

Credential Evaluation Instruction

1. The degree of verification home page <http://zwfw.cscse.edu.cn/>
2. Prepare all the following application materials *before* applying for your Academic Certificate.

Mainland Students:

1. Diploma
2. Passport/ID card
3. ID Photo
4. Consent Letter
5. Unofficial transcript/Official transcript

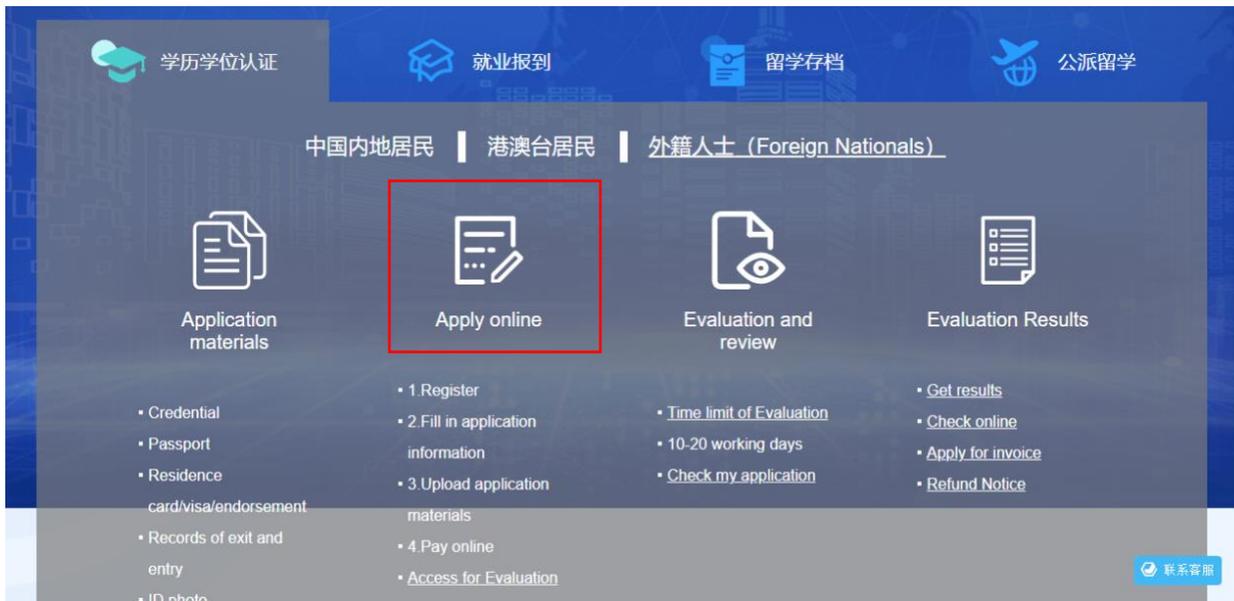
Taiwan, Hong Kong, Macao Students:

1. Diploma
2. Passport
3. ID Photo
4. Consent Letter
5. Unofficial transcript/Official transcript

International students:

