教研室设置申请表

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **教学单位** |  | **教研室名称** |  | | |
| **面向专业** |  | | | | |
| **涵盖课程** |  | | | | |
| **教研室主任** |  | **出生年月** |  | **职称** |  |
| **联系电话** |  | **电子邮箱** |  | | |
| **教研室**  **设 置**  **必要性** |  | | | | |
| **教研室**  **工 作**  **职 责** |  | | | | |
| **部 门**  **意 见** | **负责人签字：**  **年 月 日** | | | | |
| **教务处**  **意 见** | **负责人签字：**  **年 月 日** | | | | |