**2012级 （学院（部）、专业） 毕业生档案材料登记表**

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| 序号 | 学号 | 姓名 | **毕业生登记表**★ | **历年成绩单**★ | 毕业生论文评定表★ | 报到证★ | 年终综合考评表 | 体检表 | 实习成绩报告 | 教师资格认证申请表 | 入党志愿书 | 入党申请书 | 入党其它材料 | 其它材料 | 备注 |
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**注：1.请在对应的项目里画“√”；**

**2.按学号由小到大顺序排列，“**★**”项目是我校形成的档案，每名学生必须归齐；**

**3.此表一式二份，审核签字后由学院（部）及档案室各保存一份。**

移交单位（盖章）：

移交人签名： 接收人签名：

年 月 日