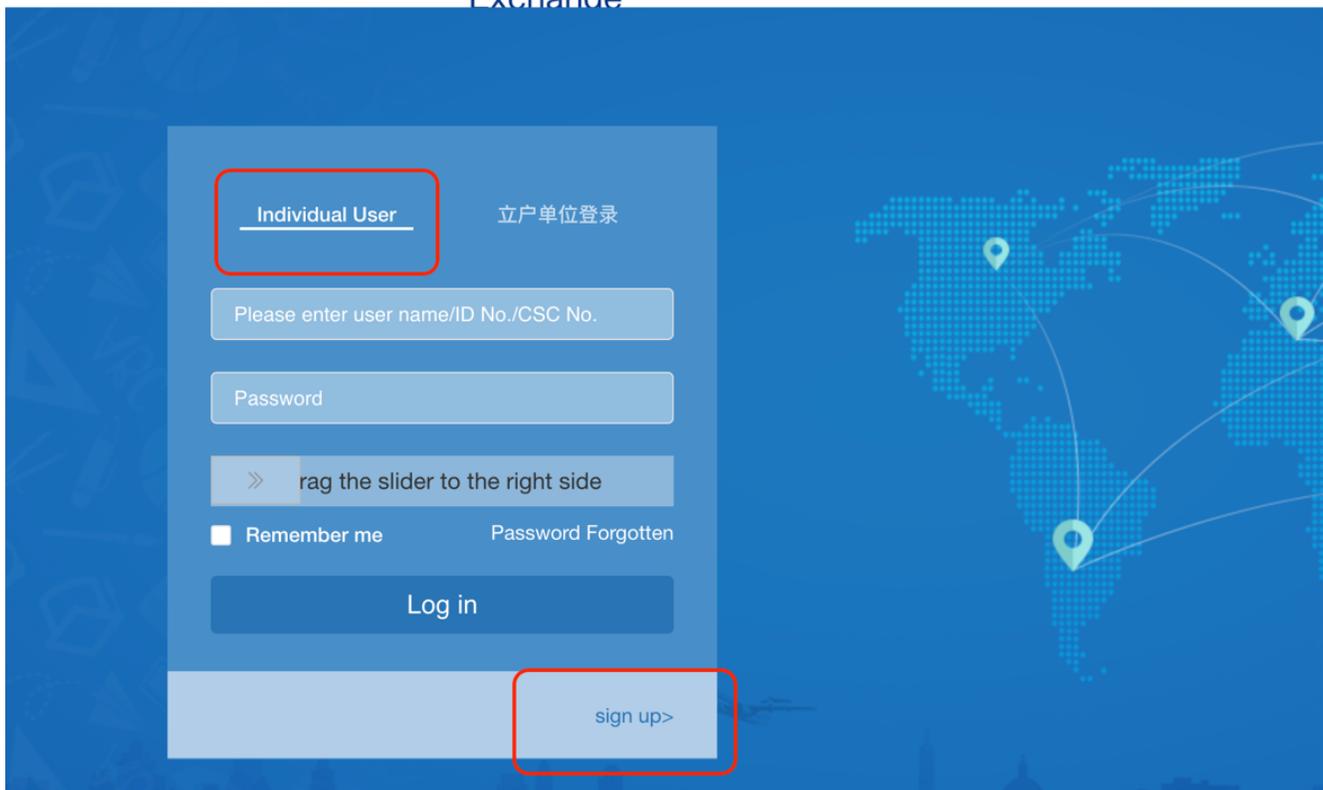
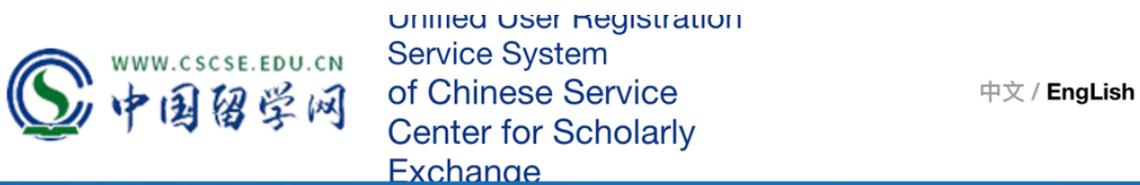
1. Diploma
2. Passport
3. ID Photo
4. Consent Letter
5. Unofficial transcript/Official transcript (Optional)

3. Click Apply online.



4. Register a new user account.

Choose personal user login->Click Sign up.



5. Choose the verification method. We suggest you use your telephone number.



Unified User Registration
Service System
of Chinese Service
Center for Scholarly
Exchange

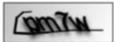
Sign up (Individual User)



Select mode of signing up: Mobile phone Number Verification sign up with email

* Phone Number

Input your phone number.

* Img number 

Input the verify code from the phone message.

