**中 山 醫 學 大 學**

**校外教育訓練時數資歷登錄表**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 單位： 受訓人員姓名：

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 項次 | 訓練單位(開課單位) | 課程名稱 | 研習日期 | 核准時數 | 實際研習時數 | 假別(公假、公差、自假) |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

單位主管核章： 受訓人員核章： |
| **注意事項：**1. 本表需由受訓人員先以簽呈提出校外訓練需求，核准後，並完成訓練課程，再提出資歷登錄申請。
2. 需檢附核准文件、研習證明，經單位核章後送交人事室辦理系統登錄。

人事室主管核章： 人事承辦核章： |