**苏州健雄职业技术学院**

**定岗实习指导老师现场指导工作记录统计表**

**月份：**

| **教师**  **姓名** | **指导学**  **生姓名** | **学生所属专业** | **企业名称** | **访问日期** | **出行方式及路程（公里）** | | **项目团队**  **核定** | **报销**  **金额** | **二级学院核定**  **报销差旅** |
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| A学校派车 B 公共交通 C 自驾 | |
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| 合计 | | | | |  | |  |  |  |

**注：本表为现场指导统计用，每月由项目团队统计交二级学院；凭此统计表，附上相关原始材料，办理旅费报销手续。**

**填表人： 填 表 时 间：**

**审核人： 二级学院盖章：**