* Verification Code

I have read and agree to the <<User Registration Protocol>> 和 <<User Information and Privacy Protection Policy>>

6. Please fill the form with your personal information->sign up.



Unified User Registration Service System
of Chinese Service Center for Scholarly Exchange

Sign up (Individual User)



- 1. Please check the registration information, which cannot be modified once submitted
- 2. Please select "Password Forgotten" when the system indicates the ID has been registered already

* Real name
rarely-used Chinese characters

* Nationality

* ID Type

* ID number

* Phone Number

* Email Address

Nickname

* Password Settings

* Password Confirm

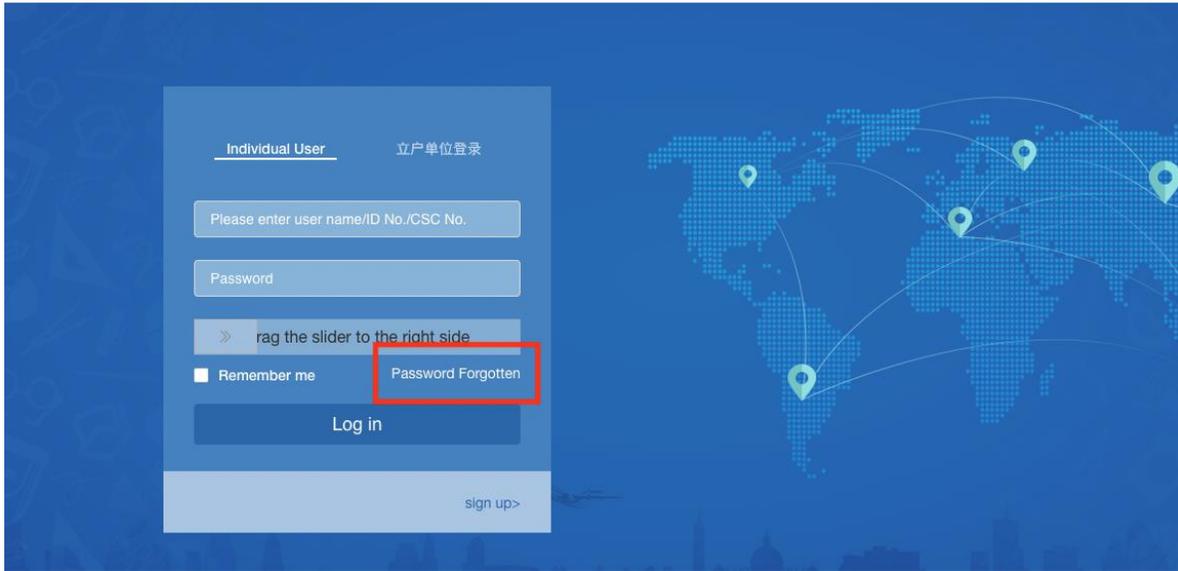
Please input your legal name.
Mainland students input your ID Card Name Chinese Name.
Other students input your passport name. It should be Capital letters and follow the Names are entered from top to bottom and left to right.

Set up Password. 8-18 letters.
Contain numbers, uppercase and lowercase letters and special letters.

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7. You will receive a message from the system after you sign up successfully. It will contain your username and password. Please take care of your personal information.

8. If you forget your password, you can request a reset via telephone or email.



The screenshot shows a login interface with the following elements:

- Header: Individual User 立户单位登录
- Input fields: Please enter user name/ID No./CSC No., Password
- Slider: Drag the slider to the right side
- Remember me checkbox
- Link: Password Forgotten (highlighted with a red box)
- Log in button
- sign up> link

9. Click return to the first page and start your Academic Certificate application. Click “add evaluation application.” (增加认证申请办理).

Credential Evaluation

Credential Evaluation

Special note:

1. You can only submit the evaluation application for **your own** overseas credentials.
2. If you need to verify more than one overseas credential and degree certificate, you can submit more than one evaluation application in the registered account. Only one overseas credential or degree certificate related application materials need to be uploaded in each application.
3. Please be sure to truthfully fill in the relevant information and ensure the authenticity of the uploaded materials.

[Add evaluation application](#)

Tips: please click on the “User Center” at the top right to view the submitted or un-submitted applications!

