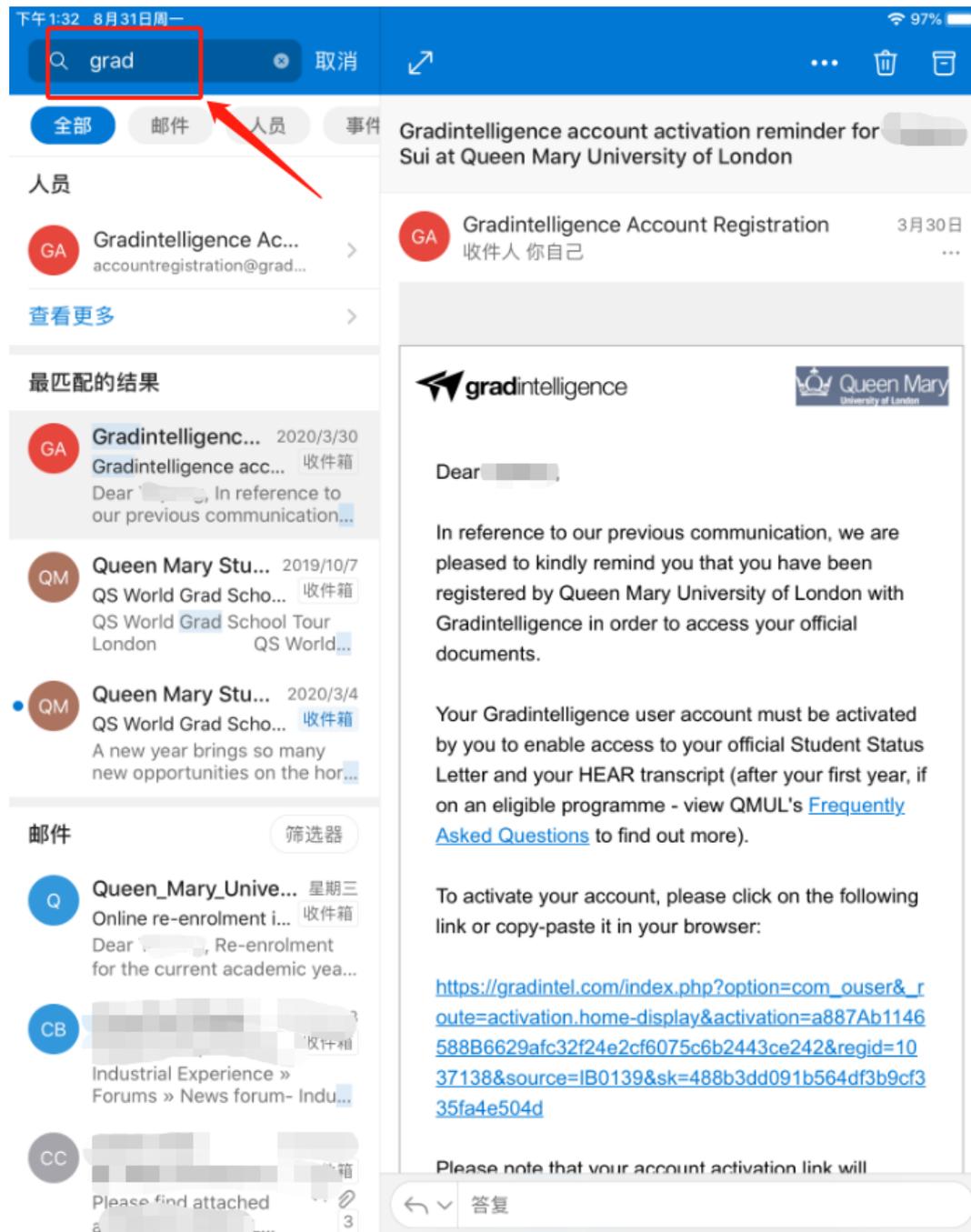


申请 QMUL 正式成绩单及在读证明的 步骤说明

1. 大一入学时在 MySIS 完成注册(fully enrolled)后会不定期收到 **gardintelligence** 的邮件。鉴于邮件过多，可在邮箱里搜索关键词“grad”，打开邮件，点击激活链接。如邮件已过期，点击激活链接后，**gradintelligence** 会发来新的激活邮件。再次点击链接，即可进入激活流程



