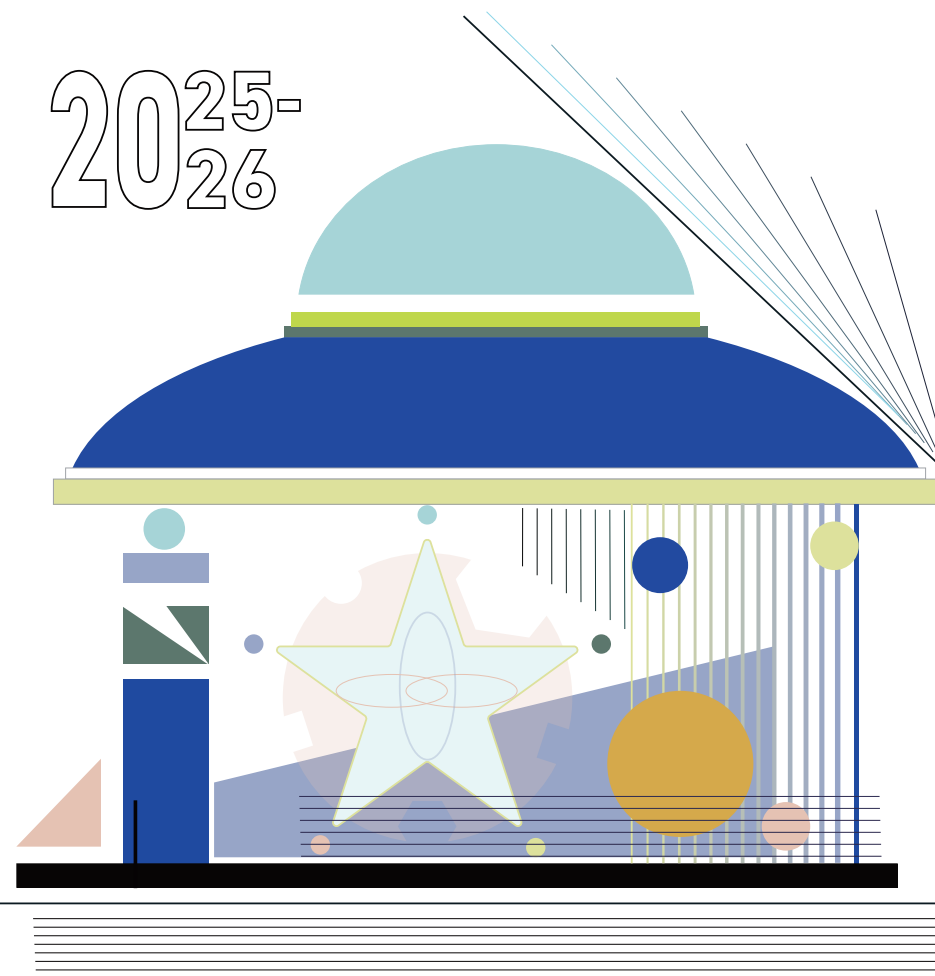


2025-
26

XJTLU | REGISTRY



ANNUAL REGISTRATION GUIDE
FOR RETURNING STUDENTS

学年注册指南

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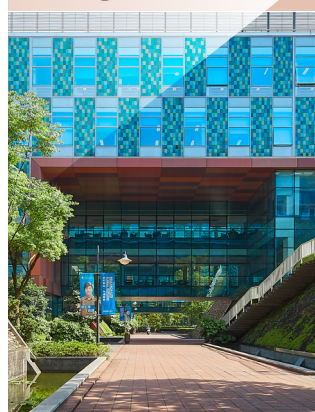
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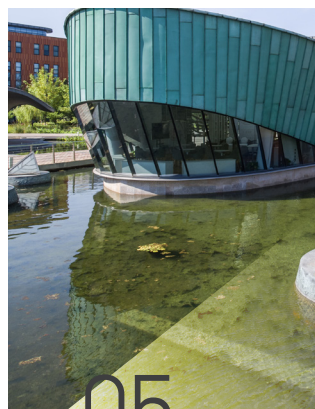


