外国语学院销假表

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| 姓名 | |  | | 到岗日期 | | |  | |
| 请假原因 | | 产假 | 病假 | | 外出访学 | | | 其他 |
| 产假与病假具体时间 | |  | | | | | | |
| 外出访学具体时间 | |  | 地点与专业 | | |  | | |
| 院系领导意 见 |  | | | | | | | |