

附件 3:

网上办理操作图示

1. 登录自考考生服务平台



2. 上传毕业申请照片, 及时查看审核结果。



3.照片审核通过后，方可进入毕业申请，选择本科/专科毕业申请，准确填写各项信息后，点下一步。

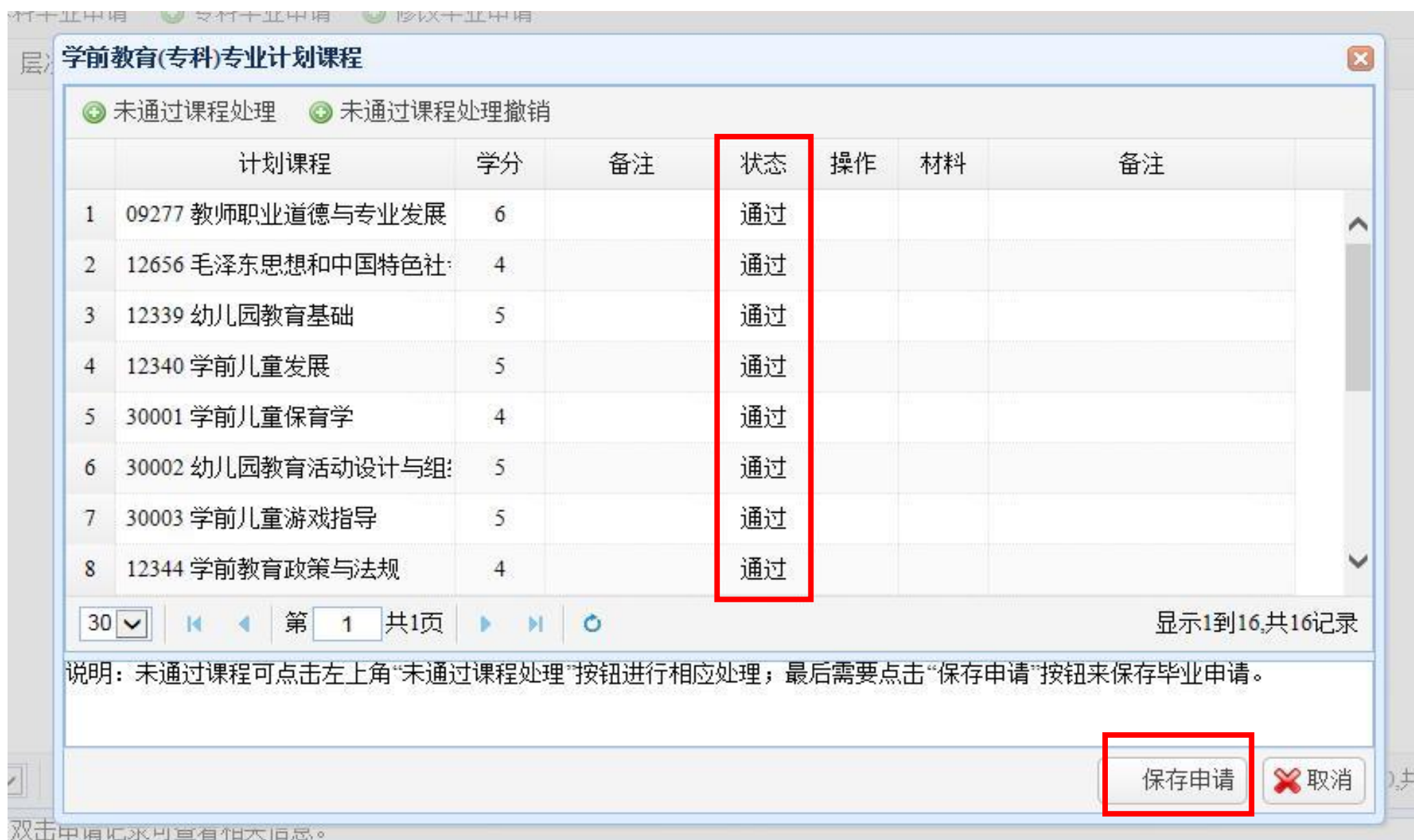
The screenshot shows a web application interface for graduation applications. On the left is a navigation menu with categories like '通知公告' (Notices), '成绩管理' (Grade Management), '毕业申请' (Graduation Application), and '信息管理' (Information Management). The '毕业申请' section is highlighted, with '本科毕业申请' (Bachelor's Degree Application) selected. The main content area displays a form titled '本科毕业申请' with the following fields: '申请毕业的专业:' (Major to apply for), '主考院校:' (Examining institution), '单位或联系地址:' (Address), '邮编:' (Postal code), '联系电话:' (Contact phone), '其它准考证号:' (Other exam ticket number), and '旧准考证号:' (Old exam ticket number). A red box highlights these fields. At the bottom of the form are buttons for '下一步' (Next) and '取消' (Cancel).

4.申请本科毕业的考生须上传前置学历信息。《学历备案表》必传，无法提供的请申请学历认证，上传《学历认证报告》。申请护理本科的考生还须上传实习鉴定材料。点下一步。（申请专科毕业的考生无此操作，直达第5步。）

The screenshot shows a dialog box titled '本科材料上传' (Upload Bachelor's Materials). It is divided into two main sections: '一、前置学历相关信息' (Previous Education Information) and '二、护理本科毕业实习鉴定材料' (Nursing Bachelor's Degree Internship Evaluation Materials). Under the first section, there are two items: '1、毕业证书:' (Diploma) and '2、学历备案表或学历认证报告(二选一):' (Degree Record Form or Degree Authentication Report, choose one). Each item has a file selection button ('选择文件'), an upload button ('上传'), and a '已上传文件查看' (View uploaded files) link. Under the second section, there is one item: '鉴定材料' (Evaluation Materials), also with file selection, upload, and view buttons. A red box highlights the entire content area. At the bottom of the dialog are buttons for '下一步' (Next) and '取消' (Cancel). A note at the bottom states: '说明：毕业证书必须在学信网进行电子注册，对因前置学历问题造成的电子注册未通过的考生责任自负。' (Note: Diplomas must be electronically registered on the China Higher Education Student Information System. Candidates are responsible for their own registration failure due to previous education issues.)

5.查看课程通过情况:

(1) 全部课程状态为“通过”的，点击保存申请，提示提交成功。



(2) 部分课程状态为“未通过”的，选中该课程后，点击左上角“未通过课程处理”，根据具体情况选择免考、替代课程、补充说明进行操作，完成后点右下角保存申请，提示提交成功。