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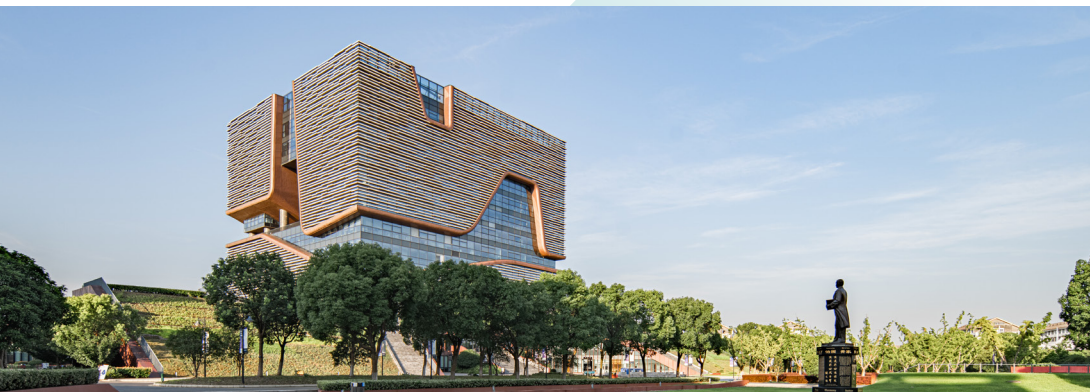


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01 INTRODUCTION 介绍

With the 2024-25 academic year coming to an end, we hope you all have had a fruitful year. In preparation for your studies in the new academic year, you will be required to renew your registration with the University normally prior to the start of the first teaching week as an annual practice. Once you have completed the annual registration process, you will become fully registered for the new academic year with access to all relevant information and resources to support your studies. This guide aims at assisting you in completing your registration process, which includes online registration, financial registration and module enrollment.

2024-25 学年已进入尾声，希望你的这一学年收获颇丰。为了顺利地进入下一学年学习，你需要在新学年教学周开始之前更新你的学籍注册信息。在完成学年注册流程之后，你将能获取新学年学习需要的相关信息和资源。本指南旨在引导你完成学年注册流程，包括线上注册，费用缴纳以及相关的课程注册操作。

02 PRE-REGISTRATION ARRANGEMENTS 注册前安排

Before registering for the new academic year, we would like to draw your attention to the following arrangements regarding mark release and reassessment (where relevant) in the summer for your modules enrolled in the 2024-25 academic year.

在开始新学年注册之前，请先关注以下 2024-25 学年末暑假期间关于分数公布及补考（如有）的安排。

RELEASE OF FINAL MARKS: 10 JULY 2025 最终成绩公布：2025 年 7 月 10 日

The final marks and progression results will be released on the evening of 10 July, 2025. Specific arrangements will be notified to students in advance via email as well as on e-Bridge Homepage.

学年最终成绩及升级结果将于 2025 年 7 月 10 日晚间公布。不同年级的具体公布安排将提前通过电子邮件告知，并会公布在 e-Bridge 首页。

RESIT PERIOD: 28 JULY - 2 AUGUST 2025 补考时间：2025 年 7 月 28 日 - 8 月 2 日

If, unfortunately, you did not manage to meet the progression rules and thus are required to take resit assessments of your failed modules, you can check the Assessment section of relevant Module Specification on e-Bridge and consult your module leader about the detailed arrangement of your resit assessments. Your module leader is supposed to announce the coursework re-submission arrangements after the release of your final marks. The resit examinations are going to take place in the week commencing 28 July, and the arrangement of which will be published by Registry on e-Bridge on 21 July, 2025.

