

# 2022 年温州肯恩大学研究生申请操作指南

 本操作指南仅作为填写申请系统的总体参考,申请者应根据 自身实际情况填写系统进行申请。

2. 本操作指南将持续更新。

# 第一步:申请者注册温州肯恩大学研究生申请系统(WKU Graduate Application System)并按提示填写相关信息。



• 注册(Username 请使用英文/拼音)



# <page-header>

 开始申请。如用身份证进行申请,填写部分使用中文进行填写, 提交材料(如需)请使用 PDF/JPEG/PNG 格式提交。

Academic Program * Ty 東京市事学 (東京市学を企業主) - Denor of Educational Lastership (日本日本) Applicant's unique identification information 10 Card (清谷近こ) /Pacsport* 10 Court (前位) Username* En	voe* Part-time ④ Full-time D Card (時份证) No./Passport No.* mail*

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第二步:申请者通过美国肯恩大学线上申请系统(Kean University Online Application Portal)填写相关信息、提交相关材料、完成在线申请。

点击美国肯恩大学线上申请系统(Kean University Online Application Portal)

	Yea-Registration     Yea-Registration     Admissions Decision     Application Portal
Hi rga	
Thank	you for applying for Wenzhou-Kean University graduate program. Now you need to log in the Kean University. Online Application Portal.
1)F Gra	or new applicance, please kog in the Keam University Online Application Portal via account (Emain Internation O Juate Application System,
2)F 800	or applicants who have applied for our graduate programs before via Kean University Online Application Portal, please log in using your previous ount and password.
3)1	ou can update your profile on Kean University Unline Application Portal by clicking "Update Profile" button,
4)F	ease make sure that you complete and submit the application via the Kean University Online Application Portal
You wi	I Find that \$75 fee is required for application. If you need financial assistance to weive the application fee below is the fee weiver code for you:
1)C and	nce you enter all the infermation required in each section, you can use the code in the Kean University Online Application Portality entaring the code clicking "apply" for submission,
216	lease be reminded that the code is for your personal use only. Release of the code surposely will lead to violation of confidentiality.

 首次申请温肯研究生的申请者,请使用温肯研究生申请系统的邮 箱及密码登录美肯申请系统;如往年已申请过美肯系统的,可使 用往年的邮箱及密码登录。

Log In	
Email	
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anninini I	
C Remember Me	
Log in	
Click there to create an account Forget your password?	

• 下拉页面,点击"Update Profile"更新个人信息。请使用英文进行填写。

Winner   Winner <th>My Account</th> <th></th> <th></th>	My Account		
My Applications   You do not currently have any applications.   Corrently have any applications.   Corrently have any applications.	Welcome. If you have any questions regarding your application, events, or the admission process as a which all Kan University, plazar enfert to the following emails for appropriate contacts. We are happy to avaid: Fronthem Admissions - salaming Sean adu Transfer Admission - salaming Sean adu Kan Online Admissions - salaming Sean adu Graduat Admission - salaming Sean adu All other Questions - admitting Sean adu All other Questions - admitting Sean adu		
Events Vew Upcoming Events   You are not currently registered for any events.     My Profile     Consent to receive texts?   Ys   Birth Date     Area of Interest     Program Spotlight           Program Spotlight <td>My Applications You do not currently have any applications. Create a New Application</td> <td>Admissions Mailing Address Office of Admissions 1000 Monts Avenue Union. N 90083 Phone 901-737-7100</td> <td></td>	My Applications You do not currently have any applications. Create a New Application	Admissions Mailing Address Office of Admissions 1000 Monts Avenue Union. N 90083 Phone 901-737-7100	
My Profile     Update Profile       Consent to receive texts?     into ane       Yes     into ane       Area of Interest     Club here to team about our upcoming events and to XPVP!       Learn more about this program	Events View Upcoming Events You are not currently registered for any events.	Program Spotlight	
Area of Interest Learn more about this program	My Profile Update Profile Loom Consent to receive texts? Yes Birth Date	Cick here to learn about our upcoming events and	
Entry Term Academic Level Academic Program Location Number	Area of Interest Entry Term Academic Level Academic Program Location Reference Number	to RSVPI Learn more about this program	

