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| 学院2017—2018学年度第一学期教学任务安排表 | | | | | | | | | | | |
|  |  |  |  |  |  |  |  | 主管领导签字： | | | |
| **上课班级** | **课程名称** | **课程类别** | **计划学时** | **讲授学时** | **实践学时** | **周学 时数** | **上课 人数** | **起讫周次** | **主讲教师** | **是否双语教学** | **是否用多媒体教室** |
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| 注：本表需在Excel下完成，于6月9日将文字版和电子版交教务科。 | | | | | | | | | | | |

**2017—2018学年度第一学期专业限选课、任选课人数汇总表**

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| **上课班级** | **课程名称（代码）** | **课程类别** | **选课人数** | **备注** |
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**学院名称：**

注：1、课程类别一栏填写“专业限选课”、“专业任选课”；

２、此表一式两份，一份交教务科，一份留学院存档。

咸阳师范学院教学计划调整申请表

**学院名称： （盖章） 年级专业:**

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| 课程名称 | | 原计划 | | | | | | | | | 调整后计划 | | | | | | | | 备注 |
| 课程  类型 | 学期 | 总学时 | 讲课 | 实验 | 其它 | 周学时 | 学分 | | 课程  类型 | 学期 | 总学时 | 讲课 | 实验 | 其它 | 周学时 | 学分 |
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| **调**  **整**  **原**  **因** |  | | | | | | | | | | | | | | | | | | | |
| **单位领导**  **审核意见** | 签名： 年 月 日 | | | | | | | **教务处长**  **意 见** | | 签名： 年 月 日 | | | | | | | | | | |
| **执行**  **记录** | 教学计划管理员： 执行时间： | | | | | | | **通 知**  **记 录** | | 教材科科长（签名）： 时间： | | | | | | | | | | |
| 教学研究科科长（签名）： 时间： | | | | | | | | | | |
| 实践教学科科长（签名）： 时间： | | | | | | | | | | |

注：1.调整计划(分专业年级)需提交此表一式两份(A4纸)，教务处主管领导签字同意后方可执行，一份学院存档，一份存教务处教务科；

2.“备注”栏中注明本门课程异动情况，包括修改情况及增开或不开。