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**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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**