**附件1**

**三明学院教师进修申请表**

**填表日期： 年 月 日**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **姓名** |  | | **院部** |  | | | **职称** |  | | | **出生日期** |  |
| **学历** |  | | **学位** |  | | | **职务** |  | | | **工作年限** |  |
| **进修形式** | |  | | | | | **进修时间** | | |  | | |
| **拟进修**  **单位** | |  | | | | | **进修专业** | | |  | | |
| **最后学历** | | **学习起止时间** | | | **毕业学校** | | | | | | **毕业专业** | |
|  | | |  | | | | | |  | |
| **已进修**  **情况** | | **学习起止时间** | | | **进修单位** | | | | | | **进修专业** | |
|  | | |  | | | | | |  | |
|  | | |  | | | | | |  | |
| **党支部**  **意见** | | **审批人：** | | | | **基层党委**  **意见** | | | **审批人：** | | | |
| **二级单位**  **意见** | | **审批人：** | | | | **职能部门**  **意见** | | | **审批人：** | | | |
| **分管校领导意见** | | **审批人：** | | | | **学校意见** | | | **审批人：** | | | |

注：职能部门意见一栏，专任教师由教务处签署意见；辅导员由学生工作部（处）签署意见；此外处级干部还需组织部签署意见。