需要参加补考的同学可以在 e-Bridge 上的课程教学大纲中查找相应课程关于考核的具体说明或者咨询课程负责人了解补考的形式。如果补考形式为重新提交课程作业，课程负责人会在成绩公布之后通知课程作业重新提交的时间安排。如果补考形式为考试，考试将在 7 月 28 日开始的一周内举行，补考时间表将在 2025 年 7 月 21 日在 e-Bridge 上公布。

RELEASE OF RESIT MARKS: 14 AUGUST 2025

补考成绩公布：2025 年 8 月 14 日

The resit marks and progression results will be released on the evening of 14 August, 2025 on the Academic page of e-Bridge. Mark release schedule will be notified to students via email in advance.

补考后学年最终成绩及升级结果将于 2025 年 8 月 14 日晚间在 e-Bridge 的 Academic 页面上公布。具体公布时间将提前通过电子邮件告知。

Scan the QR code to download the 2024-25 FAQ of UG Progression Rules

扫描二维码获取 2024-25 学年本科生升级规则常见问答



2024-25 UG Progression FAQ






03 ONLINE REGISTRATION 在线注册

The Online Registration is the process you should follow to confirm your personal information and update your contact information in order to register for the new academic session. Until your online registration is completed, you will not be able to access any functions on e-Bridge, including class and exam timetables, module marks, transcript and certificate requests, and so forth.

每学年开始之前，你必须确认或更新你的个人信息和联系方式以完成新学年的在线注册。在你完成了在线注册之后，才能使用 e 桥的功能，例如查询课表、课程成绩、申请成绩单等。

Registration



Please complete the online registration for 2025/26 academic year!

Online Registration

An essential part of being a student at the Xi'an Jiaotong Liverpool University is the completion of your online registration.

Until your online registration is complete, you will not be able to access all of the features on e-Bridge, including class and exam timetables, module marks, and transcript and certificate requests, etc. Normally, late registration onto a programme will not be allowed after the beginning of the first teaching week of the semester.

Online Registration ▶

THE ONLINE REGISTRATION PAGE AVAILABLE TIME

5 working days after the release of your progression result
until 5 September 2025

在线注册页面开放时间

升级结果公布的五个工作日后至 2025 年 9 月 5 日

If you need to update the information after completing the Online Registration, please submit a Personal Information Change Application in “Personal Information Change” Section. Your School, Academic Adviser, Development Adviser will be able to provide timely support for you based on the most-up-to-date information, when there is a need, especially in case of an emergency situation. You are assured that all personal information and contact details on e-Bridge are stored confidentially, and only available to a limited number of staff when performing their roles in providing support for you on learning and teaching.

如果你的个人信息有任何更改，请在完成在线注册流程后，在 e-Bridge 的学年注册页面中“个人信息修改”一栏提交个人信息修改申请。你的学院、学术顾问、成长顾问能够依据准确的信息为你提供及时的帮助，尤其是在紧急情况下。学生在 e-Bridge 中的所有个人信息和联系方式信息均为保密信息，只有跟该生相关的特定行政及教学员工可见。

04 FINANCIAL REGISTRATION 费用缴纳

Before continuing your studies in the new academic year, in addition to the online registration, you must complete the financial registration by making arrangements to pay your tuition fee and other charges.

在新学年开学前，除了需要完成在线注册，还必须完成学费及相关杂费的缴纳。

CHECK THE TUITION FEE AND OTHER CHARGES 学费及相关杂费信息查询

After you finish the online registration, please check your tuition fee and other charges on the Registration page of e-Bridge and make the payment accordingly in a timely fashion.

完成在线注册之后请通过 e-Bridge 的 Registration 页面查询学费及其它费用详情并及时缴纳相关费用。

MAKE THE PAYMENT 缴费

FOR CHINESE MAINLAND STUDENTS 中国内地学生

ONLINE PAYMENTS 在线缴费

You can make your payment online via the XJTLU Fee Payment Platform:

<http://szzx.fw135.com:8003/Home/item/133>

Currently, there are three methods of online payment available on the XJTLU Fee Payment Platform:

- Wechat Payment
- Alipay Payment
- E-CNY Payment

你可以通过西交利物浦大学在线支付平台

(<http://szzx.fw135.com:8003/Home/item/133>) 缴费

目前西交利物浦大学在线支付平台有三种在线缴费方式：

- 微信支付
- 支付宝支付
- 数字人民币支付

The payment status will be updated on the e-Bridge within 3-5 working days after the completion of the online payment.

