



# Police Registration Guide

Peking University  
Shenzhen Graduate  
School

**Required** (*first 24 hours*)

# Prerequisites:

- Chinese Cell Phone Number
- WeChat Account
- Connection to 4G or campus WiFi
- Arrival in campus residence
- QR code on personal dorm room door



Scan QR

# Directions:

1

## Enter Registration Program



A



B

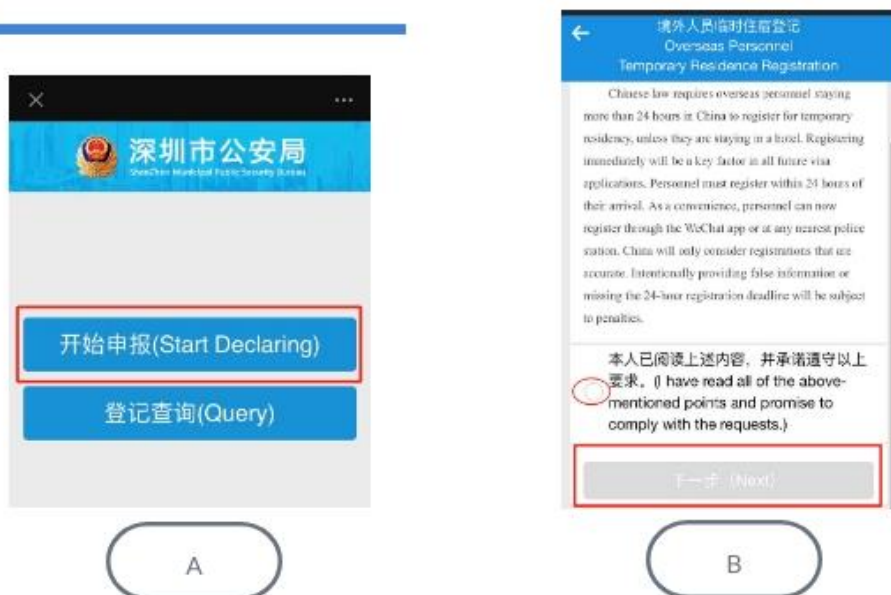
## Locate Correct Form

2



## Enter Form

3



4

## Fill Form

← 境外人员临时住宿登记  
Overseas Personnel  
Temporary Residence Registration

申请人信息(Applicant Information)

★ 国籍/地区(Nationality/Region) >

★ 证件号码 (ID number) Passport

★ 联系电话 (Cell phone) Chinese cell

发送验证码(Send Security Code)

★ 请输入验证码(Security Code)

★ 邮箱 (E-mail address)

Don't gmail account. Can use student email  
(id@stu.pku.edu.cn)

After inputting cell  
number, click to  
receive SMS code

A

Click then scan the QR  
code on the outside of  
dorm room door

当前居住房屋信息  
(Household Information)

扫描(SCAN)

★ 房屋编号 (Household number)

★ 房屋地址 (Household address)

★ 住所类型 (Type of household) >

Auto fills after  
scan

住所类型 (Type of household)

物业小区 - 出租屋 (Leasing house)

物业小区 - 居民家 (Private household)

物业小区 - 单位宿舍 (Company d...)

物业小区 - 自购房 (Self-purchased ho...)



example image  
(do not use)

B

C

★ 住所类型 (Type of household) >

下一步 (Next)

Upload Clear Headshot  
photo (passport format)

D

E

5

## Submission



返回(Return)

A

Success screen! May take 24-48 hours to receive official form (Step 6)

6

## Collect Form

Scan first QR code, follow steps 1-2 to re-locate correct form

A



B

### 查询条件(Search Service)

★ 证件号码 (ID number)

★ 联系电话 (Cell phone number)

发送验证码(Send Security Code)

★ 请输入验证码(Security Code)

查询(Search)

C

## Result

Completed form

[illegible]

Save and Print Form

Help:

- Print shop in Building 2, First Floor
- If you see submitted status, continue to wait for final form
- If information is deemed invalid, you may need to do manual registration at police station on campus, contact school coordinator
- For further question or problem resolution, contact school coordinator