



Course Introduction & How to View the List 课程介绍与查看方式

1. View on CISB Official Website

CISB 官网查看课程列表

- (1) Paid ASA/付费课外课: <https://www.cisbeijing.com/ASPA/>
- (2) Teacher-Led ASA/教师课外课: <https://www.cisbeijing.com/after-school-activities-asa/>

2. View through CISB ASA WeChat Official Account

通过 CISB ASA 微信公众号查看

WeChat Official Account/微信公众号: CISBbocats

QR Code/微信公众号二维码:



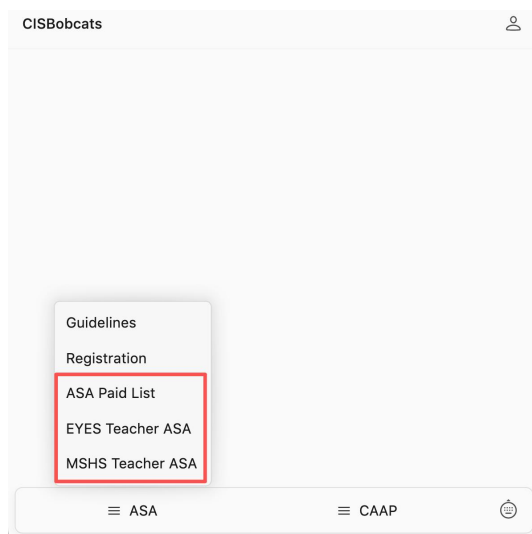
(Search by name or scan the QR code to follow)
(可通过微信搜索账号或扫描二维码关注)

(1) View Course Lists

查看课程列表:

After following the official account, tap the [ASA] menu in the bottom left corner, then select [ASA Paid List], [EYES Teacher ASA], or [MSHS Teacher ASA].

关注后进入公众号, 点击左下角菜单栏「ASA」- 选择「ASA Paid List」/ 「EYES Teacher ASA」/ 「MSHS Teacher ASA」



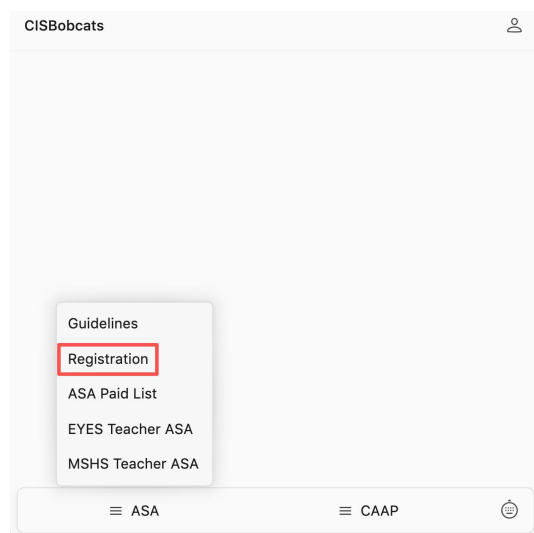


(2) Access the Registration System for Course Details

进入报名系统查看课程详情:

After following, click the [ASA] menu in the bottom left, then select [Registration] to enter the enrollment system.

关注后进入公众号，点击左下角菜单栏「ASA」- 选择「Registration」，即可跳转至报名系统。
点击课程相关课程可进入课程介绍页面。





- ① Account: Student ID (7-digit number)/登录账号: 学生学号 (7位数字)
- ② Default login password: 123456/系统初始密码: 123456

Upon entering the system, you will be taken to the main interface, which contains 'Course Selection', 'School Calendar', 'Shopping Cart', 'My Schedule', 'Photo Album', 'My Kids', and 'Account Center'.

进入系统后, 您将进入主界面, 主界面包含‘选课’、‘校历’、‘购物车’、‘我的课表’、‘相册’、‘我的孩子’以及‘个人中心’。

Change Password/修改密码

It is highly recommended that you change your account password in the "Account Center" after logging in to the registration system for the first time to ensure account security.