点击"Create a New Application" 开始申请。填写相关信
 息、提交相关材料、完成在线申请。

KEAN	NY ACCOUNT APPLY CALLARE EVENTS	
	My Account	
	Welcome. If you have any questions regarding your application, events, or the admission process as a whole at Keen University, (Sever refer to the following emails for appropriate contacts, We are happy to assist! Pre-thman Admissions - scattering texandle Transfer Admissions - scattering texandle Keen Orean Admissions - scattering texandle Keen Orean Admissions - scattering texandle Graduate Admissions - scattering texandle Ad other Questions- admissions - texandle Ad other Questions- admissions	
	My Applications Admissions Mailing Addr You do not currently have any applications. Create a New Application Create a New Application	ess
	epipocenic to Aceni University.     A REGREAN is an applicate who has a high school diations for equivalent and has less than 18 served.	
	college credits. Start a new First-Year Student Application - A TRANSFER is an applicant who has 18 or more earned college credits. Additionally those applicants seeing	
	a second barnetics's degree should also complete the application. "NOTE" if you are a student who was previously enrolled at your triversity, you are classified as a Readmission student. Please whit Keni University's Re-Enrollment Services page to scome a readmission application. Start a new Transfer Application	
	<ul> <li>The CAS SUPPLEMENTAL APPLICATION is for applicants applying to Doctor of Physical Therapy. Physician Assistant Studies, Speech Language Pathology (SUPO &amp; MA, Occupational Therapy (OTD &amp; MS), or Doctor of Psychology program: ONLY. This should be completed along with the CAS application; plasse consult grad, lean edu for further information.</li> </ul>	
	A GBADUATE is an applicant who has a bachelor's degree and is seeking a graduate degree.  Start a new Graduate Application	
	A NON-MATEICULATED APPLICATION is for Undergraduate and Graduate Visiting students: or special population programs and Senior Citizens. Peake visit Registration Information for further information. Start a new Non-MatViculated Application	

KEAN	MY ACCOUNT	APPLY ONLINE	EVENTS	8
			Online Application	
			Please select an area of interest. If the term and/or program is not listed below, this indicates that we are not currently accepting applications for that option at this time. Also note that not all offerings listed below will be available on your application as Campus, Term, and Program offerings will vary based on your student type.	
			(Start a New Opportunity Here) Next	

• 在 "My Applications" 处,点击 Edit,开始填写相关的信息。 每一步完成后都需要点击"Save & Continue"进行保存。

			Started
view Supplemental Items 8	Documents		
			🚔 Print
Demographic Information	Academic Intent	Academic Background	English Proficiency Test Scores
Graduate Assistantship Prog	gram Additional I	nformation & Signature	

<u>Demographic</u> Information 部分

• Last name 和 First name 请使用拼音填写。

_egal First Name * 用拼音填写	Legal Last Name * 用拼音填写
As listed on official documents (ie: Transcripts, etc)	
Middle Name	Suffix
Birth Date *	
mm/dd/yyyy)	
Sex Assigned at Birth: *	
~	
Gender Identity	
~	
~	

• "Address"和"Foreign Address Line"可以是同一个地址。

Permanent Address	
Check if address is outside of U.S. or Canada	
Address *	Address (cont)
Max length is 50 characters.	
Constant -	
City *	
State/Province	Zip/Postal Code
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▼ Foreign Address Line 建议填写	
▼ Foreign Address Line 建议填写 Enter the 3rd line of the foreign address as it appears on the mailing label.	
▼ Foreign Address Line 建议填写 Enter the 3rd line of the foreign address as it appears on the mailing label.	
✓ Foreign Address Line 建议填写 Enter the 3rd line of the foreign address as it appears on the mailing label. Country	

