**湖南艺术职业学院 校外代课教师 登记备案表**

所属部门： 代课时间（学期）：2018年秋季学期 登记备案时间： 年 月 日

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 序号 | 姓 名 | | 性别 | 年龄 | | 最高学历/学位 | | 职称/职务 | 原工作单位 | | | 代课课程 | | 周课时数/学期总课时数 | | 备 注 |
| 1 |  | |  |  | |  | |  |  | | |  | |  | |  |
| 2 |  | |  |  | |  | |  |  | | |  | |  | |  |
| 3 |  | |  |  | |  | |  |  | | |  | |  | |  |
| 4 |  | |  |  | |  | |  |  | | |  | |  | |  |
| 5 |  | |  |  | |  | |  |  | | |  | |  | |  |
| 6 |  | |  |  | |  | |  |  | | |  | |  | |  |
| 7 |  | |  |  | |  | |  |  | | |  | |  | |  |
| 8 |  | |  |  | |  | |  |  | | |  | |  | |  |
| 9 |  | |  |  | |  | |  |  | | |  | |  | |  |
| 10 |  | |  |  | |  | |  |  | | |  | |  | |  |
| 系部教学指导委员会意见 | |  | | | 教务处审核备案意见 | |  | | | 组织人事处备案意见 |  | | 主管院领导审批意见 | |  | |