如果搜索不到 gradintel 的邮件，亦或者点击过期链接后依然没有新的激活邮件发来，大家可以进入下面链接

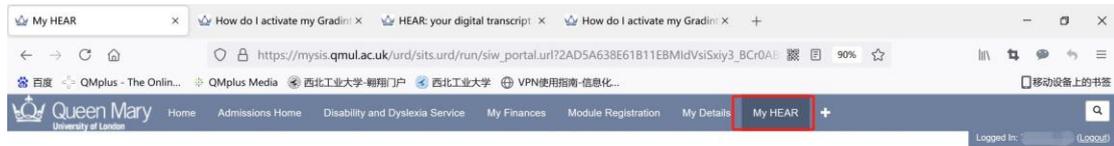
<https://gradintel.com/index.php/account-support/recover/students>

选择学校，输入英方学号以及出生日期，请求 gradintel 再次发送激活链接，基本一提交，就可以收到新的链接。按照说明，即可进入激活流程。

The screenshot shows the 'LOST ACCOUNT DETAILS' page on the gradintel website. The page is titled 'Account support / Find your account' and 'LOST ACCOUNT DETAILS'. Under the heading 'FIND YOUR ACCOUNT', it asks the user to enter details to help identify their account. The form includes fields for 'Institution' (a dropdown menu with 'Queen Mary University of London' selected), 'Any data which helps us to identify you' (a text input field with '190' entered), 'Date of birth' (a date input field with '08/...' entered), and a CAPTCHA image showing 'x h g v c p' with the text 'xhgvcp' entered below it. A 'SUBMIT' button is at the bottom right of the form. To the right of the form, there is a 'Student ID' section with instructions: 'Please note that your student ID could follow a specific format which is defined by your institution and differs from the student ID you are familiar with. For the majority of our users, the student ID only contains numbers, however in some cases it can be a combination of letters and numbers. We recommend that you check your student library card or student identification card and try all numbers which appear on this card. If you are still having difficulties, please contact your institution HEAR or Transcripts team to find out which student ID is linked to your account. You can select your institution here.' Below this is a 'Course registration number' section with instructions: 'In some institutions, a unique course registration number is given to each student after the student enrolls in a course.' and a 'Date of birth' section with instructions: 'Please note that the date of birth used in the account recovery process is taken from your personal profile e-CV and has been provided by your institution or edited by yourself during subsequent logins. The date format is DD/MM/YYYY. Given that the date is user entered, this date may not be correct as a result of a typo, or other types of error. As a result, we would not be able to find your account even if you are entering the correct information. If you think this may be the case, please contact our customer services, let us know your full name and student ID and ask us to check your DOB.'

The screenshot shows the 'VERIFICATION' page on the gradintel website. The page is titled 'Home / Find your account / Verification' and 'LOST ACCOUNT DETAILS'. Under the heading 'VERIFICATION', it states: 'Our verification process is in place to ensure that account details are only ever sent to the account users. Thank you for your patience with our security process. We have identified your account. Please choose from one of the options below to complete the account verification process:'. There are three buttons: 'Email' (with an envelope icon), 'Mobile' (with a mobile phone icon), and 'Security question' (with a question mark icon). Below the buttons, it says: 'If you have any difficulties using this process, please contact our customer services.' At the bottom of the page, there is a footer with the gradintel logo, social media icons for LinkedIn, Facebook, Twitter, and Instagram, and a navigation menu with the following categories: 'STUDENTS' (STUDENTS & GRADUATES), 'RECRUITERS' (EMPLOYERS & RECRUITERS), 'UNIVERSITIES' (EDUCATION PARTNERS), and 'OUR COMPANY' (OUR PARTNERS).

另，大家可以通过登陆 MySIS，找到 MyHEAR，里面有关于 gradintel 的说明以及一些常见问题的解答。点击“**How to activate your Gradintelligence account**”，可以看到关于激活问题的详细说明。



My HEAR

Information About Your HEAR New

Your HEAR is your official QMUL transcript that we provide to you in an electronic format so that you can have lifelong access to it. It is first published after you have completed your first year and will be re-published with your results every year until you are awarded.

Your HEAR is a formal record of your academic and extracurricular achievements earned whilst studying at QMUL and can help you stand out in an increasing competitive environment. Make the most of your HEAR by taking part in extracurricular activities to demonstrate the range of your knowledge, skills and abilities!

You can access your HEAR via your Gradintelligence account, the service provider of your Student Status Letter which is your official document that confirms your enrolment at Queen Mary. You are registered for a Gradintelligence account following your full enrolment onto your programme, so please activate your account so that you can access your letter in the first instance and HEAR after your first year.

Once you have activated your Gradintelligence account, you can access your official documents **via gradintel.com**.

