

山西大同大学外事处

山西大同大学外籍教师请假申请表

Written request for leave

(Foreign Affairs Office Shanxi Datong University)

To: Foreign Affairs Office

Applicant: _____

Leave Duration:

From _____ to _____; and come back to school on _____
_____ Day(s) in total.

Remarks/Notes, if any

Phone Number:

Signature:

Date:

Request Result

Approved

☐

Disapproved

☐

Remarks/Notes, if any

Signature:

Date:

Note: Please submit this document to the FAO.

Room No. 1233 .Xing Zhi Building.