护照类型(What status or visa type do you hold?)一栏,
 若您没有美国签证,请勾选 I do not hold a U.S. non immigrant Visa;若您有美国签证,请如实填写。

### Contact

Email Address *	
Mobile Phone *	Home Phone
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Do you wish to receive notifications from Kean via text message?	a
You can find out about upcoming events, Instagram Liv sessions, and more from Kean? You can always choose opt-out whenever you'd like.	re to
Citizenship Information	
Citizenship Status *	Are You a Resident of New Jersey? *
Non-Cluzen	state for one year prior to the start of the semester. Students who hold temporary visas to the United States are considered to be New Jersey non-residents. Qualifie non-residents may be eligible for the in-state tuition rat under the Dream Act. The University reserves the right require a student to prove New Jersey residency for any given semester.
	No
What status or visa type do you hold? *	
NJ DREAMers are eligible for the in-state tuition rate. Students who hold temporary visas to the United State are considered non-residents of NJ and will be charged out-of- state tuition.	s
I do not hold a U.S. non-immigrant Visa	~
Country of Citizenship *	Country of Birth
China	▼
If accepted, will you be requesting a Certificate of	First Language
Eligibilitity (I-20) for a student visa?	
No	V

# <u>Academic Intent 部分</u>

• 请再次确认所申请的专业带有"Kean Wenzhou"。

iew Supplemental Items & Documents		
		🖨 Prin
Demographic Information Academic Intent	Academic Background	English Proficiency Test Scores
Graduate Assistantship Program Additional	Information & Signature	
Please enter your information in each of the following completed before you can submit your application. Ado previous question.	sections. Fields with a red aste ditional questions may become	risk (*) are required and must be required based on your answers to a
Academic Intentions:		
Anticipated Entry Term: *		
Not all programs offer admission for every term. If the term and/or program is not listed below, admission is currently being offered for that term/program.	not	
Fall 2022	~	
Academic Program:* 专业要选择带有W	Venzhou的	
Educational Administration-School Business Admini	istrator (M.A.) - Wenzhou	~
Are you applying in association with the Kean Educa	tional Affiliation Network?	
Click here to learn more about the Kean Education	al Affiliation Network and to l	earn if your employer or a
association you are a member of is an eligible part select "Other" and include the name in the following fi	ner. If you do not see your orga eld.	nization/institution listed, please
		~
Application Cohort	Course Load	
Please select from the drop down if you are a member any of the following applicant cohorts. Please note, answering this question has no impact on your application and is solely used for tracking purposes.	r of	~
	~	
Previous Page Save Application	Save & Continue	

<u>Academic Background 部分</u>

 如您无法在院校列表中找到您的学校,且 State/Province 只有 Anhui,则需要点击"School Not Found",输入您的院校英文名称 以及学位相关信息,并点击"Save & Continue"进行保存。

Demographic Information	Academic Intent	Academic Background	English Proficiency Test Scores
Graduate Assistantship Prog	ram Additional I	nformation & Signature	
Please enter your information in completed before you can submi previous question.	each of the following se t your application. Addi	ections. Fields with a red aster tional questions may become	risk (*) are required and must be required based on your answers to a
Please complete for ALL college/u year, four year, or post-graduate	iniversities attended, ro programs they have at	egardless of how many course tended.	e(s) you have taken. This includes any
College/University In	formation		
Select Add College to list each co have an official transcript sent fi submitted).	ollege/university at whic rom each institution as s	h you have taken courses for c soon as possible. (Kean Univer:	redit, including Kean University. Please sity transcripts are not required to be
College 1			
College			
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In order to search by name, e	nter at least 3 character	s of the name.	]
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Add College	So	thool Not Found	