完成线上缴费后，3-5 个工作日付款状态会更新到 e-Bridge。

PAYMENT BY CHINESE MAINLAND BANK TRANSFER (CNY ONLY) 通过中国内地的银行转账支付（仅限人民币）

Payments made by this method may take up to 5 working days to reach your student fee account. Please take the transfer processing period into account and arrange the transfer in advance to ensure the payment can be completed before the semester starts.

使用此种支付方式缴费，转账处理周期大致在 5 个工作日，缴费时请将转账处理周期考虑在内以提前安排转账，以确保能在新学期开始前完成缴费。

THE TRANSFER SHOULD BE MADE TO 该转账方式，请转账至以下学校账户

- ACCOUNT 账户：西交利物浦大学
- BANK 银行：中信银行苏州姑苏支行
- ACCOUNT NUMBER 账号：7323010182400047227

Please note that, in order to facilitate the bank transfer and confirmation process, it is imperative that you
请注意，为确认你的转账，你必须：

- Note down your name and XJTLU student ID when you make the transfer
转账时备注你的姓名和学号；
- After completing the bank transfer, please log in to XJTLU Fee Payment Platform at <http://szzx.fw135.com:8003/Home/item/133>, click "Offline Payment" on the pending payment information page, fill in the remittance details, and upload the payment proof (a scanned copy of the bank receipt or a screenshot of the mobile banking transfer). Your payment will be processed within 3-5 working days, and the payment status will be updated on the e-Bridge.

转账后，请登录西交利物浦大学在线支付平台 <http://szzx.fw135.com:8003/Home/item/133>，在待缴费信息页面点击线下缴费，在线填写汇款信息并上传付款凭证（银行回单图片或手机银行汇款截屏），3-5 个工作日复核确认后并更新付款状态到 e-Bridge。

Please note that the above payment methods are not applicable for accommodation fee payment.

请注意，以上支付方式不适用于住宿费缴纳。

For the accommodation fee payment, please log in to the "HIVE system-My bill (Mobile) <https://hive.xjtlu.edu.cn/wap/pages/bill/list>" or "HIVE system-My bill (PC) <https://hive.xjtlu.edu.cn/pc/pages/student-party/bill-list>" with your XJTLU account username and password to complete the payment.

你需要使用学生账号和密码登录 HIVE 系统（移动端 <https://hive.xjtlu.edu.cn/wap/pages/bill/list>，电脑端 <https://hive.xjtlu.edu.cn/pc/pages/student-party/bill-list>），在“费用账单”界面查看并完成住宿费缴纳。

FOR HONG KONG, MACAO, TAIWAN AND INTERNATIONAL STUDENTS

港澳台及国际生

PAYMENT BY INTERNATIONAL BANK TRANSFER

通过国际银行转账支付

Payments made by this method may take up to 10 working days to reach your student fee account. Please take the transfer processing period into account and arrange the transfer in advance to ensure the payment can be completed before the semester starts.

使用此种支付方式缴费，转账处理周期大致在 10 个工作日，缴费时请将转账处理周期考虑在内提前安排转账，以确保能在新学期开始前完成缴费。

Please note, in order to facilitate the bank transfer and confirmation process, it is imperative that you

- Add your name and XJTLU student ID number in the payment reference when you make the transfer;
- Send the picture / scanned copy of the bank slip or the screenshot of your bank transfer to the XJTLU Finance Office at FINSTU@xjtlu.edu.cn immediately after you make the transfer. Ensure the following information is fully and clearly expressed: the remitter's name, and the last four digits of bank account.

