如何获取公司名称发票

**HOW TO GET THE ELECTRONIC RECEIPT WITH A COMPANY TITLE**

1. 网上缴费

ONLINE PAYMENT

如果是通过网上缴费方式，在缴费时请按照如下步骤操作：

If you make the online payment, please follow the following steps.

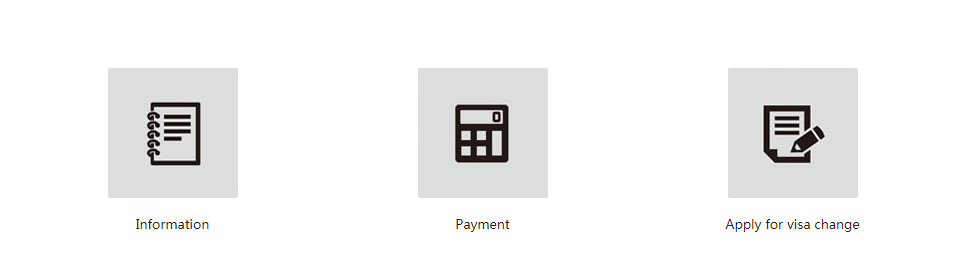
1. 使用微信、支付宝或信用卡在线支付（http://apply.sjtu.edu.cn）用学号（HXXXXXXXXXX）(学号请参见附件的录取通知书) 登录，密码是护照号码后六位数。

To pay online visa WeChat, Alipay or credit card, please login the webhttp://apply.sjtu.edu.cn with your student ID （HXXXXXXXXXX）. The password is the last six numbers of your passport number.



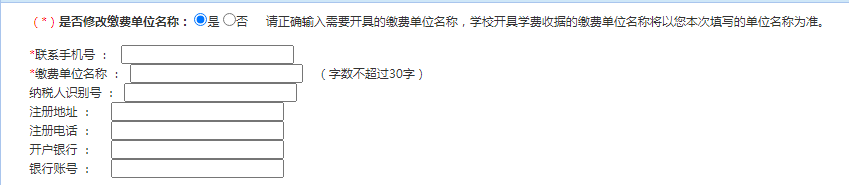
1. 请选择“payment”

Please choose the “Payment”



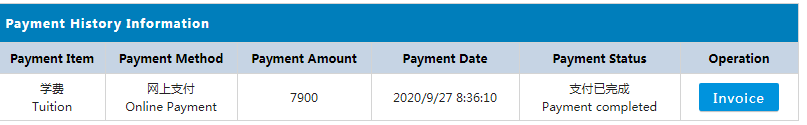
1. 在缴费页面最下面，选择“是”，然后进行填写相关信息。

Please go to the bottom of the page and choose”是”，and then fill the relevant information.



1. 在你缴费成功之后，请退出重新登录，电子发票即可生成，如下图。

After you pay the fees sucessfully, please relogin the website again. And you will get the invoice when you choose the button “ INVOICE”.



1. 银行汇款

BANK REMITTANCE

如果通过此方式缴费并需要公司抬头，请再付款前发邮件至[clpvisa@sjtu.edu.cn](mailto:clpvisa@sjtu.edu.cn)

If you transfer the fees and need the company name, please email: [clpvisa@sjtu.edu.cn](mailto:clpvisa@sjtu.edu.cn) before the payment.

两周后按照如下操作获取发票。

After two weeks, you can get the receipt as the following

第一步：打开 www.jdcw.sjtu.edu.cn

STEP 1: Open the webside www.jdcw.sjtu.edu.cn



第二步: 点击右下方 “缴费平台”。

STEP 2: CLICK THE SECOND BUTTON OF “缴费平台”

第三步：输入 10 位号码的学号，类似 20XXXXXXXX。

STEP 3: Input your student number, e.g. 20XXXXXXX.



**20XXXXXXX**

第四步: 进入后核对名字，点击电子票据，查看电子票据。

STEP 4: After getting in, please check your name and click the button of “ELETRONIC RECEIPT”