the requirements for graduation but fail to meet the requirements for the conferment of academic degrees, you shall go through the graduation formalities in accordance with the requirements for graduation and shall return to the home country within the period of validity of your residence permits. According to the Implementation Rules for the Award of Master's and Doctoral Degrees at Nanjing Agricultural University, only those who meet the relevant requirements of the Graduate Student Status Management Regulations and doctoral students who have not exceeded 8 years from the date of admission, academic master students not exceeding 6 years and professional masters not exceeding 5 years are eligible to apply for the degree award.

If you fail to meet the requirements for graduation may go through the formalities for completion of studies. The procedures for the completion for international undergraduate and graduate students shall be handled in accordance with the requirements of Articles 42 and 43 of Chapter 8 of the Regulation on Administration of Nanjing Agricultural University International Students respectively.

Thirdly, based upon the review of graduation qualification by the college administration from your academic college, the current year graduates who do not meet the graduation requirements but meet the following conditions, are eligible to apply for an extension of study. Each person can only apply for the extension for one time and the duration of the extension is no more than one academic year. During the extended period of study, the tuition fee (international graduate students only), insurance, accommodation and other expenses will be covered by themselves.

1. For international undergraduate graduate: the make-up courses you need take should be offered in the fall semester of 2022, and you shall pay the credit fee according to the credits of the courses selected;

2. For international graduate: you have failed to pass dissertation spot check

(Master), external audit (Master and doctoral), dissertation defense or others, and are instructed in the written opinion issued by the reviewer that you need to do additional experiments.

International graduates who meet the above requirements shall submit the following original materials to the College of International Education from **May 20th to June 5th**, 2022. Overdue applications will not be accepted.

1. Application Form for Extending Term of Study/Short-Term Stay (see Appendix 2 for the template);

2. International undergraduates: Make-up course plan (including the title, starting time and other information of the course, signed by the teaching secretary of the academic college with the college seal); International graduate students: detailed and feasible experiment plan with the signature of the supervisor and the academic college seal, the dissertation evaluation comments from the experts.

Fourthly, if the application for extension of study is approved, you can apply for extension of residence permit and accommodation. The extension of residence permit and accommodation shall not exceed the extended period of study. Please submit the following original materials to the College of International Education from **June 5th to June 20th**, 2022. Overdue applications will not be accepted.

1. Residence Permit Extension Application Form (see Appendix 3 for the template);

2. Application Form for Accommodation Extension (see Appendix 4 for the template);

3. Copy of insurance payment.

Fifth, international current year graduates who fail to meet the requirements for graduation and do not meet the conditions listed in the third article above shall return to the home country within the validity period of your residence permits. Within the maximum years of study (8-9 years for Undergraduates, 5-6 years for Masters and 8 years for Doctoral students), you may complete your studies online. If you have to come to campus to complete your studies, an X type visa must be applied. Upon arrival at NAU, the management matters shall be consistent with those of current international students, and you shall purchase insurance and apply for accommodation in advance according to the period of study.

Sixth, the international graduates must get the graduation certificate and the degree certificate on time (to be notified). During the period of **June 5th to June 20th**, 2022, please do send the following electronic documents to whcheng@njau.edu.cn:

1. Personal Information Form (Please refer to Appendix 5 for Masters and Doctoral students and Appendix 6 for Undergraduate students);

2. Electronic photo, 30-36K in size, 480*640, with a blue background.

3. Transcripts in both English and Chinese. Using the WeChat Mini Program “智慧南农”. Click “师生服务”, login in personal information, and find the button of “self-help printing” to preview and download the Chinese and English transcripts (with official seal). To obtain a paper copy of your transcripts, students need to go to the university’s self-service printer or print it by themselves.

Seventh, international graduates who may need to extend your stay here temporarily for a short period of time due to objective reasons must submit the following original documents to the College of International Education **by June 25th, 2022** to apply for

stay extension. The maximum extension period is limited up to **August 30th, 2022**.

1. Application Form for Extending Term of Study/Short-Term Stay (see Appendix 2 for the template);
2. Information for the departure flight that has been booked or official letters from the embassies or consulates of your home country;
3. Other supportive materials.

Eighth, submit a copy of the Chinese proficiency certificate before receiving the graduation certificate.

According to the “Quality Regulation of Higher Education for Foreign Students” by the Ministry of Education, starting from the 2019-2020 academic year, international students whose academic program is taught by foreign language, at the time of graduation, a minimum of Level 4 of the proficiency of the Chinese language by the international undergraduate students must be obtained, and a minimum of Level 3 by the international graduate students must be obtained.

Please pay great attention to the graduation procedures and the deadlines. If you have any questions, please contact your academic college and the College of International Education for confirmation.

Contact person of the College of International Education:

Cheng Weihua/ Rui Xiangwei;

Phone: 025-84399117

Please submit the paper copies to: Room D419, North Admin Building (Office of Study in China, COIE)

Submitting Time: Office Hour between Monday and Friday

The College of International Education
April 18th, 2022

Appendixes:

1. List of international graduating students of current year.
2. Application form of extending term of study/short-term stay for international students.
3. Residence permit extension application form.
4. Application for extension of accommodation.
5. Personal Information Form (For Masters and Doctoral students)
6. Personal Information Form (For Undergraduate students)