Please see the Student Enquiry Centre HEAR webpage for full information on:

- What is in your HEAR
- **How to activate your Gradintelligence account** (including what to do if you are having trouble logging in)
- How to share your HEAR (e.g. for applications)
- Publication dates
- Extracurricular achievements eligible for HEAR recognition
- Frequently asked questions

If you are experiencing problems or have any questions about the HEAR, Student Status Letter or Gradintelligence, please contact the Student Enquiry Centre by opening an enquiry on SEC Online or by emailing studentenquiry@qmul.ac.uk.



5. If you did not activate your Gradintel account and now your activation link has expired:

The activation links to Gradintel expire after 30 days. If your link has expired, you should follow the account recovery process to gain access to your account:

1. Go to <https://gradintel.com/index.php/account-support/recover/students>
2. Select your 'Queen Mary University of London' from the dropdown, enter your Student ID number and Date of Birth, use Captcha to authenticate and click 'SUBMIT'
3. Choose a verification method; either account-linked e-mail address or mobile number verification (note we use your QM email address when registering you)
4. Once verified, you will be prompted to activate using your account activation page
5. There, you will be asked to reconfirm your Date of Birth, define your new account username and password and specify your security question and security answer so that you can then use these to reset your password, should you ever forget it.

Note: If you no longer have access to the account-linked email address or mobile number indicated by the hint, please contact us requesting an update to your email address for a new activation link to be provided. Alumni students, please be sure to include your student number in any correspondence with us. To speed up the process, please contact us from the personal email address that you gave us whilst you were studying so that we can verify your identity.

2. 打开激活链接后，按照提示要求填写信息激活账号

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 [STUDENTS & GRADUATES](#) [EMPLOYERS & RECRUITERS](#) [EDUCATION PARTNERS](#) [SIGN UP](#) [LOGIN](#)

Student Status Letter

- Access to your official QMUL Student Status Letter that can be proof of your enrolment and can be used to open bank accounts and for council tax exemption purposes
- Available to you on account activation, please complete the activation process
- Ensure that your 'Home' address is your permanent residence address. Your 'Term-Time' address is where you live whilst studying at QMUL. Guidance on how to [update your address in MySIS](#) is available.
- You can print your letter or download it as a PDF. You can also share it securely through Gradintel.
- More information and FAQs are available [on our official documents and letters webpage](#).

Electronic Transcript (HEAR)

- Secure online access to your official Higher Education Achievement Report (HEAR) – the national data standard for enhanced digital academic transcript accessible anywhere in the world from your Gradintelligence account
- Share your HEAR with authorised prospective employers, universities and other third parties – simple recipient setup and full control over how often and how long your HEAR can be accessed via secure Token
- The HEAR is verified by QMUL and secure when sharing through Gradintel
- Please note that PhD, MBBS students and those on programmes with no award (e.g. pre-sessional or associate students) are not eligible for a HEAR
- Your HEAR will be uploaded after your first academic year is complete
- Read more on the Student Enquiry Centre [HEAR information page](#).

To start using Gradintelligence, please complete the activation procedure by defining the security details in the box below.

Please [make a secure note of your username and password for future reference!](#)

If you have any questions, please let us know by writing to customerservices@gradintel.com

Please confirm your date of birth

1

Username

jp20

Password

Your password must be at least 6 characters long and contain at least 1 lowercase letter, uppercase letter and number.

Security question

What was your favorite sport in high school?

Security answer

football

Your security answer must be between 4 and 30 characters long.

Please confirm that you consent to be contacted by us with relevant information from trusted service partners (optional)

via email

via SMS

By checking the box you confirm that you understand that the gradintel.com service is delivered by Tribal Education Limited in the UK. You also agree to Tribal Education Limited's [terms of service](#) and [privacy policy](#).

I agree to the terms of service and privacy policy

If you would like further information check the [University HEAR FAQs](#) or send your query to registrationqueries@gradintel.com.

[ACTIVATE](#)

3. 继续点击最后进入 gradintelligence 页面, 可获取正式在读证明 (Status Letter) 及成绩单 (Electronic Transcript)

The screenshot shows a web browser at gradintel.com. The page features a navigation menu on the left with categories like University Life, My Profile, and Employment. The main content area is titled 'DASHBOARD' and 'UNIVERSITY SERVICES'. It includes a description of online access to achievement records and two service cards: 'Status Letter' and 'HEAR'. Both cards show details for a Bachelor of Engineering in Materials Science and E... from Queen Mary University, with 'Last updated' dates of 20/03/2020 and 14/09/2019 respectively. Each card has 'VIEW', 'SHARE', and 'MORE' buttons. A 'VIEW ALL' button is located below the cards. The 'MY PROFILE' section is partially visible at the bottom.