请注意，为确认你的转账，你必须

- 转账时备注你的姓名和学号；
- 转账后，将付款凭证（银行回单图片、扫描件或手机银行汇款截屏）发送至 FINSTU@xjtlu.edu.cn，同时请确保下列信息清晰完整：汇款人姓名，银行卡号后四位。

THE TRANSFER SHOULD BE MADE TO

该转账方式请转账至以下学校账户

- BENEFICIARY NAME: Xi'an Jiaotong-Liverpool University
收款方：西交利物浦大学
- BENEFICIARY ADDRESS: 111 Ren'ai Road, Dushu Lake Higher Education Town, Suzhou Industrial Park, Suzhou, Jiangsu, China, 215123
江苏省苏州市中国新加坡工业园区，独墅湖科教创新区仁爱路 111 号
邮编：215123
- ACCOUNT NUMBER 1: 010-010320-055 (USD only)
账户 1: 010-010320-055（仅限美元）
- ACCOUNT NUMBER 2: 010-010320-056 (GBP only)
账户 2: 010-010320-056（仅限英镑）
- SWIFT CODE: HSBCCNSHSUZ
银行识别码：HSBCCNSHSUZ
- BANK NAME: HSBC Bank (China) Company Limited, Suzhou Branch
银行：汇丰银行苏州分行
- BANK ADDRESS: Century Financial Tower, No.1 Suzhou Avenue West, Suzhou Industrial Park, Suzhou, Jiangsu Province, China 215021
银行地址：江苏省苏州市中国新加坡工业园区，苏州大道西 1 号世纪金融大厦
邮编：215021
- Student may find the monthly exchange rate through fee information under "university back account" part on the "Registration" page of e-Bridge.

学生可以通过 e-Bridge 的 Registration 页面查询当月汇率。

Please note that this account is not workable for students who pay in foreign currency in Russia.

请注意这种支付方式不适用于俄罗斯境内的外币支付。

ANNUAL REGISTRATION GUIDE FOR RETURNING STUDENTS

Students who pay in Russia can only transfer CNY for cross-border payment in accordance with current rules. The transfer should be made to 在俄罗斯境内付款的学生仅支持跨境人民币支付，请转账至学校以下账户

- BENEFICIARY NAME: Xi'an Jiaotong-Liverpool University
收款方：西交利物浦大学
- BENEFICIARY ADDRESS: 111 Ren'ai Road, Dushu Lake Higher Education Town, Suzhou Industrial Park, Suzhou, Jiangsu, China, 215123
江苏省苏州市中国新加坡工业园区，独墅湖科教创新区仁爱路 111 号
邮编：215123
- ACCOUNT NUMBER: 10550701040006923
账号：10550701040006923
- BANK NAME: Agricultural Bank of China, SIP Xietang Sub-Branch
银行：中国农业银行苏州工业园区斜塘支行
- BANK ADDRESS: No. 2178 Area A, Lianfeng Plaza, SIP, Suzhou, China, 215028
银行地址：苏州工业园区娄葑东区联丰广场 A 区 2178 号
邮编：215028
- CNAPS Code: 103305055075
- SWIFT Code: ABOCCNBJ103

PAYMENT BY CHINESE MAINLAND BANK TRANSFER (CNY ONLY):

通过中国内地的银行转账支付（仅限人民币）：

Payments made by this method may take up to 5 working days to reach your student fee account, please take the transfer processing period into account and arrange the transfer in advance to ensure the payment can be completed before the semester starts. 使用此种支付方式缴费，转账处理周期大致在 5 个工作日，缴费时请将转账处理周期考虑在内提前安排转账，以确保能在新学期开始前完成缴费。

THE TRANSFER SHOULD BE MADE TO (For Hong Kong, Macao, Taiwan and international students only)