10. Provide your basic personal information.

Credential Evaluation

Basic information | Application type | Application information | Education background | Upload material | Confirm to submit | Pay online

Formal Application for Credential Evaluation [Basic Information]

Name	██████████	Nationality Country/Region	新加坡
Gender	男	Date of birth	██████████
Type of ID	护照	ID No.	██████████
Mobile phone No.	██████████	Fixed-line telephone	Zip code-Number
E-mail*	██████████		

Return Next Save

11. Make the following selections:

- a) “Chinese-foreign cooperative education Credential Evaluation.” (中外合作办学学历学位认证)
- b) Choose the academic level to “本科层次及以上.”
- c) Input ID Card/Passport Number->Search->Select TJS academic record.

Formal Application for Credential Evaluation [Application Type]

Please select the type of application

Overseas Credential Evaluation
Applicable to applicants who have studied abroad (overseas) for more than 6 months (180 days) and have obtained credential and degree certificates issued by foreign (overseas) institutions for Evaluation.

Chinese-foreign cooperative education Credential Evaluation
Applicable to applicants who have studied in Chinese-foreign cooperative education institutions or projects and have obtained overseas credential and degrees certificates, and have no overseas study experience or have studied abroad for less than 6 months (180 days).

您申请认证的证书层次:

本科层次及以上

专科层次

您的就读项目:

身份证件号:

Input your ID Card/Passport Number and search the record. Please input the old passport number which used in the first-year check-in.

姓名	项目名称	专业	层次	选择
██████████	天津音乐学院茱莉亚研究院	管弦乐表演	硕士	<input checked="" type="checkbox"/>

12. Please choose your major from this interface and please input **艺术学** as your subject category.

天津音乐学院天津茱莉亚研究院管弦乐表演: Orchestral Studies

天津音乐学院天津茱莉亚研究院钢琴艺术指导: Collaborative Piano

天津音乐学院天津茱莉亚研究院室内乐表演: Chamber Music

Credential Evaluation

Basic information Application type Application information Education background Upload material Confirm to submit Pay online

Formal Application for Credential Evaluation [Application Information]

认证申请信息:

合作办学信息			
项目中院校所在省 *	天津市	中外合作办学项目名称 *	天津音乐学院茱莉亚研究院 硕士学位 管弦乐表演
中方学校 *	天津音乐学院	外方学校国别/地区 *	美国
外方学校外文名称 *	The Juilliard School	外方学校中文名称 *	茱莉亚音乐学院
Field of study (Chinese) *	管弦乐表演	学位/证书名称(中文) *	音乐硕士
是否存在境外学习情况	<input checked="" type="radio"/> 否 <input type="radio"/> 是		
国内学习开始年月 *	2021 09	国内学习结束年月 *	2023-05
Subject category *	艺术学	Date of award of degree/certificate for evaluation *	2023-05
Remark			

Back Next Save

13. Add your Undergraduate institution information. Click “add” and provide the requested information.
NOTE: All the information should be in Chinese. At least 2 backgrounds are required, and may be start as early as high school, i.e., TJS, your undergraduate degree, and/or high school. Please check on how to write your University’s name and your field of study/major in Chinese. For the academic credential/Degree field, you may input”音乐本科”.

Credential Evaluation

Basic information Application type Application information **Education background** Upload material Confirm to submit Pay online

Formal Application for Credential Evaluation [Other Education Backgrounds]

Please click [Add] to fill in your other education backgrounds. Fill in at least two experiences starting from high school.

No.	School location	School attending	From	To	Academic credential/Degree	Field of study	Operation
1	China	天津音乐学院茱莉亚研究院	🕒 2021-09	🕒 2023-05	音乐硕士	管弦乐表演	Add
2	Singapore	新加坡杨秀桃音乐学院	🕒 2017-08	🕒 2021-05	音乐本科	古典音乐表演	Delete

Additional

Back **Next** Save

16. Submit all the requested required materials.

Formal Application for Credential Evaluation [\[Upload Materials\]](#)

Notes for uploading materials:

1. The scanned and uploaded application materials should be faithful to the original, pictures should be clear and complete, and all words should be legible (please refer to the samples of acceptable and unacceptable uploaded materials).
2. Please ensure the authenticity of the uploaded materials. Any behavior of submitting false materials or tampering with materials and information will be publicized by our Center in accordance with the Publicity Method for Dishonest Behavior in Overseas Credential Evaluation Service.
3. Your Browser must support HTML5, and Chrome (recommended), Firefox, IE10 and above, IE Edge and other browsers are also recommended.

