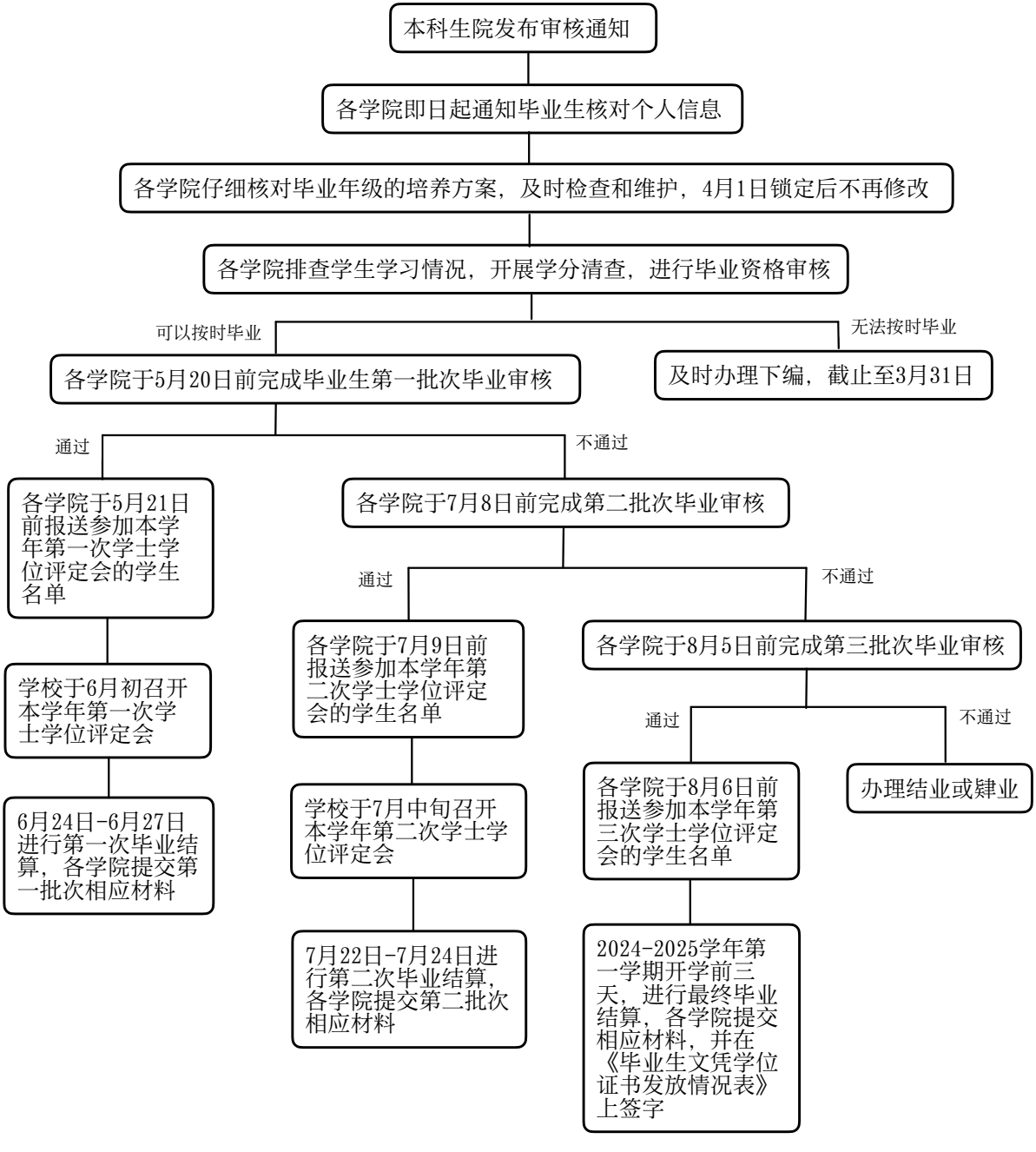武汉大学本科毕业及学位审核工作流程