该转账方式请转账至以下学校账户（此账户仅限港澳台及国际生转账）

- BENEFICIARY NAME: Xi'an Jiaotong-Liverpool University
收款方：西交利物浦大学
- BENEFICIARY ADDRESS: 111 Ren'ai Road, Dushu Lake Higher Education Town, Suzhou Industrial Park, Suzhou, Jiangsu, China, 215123
江苏省苏州市中国新加坡工业园区，独墅湖科教创新区仁爱路 111 号
邮编：215123
- ACCOUNT NUMBER: 10550701040006923
账号：10550701040006923
- BANK NAME: Agricultural Bank of China, SIP Xietang Sub-Branch
银行：中国农业银行苏州工业园区斜塘支行

- BANK ADDRESS: No. 2178 Area A, Lianfeng Plaza, SIP, Suzhou, China, 215028
银行地址：苏州工业园区娄葑东区联丰广场 A 区 2178 号
邮编：215028

PLEASE NOTE THAT, IN ORDER TO FACILITATE THE BANK TRANSFER AND CONFIRMATION PROCESS, IT IS IMPERATIVE THAT YOU

请注意，为确认你的转账，你必须：

- Note down your name and XJTLU student ID when you make the transfer
转账时备注你的姓名和学号；
- Please send us the picture / scanned copy of the bank slip or the screenshot of your bank transfer to XJTLU Finance Office at FINSTU@xjtlu.edu.cn immediately after you make the transfer, and please also make sure the following information is fully and clearly expressed: the remitter's name, and the last four digits of bank account.
转账后，请将付款凭证（银行回单图片、扫描件或手机银行汇款截屏）发送至 FINSTU@xjtlu.edu.cn，同时请确保下列信息清晰完整：汇款人姓名，银行卡号后四位。

CONSEQUENCES OF NON-PAYMENT

欠费须知

The deadline for your financial registration is the end of the Week 0 of Semester 1 every academic year. For 2025/26 academic year, that is Friday, 5 September, 2025. Please bear in mind the deadline and the estimated 5 working days for domestic transfer, and 10 working days for international transfer for transfer processing when you make the payment arrangement.

每学年费用缴纳的截止日为学年第一个学期注册周的周五。2025/26 学年的缴费截止日期为 2025 年 9 月 5 日，星期五。缴费时请将转账处理周期（境内汇款 5 个工作日，海外汇款 10 个工作日）考虑在内提前安排转账，以确保能在新学期开始前完成缴费。

If you fail to make the tuition fee and other fees payment by the above deadline, you will not be able to access Learning Mall Core until such time that the payment is successfully made.

如你未能在截止日期内完成缴费，你的 Learning Mall Core 的权限会被限制，直至费用全部缴清。

If you do not pay tuition fees or other charges in full to the University by the end of Teaching Week 3, you will normally not be permitted to continue your studies for the current academic year.

如你未能在第三个教学周结束前完成缴费，你在西浦的学籍注册将会被暂停或注销。

For more details about fee payment, due dates and sanctions, please refer to the XJTLU STUDENT FEES POLICY which can be found in the Document Zone section on the homepage of e-Bridge - CAA@E-BRIDGE.

有关缴费政策，可通过 e-Bridge 首页 CAA@E-BRIDGE - Document Zone 板块查询 XJTLU STUDENT FEES POLICY。

05 STUDENT INSIGHT

Student Insight is a platform on e-Bridge that bridges the communication gap between students and staff. From the start of your studies, you can quickly find the contact information of your Advisors, as well as communicating online or book a face-to-face meeting with them, which enables the Advisors to support you efficiently in a timely manner. With this platform, you can not only develop a study plan for each academic year, but also set long-term goals throughout your academic journey at XJTLU, which may help you plan your studies wisely and achieve academic success at XJTLU.

Meanwhile, it provides a wide range of learning resources aimed at facilitating your independent learning. The contact information of academic units is also displayed in this platform.

You can find Student Insight under the "Academic" section in the navigation bar on the e-Bridge.