Upload photo (jpg/jpeg format, colored scanned copy with each no more than 1 M) [\(See sample photos\)](#)

instruction: One recent standard ID photo without limit on background color.



Remarks:

Generate Consent letter(PDF format, colored scanned copy with each no more than 1 M) [\[View the sample of Consent letter\]](#)

The Consent Letter completed and signed according to the requirements.

Instructions:

In accordance with the requirements of foreign institutions, our center requires written authorization from the certificate holder to verify the authenticity of the credential certificate.

Consent Letter template download: [Consent Letter](#)



Download the Consent Letter in blue and sign it and upload it. Please see the template below.

声明

本人授权及同意中国留学服务中心(CSCSE)使用本人的个人信息和资料,向相关学校或机构就本人学历学位的有关事项进行核查,同时也授权并同意相关学校或机构可就核查内容,向CSCSE透露有关本人学历学位的任何记录及资料。

Declaration

I, undersigned, hereby give my consent to the Chinese Service Center for Scholarly Exchange (CSCSE) to use my personal information for the purpose of education/degree verification with any relevant schools/organizations(e.g., Hedd in UK, NSC in US, AURADATA in Canada, or Verifdiploma in France, etc). I also give my consent to the mentioned above schools/organizations to release my record or information to CSCSE as required.

个人信息 Personal Information (以下信息请用英文填写):

姓名 Name 出生日期 DoB
学号 Student ID
证书名称 Qualification Type MASTERS
就读专业 Major/Field of Study CREDENTIAL STUDIES
学习时间 Period of Study 从 2021 年 08 月 2023 年 05 月
身份证号/护照号 PRC ID No./Passport No.

申请人中文和英文签名 日期 5月22日 2023年
Signature Date 22 MAY 2023

Upload transcripts and other supporting materials (Optional. jpg/jpeg/png/pdf format, colored scanned copy with each no more than 1M, and 30 copies at most. Please do not upload PDF files in batches) (Check sample transcript)

You can choose to upload clear and complete photos or scanned copies of relevant support materials or documents proving the identity of high-level talents.



Submit your Unofficial transcript/Official transcript. (OPTIONAL)

Remarks:

Upload documents (jpg/jpeg/png format, colored scanned copy with each no more than 1M, and 5 copies at most) (Check sample)

请上传扫描或拍照清晰完整的个人身份证件信息页。

说明:

- 1、内地居民: 需提供居民身份证正、反面;
- 2、港澳台居民: 港澳居民来往内地通行证/台湾居民来往大陆通行证;
- 3、外籍人士: 需提供学习期间使用的护照首页(个人信息页)与尚在有效期内护照的首页(个人信息页)。

常见问题解答:

- 1、个人信息变更: 如申请者的个人信息已变更, 与学习期间的个人信息不符, 还需补充提供户口本的变更页;



Submit your Passport Scan. If you change your passport during the 2-years. Please submit your old passport and your new passport.

Remark:

Back

Next

Save

17. Review your application information and submit.

Basic information Application type Application information Education background Upload material Confirm to submit Pay online

Formal Application for Credential Evaluation **[Confirm to Submit]**

Applicant's basic information

Name		Country/Region	新加坡
Gender	男	Date of birth	
Type of ID	护照	ID No.	
Mobile phone No.		Fixed-line telephone	
E-mail			

Education background

No.	School location	School attending	From	To	Academic credential/degree	Field of study
1	中国	天津音乐学院茱莉亚研究院 硕士学位 管弦乐表演	2021-09	2023-05	音乐硕士	管弦乐表演
2	新加坡	新加坡杨秀桃音乐学院	2017-08	2021-05	音乐本科	古典音乐表演

Evaluation application information

合作办学信息			
项目中方院校所在省	天津市	中外合作办学项目名称	天津音乐学院茱莉亚研究院 硕士学位 管弦乐表演
中方学校	天津音乐学院	外方学校国别/地区	美国
外方学校外文名称	The Juilliard School	外方学校中文名称	茱莉亚音乐学院
学习专业(中文)	管弦乐表演	学位/证书名称(中文)	音乐硕士
国内学习开始年月	2021-09	国内学习结束年月	2023-05
国外学习开始年月		国外学习结束年月	
学科类别	艺术学	认证学位/证书授予时间	2023-05
备注			

I promise that all electronic information, uploaded materials and paper materials provided are true and valid.

