

合肥工业大学研究生会

考核记录表

部门：\_\_\_\_\_\_\_\_\_\_

职务：\_\_\_\_\_\_\_\_\_\_

姓名：\_\_\_\_\_\_\_\_\_\_

电话：\_\_\_\_\_\_\_\_\_\_

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| 姓 名 | |  | 性 别 | | |  | | （照片） | |
| 出生年月 | |  | 民 族 | | |  | |
| 政治面貌 | |  | 籍 贯 | | |  | |
| 本科院校 | |  | | | | | |
| 研究生所在校区、学院 | |  | | | | | | | |
| 联系电话 | |  | Q Q/微信 | | |  | | | |
| 邮 箱 | |  | 部门/职位 | | |  | | | |
| **活动考核** | | | | | | | | | |
| 活动名称 | 工作内容 | | | 评 语 | | | 等级 | | 负责人签字 |
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| **会议考核** | | | | | | | | | |
| 会议时间 | 会议内容 | | | | | 是否参加 | 缺席原因 | | |
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| **额外工作考核** | | | | | | | | | |
| 撰写新闻稿 |  | | | | 撰写活动策划 | |  | | |
| 撰写微信推文 |  | | | |  | |  | | |
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校研究生会 制

注：

1、各部门负责人或活动负责人应及时填写考核记录表；

2、各考核环节（活动、会议、额外工作）若需要更多表格请联系办公室申领对应页，粘贴上即可；

3、活动考核等级分为ABCDE，分别对应优、良、中、及格、不及格；

4、每学期末各部门负责人应将考核记录汇总至成员考核汇总表内；

5、本记录表会存放在研会办公室各部门档案盒中。