

How to submit an online application for course credit recognition ?

STEP 1: Click “新教务系统” (Login Button) to visit the login menu



The screenshot shows the website <http://aao.nuaa.edu.cn/>. The header features the NUA logo and the text '南京航空航天大学' (NANJING UNIVERSITY OF AERONAUTICS AND ASTRONAUTICS). A red arrow points from the text in the step above to a button labeled '新教务系统' (New Academic System) in the top right corner of the page. Below the header, there are navigation links: '教学服务与管理', '学生培养与交流', '教学规划与建设', '教学资源与设施', and '机构与制度'. The main content area is divided into '通知公告' (Notices) and '服务大厅' (Service Hall). Under '通知公告', there are tabs for '全部', '教学服务', '学生培养', '教学建设', and '教学资源'. Two notices are listed: '工信部校企协同育人示范基地系列讲座' (dated 2020-05-25) and '工信部校企协同育人示范基地课程' (dated 2020-04-27). The '服务大厅' section features a banner for '本科生' (Undergraduate Students).

系统地址 website : (Navigator suggested: 360 or Chrome)

<http://aao.nuaa.edu.cn/>

账号、密码 Account and Password

User name: Same as your school ID number

Password: Your password

(* If it is your first time to log in the system, the default PSW is “**St +last 6 digits of your passport number**”. For example, if your passport number is F0347259, “St347259” is your default PSW.)

The screenshot shows the login interface for the Educational Administration System (EAS) of Nanjing University of Aeronautics and Astronautics (NAAU). The page features a blue background with a sky and clouds. In the top left corner, there is the NAAU logo and the text '南京航空航天大学 | 教务管理系统' (Nanjing University of Aeronautics and Astronautics | Educational Administration System). The main login area is a dark grey box with two tabs: '系统独立入口' (System Independent Entry) and '统一身份入口' (Unified Identity Entry). Below the tabs are three input fields: '学号/工号' (Student ID/Employee ID), '密码' (Password), and '验证码' (Verification Code). A blue '登录' (Login) button is positioned below the fields. To the right of the '验证码' field is a purple 'Hzyb' logo. At the bottom of the login box, there is a recommendation for browsers: '建议浏览器: IE9+ firefox Chrome' and a link for '忘记密码?' (Forgot Password?).

- 1 Enter Student ID Number
- 2 Password
- 3 Enter verification code
- 4 Click the blue button to login

STEP 2: Select “学分认定及替代” (Credit recognition and replacement)

南京航空航天大学 | 教务管理系统
Nanjing University of Aeronautics and Astronautics | Educational Administration System

学生 卡 [] 退出

首页

2020-2021第2学期 9 教学周

快捷入口

- 课程考试查询
- 空闲教室查询
- 学籍异动申请
- 出国交流信息查询
- 学期选课

系统待办: (未读消息 3 条)

最新通知

文件下载

85% CPU 37°C

四月 2021

一	二	三	四	五	六	日
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	1	2
3	4	5	6	7	8	9

今天

学分认定及替代

STEP 3 : ① Select “学分认定 (Credit recognition) ” ; ② Click “认定成绩查询 (Inquire course result available for recognized) ” ; ③ Select a semester ; ④ Click “切换学期 (Switch to this semester) ” to show the course list.

南京航空航天大学 | 教务管理系统
Nanjing University of Aeronautics and Astronautics | Educational Administration System

微博
最新微博即时通知

学籍信息 < 2

课表 <

选课 <

考试 <

成绩 <

学分认定及替代

学分认定 1

运动员学分替代

运动员/艺术团团员已替代课程

素质拓展学分认定

英语学分认定

实践 <

认定成绩查询 认定成绩申请

学年学期: 2015-2016学年1学期 切换学期

申请成绩认定 3 4

<input type="checkbox"/>	学年学期	课程代码	课程序
<input type="checkbox"/>			
<input type="checkbox"/>			

STEP 4 : ① Select the course you want to apply; ② Click “申请成绩认定 (Apply for credit recognition) ”

The screenshot shows the '教务管理系统' (Educational Administration System) interface. The header includes the Nanjing University of Aeronautics and Astronautics logo and the system name. The left sidebar contains navigation options like '学籍信息', '课表', '选课', '考试', '成绩', and '学分认定及替代'. The main content area is titled '认定成绩查询' and '认定成绩申请'. It features a dropdown for '学年学期' (2018-2019学年2学期) and a table of courses. A red circle highlights the '申请成绩认定' checkbox in the table, with a red arrow pointing to it from the text above. Another red circle highlights the '课程代码' (190S1967) column, with a blue arrow pointing to it from the text below. A third red circle highlights the '课程类别' (国际课程) column, with a blue arrow pointing to it from the text below. The number '1' is next to the checkbox, and the number '2' is next to the '课程代码' column.