所有步骤都填写完成后,请点击"Submit Application"提交申请。其中75美元的申请费可以通过温肯研究生系统发送的代码进行减免。

### Supplemental Items & Documents 部分

- 提交申请之后,请在"Supplemental Items & Documents"上传 相应的材料,完成申请。
- 其中, CV\PS 可以通过申请系统自行上传。
- 非美国高校毕业的学生的成绩单和学位需要做 NACES 认证 (https://www.naces.org),比如 International Education Evaluation (IEE)或World Education Services (WES)等认证 (需选择 course-by-course 认证)。
- 推荐信请填写相关推荐人的信息及邮箱地址,由推荐人进行填写。
   请在提交 CV 和 PS 之后点击推荐信操作按钮。

所有材料都提交完成之后,系统上该申请的状态会变为"Completed",显示此申请完成,将进入审核阶段。

My Applications		Create a New Application		
	APPLICATION		STATUS	ACTION
	Fall 2022 - Educational Administration-School Business Administrator (M.A.) - Wenzhou		Completed	View

第三步:关注温州肯恩大学研究生申请系统内有关申请进展及录取 结果的相关事宜。

为加快申请进度,申请者在将材料上传至美国肯恩大学申请系统
 后,可将材料的电子版复印件上传至温州肯恩大学研究生申请系统。

	Pre-Registration     Pre-Registration     Pre-Registration     Application Portal
H	i rgao,
TI	hank you for applying for Wenzhou-Kean University graduate program. Now you need to log in the Kean University Online Application Portal.
	1) For new applicants, please log in the Kean University Online Application Portal via account (Email ) and password created on WKU Graduate Application System,
	2) For applicants who have applied for our graduate programs before via Kean University Online Application Portal, please log in using your previous account and password.
	3) You can update your profile on Kean University Online Application Portal by clicking "Update Profile" button,
	4) Please make sure that you complete and submit the application via the Kean University Online Application Portal.
Yo	ou will find that \$75 fee is required for application. If you need financial assistance to waive the application fee, below is the fee waiver code for you:
	1) Once you enter all the information required in each section, you can use the code in the Kean University Online Application Portal by entering the code and clicking "apply" for submission.
	2) Please be reminded that the code is for your personal use only, Release of the code purposely will lead to violation of confidentiality,

# 美肯研究生申请系统常见问答

Q: 2022 年秋季入学的 8 个研究生专业, 在美国肯恩大学申请系统

(Kean University Online Application Portal)中对应的专业 名称是什么?

A:

研究生专业	美国肯恩大学申请系统对应专业名称
教育领导学(教育学专业博士)	Doctor of Educational Leadership
Doctor of Educational Leadership	(Ed.D.) - Wenzhou
(Ed. D. )	
生物技术科学 (理学硕士)	Biotechnology Science (M.S.) - Kean
Biotechnology Science (M.S.)	Wenzhou
计算机信息系统 (理学硕士)	Computer Information Systems (M.S.)
Computer Information Systems	- Wenzhou
(M. S. )	
国际英语教学(文学硕士)	Instruction and Curriculum -
Instruction and Curriculum	Teaching English as a Second
(M. A. )	Language (M.A.) - Kean Wenzhou
国际工商管理(工商管理硕士)	Business Administration - Global
Global Management (M.B.A.)	Management (M.B.A.) - Wenzhou
建筑学(建筑学硕士)	Architecture (M.Arch.) - Wenzhou
Architecture (M. Arch.)	
教育管理(文学硕士)	Educational Administration (M.A.)
Educational Administration	- Wenzhou
(M. A. )	
心理学(文学硕士)	Psychology (M.A.) - Wenzhou
Psychology (M.A.)	

Q: 申请系统中的固定地址(Permanent Address)一栏应如何填写?

A:

- 固定地址在除美国和加拿大以外的其他国家和地区的,勾选 Check if address is outside of U.S. or Canada。
- 2. 固定地址在除美国和加拿大以外的其他国家和地区的,无需填写 State/Province 及 Zip/Postal Code。
- Q: 若非美国公民,申请系统中的公民信息(Citizenship

### Information) 一栏应如何填写?

A:

- 公民身份(Citizenship status)一栏,请勾选 Non-Citizen, 或按实际情况填写。
- 护照类型(What status or visa type do you hold?) 一栏,若 您没有美国签证,请勾选 I do not hold a U.S. non-immigrant Visa; 若您有美国签证,请如实填写。
- 是否需要学生签证(If accepted, will you be requesting a Certificate of Eligibility (I-20) for a student visa?) 一 栏,请勾选 No。
- Q: Academic Intent 中的专业需要选择 Wenzhou Option 吗?

