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| 姓名Name |  | | 学号ID | |  | |
| 院系School |  | | 专业Major | |  | |
| 导师Supervisor |  | | 手机Mobile | |  | |
| 邮箱EMail |  | | | | | |
| **申请缓考课程信息 Information on the Course Requested** | | | | | | |
| 课程名称Course Name | |  | | | | |
| 课程代码Course Code | |  | | 课程学分 Credit | |  |
| 教学班号Teaching Class | |  | | 任课教师Instructor | |  |
| **申请原因 Personal Statement:**  本人确认理解并遵守学校缓考政策，获准后将按要求参加课程补考；补考通过者，成绩最高为B；未按要求参加补考或补考不通过者，课程需重修重考。I hereby confirm that I understand and accept the University rules on examination deferment. I will take the make-up exam as required if my application is approved. The upper limit of the final grade is B for make-up exams. However, if I fail to take the make-up exam or fail it, I shall re-take the course. | | | | | | |
| 申请人签字Signature: 日期Date: 2020-07-16 | | | | | | |
| **导师意见 Opinion of Supervisor**  签名Signature 日期Date: | | | | | | |
| **任课教师意见 Opinion of the Instructor**  ○ 同意缓考Agree to defer the course examination.  ○ 不同意，因Disagree, as:  签名Signature 日期Date: | | | | | | |
| **所在院系意见 Opinion of the School**  签名Signature: 盖章Seal 日期Date: | | | | | | |
| **研究生院审核意见 Graduate School Review**  ○ 同意缓考 Approve.  ○ 不同意，因Disapprove, as:  签名Signature 盖章Seal 日期Date: | | | | | | |

**说明：**研究生课程缓考申请应通过数字交大在线提交，特殊情况下经研究生院同意后可用本表线下处理。本表由研究生填写签字，请导师、任课教师、院系研究生教务办签署意见后，送交研究生院培养办（陈瑞球楼337）。研究生院审核后留存，扫描件通过开课院系教务抄送任课教师。学生申请时须附必要证明材料。This form shall be filled and handed to the graduate school (Room 337, Chen Ruiqiu Building) by the student after having all signatures (except for the last one from the graduate school).