MCUT REPORT OF CLUB ACTIVITY

date： y m d

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| --- | --- | --- | --- | --- | --- |
| Number |  | | Club Name | + | |
| Activity Name：  Activity Time： y m d hr s ~ y m d hr  Activity Place：  Number of Attendant：Our School（ ）people；Other School（ ）people (school(department) name： ) Name:  Contact Information:  Enclosure：□Money List of Income and Outcome □Receipt □Paper including Activity Photo  □Suggestions and reviews □thoughts and feelings □grade of competition  □other  Outcome Money： dollars (use the budget paper)  Budget： dollars  Rate of Using Money： ﹪（outcome money/budget）  Original Money From School： dollars；  ***Money Need to be Canceled from School： dollars***  **THE ABOVE-MENTIONED IS ALL YOU HAVE TO FILL IN! THANK YOU** | | | | | |
| 校 長 | | 學 務 長 | | | 課外組輔導人員 |
|  | |  | | |  |
| 會計主任 | | 課外組組長 | | |
|  | |  | | |
| 會簽單位 | | 學校經費補助類別 | | | 學生會會長 |
|  | | □ 學生事務與輔導工作  工作項目：  □ 補助款： 元  □ 配合款： 元  □ 課外組預算： 元  □ 整體發展獎補助款： 元 | | |  |
| 社團指導老師 |
|  |
| 社團負責人 |
|  |

活動經費支出明細表

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 項次 | 支出項目 | 用途說明 | 支出金額 | | | | 備註 |
| 單位 | 單價 | 數量 | 總額 |
| 1. |  |  |  |  |  |  |  |
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| 本頁合計 | | | | | | 元整 | |

(可自行增列) 製表人：

1.本表若不敷使用請影印，或至課外組網頁下載。

2.本表最後一欄請加總本頁合計，若超過一頁請於最後一頁加總本次活動之總額。

3.請以合法單據報銷：發票、收據等，務必註明學校統一編號35701534

4.使用收銀機發票者，請於付款前先告知店家打上，手寫者無效。

5.發票、收據上之發票章需有店家之統一編號。

同學參加活動獲得核心能力（軟實力）統計表

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| --- | --- | --- | --- | --- |
| 核心能力 | 溝通表達 | 持續學習 | 情緒管理 | 人際互動 |
| 平均分數 |  |  |  |  |
|  |  |  |  |  |
| 核心能力 | 團隊合作 | 問題解決 | 積極創新 | 紀律責任 |
| 平均分數 |  |  |  |  |

活動滿意度調查： ﹪滿意

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活動照片黏貼單

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| 說明 |  |

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| 說明 |  |

活動建議事項與檢討

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活動心得感想與收穫(至少500字)

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學生社團活動時數認證表

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| --- | --- | --- | --- | --- | --- |
| 序號 | 系所 | 年級 | 學號 | 姓名 | 時數認證(時) |
| 1 |  |  |  |  |  |
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＊可自行增列