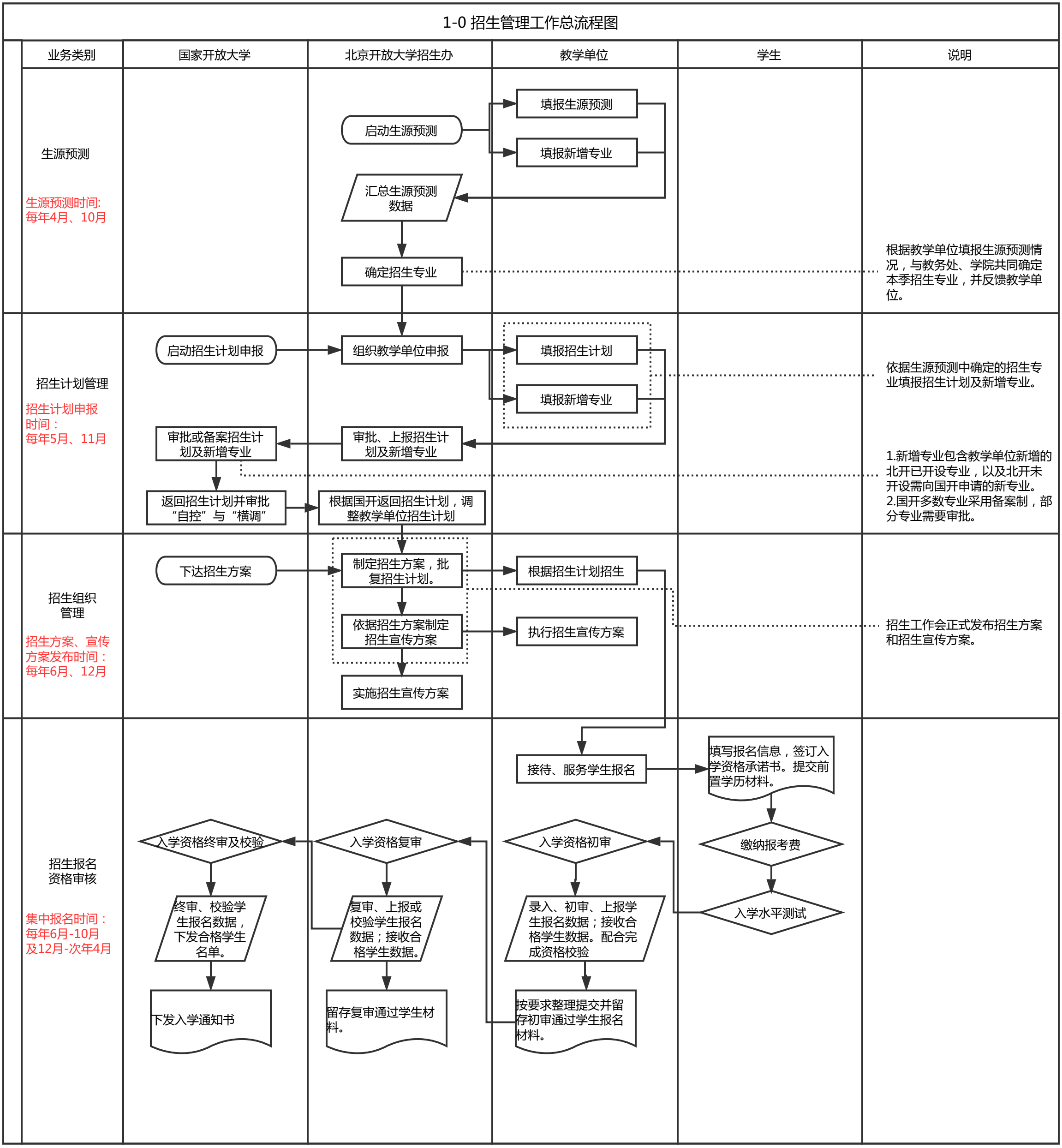1-0 招生管理工作总流程图