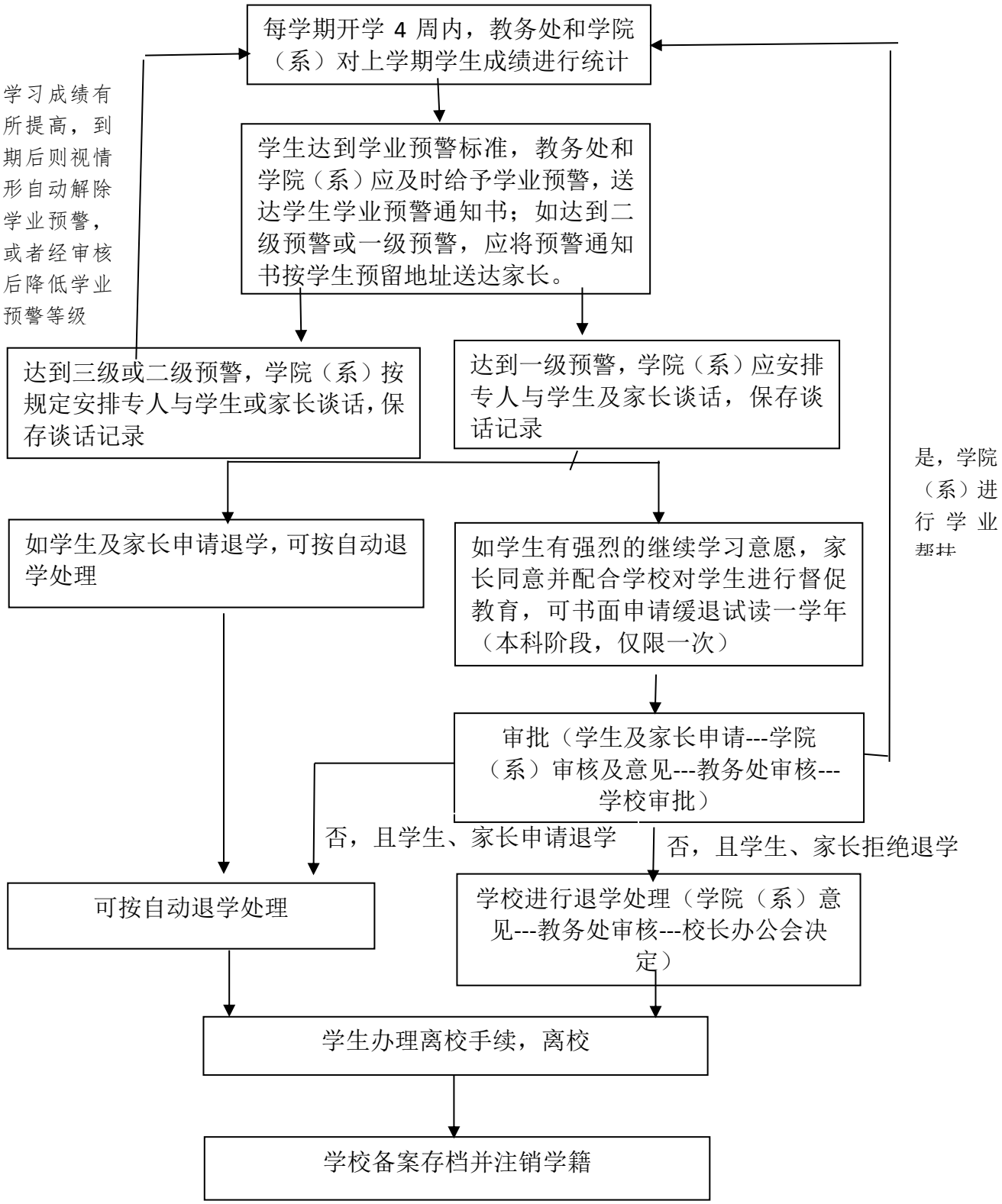上海外国语大学普通全日制本科生学业预警管理流程