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| 天津商业大学专家讲课、项目评审和验收工作方案 | | | | | | | | | | | | | | | | | | |
| 申请部门（盖章）： 年 月 日 | | | | | | | | | | | | | | | | | | |
| 序号 | 时间 | | 地点 | | 活动名称 | | 政策依据 | | | 经费来源 | | 发放内容 | | 拟聘请专家人数 | | | 申请预算金额 | |
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| 注：此表应于每个学期初的二周内，上报分管校领导批准后报计划财务处。 | | | | | | | | | | | | | | | | | | |
| 分管财务校领导审批 （预算金额超过3万元） | | ： | |  | | 分管校领导 ： | |  | 部门负责人 | | ： | |  | |  | 经办人 ： | |  |
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| 天津商业大学讲课费、评审费和验收费发放预算表 | | | | | | | | | |
| 年 月 日 | | | | | | | | | |
| 申请部门 | |  | | | | 经费来源 |  | | |
| 活动名称 | |  | | | | 活动地点 |  | | |
| 活动内容 | |  | | | | | | | |
| 活动时间 | | 年 月 日 时 至 年 月 日 时 | | | | | | | 共 天 |
| 参训人数 | |  | | 政策文件依据 | |  | | | |
| 发放内容 | | □讲课费 □评审费 □验收费 | | | | | | | |
| 聘请专家信息 | | | | | | | | | |
| 序号 | 姓名 | | 职称 | 工作单位 | | | 职务 | 拟发放金额 | 财务审核后金额 |
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| 拟发放总金额 | |  | | 大写 |  | | | | |
| 审核后总金额 | |  | | 大写 |  | | | | |
| 1.经办人： | | | | | | 3.财务审核： | | | |
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| 2.部门负责人（项目负责人）签批： | | | | | | | | | |
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| 4.财务负责人签批（支出3万元（含）-5万元）： | | | | | | | | | |
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| 5.总会计师签批（支出5万元（含）-50万元）： | | | | | | | | | |
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| 注：支付专家讲课费、评审费和验收费，各部门需进行网上申报，通过银行卡发放，不得以现金njin金的 | | | | | | | | | |
| 金形式发放。 | | | | | | | | | |