

留学申请常用英文单词汇编

目 录：

☆学制 (Educational System) -----	2
☆学历背景 (Education) -----	2
☆考试与成绩 (Exam & Transcript) -----	3
☆学生与教职员工 (Student & Faculty) -----	3
☆课程与专业 (Course & Major) -----	4
☆签证常用单词 (Visa) -----	4
☆简历制作常用动词 (CV/Resume) -----	6

学制 (Educational System)	
小学	Elementary school
中学	Middle school; secondary school
初中	Junior high school/lower secondary
高中	Senior high school/upper secondary
职高	Vocational school at senior high level
技校	Skilled worker school
中专	Specialized secondary school providing professional training programs
大学	University; college
电大	TV and Broadcasting University
学院	College of a university; institute
研究所	Research institute
学校	School
普通高校	Regular higher educational institution
成人高校	Adult higher educational institution
高等职业技术学院	Vocational school at higher education level
系	Department of a university
教育部	Ministry of Education
教育厅	Department of Education
教委	Education Commission
文凭认证	Verification of degree level or academic qualification
学制	Length of an academic program (normally in year)
论文	Essay; academic paper; dissertation; thesis
申请/申请人	Apply / applicant
推荐信/推荐人	Reference letter / referee
留学	Study abroad
人文 (科学)	Humanities/ liberal arts
网络教育	Online education; web-based education
远程教育	Distance learning

学历背景 (Education)	
大专/专科	Junior college or undergraduate program for junior college diploma
本科	Undergraduate program for Bachelor's degree
文凭	Diploma
学位	Degree
学历	Academic experience
大专毕业证	Junior college graduation certificate
学士学位	Bachelor's degree
硕士学位	Master's degree
博士学位	Doctoral degree

毕业	Graduation
结业	Completion of a study program
肄业	Incompletion of a study program
证书	Certificate
编号	(certificate or document) number
证明	Proof or proof letter
毕业证	Graduation certificate
学位证	Degree certificate; diploma

考试与成绩 (Exam & Transcript)	
成绩单	Transcript
考试	Exam; test
中考	Senior high school entrance exam
会考	Graduation exam
高考	National College Entrance Exam
成绩	(exam) result or score
高等教育自学考试	Higher education self-study program exam
学分	Credit
等级	Grade
优 (秀)	Excellent (A or 90 - 100)
良 (好)	Above average (B or 80 - 89)
中 (等)	Average (C or 70 - 79)
中 文	英 文
及格	Below average (D or 60 - 69)
不及格	Fail (F or below 60)
专业	Major
课程	Course
必修	Compulsory (course)
选修	Elective (course)
入学	Entering school/starting a academic program
学期	Academic term
期中	Mid-term
期末	End-term

学生与教职员工 (Student & Faculty)	
校长	(university/college) president; chancellor; (school) head
院长	(college/institute) president
系主任	(department) dean/director
教务长	Provost

学生	Student
老师	Teacher
研究人员	Researcher
教授	Professor
副教授	Associate professor
讲师	Lecturer
博导	Ph.D advisor
班主任	Class teacher (in middle school or elementary school)
年级组长	Lead teacher of a grade (at middle school)
专科生	Undergraduate students studying for junior college diploma
本科生	Undergraduate students studying for Bachelor's degree
研究生	Graduate student

课程与专业 (Course & Major)	
哲学	Philosophy
经济学	Economics
法学	Law
教育学	Education
文学	Arts (as in BA or MA)
历史学	History
理学	Science
工学	Engineering
农学	Agricultural studies
医学	Medicine
管理学	Management
语文	Chinese
数学	Mathematics
外语	Foreign language (Note: It refers to English if not specified.)
英语	English
历史	History
地理	Geography
生物	Biology
物理	Physics
化学	Chemistry
体育	Physical Education
计算机科学	Computer science

