**留学生请假表**

**Application Form for Leave**

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| **姓名：**  **Name** | **学号：**  **Student No.** |
| **国籍：**  **Nationality** | **经费类别**  **Scholarship Type:** |
| **所在院系：**  **Department** | |
| **导师：**  **Supervisor** | |
| **请假时间Date:**  从from 年/y 月/m 日/d 至to 年/y 月/m 日/d  **请假种类Category:**  公假business leave 病假sick leave 事假personal affair leave  **具体事由Reason in details:**  **学生签字Signature：** | |
| **导师意见Supervisor’s Comments：**  **导师签字Supervisor’s signature**  **学院公章School stamp：** | |
| **国际学院意见 International College**  **审批人签字：**  **日期：** | |

Please submit the form to Ms. Rui ZHANG of International College in R 228, Old Library **for final approval**.