**课程办理申请表**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **姓名** |  | | **学号** |  | **班级** |  | **所在学院** | |  |
| **申 请**  **事 由** | | （注：可另附材料说明） 申请人签名： | | | | | | | |
| **办理项目** | | **开课班级** | | **课程名称** | | | | **备注** | |
|  | |  | |  | | | |  | |
|  | |  | |  | | | |  | |
|  | |  | |  | | | |  | |
|  | |  | |  | | | |  | |
|  | |  | |  | | | |  | |
|  | |  | |  | | | |  | |
|  | |  | |  | | | |  | |
|  | |  | |  | | | |  | |
|  | |  | |  | | | |  | |
| **其 它**  **项 目**  **办 理** | |  | | | | | | | |
| **学 院**  **意 见** | | 年 月 日 | | | | | | | |
| **教务处**  **意 见** | | （注：教务处意见栏参照有关规定填写） 年 月 日 | | | | | | | |

注：本表一式两份，用于学生免修、补修、缓考等项目的办理