A: 如已经在前一步选择专业,请在 Academic Intent 再次确认,选择专业带有 Wenzhou Option。

MY J	ACCOUNT APPLY ONLINE EVENTS					
al	l 2022 - Doctor of Educational Leadership	) (Ed.I				
		. (				
view	Supplemental Items & Documents					
		🚔 Print				
D	emographic Information Academic Intent Academic Background English Proficiency Te	est Scores				
	Architecture (M.Arch.)					
	Architecture (M.Arch.) - Wenzhou Architecture 3 Year Degree Option (M.Arch) - Wenzhou					
Ple	Biotechnology Science (M.S.) - Kean Wenzhou					
:0	Business Administration-Global Management (M.B.A.) - Wenzhou Computer Information Systems (M.S.) - Wenzhou	to a				
or	Doctor of Counseling and Supervision (Ph.D.)					
Ŀ	Doctor of Educational Leadership (Ed.D.)	_				
E	Educational Administration-School Business Administrator (M.A.) - Wenzhou					
	Genetic Counseling (M.S.)					
	Instruction & Curriculum-Teaching English as a Second Language (M.A.) - Kean Wenzhou					
	Nursing-Community Health (M.S.N.) - Kean Ocean					
	Nursing-Nursing Leadership (M.S.N.)					
	Nursing-Nursing Leadership (M.S.N.) - Kean Ocean Psychology-Human Behavior and Organizational (M.A.) - Wenzhou					
	School Psychology (Professional Diploma)					
	Social Work (M.S.W.) - 2 Year	-				

Q:申请系统中教育背景(Academic Background)中学院/大学信息 (College/University Information)一栏,若所就读学校不在系 统列表,应如何填写?

A: 手动输入学校英文名称及相关信息。

Q: 申请系统中,研究生助学金(Graduate Assistantship Program) 一栏的说明中写的是 Kean University Graduate

Assistantship, 是否应该申请?申请成功后, 是服务于美国肯恩大学还是温州肯恩大学?

A: 学生如有意向申请温州肯恩大学研究生助学金,可在该栏勾选
 Yes。温州肯恩大学研究生助学金实际申请要求以后续温州肯恩大学
 发布的公告为准。助学金获得者将在温州肯恩大学教学相关部门、
 学院提供教学服务;或在教学科研相关部门、学院提供科研服务。

Q: 申请系统中支撑材料(Supplemental Items & Documents)一 栏,学校成绩单如何发送?

A:美国高校毕业的学生,可通过学校教务系统发送成绩单至美国肯恩大学研究生招生办公室;美国肯恩大学毕业的学生,无需发送成绩单。此外,非美国高校毕业的学生,需做 NACES 认证

(https://www.naces.org),可选择其中的World Education Services(WES)认证(需选择 course-by-course 认证)。认证后 由该机构将认证结果发送至美国肯恩大学研究生招生办公室。请于 申请截止日期前完成。可参考的美国肯恩大学相关网页链接如下: <u>https://www.kean.edu/offices/admissions/international-</u> <u>applicants</u>(见该页面最后部分 Graduate International Applicants)。

Q: 申请系统中支撑材料(Supplemental Items & Documents)一 栏,无需语言成绩的证明如何发送? A: 可将证明发送至美国肯恩大学研究生招生办公室

(gradadmissions@kean.edu)。具体操作请参考美国肯恩大学官网 TOEFL/IELTS/Duolingo Waiver Policy 相关内容,网页链接如下: <u>https://www.kean.edu/offices/admissions/international-</u> <u>applicants</u>(见该页面最后部分 Graduate International Applicants)。