Student Insight 平台依托 e-Bridge，在学生和教职员工之间搭建了一座沟通的桥梁。开学后，你不仅可以在这里查询导师们的联系方式，还可以与他们进行在线即时沟通，或预约与他们进行面对面的交流，从而让老师们能够及时、有效地为同学们提供学业支持。通过 Student Insight，你不仅能为自己当前学年的学习拟定计划，还能从长远角度出发，为自己设定贯穿整个大学阶段的学习目标。这有助于学生合理规划学习，从而达到理想的学习成果，取得学业上的成功。

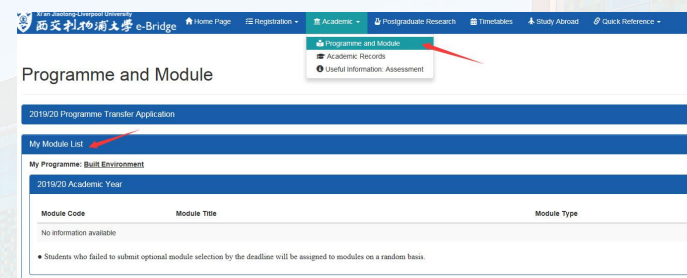
此外，平台汇聚了大量优质学习资源，旨在帮助有需要的同学更高效地自主学习；提供了各院系及行政部门的联系方式，以便有需要的同学们快速查找。

你可以从 e-Bridge - Academic 找到 Student Insight，开启你的学术之旅！

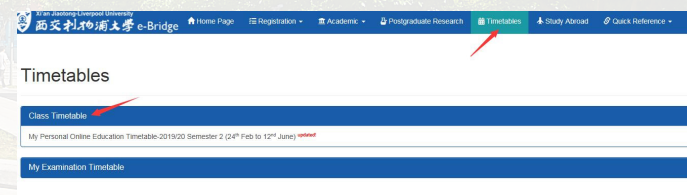
06 TIMETABLES AND MODULE ENROLLMENT 课程注册

Your module list for the upcoming academic year is available on the Programme and Module page on e-Bridge.

请前往 e-Bridge 的 Programme and Module 页面查看新学年的课程列表。



The class timetable will be released on e-Bridge in week 0.
新学年课表将于教学周前一周在 e-Bridge 公布。



After the release of your class timetable for the new academic year, the Timetabling Team of the Registry will notify you of the detailed arrangements for Timetable Personalization via email. Normally, you may adjust your class timetable and/or change your optional modules on the Timetable Plus Platform during the specified time if seats are available and there are no timetable clashes. Please check your email box on a daily basis and pay attention to notices sent by timetables@xjtlu.edu.cn. You can also visit the Timetables page on e-Bridge for more information.

新学年课表公布后，教务处课表组将通过邮件告知你课表个性化调整的具体安排。通常情况下，如果你意向的选修课有名额且课表没有冲突，你可以在选课平台 Timetable Plus 开放期间调整自己的课表或选修课。请每日查阅你的西浦邮箱，关注来自 timetables@xjtlu.edu.cn 的邮件。你也可以前往 e-Bridge 的 Timetables 页面获取更多信息。

If you want to change your re-take optional module which is not compulsory on your current programme, please contact the Timetabling Team of Registry (timetables@xjtlu.edu.cn) directly before 11 September, 2025.

如果你想要更换重修的选修课，请于 2025 年 9 月 11 日之前发邮件向教务处课表支持组 (timetables@xjtlu.edu.cn) 申请。

Note: The 2025/26 Academic Calendar can be downloaded from the home page of e-Bridge, or you can scan the QR code for 2025/26 Academic Calendar.

请注意: 2025/26 学年校历可在 e-Bridge 的首页上下载，也可以扫描下列二维码查看 2025/26 学年校历。



XJTLU ACADEMIC CALENDAR_202526

07 USEFUL CONTACTS 联系方式

REGISTRY OFFICE

教务办公室

Tel: 0512-88161230 (SIP)

E-mail: academicservices@xjtlu.edu.cn

Tel: 0512-88970508 (TC)

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