

邀请外国专家来校线上、线下做报告/意识形态审批流程

一、线上流程

进入我校国际交流处主页

The screenshot shows the homepage of the Northwest A&F University International Cooperation and Exchange Office. The header includes the university logo, name in Chinese and English, and the office name. A search bar is located in the top right. A navigation menu below the header lists: 首页 (Home), 关于我们 (About Us), 交流动态 (Exchange Dynamics), 合作交流 (Cooperation and Exchange), 留学服务 (Study Abroad Services), 出国出境 (Overseas Travel), 涉外会议 (Overseas Meetings), 相关下载 (Related Downloads), 支部工作 (Branch Work), and English. The main content area features a large banner image of the university campus. Below the banner are four columns of information: 通知公告 (Announcements), 新闻速递 (News Express), 因公出国(境)公示 (Business Visit Abroad), and 快速导航 (Quick Navigation). The Quick Navigation section contains three buttons: 外事系统综合管理服务平台 (Overseas Affairs System Comprehensive Management Service Platform), 外专项目申报系统 (Overseas Expert Project Application System), and 国际会议申报系统 (International Conference Application System). The first button is highlighted with a red box.

The screenshot shows the '外事系统综合管理服务平台' (Overseas Affairs System Comprehensive Management Service Platform) interface. The header includes the university logo and name, and the platform name. There are '消息' (Messages) and '退出' (Logout) buttons. Below the header is a '公告' (Announcement) section. The main content area is a grid of service modules: 因公短期出国(境) (Overseas Short-term Business Visit), 因公长期出国(境) (Overseas Long-term Business Visit), 学生出国(境) (Student Overseas Travel), 短期外专来访管理 (Short-term Overseas Expert Visit Management), 国际学术会议 (International Academic Conference), 校际协议管理 (Inter-university Agreement Management), and 外事礼品管理 (Overseas Gift Management). The '短期外专来访管理' module is highlighted with a red box. At the bottom, there is a '待办任务' (Pending Tasks) section and a '出国(境)公示' (Overseas Travel Announcement) section with a '+MORE' link.



二、线下流程

1. 学院下载（网址见下页）并填写“人文社会发展学院哲学社会科学报告会、研讨会、讲座、论坛审批-邀请教师自查表”，教师本人签名。
2. 国际交流处网站（网址见下页）下载并填写“邀请外国相关人员来访审批表”（**主管国际交流副院长签字 202 盖院章**）。
3. 党委宣传部网站（网址见下页）下载并填写“西北农林科技大学哲学社会科学报告会、研讨会、讲座、论坛审批备案表”（**党委书记签字 202 盖党章**）。
4. 以上三个表格各一式两份，经由学院相关领导及学校相关单位领导签字审批后，按要求备案，原件或复印件返还学院存档一份。

国际交流处“邀请外国相关人员来访审批表”下载地址:

<https://gjc.nwafu.edu.cn/xgz/index.htm>



党委宣传部“西北农林科技大学哲学社会科学报告会、研讨会、讲座、论坛审批备案表”下载地址:

<https://xj.nwafu.edu.cn/zlxx/index.htm>



学院“人文社会发展学院哲学社会科学报告会、研讨会、讲座、论坛审批-邀请教师自查表”下载网址：

<https://ch.nwafu.edu.cn/rwgzzd/index.htm>

The screenshot shows the website interface for the College of Humanities & Social Development at Northwest A&F University. The main navigation bar includes: 学院首页, 学院概况, 师资队伍, 人才培养, 科研与学科, 党建工作, 学生工作, MPA教育, and 制度流程 (highlighted with a red box). The left sidebar menu also has 制度流程, 规章制度, and 工作流程 (highlighted with a red box). The main content area shows the current location: 首页 > 制度流程 > 工作流程. A list of documents is displayed, with the first item highlighted by a red box:

Document Title	Date
>> 人文社会发展学院哲学社会科学报告会、研讨会、讲座、论坛审批-邀请教师自查表	2022-09-15
>> 附件4: 西北农林科技大学学生实习鉴定表	2022-06-29
>> 附件3: 实习邀请函(模板,可根据实习单位要求变更)	2022-06-29
>> 附件2: 人文社会发展学院2021-2022学年夏季学期实习情况统计表	2022-06-29
>> 附件1: 西北农林科技大学本科生实践教学外出审批表	2022-06-29
>> 夏季学期分散外出实习办理流程图(本科生用)	2022-06-29