18. Pay the fee via WeChat or Alipay by scan the QR code. 360RMB in total.

Credential Evaluation

Basic information | Application type | Application information | Education background | Upload material | Confirm to submit | Pay online

Payment details

Name	Pay academic	Evaluation fee
Sim Yun Heng Jaben	evaluation service fee	360

Total amount payable: 360 ¥

Back Pay

Reminder: After confirming the order, click Pay to enter the payment page!

Credential Evaluation--Payment, Pay online

Order No.:6938202305231135474569315434

Amount payable:360.0 ¥

Tip: Please complete the payment by scanning the QR code within the validity period. Currently, we only support QR code payment by WeChat or Alipay.

二维码 106 秒后过期



Please use Alipay or WeChat to scan
Scan QR code to pay

My payment

Application | My payment | Information | Real-name | My comment

Unpaid

No record

Payment records

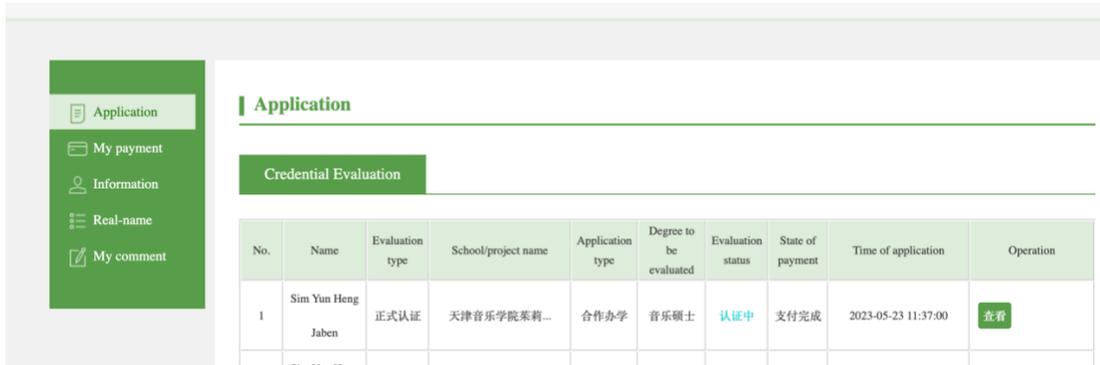
Type of expense	Faculty	Major	Amount (¥)	Payment date	Payment status	Invoice application
学历认证费	茉莉亚音乐学院	管弦乐表演	360	2023-05-23	收花证明	---

1. If an invoice is required, please apply within 90 days of the successful completion of the business. 2. If you have any other invoice issues, please contact email: fapiackj@csce.edu.cn

Refund records

Type of expense	Faculty	Major	Amount (¥)	Application status	Refund date	Reasons for return
No record						

19. Return to the website's personal center to check on the status of your application. You should receive a notification that the Academic Certificate is complete by Ministry of Education (MOE) within 10 to 20 business days.



The screenshot displays a user interface for a personal center. On the left is a green sidebar with navigation options: Application, My payment, Information, Real-name, and My comment. The main content area is titled 'Application' and contains a sub-section 'Credential Evaluation'. Below this is a table with the following data:

No.	Name	Evaluation type	School/project name	Application type	Degree to be evaluated	Evaluation status	State of payment	Time of application	Operation
1	Sim Yun Heng Jaben	正式认证	天津音乐学院莱莉...	合作办学	音乐硕士	认证中	支付完成	2023-05-23 11:37:00	查看