北京交通大学外籍教师因公出国（境）审批表WSC-104

Application Form for Going Abroad on Business for BJTU Foreign Faculty

 **2017年6月制**

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| **姓名****Name**  |  | **学院****School**  |  | **职务或职称****Posts or Professional Titles** |  |
| **前往国家****（地区）****Destination Country****（Region）** |  | **出访起止时间****Starting and Ending Dates of the Visit**  | **From (YYYY/MM/DD) to**  **(YYYY/MM/DD)， days** |
| **邀请单位****Inviting Unit** |  | **同行人员****Accompanying Person(s)** |  |
| **出访性质****Nature of Visit** | **□学术访问 Academic Visit** **□其他Others**  | **全年累计出访天数****Year to date travel days** | **\_\_\_\_\_\_\_\_days** |
| **经费来源****Source of Funding** | **□（学校、学院）经费****（University、School）Funds** **□邀请方Inviting Unit****□科研经费Research Funds** **□其他Others**  | **经费负责人****Budget Principal** | **Signature： Date：** |
| **出访任务和目的Purpose of Visit：**  |
| **工作安排****Work Arrangements**  | **Signature： Date：** |
| **所在部门****意见****Opinion of School** | **纳入年度出访计划Included in the Annual Visiting Plan**  | **□ 是Yes** **□ 否No** | **计划号Plan Number** |  | **部门本年度第 次****The (No.) Time(s) of Visiting Abroad This Year** |
| **Signature and Seal： Date：** |
|  **国际合作处****（港澳台办）意见****Ratified by the Office of International Affairs** | **Signature and Seal： Date：** |
| **人事处意见****Ratified by the Office of Human Resources** | **Signature and Seal： Date：** |
| **外事主管校领导意见****Ratified by the University leader for International Affairs**  | **(仅学院领导需签署Only Applicant with Administrative Titles Required)** **Signature： Date：** |
| **人事主管校领导意见 Ratified by the University leader for Human Resource** | **(仅学院领导需签署Only Applicant with Administrative Titles Required)**  **Signature： Date：** |

**经办人： 联系电话： 申报日期：**

**Agent Contact Number Date of Application**