**工艺美术系20XX-20XX学年第XX学期**

**\_\_\_\_\_\_\_\_\_\_\_\_课程补考归档材料清单**

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| 教师姓名 | |  | 职称 |  | | 工号 |  | |
| 序号 | 内容 | | | | 数量 | | | 备注 |
| 1 | 实务考试资料装订封面 | | | | 1份 | | |  |
| 2 | 补考方案（含评分细则） | | | | 1份 | | |  |
| 3 | 实务考试成绩评定表 | | | | 1份 | | |  |
| 4 | 学生补考作品（含刻盘/U盘） | | | | X份 | | |  |
| 5 | 补考成绩登记表 | | | | 1份 | | |  |
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补考教师签字： 教研室主任签字：

年 月 日 年 月 日