附件1

山东大学地方校友会（校友组织）

登记备案表

填表人： 年 月 日

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 组织名称 | | |  | | | | | | | | | | 组织人数 | | | |  | |
| 是否注册 | | |  | | | | 注册日期 | | | |  | | 注册部门 | | | |  | |
| 注册名称 | | |  | | | | | | | | 注册法人 | | |  | | | | |
| 成  立  及  换  届  情  况 | 届别 | | 时间 | | 会长 | | | | | | | | | | | | | |
| 姓名 | | | | 专业年级 | | | | 工作单位及时任职务 | | | | | |
| 第一届 | |  | |  | | | |  | | | |  | | | | | |
| 第二届 | |  | |  | | | |  | | | |  | | | | | |
| 第三届 | |  | |  | | | |  | | | |  | | | | | |
| 第四届 | |  | |  | | | |  | | | |  | | | | | |
| 现  任  负  责  人 | 姓名 | | 职务 | | 专业年级 | | | | 联系方式 | | | | 工作单位及职务 | | | | | |
|  | | 会长 | |  | | | |  | | | |  | | | | | |
|  | | 副会长 | |  | | | |  | | | |  | | | | | |
|  | | 秘书长 | |  | | | |  | | | |  | | | | | |
|  | | 副秘书长 | |  | | | |  | | | |  | | | | | |
| 内  部  机  构  设  置 | 部门名称 | | | 主要职能 | | | | | | 负责人 | | | | | | | | |
| 姓名 | | | 专业年级 | | | 联系方式 | | |
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| 校友之家申报情况 | 序号 | 地址 | | | | 承办人信息 | | | | | | | | | 是否  授牌 | | | 授牌  日期 |
| 姓名 | | 专业年级 | | | | 联系方式 | | |
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| 校友产业园（创业园）开展情况 | （若尚未开展可填写建设规划或思路） | | | | | | | | | | | | | | | | | |
| 学校校友会意见 | （盖章）  签字： 年 月 日 | | | | | | | | | | | | | | | | | |

\*可根据实际情况添加表格。此表格一式两份，地方校友会（校友组织）、秘书处各执一份。