学年学期	课程代码	课程序号	课程名称	课程类别
2018-2019 2	190S1967	190S1967.01	航空发动机简介	国际课程

课程代码 (course code)

原课程类别 (course type before credit recognition)

STEP 5 :

- ① Select the course type of “专业选修课 (optional major course)” ;
- ② Click “提交 (submit)” to return to the main menu.

2018-2019 18011857 18011857 18011857 国际课程

成绩课程类别: 国际课程

*认定课程类别: ... Here select “专业选修课”

申请原因: 最多400字符

提交 重置

STEP 6: Click “提交” to submit your application.

南京航空航天大学 | 教务管理系统
Nanjing University of Aeronautics and Astronautics | Educational Administration System

学籍信息 < 认定成绩查询 1. 认定成绩申请

课表 < 学年学期: 2018-2019学年2学期 切换学期 2.

选课 < 4. 提交 取消提交 删除

课程代码	课程名称	原课程类别	申请课程类别	成绩
19051007	航空发动机简介	国际课程	专业选修课	84

考试 < 3. 修改 提交 取消提交 删除

成绩 <

学分认定及替代

- 学分认定
- 运动员学分替代
- 运动员/艺术团团员已替代课程

Here shows the course type that you applied to be recognized.

How to check the final result of the course credit recognition ?

STEP 1 : log in AAO account, select “成绩”

南京航空航天大学 | 教务管理系统
Nanjing University of Aeronautics and Astronautics | Educational Administration System

学生

学籍信息 < 认定成绩查询 认定成绩申请
课表 < 学年学期: 2018-2019学年2学期 切换学期
选课 < 申请成绩认定
考试 < 学年学期 课程代码 课程序号 课程名称 课程类别 课程等级
成绩 < 没有查询结果
学分认定及替代 < 申请成绩认定
实践 < 申请成绩认定
学业完成 <
教材 <
学分制收费 <

学年学期	课程代码	课程序号	课程名称	课程类别	课程等级
没有查询结果					

STEP 2: ① Click “成绩查询” ; ② Click “切换学期” to show the course list of the whole semester

The screenshot shows a student portal interface. On the left is a sidebar with navigation options. The main area displays a '我的成绩' (My Grades) section. At the top, there's a dropdown for '学年学期' (Academic Year and Semester) set to '2018-2019学年2学期', with a '切换学期' (Switch Semester) button next to it. Below this is a summary table of grades by semester. The '成绩查询' (Grade Query) option in the sidebar is circled in red. Below the summary table is a detailed table of individual courses, with several columns circled in red: '课程代码' (Course Code), '课程类别' (Course Type), '总评成绩' (Final Score), and '绩点' (Grade Point).

学年学期	学期	门数	总学分	平均分	必修课平均分
2016-2017	1	7	12.5	1.5	1.5
2016-2017	2	11	24	1.9	1.8
2017-2018	1	16	33	1.7	1.7
2017-2018	2	10	17.5	1.7	1.2
2018-2019	1	10	25	1.7	1.6
2018-2019	2	12	25.5	2.5	2.5
2019-2020	1	5	14	2.7	2.7

学年学期	课程代码	课程序号	课程名称	课程类别	课程等级	学分	获得学分	总评成绩	补考成绩	系数	最终	绩点	无成绩
2018-2019 2	0110301W	0110301W_7020429 8_6	飞行力学(英文)	必修课		3	3	68		1	68	1.8	
2018-2019 2	0120301W	0120301W_7020565 9_4	CATIA三维设计基础	专业选修课		1.5	1.5	中等		1	中等	2.5	
2018-2019 2	0710376W	0710376W_7020550 0_1	状态监控与故障诊断	专业选修课		3	3	71		1	71	2.1	

课程代码 (course code)

课程类别 (course type)

总评成绩 (final score)

绩点 (grade point)

STEP 3: Confirm the course in the list

2018-2019 2	81103150	81103150_70204052_176	体育(六)	必修课		0.5	0.5	良好		1	良好	3.5
2018-2019 2	190S1937	190S1937.01	商务航空 - 考虑因素, 挑战和制约因素	专业选修课		2	2	良好			良好	3.5
2018-2019 2	0540301W	0540301W_7020360_2_6	CAD/CAM技术	必修课		3	3	43	66	1	66	1.6

课程代码 (course code)

总评成绩 (final score)

绩点 (grade point)

Important Notice :

- ① If the course type here is shown as “专业选修课 (optional major course) ” , the credits will be counted into the total credits for graduation.
- ② If the course type here is shown as “国际课程 (normal international course) ” , the credits will NOT be counted. BUT the grade point of the course will help students to increase the final GPA.