

# How to get Degree Authentication (Tsinghua SIGS Admissions)

## COMPLETE GUIDE TO DEGREE AUTHENTICATION

for Overseas  
University Degrees



清华大学深圳国际研究生院  
Tsinghua Shenzhen International Graduate School

### Step 1:

Visit the website of Chinese Service Center for Scholarly Exchange (CSCSE) and click 登录 (login).  
(It is advised to turn off the automatic page translation)



### Step 2:

Click 立即注册 (Register Now) on bottom right corner.



### Step 3:

Enter your Chinese phone number in the box 手机号码 (phone number), then click 获取验证码 to get a SMS code.

You also can register by email by clicking 邮箱验证. Enter your email address in the box 电子邮箱 (email), then click 获取验证码 to get the code. (Check the spam tab)

Agree to User Registration Agreement and User Authorization and Privacy Policy by clicking 我已阅读并同意<<用户注册协议>> 和<<用户授权和隐私保护条款>>

The screenshot shows a registration form with three steps: 1. 手机/邮箱验证 (Mobile/Email Verification), 2. 填写信息 (Fill in information), and 3. 注册成功 (Registration successful). The first step is active. It includes radio buttons for 手机号验证 (selected) and 邮箱注册. There are input fields for 手机号码 (with a suggestion to use a common number), 图形验证码 (with a CAPTCHA image showing '3404'), and 验证码 (with a '发送' button). At the bottom, there is a checkbox for 我已阅读并同意<<用户注册协议>> 和 <<用户授权和隐私保护条款>>, and a blue '下一步' button.

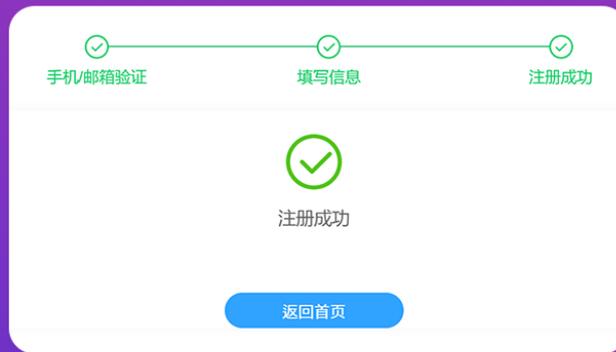
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#### Step 4:

Enter your personal information by filling the corresponding boxes on this page. If your registration is successful, you will see:  
注册成功 (Registration Successful)



#### Step 5:

Go to the homepage of the website again and click 登录 (login).  
Then enter your username and password.  
Complete the verification slider. Click 登录 (login).

### Step 6:

You will see the homepage of CSCSE website if the login is successful. Click 办理认证申请 (Submit Authentication Application). Click 增添认证办理申请 (Add Authentication Application), then go for 我接受以上协议，继续申请 (I accept the above agreement and wish to continue with the application)



### Step 7:

Carefully review your personal information and correct it if necessary.

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### Step 8:

Select 国（境）外学历学位认证 (Foreign Academic Credentials Authentication) and click 下一步 (next).

#### 请选择申请类型

- 国（境）外学历学位认证  
适用于在国（境）外学习时间超过6个月（180天）并获得国（境）外院校
- 中外合作办学学历学位认证  
适用于就读于中外合作办学机构或项目院校并获得国（境）外学历学位

### Step 9:

Fill in the information about the degree that needs to be verified.

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**Step 10:**

Add information about your other educational background.  
At least one more school you went to since high school.

**Step 11:**

Add supporting documents, according to the requirements.

**Step 12:**

Carefully review your information  
and submit your application by clicking 提交 (submit).

**Step 13:**

Pay the service fee by scanning QR-code  
(WeChat Pay, Alipay) or using credit card.

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Once your application payment is complete,  
CSCSE confirms submission with an email and text message.

Processing usually takes **about two weeks**,  
and the verification is issued as a **digital certificate only**.

Note that not all foreign degrees qualify for CSCSE verification.  
Common issues include degrees from fully online programs  
or non-responses from the issuing university.

If the application is rejected,  
CSCSE will provide specific reasons and a notification,  
you can request a review of your application  
and provide CSCSE with additional evidence  
and a brief explanation about your case.

You can request the review  
within 12 months and it's free of charge.

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**For more inquiries, please contact  
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