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gradintelligence

DASHBOARD

UNIVERSITY SERVICES

Through partnerships with universities we can provide online access to your official achievement records. This can be shared securely with any employer, university or other third party as a verified record of your achievements in higher education.

Status Letter FORMATIVE

Queen Mary University ...
Bachelor of Engineering ...
Materials Science and E...
Last updated: 20/03/2020

[VIEW](#) [SHARE](#) [MORE](#)

HEAR FORMATIVE

Queen Mary University ...
Bachelor of Engineering ...
Materials Science and E...
Last updated: 14/09/2019

[VIEW](#) [SHARE](#) [MORE](#)

[VIEW ALL](#)

MY PROFILE

Your profile contains information about you, your qualifications, experience and skills.

4. 在读证明如下图



Queen Mary University of London
Mile End Road, London E1 4NS

Academic Registry
and Council Secretariat

Student Enquiry Centre
Tel: +44 (0)20 7882 5005
email: studentenquiry@qmul.ac.uk
www.arcs.qmul.ac.uk/students

29 August 2019

<u>Name of Student</u>	Zh [redacted] ao
<u>Student Number</u>	1 [redacted] 4
<u>Date of Birth</u>	17 Februar [redacted]
<u>Intended Award</u>	Bachelor of Engineering with Honours
<u>Programme of Study</u>	Polymer Materials and Science Engineering
<u>Date of Entry to Programme</u>	28 August 2017
<u>Mode of Study*</u>	Full-time (minimum 24 weeks study per year)
<u>Expected Date of Completion</u>	18 July 2021
<u>Term Time Address</u>	NORTHWESTERN POLYTECHNICAL UNIVERSITY XI AN
<u>Home Address</u>	NORTHWESTERN POLYTECHNICAL UNIVERSITY XI AN

THIS IS TO CERTIFY that the above-named is a registered student reading for an award of Queen Mary University of London.

The degree certificate will be issued, by Queen Mary University of London, normally within 3 months of the date of the award.

We issue this certificate, without liability, confirming the home and term-time addresses as provided by the student. On enrolment all students sign a declaration certifying that the details they provide are correct.

Jonathan Morgan
Academic Registrar

*Full time study constitutes a minimum programme duration of one academic year which consists of 24 weeks and at least 21 hours per week of directed study.
Please visit our website for Queen Mary University of London term dates:
www.arcs.qmul.ac.uk/students/sec/term-dates

5. 电子成绩单如下图
(个人隐私, 仅附第一页供参考)

Name:	[REDACTED]
Intended Award:	Bachelor of Engineering with Honours
Fields of study:	Polymer Materials and Science Engineering
Classification:	Pending
Award date:	Pending

**Queen Mary**
University of London

Higher Education Achievement Report (Diploma Supplement)

This Higher Education Achievement Report incorporates the model developed by the European Commission, Council of Europe and UNESCO/CEPES for the Diploma Supplement.

The purpose of the Supplement is to provide sufficient recognition of qualifications (diplomas, degrees, certificates etc). It is designed to provide a description of the nature, level, context and status of the studies that were pursued and successfully completed by the individual named on the original qualifications to which this Supplement is appended. It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

Queen Mary University of London only produces HEARs in a digital format. Only HEARs accessed via www.gradintel.com can be considered valid and verified.

1. Information identifying the holder of the qualification

1.1 Family name:	[REDACTED]
1.2 Given names:	[REDACTED]
1.3 Date of birth (day/month/year):	17 Febru [REDACTED]
1.4 Student identification number:	[REDACTED]

HESA identification number: 171 [REDACTED] 861

HUSID (HESA Unique Student Identifier) is the unique national identifying number for students registered at a UK university. It is defined by HESA, the UK's Higher Education Statistics Agency.

2. Information identifying the qualification

2.1 Name of qualification and (if applicable) title conferred:	Pending
2.2 Main field(s) of study for the qualification:	Polymer Materials and Science Engineering
2.3 Name and status of awarding institution:	Queen Mary University of London
2.4 Name and status of institution (if different from 2.3) administering studies:	As awarding institution
2.5 Language(s) of instruction and examination:	English

6. 关于 gradintelligence 账户的任何问题，可写邮件到 studentenquiry@qmul.ac.uk 获取相应信息

***gradintelligence 会每年在考试委员会后定期更新成绩。如急需成绩单，请写信给 SEC: studentenquiry@qmul.ac.uk 获取最新成绩。
以下为邮件内容参考：

Requesting your transcript during term-time

Example Email:

Dear Sir or Madam,

I hope you are well. I am applying for Masters commencing next year and I would like to request my interim transcript for my applications. My Queen Mary Student Number is _____.

Many thanks for your help.

Best wishes,