**同济大学选修校外研究生课程学分认定及成绩转换申请表
The Application Form of Credit Recognition for Graduate Off-campus Study**

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| 姓名Candidate’s name |  | 学号Registration No. |  | 学院School |  |
| 专业Major/Field |  | 导师Supervisor |  |
| 交流学校Exchange institutions |  | 交流时间Exchange periods  |  |
| 交流学校类别Exchange institution level | □校际合作学校 □院际合作学校 □其它（请注明: ）□ Inter-university exchange □ Inter-school exchange □ Others(Please indicate: ) |
| 交流类别Exchange category | □双学位项目 □学分互认项目 □短期交流项目 □其它（请注明: ）□ Graduate dual degree program □ Mutually-recognized credits program □ Short-term exchange program □ others (Please indicate: 　) |
| 学分认定及成绩转换情况Mutually-recognized credits and transcript conversion  |
| 拟替代我校培养方案中的课程Campus courses in Tongji degree program | 所选外校课程Off-campus courses  |
| 课程代码及名称Course code & name | 学分Credits | 必修/选修Core /elective | 成绩Score  | 名称（中文或英文）Off-campus courses (in Chinese or English) | 学分Credit | 学时Class hours | 成绩Score |
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| 申请学分认定及成绩转换情况说明Statement on application for credit recognition |  |
| 导师意见Approval from Supervisor  |  导师签字： 年 月 日Signature by Supervisor: / / ((mm/dd/yy) |
| 所在学科专业委员会意见Approval from Discipline AcademicCommittee  |  学科专业委员会主任签字： 年 月 日Signature by Discipline Academic Committee’s Chairman: / / ((mm/dd/yy) |
| 所在院系审批意见Approval from corresponding school / department  |   分管院长签字： 年 月 日Signature by dean of school / department: / / ((mm/dd/yy) |
| 开课院系审批意见（跨学院开课时填写）Approval from School / department for cross school courses  |   分管院长签字： 年 月 日Signature by college / department’s dean: / / ((mm/dd/yy) |
| 研究生院培养处审批（跨学院开课时填写）Approval from Graduate School for cross school courses |  经办人签字： 年 月 日Signature of responsible person： / / ((mm/dd/yy) 负责人签字： 年 月 日Signature by the person in charge: / / ((mm/dd/yy) |

注：此表一式三份。同时提交以下材料各一份：①校外研究生课程成绩单原件（阅后退回）及复印件；

②《同济大学申请选修校外研究生课程审批表》；③拟认定课程的课程大纲或简介。

Notes: Please fill out this form in triplicate with one copy of following materials: ①original printed copy of transcript of off-campus courses (will be returned after-review); ②“Course Application Form for Graduate Off-campus Study”; ③instructions on or introduction of off-campus courses. ”