强烈建议您在首次登录报名系统后, 前往“个人中心”修改账户密码, 以保障账户安全。

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DEVELOPING LEARNERS INTO PASSIONATE LEADERS

38 Liangmaqiao Rd, Chaoyang District, Beijing, 100125, P.R. China

中国北京市朝阳区亮马桥路 38 号 (86-10) 64657788 www.CISBeijing.com



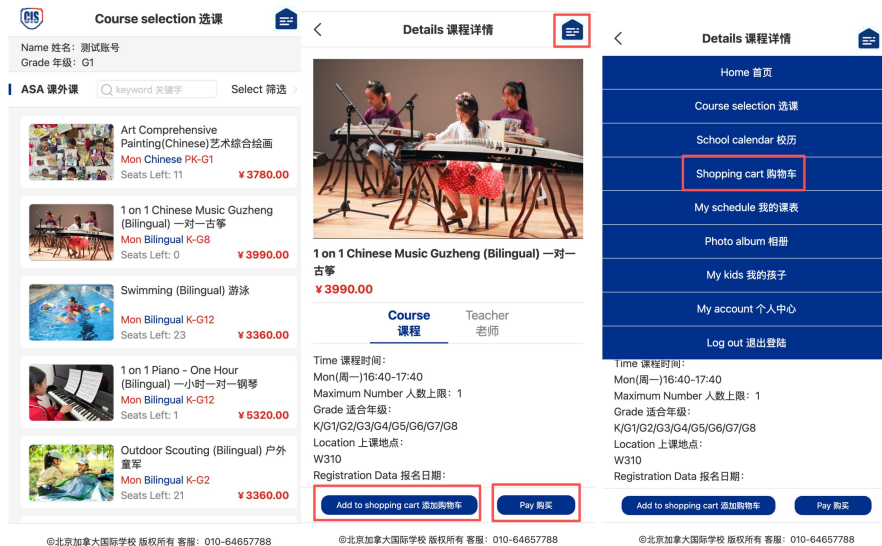
Course Selection/选课

Upon entering the course selection page, the system will automatically display the courses corresponding to the student's grade level.

进入选课页面后，系统将根据学生的年级自动匹配对应的课程。

On the course details page, you can add the course to your cart or proceed directly to purchase. To view your cart, click the icon in the top right corner and select [Shopping Cart].

进入课程详情页后，您可将课程加入购物车或直接点击购买进行报名。如需查看购物车，请点击右上角图标，选择「Shopping Cart」。



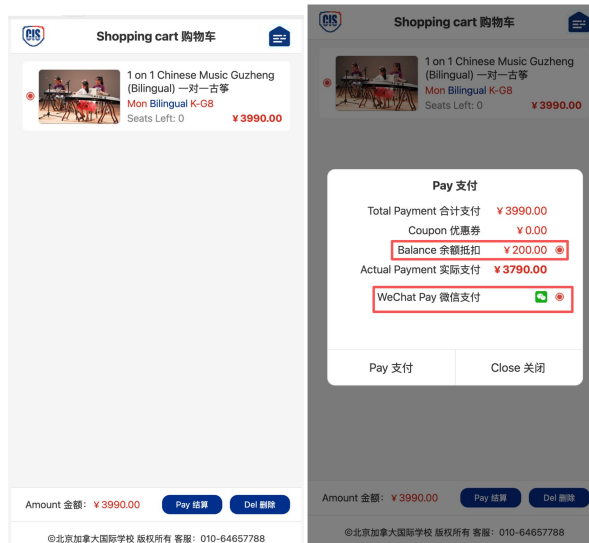
About Payment/关于支付:

*The system currently supports WeChat Pay, Alipay and balance payment.

If you have a balance in your account, please select the "Balance" option when making a payment, and the system will automatically deduct the amount.

