**学生活动申请表[[1]](#footnote-1)**

**Application Form for Student Activity**

***一、学生活动申请基本信息 Basic Information of the Activity***

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***学生组织名称 Name of Student Organization*** | | | | | | | ***活动负责人 Name of Person in Charge*** | | | | | | | |
| UICHCC计算机俱乐部 | | | | | | | 姓名Name: | | |  | | | | |
| 联系电话Contact Tel.: | | |  | | | | |
| □ 主办Organizer □ 协办Co-Organizer | | | | | | | 邮箱Email: | | |  | | | | |
| ***活动性质 Nature of Activity*** | | | | | | | | | | | | | | |
| □ 学术 Academic  □ 文娱 Entertainment | | | | □ 慈善类 Charity  □ 体育 Physical | | | □ 文化艺术类 Culture and Arts  □ 其它类活动 Others: \_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | |
| ***活动名称 Name of Activity*** | | | | | | | | | | | | | | |
| ***中文名称 Chinese Name：*** | | | | | | | ***英文名称 English Name:*** | | | | | | | |
| ***活动时间 Activity Date：*** | | | | | | | ***预计参与总人数 Expected No. of Participants：*** | | | | | | | |
| ***活动地点 Activity Venue：*** | | | | | | | ***组织者人数 No. of Organizers：*** | | | | | | | |
| ***二、邀请嘉宾信息 Basic Information of the Guest (If any)***   |  |  |  |  | | --- | --- | --- | --- | | ***是否邀请嘉宾 Guest Invitation*** | | □是Yes □否No | | | 邀请原因 Reasons | □致辞/演讲Speech □评判Judge □颁奖Award □其它 Others: \_\_\_\_\_\_\_\_\_ | | | | 姓名Name |  | 职衔Position |  | | ***嘉宾介绍 Information of the Guest*** | | | | |  | | | | | ***演讲主题（如有） Topic of the Speech (If any)*** | | | | |  | | | | | ***演讲大纲（如有） Outline of the Speech (If any)*** | | | | |  | | | |   ***三、预期参与者的收获Expected Learning Outcome(s) for Student Participants***  **（*请至少选择一项Please choose at least 1*）**   |  |  | | --- | --- | | **Learning outcomes** | **Examples of elements of skills/knowledge/experience to be acquired/attained** | | **公民Citizenship** | - to train students to be responsible citizens with an international outlook - to provide students with experience in global engagement - to develop students with a sense of ethics and civility | | **知识Knowledge** | - to attain up-to-date/in-depth knowledge - to achieve a broad range of cultural & general knowledge | | **学习Learning** | - to develop students into independent & life-long learners - to develop students with an open mind and an inquiring spirit | | **技能Skills** | - to train students on information literacy & IT skills - to develop students' numerical and problem-solving skills | | **创意Creativity** | - to develop students' critical thinking and creativity | | **沟通Communication** | - to enhance students' language skills (English, Chinese and Putonghua) - to develop students' ability in articulating ideas clearly and coherently | | **群体Teamwork** | - to train students to be able to serve, lead and/or work in a team |   ***四、活动概述Activity Description*** | | | | | | | | | | | | | | |
| ***活动描述Activity Description*** | | | | | | | | | | | | | | |
| ***活动目标***  ***Objectives*** |  | | | | | | | | | | | | | |
| ***活动流程***  ***Process*** | ***准备***  ***Preparation*** | |  | | | | | | | | | | | |
| ***执行***  ***Implementation*** | | *需包括活动时间轴和人员分工* | | | | | | | | | | | |
| ***安全考虑 Safety Precautions（人身，财产安全须注明）*** | | | | | | | | | | | | | | |
| 1. 购买保险：  □是 □否 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_（险种，保额） 2. 顾问老师参与： □是 □否 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_（参与程度） 3. 参与者免责声明签署： □是 □否 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_（签署比例） 4. 医疗用品准备： □是 □否 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_（请附清单，向管理部门借用） 5. 要求：乘坐公共交通 □是 □否 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_（□市内 □市际） 6. 借用学校财产： □是 □否 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_（名称，数量，保管人）   其它：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | |
| ***活动收支状况 Expected Costs of Activity*** | | | | | | | | | | | | | | |
| ***收入与支出类型 Income and Expense：（勾选即可 Just Check）***  □向参与者收费 □宣传印刷品费 □场地费 □现场布置和装饰费 □保险费  □可循环使用物资 □比赛奖品/纪念品费 □医疗用品费 □灯光音响租用费 □餐饮费□劳务费/勤工俭学费 □交通/运输费 □其它收入或支出\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | | | | |
| ***经费预算明细* *Budget Details*** | | | | | | | | | | | | | | |
| 收入类型  Type of Income  （**参考上述分类**） | | 收入明细  Income Item | | | 规格  Specification | 单价  Unit Price | | 数量  Quantity | 金额  Amount | | | 备注  Remarks | | |
|  | |  | | |  |  | |  |  | | |  | | |
|  | |  | | |  |  | |  |  | | |  | | |
| ***总收入Total Income：*** | | | | | | | | |  | | |  | | |
| 支出类型  Type of Expense  （**参考上述分类**） | | 支出明细  Cost Item | | | 规格 Specification | 单价  Unit Price | | 数量  Quantity | 金额  Amount | | | 拟批准金额 Approved Budget  （由SAO-SSLDT填写） | | |
|  | |  | | |  |  | |  |  | | |  | | |
|  | |  | | |  |  | |  |  | | |  | | |
|  | |  | | |  |  | |  |  | | |  | | |
|  | |  | | |  |  | |  |  | | |  | | |
|  | |  | | |  |  | |  |  | | |  | | |
|  | |  | | |  |  | |  |  | | |  | | |
|  | |  | | |  |  | |  |  | | |  | | |
|  | |  | | |  |  | |  |  | | |  | | |
|  | |  | | |  |  | |  |  | | |  | | |
|  | |  | | |  |  | |  |  | | |  | | |
| ***总支出Total Expense：*** | | | | | | | | |  | | |  | | |
|  | | | | | | | | | **申请总金额**： | | | **拟批准总金额**： | | |
| ***会长/社长签署（手写）President Signature*** | | | | | | | | | | | | | | |
| 本人\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_承诺所填写的资料均正确无讹，并无遗漏。 | | | | | | | | | | | | | 日期：\_\_\_\_\_\_\_\_\_ | |
| I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby certifies that all the information above on this form is complete and accurate. | | | | | | | | | | | | | | Date: \_\_\_\_\_\_\_ |
| ***学生组织指导老师填写 For advisor use only*** | | | | | | | | | | | | | | |
| 指导老师意见Comments on the Activity: | | | | | | | | | | | | | | |
| 指导老师签名Advisor Signature: | | | | | | | | | | | 日期Date: | | | |

1. 注：本活动申请表参考UIC学生事务处同名表格，特此说明。 [↑](#footnote-ref-1)