签证常用单词 (Visa)	
成绩单	transcript/ report card/School Report/Scores

学费	expense/ tuition fee
最喜欢的	favorite
科目	subject/course
学校宿舍	dormitory
校园	campus
课外活动	extracurricular activity
寄宿学校	boarding school
走读学校	day school
男女合校	CO-ED school
地理位置	location n. /locate v.
公立 / 私立	public/private
大学预备课程	college preparatory courses
学分	credit
专业	major/specialization
毕业	graduate v. / graduation n.
项目	program
学士学位（本科）	Bachelor Degree
硕士学位（研究生）	Master Degree
博士学位	Doctor/Ph.D.
在读证明	schooling certificate/attendance certificate/studying certificate
毕业证书	graduation certificate/diploma
营业执照	business license
年 / 月收入	annual/monthly income
工作收入证明	working certificate/employment certificate/Income Certificate
银行帐单	banking list
银行帐户	Bank Account
股票交割清单	stock transaction list
上市公司	listed company
股东	shareholder
法人	Legal Representative
验资报告	Capital Verification Report
(供销/销售) 合同	(Purchasing/Sales)Contract
股份证明	certificate of share in the company (e.g. has a 50 percent holding in the company)
户口本	registered Household/HUKOU
房产证	family property/Certificate Of House
存款证明	bank statement/Certificate of Deposit
存单	deposit slip
存折	bankbook/saving book
固定资产	capital asserts
存款帐户	saving account
投资帐户	investment Accounts
完税证明	taxation record

个人所得税单	personal tax payment
股权	equities
债券	bonds
基金	funds
股票	stock
理财金	financial Product
资产	property
保险	insurance
租金	rental Income
退休帐户	retirement Accounts
退休金	Pension
荣誉证书	certificate of honor
活期/定期	open account/ fixed account
存款证明	bank statement /certificate of deposit/CD account
购房合同	contact for buying the house
股票清单	stock list

简历制作常用动词 (CV/Resume)						
Management Skills:						
Administered	analyzed	assigned	attained	chaired	consolidated	contracted
coordinated	delegated	developed	directed	evaluated	executed	improved
Increased	organized	oversaw	planned	prioritized	produced	
recommended	reviewed	scheduled	strengthened	supervised		
Communication Skills						
Addressed	arbitrated	arranged	authored	collaborated	convinced	corresponded
developed	directed	drafted	edited	enlisted		
Formulated	influenced	interpreted	lectured	mediated	moderated	
Negotiated	persuaded	promoted	publicized	reconciled	recruited	
Spoke	translated	wrote				
Research Skills						
clarified	collected	critiqued	diagnosed	evaluated	examined	extracted
identified	inspected	interpreted	interviewed	investigated	organized	reviewed
summarized	surveyed	systematized				
Technical Skills						
Assembled	built	calculated	computed	designed	devised	engineered
fabricated	maintained	operate	overhauled	programmed	remodeled	repaired
Solved	upgraded					

Teaching Skills						
Advised	clarified	coached	communicated	coordinated	demystified	developed
Enabled	encouraged	evaluated	explained	facilitated	guided	informed
Instructed	persuaded	set goals	stimulated	trained		
Financial Skills						
Administered	allocated	analyzed	appraised	audited	balanced	budgeted
Calculated	computed	developed	forecasted	managed	marketed	planned
Projected	researched					
Creative Skills						
Acted	conceptualized	created	customized	developed	directed	established
Fashioned	founded	illustrated	initiated	instituted	integrated	introduced
Invented	originated	performed	planned	revitalized	shaped	
Helping Skills						
Assessed	assisted	clarified	coached	counseled	demonstrated	diagnosed
Educated	expedited	facilitated	familiarized	guided	motivated	referred
Rehabilitated	represented					
Clerical/Detail Skills						
Approved	arranged	catalogued	classified	collected	compiled	executed
Generated	implemented	inspected	monitored	operated	organized	prepared
Processed	purchased	recorded	retrieved	screened	specified	systematized
Tabulated	validated					
More Verbs for Accomplishments						
Achieved	expanded	improved	pioneered	reduced	resolved	restored
Spearheaded	transformed					