*目前系统支持微信支付，支付宝支付和余额支付。

若您的账户中有余额，付款时请勾选“使用余额”，系统将自动抵扣相应金额。



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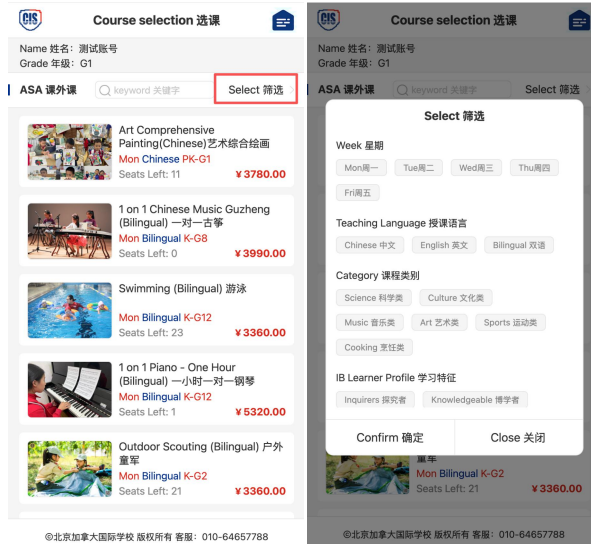


*The system supports keyword search to find and select courses.

*该系统支持通过关键词搜索来查找和选择课程。

*Filter to Find Preferred Courses: Once logged in, you can filter courses by weekday, category, grade level, etc., and view detailed descriptions.

*筛选功能使用方式：登录系统后，可按星期、课程类型、年级等条件筛选并浏览课程详情



*If you exit during payment, **your order will be held for 30 minutes**. Unpaid orders will be automatically released after this time. You can view all unpaid orders under [My Account] - [Not Paid].

*若支付过程中中途退出，**订单将在系统中保留 30 分钟**。超时未支付，所选名额将自动释放。未支付订单可以在「My Account」-「Not Paid」查看。

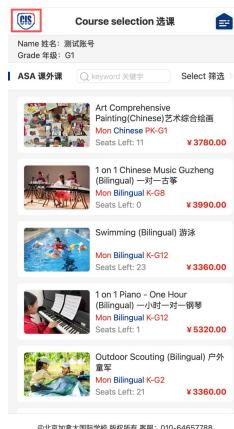
*Please note: Enrollment is only confirmed upon successful payment. Be sure to keep a screenshot of your payment confirmation as proof; as course spots and teaching resources are secured in advance, we are unable to provide refunds for absences due to personal reasons after the first class has been held.

*报名成功以支付成功为准，请务必保留付款截图作为凭证；由于课程名额和教学资源需提前锁定，在您参加第一节课后，我们将无法为个人原因造成的缺勤办理退款。

How to Return to Home/如何返回主页

Click on the school logo in the top-left corner.

点击左上角学校标志



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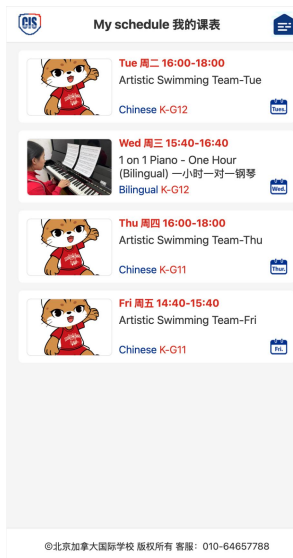
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My Schedule/我的课表

You can view the daily course schedule within this feature.

您可在该功能中查看每日课程安排。



My Kids/我的孩子

The system allows switching between multiple student accounts within the system. When switching, you will need to enter your password for authentication.

系统支持在系统内切换多个学生账号。切换时，您需输入密码进行身份验证。

*The logout function remains in the menu at the top - right corner.

*退出登录功能仍位于右上角的菜单中。

