

请假单/Request for Leave

No.

姓名 Name		学年 Year of Admission		层次 Category	
导师 Professor		研究所 Institute		学生证 ID Card	
请假原因(注明原因并提供相关证明。空间不足时, 可在背面续写) Reasonable for Leave (Be Specific and Provide Evidence, using back for continue if necessary) :					
请假期限 Duration of Leave:		Y M D —		Y M D	
返校时间 Date of Return (Office only):					

I understand that I need to return back to GSCAAS on time according to the approved leave date. In case due to any uncontrolled or necessary reason happened, I have to e-mail Education International Office a week before my approval expires. Otherwise, without pre-approved, I will be dropped-out automatically after 5 days overdue.

Signature:

Y M D



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姓名 Name		学年 Year of Admission		层次 Category	
导师 Supervisor		研究所 Institute		学生证 ID Card	
请假期限 Duration of leave:					
		Y M D —		Y M D	
请假原因(注明原因并提供相关证明。空间不足时, 可在背面续写) Reasonable for Leave (Be Specific and Provide Evidence, using back for continue if necessary) :					
导师签字 Supervisor's Signature:			研究所盖章 Institute Stamp		
Date of Application:		Y M D			

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