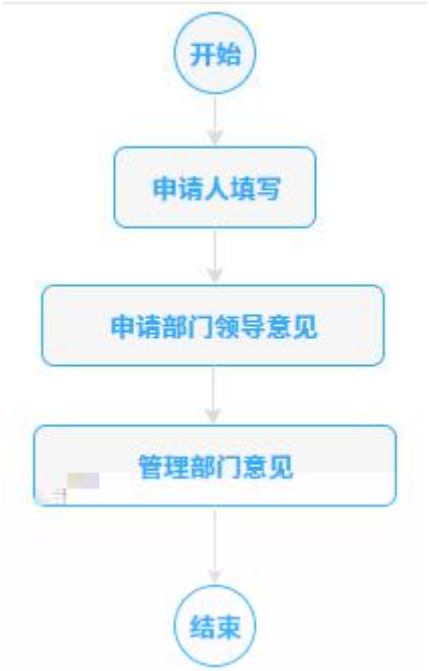易班学生工作站使用申请